

**Wallingford Committee on Aging
Agenda
February 21, 2025**

Call to order @ 9:00 a.m.

Secretary's Report

- Vote to accept minutes of January 17, 2025 Meeting

Treasurer's Report

- Vote to accept monthly report of revenues and expenditures for January 2025
- Vote to accept the January 2025 Program Account Report

Consent Agenda – Accept the following January 2025 reports as emailed:

- Executive Director
- Program Director
- Social Services
- Memory Lane

Staff Reports

- Executive Director
- Program Director

Old Business

- Personnel Committee – Executive Director search
- WCOA – Upcoming elections in March

New Business

- Proposed FY 25-26 Budget

Other Business: announcements, appointments, questions, items to be noted for the record of the meeting.

Adjournment (10:00 a.m.)

Next WCOA meeting – March 21, 2025

RECEIVED FOR RECORD 2/13/25
AT 11:45am AND RECEIVED BY
Mistie Ponce (LP) TOWN CLERK

WALLINGFORD COMMITTEE ON AGING

OPERATING ACCOUNT

FISCAL YEAR JULY 1, 2024-JUNE 30, 2025

OPERATING & TRANSPORTATION ACCOUNT	BUDGET SUBMITTED	January 2025 ACTIVITY	TO DATE BALANCE FORWARD	YEAR TO DATE BALANCE	BUDGET UNDER or (OVER)
Checking Account 07/01/2024				\$ 6,490.09	
Checking Account 01/01/2025					
Receipts Operations					
Town Contribution	\$ 780,274.00	\$ 65,023.00	\$ 390,138.00	\$ 455,161.00	\$ 325,113.00
Memory Lane Income	\$ 60,000.00	\$ 3,885.00	\$ 29,052.00	\$ 32,937.00	\$ 27,063.00
Interest	\$ 20.00	\$ 0.01	\$ 0.07	\$ 0.08	\$ 19.92
Miscellaneous*	\$ -		\$ 4,337.00	\$ 4,337.00	\$ (4,337.00)
Carryover Budgeted	\$ 2,244.00	\$ 187.00	\$ 1,309.00	\$ 1,309.00	\$ 935.00
Total Receipts-Operations	\$ 842,538.00	\$ 68,908.01	\$ 424,836.07	\$ 493,744.08	\$ 348,793.92
Receipts Transportation					
Town Contribution	\$ 205,271.00	\$ 17,106.00	\$ 102,636.00	\$ 119,742.00	\$ 85,529.00
Bus Income	\$ 3,750.00	\$ 167.00	\$ 1,523.00	\$ 1,690.00	\$ 2,060.00
Carryover Budgeted	\$ 748.00	\$ 62.33	\$ 436.33	\$ 436.33	\$ 311.67
Total Receipts-Transportation	\$ 209,769.00	\$ 17,273.00	\$ 104,595.33	\$ 121,868.33	\$ 87,900.67
TOTAL ALL RECEIPTS	\$ 1,052,307.00	\$ 86,181.01	\$ 1,010,731.15	615612.41	\$ 436,694.59
Disbursements Operations					
Salaries	\$ 582,098.00	\$ 43,866.36	\$ 304,905.55	\$ 348,771.91	\$ 233,326.09
Payroll Taxes	\$ 47,825.00	\$ 3,343.17	\$ 22,857.88	\$ 26,201.05	\$ 21,623.95
Pensions	\$ 28,145.00	\$ 2,918.65	\$ 15,260.19	\$ 18,178.84	\$ 9,966.16
Health Benefits	\$ 107,655.00	\$ 4,428.58	\$ 26,034.94	\$ 30,463.52	\$ 77,191.48
Workers Comp	\$ 2,403.00		\$ 1,605.00	\$ 1,605.00	\$ 798.00
Staff Travel	\$ 2,010.00	\$ 258.62	\$ 993.78	\$ 1,252.40	\$ 757.60
Meetings, Seminars, Dues	\$ 3,250.00	\$ 280.21	\$ 1,323.55	\$ 1,603.76	\$ 1,646.24
Liability Insurance	\$ 23,181.00	\$ 1,917.25	\$ 15,323.03	\$ 17,240.28	\$ 5,940.72
Telephone	\$ 1,820.00	\$ 295.18	\$ 1,378.07	\$ 1,673.25	\$ 146.75
Office Expenses/Supplies	\$ 6,500.00	\$ 658.31	\$ 2,695.57	\$ 3,353.88	\$ 3,146.12
Equipment	\$ 2,200.00		\$ 333.00	\$ 333.00	\$ 1,867.00
Maintenance/Repair	\$ 3,500.00	\$ 518.00	\$ 1,290.00	\$ 1,808.00	\$ 1,692.00
Facility Expenses & Suppl	\$ 7,400.00	\$ 450.92	\$ 3,417.72	\$ 3,868.64	\$ 3,531.36
Audit	\$ 9,000.00		\$ 9,400.00	\$ 9,400.00	\$ (400.00)
Memory Lane Expenses	\$ 8,000.00	\$ 497.95	\$ 2,874.00	\$ 3,371.95	\$ 4,628.05
Miscellaneous*				\$ -	\$ -
Town Building Lease	\$ 1.00		\$ 1.00	\$ 1.00	\$ -
Postage	\$ 250.00			\$ -	\$ 250.00
Printing	\$ 1,500.00	\$ 325.00	\$ 2,339.76	\$ 2,664.76	\$ (1,164.76)
Prof Services	\$ 5,000.00	\$ 995.61	\$ 3,976.21	\$ 4,971.82	\$ 28.18
Continuing Ed & Training	\$ 800.00		\$ 50.00	\$ 50.00	\$ 750.00
Disbursements Operations	\$ 842,538.00	\$ 60,753.81	\$ 416,059.25	\$ 476,813.06	\$ 365,724.94

