



**To: Services for the Elderly Commission**  
**From: Joel Sekorski**  
**Date: January 22, 2018**  
**RE: Commission Report**

**Heat in Building A Heat Exchanger-** NE Tradesman has ordered a new unit (1/9/18) at a Cost of \$7,000 plus dollars for install not including code upgrades to the system ground that need to be made, estimated at an addition \$1000. We hope to have heat within six weeks of this date around February 20, hopefully sooner. I will discuss updates, the reasons behind the time frame and the timeline of events and efforts made to be sooner at the meeting. Events in the Wii room will be juggled around the building as needed.

**Thrift Shop:** Report as presented,

**Transportation & Chore Program-** Transportation Van arrived is now being used by our drivers. Sale of Old van minimum \$3200 Auction. Pie Sale fund Raiser topped \$1000. Posted a position for Chore waiting to hire until Carol returns. Carol is back full time.

**Application Services-** Staff continues to cover Paula's area, at this time the city allowed us to hire. Four applicants applied and we did interview, there were two great candidates. But as feared it was to late to hire at this time because Medicare Open enrollment is done we can bring someone in in the spring or we will try Oleana and see if this is a good fit and increase her hours. We can also bring in a Medicare specialist next fall. At a minimum, the position would be per diem only no set hours to save budget \$\$

**Gardens-**Construction pushes on at the Garden; even as the weather turns. Flag fundraiser begins in February details will be discussed at the meeting.

**Wii Club-** Wii Team home game January 17 will be played in Main Room.

**New Computers-** The TV hard drives and are waiting for the IT department to get our Cameras functional. I had hoped this would be done by now but I.T. is a stretched department and our work is not high priority in comparison to bigger issues day to day. Also effected by the Spending Freeze. New Server will be installed soon. The Trips Function will soon be activated on serve Tracker this is the final import.

**Staff Updates-** We plan to honor Virginia Markt for her years of Service. [Hire – 10/15/80 Last Day - 11/11/16 Separation December 2017](#)

**10:30 Finance committee year in Review will be discussed under New Business and added to the minuets**

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**Maintenance Issues:**

Upcoming, completed and pending projects.

- Continued partnership with the Naugatuck Greenway Trail Project *Wish List item*- We also continue to research an upgraded bus stop waiting area in front. Old Concrete shuffleboard lanes removed and sidewalk added to complete around the building. This project may be interwoven with the Naugatuck greenway project. Search committee has chosen a design firm. Had a preliminary look in August and there are interesting ideas.
- FIRE ALARM / Building Alarm Issues and Solutions. Work began on 1/10 and should be complete at the time of the meeting.
- *Wish List*- Summer Vandals prompted us to go look for Video surveillance Sound works gave quote, we would have to go out to bid the full cost is around \$10,000
- *Wish List item*- Replace cabinets in Wii Room and construct new coffee area, I met with a local cabinet company for the design work on 12/28/17 waiting for results, Thank you John S.
- *Wish List Item*- build entry Kiosk for greeter's station and rear kiosk for scan in.
- *Wish List*- Parking Lot Crack Seal in September \$2933.46, Maybe sealed in 2018, back lot and Drains by Public works?
- *Wish List*- New Striping lot and Garage will be needed

**Upcoming Activities:** *see Newsletter*, we will be working on updating city web page, thank you to the staff members that have been keeping our FB page active and Twitter Pages !

**General Items not included in agenda prior to printing and distribution**

**Review February Newsletter** distribute at meeting if available.

**Next meeting will be Monday February 26, 2018 1:00pm Unless an emergency meeting is necessary**