



Town of Windsor  
Commission on Aging and Persons with Disabilities  
Special Meeting  
September 15, 2021

**OFFICIAL MINUTES**

**Commissioners Present:** Kathy Roby, Marsha Brown, Charles Copeland, and David Pekarski

**Commissioners Excused:** Marva Douglas, Sharon Gauthier, and Linda Massa

**Commissioners Unexcused:** None

**Liaison Present:** Rebecca Joyce

**Also Present:** None

**Called to order** at 7:10pm by Chairperson Kathy Roby

**Communication from Commissioners:**

Commissioner Pekarski suggested installing a HEPA Air Filtration System at the Senior Center. He explained that a unit would plug into a 3 prong outlet and uses replaceable filters. A discussion ensued. Commissioner Pekarski will email information to Liaison Joyce to share as a suggestions from the Commission. Liaison Joyce will provide an update at the next meeting.

**Communication from Liaison:**

Liaison Joyce provided an update on Senior Services and spoke about the upcoming Senior Health & Wellness Fair which is planned for Thursday, October 7, as an outdoor event. She also mentioned the successful Open House that was held at the Senior Center on September 10, the upcoming Apple Fest and Early Bird Supper with entertainment. She noted that the CRT Congregate meals have resumed 5 days a week at the Senior Center, as well as the Pedicare service held twice a month. Also mentioned were the successful Outdoor Adventure Clubs that operated all throughout the summer months and will continue into early November. Indoor Pickleball will also resume on October 2. Lastly, an update on Social Services was provided including information on the Renters Rebate program, the Weekend Wheels program, and support groups currently available.

**Communication from the Public:** None

**Approval of the Minutes from the June 8, 2021 meeting:**

A motion to approve the minutes from the June 8, 2021 meeting was made by Commissioner Brown and seconded by Commissioner Pekarski. The motion passed 4/0/0.

**Old Business:**

**- Senior Services Program Update**

Covered in Communication from Liaison.

**- Win TV Recording of Series Update**

Liaison Joyce mentioned that she connected with Jenny Hawran, WINTV, and that the 3 part series on Long Term Care and senior resources led by the Commission are still being aired at various times on the channel as well as accessible on their website.

Commissioner Roby requested that the PSA's that the Commission produced be run again including the Hand Hygiene PSA and the Flu Season PSA. Liaison Joyce will reach out to WINTV to see if this is possible.

**- Senior Services Resources Booklet**

**Update from members on section updates** – Chairperson Roby distributed portions of the booklet to each Commissioner after the June meeting. Many began work on their sections and submitted information to Liaison Joyce. A discussion ensued. Commissioner Brown suggested a different format including adding additional information for each contact. Chairperson Roby suggested a 10 word or less description for each. Also an 8x10 page, 14 font format was suggested, rather than the two column format. The group felt it would be easier to read.

Commissioner Brown suggested making the booklet available electronically, for example on the Senior Center website, and printing 50 copies to keep the cost down at this time. Chairperson Roby suggested having copies available at the two Windsor libraries, Town Hall, the Senior Center, and Social Services.

**Plan for editing and final approval** – Liaison Joyce noted that the UCONN Nursing Students are available at the Senior Center and have been working on updating the booklet and that she will request that they continue to help with this project. Once Commissioners submit information, she will ask the students to add the information to the draft document. Once complete, it will be presented to the Commission for review.

**Plan for obtaining funds for printing** – Liaison Joyce noted that she will confirm that the Commission has a budget of \$250 again this fiscal year. She will also research the cost of printing 50 copies to start. She suggested that potentially the group could gain support and sponsorship for printing additional copies.

**New Business:**

**- Caregiver Stress Relief Programs: New or promote existing?**

A discussion ensued, and at this time, the Commissioners will send Liaison Joyce any information they would like to promote on caregivers support. In our last meeting, Commissioner Gauthier mentioned that she would connect with Nora Duncan to discuss this topic. This will be added to our October meeting agenda for further discussion.

**- Re-release the Flu Vaccine and Hand Hygiene PSAs**

Liaison Joyce will request that the PSA's be aired on WINTV again during the fall and winter months.

**- Upcoming Meeting Dates, in person in or via Zoom?**

Commissioner Roby suggested that the group begin meeting in person again at Town Hall in the Ludlow Room. Some of the members prefer to meet via Zoom for various reasons.

The Ludlow Room is reserved for in person COAPD meetings to follow the schedule through the end of the year. Liaison Joyce will create the schedule for 2022 and present to the group.

Liaison Joyce will determine if a hybrid meeting is an option for October and moving forward.

**Motion to adjourn the meeting:**

A motion to adjourn the meeting at 7:57pm was made by Commissioner Copeland and seconded by Commissioner Pekarski. The motion passed 4/0/0.

Respectfully Submitted,  
Rebecca Joyce