WALLINGFORD COMMITTEE ON AGING

OPERATING ACCOUNT

FY JULY 1, 2024-JUNE 30, 2025

OPERATING & TRANSPORTATION ACCOUNT	ANNUAL BUDGET	January 2025 ACTIVITY	TO DATE BALANCE FORWARD	YEAR TO DATE BALANCE	BUDGET UNDER or (OVER)
Disbursements-Transportation					
Salaries-Drivers	\$ 140,006.00	\$ 11,225.50	\$ 77,121.27	\$ 88,346.77	\$ 51,659.23
Payroll Taxes	\$ 12,140.00	\$ 902.48	\$ 6,029.03	\$ 6,931.51	\$ 5,208.49
Pensions	\$ 7,000.00	\$ -	\$ -	\$ -	\$ 7,000.00
Health Benefits	\$ 16,827.00	\$ 510.54	\$ 460.00	\$ 970.54	\$ 15,856.46
Workers Compensation	\$ 11,277.00		\$ 4,815.00	\$ 4,815.00	\$ 6,462.00
Maintenance	\$ 6,000.00		\$ 3,511.93	\$ 3,511.93	\$ 2,488.07
Fuel	\$ 13,755.00	\$ 1,479.86	\$ 5,103.98	\$ 6,583.84	\$ 7,171.16
Insurance	\$ 2,763.00		\$ 2,933.00	\$ 2,933.00	\$ (170.00)
Bus Lease	\$ 1.00		\$ 1.00	\$ 1.00	\$ -
Disbursements-Transportation	\$ 209,769.00	\$ 14,118.38	\$ 99,975.21	\$ 114,093.59	\$ 95,675.41
TOTAL DISBURSEMENTS	\$ 1,052,307.00	\$ 74,872.19	\$ 516,034.46	\$ 590,906.65	\$ 461,400.35
Checking Account 01/31/2025				\$ 31,195.85	
				\$ 1,745.33	Sheet 1 E13 + E 19
				\$ 29,450.52	
Misc Income Agency on Aging	\$ 750.00				
Misc Income Agency on Aging	\$ 500.00				
Allocated to 2024/25 budget	\$2,992.00				
Unallocated remainder 23/24	\$3,438.78				

**WALLINGFORD SENIOR CENTER
EXECUTIVE DIRECTOR'S REPORT
JANUARY 2025**

GENERAL STATISTICS

Days of Service: 21	Memory Lane Units: 154
Recorded Attendance: 4,266	Health Service Units:
Transportation Units: 645	New Members Added: 62
Community Café Meals: 168	Members Archived: 31
Social Service Units: 316	Total Registered Members: 3985

