

Chaplin Senior Center

Board of Directors

132 Chaplin Street

Chaplin, CT 06235

The Board of Directors for the Chaplin Senior Center met for its regular meeting on Tuesday, **August 2, 2022**, in the Library conference room.

Members present: Chairperson Irene Schein, Karl Linkkila, Shirley Rakos, Jeanette Haines, Walt Zlotnick, Catherine Dietrichsen, and Ellen Gillon; alternates Robin Hoagland and Dawn Gilbert, Director Lisa Kegler, and Victoria Northrop (recording clerk).

- 1. Irene Schein called the meeting to order at 10:02 a.m.** Robin Hoagland was seated for Crystal Gebhardt and Dawn Gilbert was seated for Ann Lewis.
- 2. Audience for Citizens:** None present.
- 3. Minutes:** The minutes of the Board Meeting of June 7, 2022 were approved unanimously after a motion was initiated by Jeanette Haines and seconded by Robin Hoagland.
- 4. Additions and Changes to the Agenda:** Irene added the topic of the creation of an annual calendar for repeating Board tasks to the agenda under the Board Member Reports heading.
- 5. Director's Report:**
 - a. Special Revenue Fund: \$38,100.42
 - b. Cash on Hand: \$295.47
 - c. Membership: 358
 - d. Dues collected: \$2255.50

Lisa reported that the grant for the massage chair has been approved and received, and the chair has been ordered and will arrive on Monday. The Center's massage therapist will clarify its proper and safe usage for the seniors. Lisa intends to create a sign-up sheet and, possibly, a waiver for its use.

Several events are coming up in August: on the 15th there will be a potluck lunch with music by Bruce Johns and lawn games. On the 17th there will be a program in conjunction with the Library on pollinators. On the 24th there will be a presentation on Animal Therapy involving several therapy dogs. The Senior Center will be creating a float for the Bicentennial parade, which will take place on September 10th, and Lisa encourages anyone interested to participate in its construction.

Lisa gave particular thanks to Karl Linkkila and the other volunteers who made possible the re-roofing of the garden shed. She added that, in addition to the new shingles, a moisture barrier and zinc oxide had been added to the roof for longevity and reduced moss accumulation.

The landscaper has been hired and has begun the installation and care of the shrubberies and gardens. The DPW did remove the dead shrubs in the end. The Senior Center and Library had been having problems with sediment and air in the well water. The well has been serviced and given a chlorine shock. Lisa also said there have been issues with the pilot-light propane in the kitchen stove causing the alarm to sound when even brief power outages have happened. The Board discussed the possibility of looking into retrofitting the stove with electric spark ignition rather than a pilot light system to avoid this problem in the future.

6. Affordable Housing Grant:

Irene let the board know that of the 15k grant that the town received for the Affordable Housing program, 5k was used for the NECOG plan that was written. The remaining 10k needs to be used in the following categories related to the pursuit of affordable housing:

- 1.) Data Collection/Market Study Analysis
- 2.) Community Engagement
- 3.) Printing & Publications
- 4.) Other Planning Costs
- 5.) Salaries for Administration

Victoria suggested hiring administrators to create a survey based on questions created by the Board members then circulate it to the community using the funds under printing & publications, analyzing the completed surveys and holding a community engagement meeting to discuss the results with the community members. Catherine suggested that the event should have food provided to encourage attendance. Shirley reminded the Board that not everyone who has accessory apartments for rent advertises the fact publically. Irene asked for the Board members to e-mail her with a list of questions for the survey that they feel should be included.

7. Guidelines for the Use of the Multi-function Room and the Community Center Room:

The Board reviewed the existing guidelines for the use of the Multi-function Room in the Senior Center and the Ferraro Community Room. After a long discussion including questions about whether we charge for use (no), why political meetings vs political fundraisers would be allowed, the precedents for the current regulations, and a discussion of why parties and a party atmosphere are not appropriate for the space due to insurance issues and clean-up as well as potential damage to the infrastructure, the Board decided to let the existing rules/guidelines stand. The one change to the rules' language was that in order to use the room one must be a **current** member of the Senior Center and have been a member for at least one year. The Ferraro Community room, on the other hand, is town controlled and requires insurance, and an application sponsored by a town board or commission and approved by the Board of Selectmen in advance. Lisa added that the bathrooms are also considered to be linked to the Community room in addition to the

Senior Center. Irene asked for the Board members to think about any input or changes they might like to see in the future.

8. Board Member Reports:

Irene and Lisa will put their heads together and create the annual calendar with repeating tasks for the Senior Center Board of Directors (such as electing officers and replacing members) potentially using the Outlook calendar system.

Irene also reports that in addition to her interest in the Commission on Senior Housing, she would also like to tackle the subject of energy costs for seniors, including the potential implementation of community solar. She also has the subject of a potential farmers' market for the town on her radar so people have access to healthy, inexpensive produce.

9. Next Meeting Date: September 6, 2022 @ 10 a.m.

10. Adjournment: the meeting was adjourned at 11:02 a.m.

Minutes submitted by Victoria Northrop, recording clerk