

Preston Senior Affairs Committee

The June 7, 2022 Preston Senior Affairs Committee teleconference meeting was called to order by Frances Minor at 1:02 p.m. Members in attendance included Marie Perrin, Morris Fishbone and Frances Minor. Members Elizabeth Bassette and Mary Lou Jensen were excused. A quorum was present.

Minutes: M. Fishbone made a motion to accept the May 3, 2022 meeting minutes as presented. Motion seconded by M. Perrin. Motion approved.

Correspondence: None at this time.

Financial Report: F. Minor provided the committee with a lengthy review of the expenditures for the month of May. A number of line-items show deficits including Electricity, Telecommunications, Heating Oil and Vehicle Repairs. There are several invoices which are awaiting processing; vehicle repairs are pending; furnace repairs are incomplete and normal expenditures continue to generate more invoices. The State inspection for our water system requires that we make some small corrective measures too. Information regarding line-item transfers was reviewed with the committee. The Board of Selectmen prefer that the budget reflect all activity and not give an inaccurate picture of the results of line-item transfers. Much discussion surfaced regarding the possibility of encumbering funds. Questions arose with regard to calling a Special Meeting to address any issues regarding the Fiscal year 2021 -2022 Budget. Motion made by M. Fishbone to accept the presentation of the Financial Report. M. Perrin seconded the motion. Motion approved.

Old Business:

a. Annual Flu & Pneumonia Clinic: Tabled
b. Fiscal Budget 2022/2023 update: F. Minor indicated that no changes were made to our original request. The next budget hearing will occur on June 9th and then the budgets go to a referendum.

- c. Review Policies and Procedures: The following documents were again reviewed:
1. Establishment of Senior Affairs Committee
 2. Memorandum from Law Offices of Halloran & Sage LLP
 3. Evaluation Process
 4. Mission Statement
 5. Disruptive Behavior
 6. Senior Center Policy
 7. Liability Waiver

8. Transportation Policy
9. Food Bank Account
10. Building and Facilities Form
11. Accident & Incident Report Form

M. Perrin made a motion to accept the Review and Revisions made to the afore mentioned Policies, procedures, documents and supporting information. M. Fishbone seconded the motion. Motion approved.

The committee reviewed the following items:

1. Special Account with Stipulations reviewed
2. Job description for the Municipal Agent for the Elderly (reviewed Human Services version)
3. Draft Job description (reviewed Town version)
4. Site Server Job description (reviewed TVCCA version)
5. Memorial Fund reviewed
6. Advisory Sub-Committee reviewed/deleted
7. Evaluation Form reviewed
8. Self-Evaluation Form reviewed

Upon the return of this committee in September, the final decision regarding these documents will be addressed.

New Business/Other: F. Minor reminded the committee of our annual picnic which will be held on June 29th.

Public Comment: None.

A motion was made at 2:13 p.m. by M. Fishbone to adjourn the meeting. Motion seconded by M. Perrin.

Respectfully submitted by,

Frances Minor