EXECUTIVE DIRECTOR APPOINTMENTS

MONTHLY MEETINGS

01-17-25	Wallingford Committee on Aging
01-28-25	Staff Meeting

SPECIAL MEETINGS

01-07-25	Patti Lignelli, Director, "R" Band, Re: building access for rehearsal and concert
01-09 to 14-25	Executive Director away on vacation
01-15-25	Andrew V. Winters III, Director of Information Technology, TOW, Mayor Cervoni and other town department heads, Re: SOC mandated video surveillance of ballot boxes
01-15-25	Mike Gonzalez, GTG Computers, Re: resolve problem with Business Office computer
01-16-25	Jane Fisher, WCOA President, Re: discuss proposed budget and new position
01-16-25	Dave Petro, Transportation Coordinator, Re: issues and memo to Transportation staff
01-21-25	Donna Santamaria, Senior Loss Control Consultant, Workers' Compensation Trust, Re: review account, deliver material and review available resources for WSC staff
01-22-25	Erin Ambler, Program Director, Re: phone meeting with Shawn Keogh Recreation Superintendent, Park & Rec Re: "R" Band budget & payment disposition
01-21 & 22-25	Carmela DiCesare, Office Manager, Re: review financials and staff rates for upcoming budget, discuss Mutual of America deduction issues and vacation coverage
01-28-25	Beverly Sniegowski, Veterans Coffee House, Re: discuss Veterans' display in lobby
01-29-25	Jane Fisher, WCOA President, Re: pick up staff surveys for ED Search Committee
01-30-25	Matt Callahan, DNR Labs, Re: review issues with Great Room sound system and develop a quote for potential upgrade to modern equipment

EXECUTIVE DIRECTOR NARRATIVE REPORT FOR JANUARY 2025

PERSONNEL & BUDGET

- Senior Center closed Wednesday, January 1, 2025 for New Year's Day and Monday, 1-20-25 for Martin Luther King Day holiday.
- Executive Director on vacation, 1-9-25 through 1-13-25 returned to work on Tuesday, 1-14-25.
- WCOA Personnel/Executive Director Search Committee met on 01-13-25 to finalize rubric for staff and WCOA review and input and also proposed Executive Director job description. Printed and distributed to all WSC Staff the rubric/questionnaire with envelopes and a locked box to receive their responses. Gave responses to Jane Fisher on 1-29-25 and briefly discussed budget.
- Completed mandatory OSHA 300 log (displayed under fire alarm panel in office hallway) and completed CT BLS (Bureau of Labor Statistics) OSHA related survey and submitted online, 1-14-25.
- Met with Donna Santamaria, Senior Loss Control Consultant, Workers' Compensation Trust, on 1-21-25 to review our account and she dropped off material about available resources for WSC staff.
- Reviewed staff salaries and budgeting process with Business Office Manager Carmela on 1-22-25.

FACILITY & EQUIPMENT

- Matt Callahan from DNR Labs in on 1-30-25 to review issues with Great Room sound system (CD Player and bad channel on amplifier and develop quote for potential upgrade to modern equipment.
- Attended a meeting at Town Hall on 1-15-25, as requested by Andrew V. Winters III, Director of Information Technology, with Mayor Cervoni and other town department heads, regarding a recent state of CT mandate for video surveillance of all ballot boxes in town including the one at WSC and plans for compliance.
- Was forced once again to purchase cleaning supplies for our custodian, Rosie as Green Life has not been providing them. Earlier in the month I informed the town that the dumpster was not being picked up for 2 weeks and they payed the refuse company directly and got it picked up with the cost deducted from their payment to GreenLife. Meeting at Town Hall on 2-3-25 with town Corporation Council Janice Small, Purchasing and other town departments to discuss replacement process.

