



Town of Windsor  
Commission on Aging and Persons with Disabilities  
Special Meeting  
January 3, 2017

**UNOFFICIAL AND DRAFT MINUTES**

January 3, 2017

Commissioners Present: Marsha Brown, Patricia Carroll, Veronica DeBetham-Taylor, Estelle LaBarre, Linda Rickard, Amy Silliman-Avedisian

Commissioners Excused: None

Commissioners Unexcused: None

Liaison Present: Rebecca Joyce

Also Present: Sue Raggo, Social Services Coordinator and Paul Goldberg, Fire Administrator and Director of Emergency Preparedness

Called to order at 7:00pm by Chairman Amy Silliman-Avedisian

**Communications from Commissioners:**

Commissioner Rickard reported that she spoke with Victoria Houle, Town of Windsor Project Engineer, and Ms. Houle explained that a request was made to the State regarding audible signals at Batchelder Road. The State determines when this will be completed.

**Communications from Public: N/A**

**Communication from Liaison:**

Liaison Joyce provided an update on Senior Services noting that they are currently taking calls for the AARP Income Tax Assistance Program as well as the many other offerings. Sue Raggo, Social Services Coordinator provided the update on Social Services. The newsletter for Senior Services and Social Services was distributed, as well.

**Approval of the minutes from the November 1, 2016 meeting:**

A motion to approve the minutes from the December 6, 2016 meeting was made by Commissioner DeBetham-Taylor. The motion was seconded by LaBarre. The motion passed 5-0-0.

## **Old Business:**

### **Portable Oxygen Tanks**

Sue Raggo, Social Services Coordinator and Paul Goldberg, Fire Administrator and Director of Emergency Preparedness joined us to further discuss this topic. A brief history and background was provided by Commissioner Rickard and Commissioner DeBetham-Taylor. Mr. Goldberg began the discussion explaining what the town can provide regarding services but also what the town residents can and should do to prepare for an emergency. For example, if the person is dependent on oxygen or has home dialysis treatments, they should be in touch with their supplier or service provider to discuss planning for an emergency. Ms. Raggo briefly explained her "At Risk" listing that is maintained by the Social Services Department which is updated biannually. She also distributed the Town of Canton's "Special Needs Registry" and discussed that program. A discussion ensued and many ideas were generated and deliberated. Ideas such as creating a database, a generic flyer with reminders on how to prepare for an emergency, large mailings, and contact with various organizations such as churches and civic organizations for assistance prior to and during an emergency. The Commission, Mr. Goldberg and Ms. Raggo discussed how the Commission could be more involved. Mr. Goldberg noted that having a group that would reach out to these various organizations for assistance during an emergency would be helpful. Mr. Goldberg and Ms. Raggo asked for a couple of months to compile their thoughts and to come up with a plan of action for a possible web based application, flyers, training of the Commission for outreach, etc. This topic will be added to future meeting agendas.

### **Advertising for Button near Town Hall Elevator:**

Chairman Silliman-Avedisian will send the blurb and photo regarding the button near the elevator at Town Hall to Liaison Joyce to distribute to various media outlets.

### **Update on Status of Commission positions available:**

Chairman Silliman-Avedisian noted that the reappointment of Commissioner Rickard and the resignation of Mr. Stepanek were on the agenda of the Town Council meeting. Liaison Joyce will provide an updated list of Commissioners for the COAPD at the February meeting. Liaison Joyce mentioned that she spoke with Ms. Albert from the Town Manager's Office and that Ms. Albert has received Commissioner Brown's application for reappointment. She also mentioned that Commissioner Brown can apply for the open position once it is available.

## **New Business:**

None

A motion to adjourn was made by Commissioner Carroll at 8:12pm. The motion was seconded by Commissioner DeBetham-Taylor. The motion passed unanimously, 5-0-0.

Respectfully Submitted,  
Rebecca Joyce