OTHER

- Met with "R" Band Director to provide keys and code for building access for rehearsal and concert. Also, Erin Ambler and I had a phone meeting with Shawn Keogh, Recreation Superintendent, Wlfd Park & Rec Dept. on 01-22-25 to discuss "R" Band budget & payment disposition through WSC.
- Assisted LVC staff by purchasing, delivering and stocking cases of soda and water on 1-6-25. Also went to BJ's on 1-15-25 to resolve issues with WSC company and associated staff club cards and picked up 5 lbs. of sliced roast beef for LVC (BJ's had been out of this item for 2 weeks).
- Met with Beverly Sniegowski, Veterans Coffee House Facilitator and a veteran who wished to display information about an upcoming program for Veterans in our lobby on 1-28-25.

PROGRAM DIRECTOR'S REPORT

October, 2024

JANUARY	2025			
WEEKLY ACTIVITY	PD INSTRUCTOR	VOLUNTEER-LED	SESSIONS	ATTENDED
Attendance Driver Club 60		X	0	
Art Appreciation		X	3	33
Acting Studio	X		5	29
Artist Studio		X	5	22
Ballroom Dance Lessons	X		4	42
Basic Social Dance Tues/Thur	X		7	58
Bible Discussion Group		X	4	54
Billiards		X	21	269
Bingo		X	9	375
Bocce		X	0	0
Body in Motion	X		7	125
BOOM Silver Sneakers	X		4	24
Bridge (Tuesday & Friday)		X	9	79
Canasta		X	4	18
Cardio Drumming	X		2	30
Cards		X	4	76
Club 60 Plus Fitness Center		X	21	830
Corn Hole		X	4	41
Craft Corner		X	4	43
Cribbage		X	3	29
Dominoes		X	4	23
Drumming - Basic + Advanced	X		6	42
Golf League		X	0	
Harmonica Group		X	2	8
Healthy Moves	X		3	10
Knitters and Crocheters		X	5	41
Mah Jongg & MJ Lessons		X	13	162
Nickel-Nickel		X	3	24
Other			21	534
Parkinson's Fitness Class	X		9	69
Pickleball		X	2	17
Pinochle		X	3	40
Quilting		X	4	26
Scrabble		X	4	12
Set Back		X	4	37
Shuffleboard		X	4	22
SilverSneaker Classes	X		9	79
Singing For fun		X	0	0
Strength and Balance Class	X		9	172
Tai Chi + Beg Tai Chi	X		4	40
Tap Dance		X	5	57
Texas Hold'em			3	34
Total Fitness	X		17	122
Yoga + Chair Yoga	X		6	61

PROGRAM DIRECTOR'S REPORT

October, 2024

Zoom Classes	X		12	99	
WEEKLY ACTIVITIES TOTALS			272	3,908	
MONTHLY ACTIVITIES	Pd Instructor	Volunteer Led	SESSIONS		
AARP Driver Safety Program	X		1	18	
Ask A Realtor		X	0	0	
Billiards Tournaments			0	0	
Birthday Party			1	11	
Book Club		X	1	18	
Chess Club		X	0	0	
Foot Care Clinic		Dr. Gambardella			
Free Hearing Services		Home Hearing	1	8	
Military Whist Card Party		X	1	40	
Morning Hike		X			
Movie Matinees			5	48	
Parkinson's Support Group	X		1	15	
Q&A with the WPD		X	0	0	
Reiki Treatments	X		0	0	
Veterans Coffee House		X	1	43	
Wills, Trust and Probate		X	1	9	
MONTHLY ACTIVITIES TOTALS					
GROUPS & WKSHOPS					
A.G.E. Workshop		X	3	24	
Guided Meditation		X	0	0	
iPhone Workshop		X	1	11	
iPad Users' Group		X	1	3	
Reiki Certification Class		X	0	0	
Support Group		X	4	50	
T.A.B.s		X	1	4	
Jam Band		X	2	9	
Intro to Chakra	X		0	0	
Four Agreements	X		0	0	
Matter Of Balance	X		0	0	
GROUPS & WKSHOPS TOTALS					
SPECIAL EVENTS					
ShopRite Probiotics	1/7/2025		1	35	
Moses Y Beach Presentation	1/9/2025		1	6	
Pizza Lunch Winter Warmer	1/11/2025		1	55	
R Band Winter Warmer	1/11/2025		1	90	
JukeBox Bingo	1/13/2025		1	37	
Blind and Vision	1/14/2025		1	0	
Demystifying Creamation	1/23/2024		1	32	
ABC's of Legacy Letters	1/29/2025		1	12	

PROGRAM DIRECTOR'S REPORT
October, 2024

SPECIAL EVENTS TOTALS		Total	32	560
TRAVEL PROGRAM				
TRIP	TRAVEL COMPANY	DATES		ATTENDED
TRAVEL PROGRAM TOTAL				
MEETINGS ATTENDED BY PROGRAM DIRECTOR				
Hospitality Committee			1	13
WCOA			1	11
Staff Meeting			1	10

January/February Notes:
Trips Comission:

Club 60+

January Attendance
Silver Sneaker swipes 988
Renew Active swipes 525

Total Reimbursement 2024

Silver Sneakers - \$21,477.00 Renew Active- \$11,979.00 = \$33,456.00

SWIPES Silver sneakers 10826 Renew Active 5831 = **16657** visits

Programs:

WSC had a visit from The Boys and Girls Club (Torch Club of Wallingford) on January 29th. The young and old blended their creativity together making dream pockets. Tremendous artists in the group. Shared lots of stories.

Promotion:

Social Service Monthly Report

Joann Hummel Social Service Coordinator

Month: January 2025

Social Service Coordinator completed 316 units during the month of January. New Opportunities continues to assist our community to complete CEAP energy assistance applications at the Senior Center. The Wallingford Senior Center will continue intake appointments until March 26th. This personal service is a great advantage for Wallingford residents and individuals are grateful that they do not have to drive to Meriden to complete the application process. I continue to be a liaison between our community and New Opportunities for questions and concerns.

The Connecticut Food Share mobile pantry came twice this month to offer fresh food and pantry items to the Wallingford residents. They are serving around 100 people at our location within the 45 minutes that they are here. People continue to express how grateful they are for having the Ct Food Share so close to their home and helping them every month. The mobile pantry is helping many people in our community of all ages. The Wallingford Senior Center will continue to provide a safe and convenient location for our community.

Housing and affordable rents remains a need and concern in the state of Ct, and in particular in Wallingford. The Wallingford Housing Authority and Silver Pond Carabetta Managed Apartments, continue to have a wait list. Frequently, people who live in other towns may be next on the list to secure a low-income apartment in Wallingford. The options for housing for Wallingford's aging community who are on a fixed, limited income, are too few and far between.

Affordability, is a very subjective word in regards to housing. Many people on a single fixed income are unable to pay for a \$1700.00 or more rent in Wallingford. Discussions on the difficulty of meeting their personal needs for food, utilities, and medical concerns when they fall just above the eligibility criteria has become a frequent occurrence. As a community we need to become creative in our approach to housing and create options for all ages and incomes for our town and people to thrive.

I continue to be involved in the Community Housing Conversation group which is now called *Wallingford Works for Housing* with Ben Fink from SCRCOG and other community leaders, contractors, and community members to learn about the needs in our community. We discuss possibilities, and try to figure out housing solutions. This is not a committee, it is a group of concerned people in Wallingford who are trying to learn and improve housing opportunities and awareness in the town. Anyone is welcome to be part of the group.

Our two support groups- Grief and Loss, and Covid-19 post - Loneliness, Stress and Anxiety continue to receive a positive response from all who attend. Each month, community residents are calling requesting to join the groups. This month we welcomed 1 new group member. Grief is an emotion that feels like company that they never requested to have. A powerful emotion that comes in waves. Our group is learning to manage the unwanted company of grief. Understanding ways to allow it in and then adding balance back into their life. Learning how to allow the emotion of grief not to overstay its welcome, is a learned skill. All are working hard to continue to develop this skill. The group has found comfort to know they are not the only one feeling the emotions that they are trying to manage. They are also able to see their stability and help others to know there is hope that the deep pain changes in time. They are welcoming the guidance from us to help them seek a new vision in their despair.

The group is also learning how to improve their inner language on how they define themselves. Using less blame and negative statements and keeping the thoughts in the present time instead of the future, reduces anxiety and stress. Everyone has expressed how grateful they are on how the groups have helped them. The support group offers them a place to express their concerns and find ways to help them feel more comfortable in their

Month/Year: JANUARY 2025
 INFORMATION AND ASSISTANCE AND FOLLOW UP STATISTICS
 SOCIAL WORKER REPORT

	I & A	FOLLOW UP CALLS	APPOINTMENTS OFFICE/OUTREACH	
1. ABUSE NEGLECT PROBLEMS				
2. ADULT DAY CARE				
3. AGENCY ON AGING	4	4	1	4
4. HOMESHARE				
5. ASSISTED LIVING	1		1	
6. BEHAVIORAL HEALTH/SUBS ABUSE/GAMBLING/HOARDING	13		11	
7. BENEFITS CHECKUP	3		3	
8. CHORE/HOMEMAKER/FRNDLYVISITOR	1		1	
9. COMPANION/LIVE-IN				
10. CONGREGATE HOUSING	1		1	
11. CONGREGATE MEALS//ENP	1		1	
12. CONNPACE/CONNMAP				
13. CT HOMECARE PROGRAM				
14. MEMORY LANE	1		1	
15. ENERGY ASSISTANCE	2		2	
16. FINANCIAL ASSISTANCE	4	3	3	1
17. FOOD PANTRY/OTHER	7	3	7	
18. SNAP	8	2	8	
19. GERIATRIC ASSESSMENT PROG.				
20. HEALTH INSURANCE/DENTAL				
21. HOME REPAIR	2	2		2
22. HOUSING	20	12	10	2
23. HOME HEALTH	3	3	3	3
24. INCOME TAX				
25. LEGAL	4	1	4	1
26. ADVANCED DIRECTIVES	4	4		
27. CONSERVATORSHIP				
28. POWER OF ATTORNEY				
29. LONG TERM CARE OMBUDSMAN				
30. MEALS ON WHEELS	1	1		
31. MEDICARE C				
32. MEDICARE PART D				
33. MEDICAID	4		4	
34. MEDICAL CARE/DENTAL CARE				
35. MEDICARE A, B				
36. MEDICARE SAVINGS PROGRAM	4	4	3	
37. MEDIGAP				
38. STATEWIDE RESPITE PROGRAM				
39. SKILLED NURSING HOMES	1	1	1	
40. SOCIAL SECURITY				
41. STATE SUPPLEMENTAL/SSI				
42. SUPPORT GROUP/RESPITE	4	2	5	
43. TAX/RENT REBATE	5	4		4
44. TRANSPORTATION	1	1	1	1
45. VETERAN'S PROGRAM				
46. WEAP				
47. YOUTH & SOCIAL SERVICES	1	1		1
48. *HOME BOUND/WELLNESS RESPONSE	5	5	1	3
49. NEW MEMBERSHIP				
50.COMMUNITY OUTREACH/ SOCIAL SERVICE VENDERS	2	2		4
51. COMPUTER SEVICES and MAIL	10		10	
TOTALS:	153	55	82	26
TOTAL UNITS:				
TOTAL UNITS	316			

WALLINGFORD SENIOR CENTER
MEMORY LANE REPORT
JANUARY 2025

GENERAL STATISTICS:

Active Participants	21	Days of Service	21
Wallingford	19	Service units actual	154
Out of town	02	Service units' budget	220.5
New	01	Service units if full	315
Discharged	00	Average attendance	7.3
Referrals	05	Budgeted attendance	10.5
Assessments	03	Capacity attendance	15

Regular Meetings:

01/28/25 Staff Meeting

Other Meetings:

01/09/25 Meet with potential clients for assessment
01/10/25 Meet with potential clients for assessment
01/30/25 Meet with potential clients for assessment

Marketing Meetings

None

Qualitative Statement:

This month of January has been a busy month. We participated in many activities provided by the SC including the monthly birthday party with entertainment and Cardio Drumming. We went to a presentation from Shoprite for "Probiotics". Everyone enjoyed the talk and the samples. We attended Jukebox Bingo with the SC which was great. My folks really enjoyed the music. We had the acting group from the SC come and do a presentation for us. We look forward to February with many celebrations. We are all trying to keep warm. You do the same.

Warm Regards,

Debbie Markiewicz,
Memory Lane Coordinator