## CITY OF WEST HAVEN SENIORS COMMISSION MINUTES OF THE MEETING HELD ON TUESDAY, JUNE 10, 2025

An Organizational meeting of the West Haven Seniors Commission was called to order at 6:05 p.m. by Chairman Johnson at West Haven City Hall, 355 Main St. All those present rose and recited the Pledge of Allegiance.

## Attendance

John M. Carrano, Commissioner, Human Resources Alyssa Maddern, Director of Elderly Services Not Present Present

Teddi McKenna, Commissioner Leonora Rodriguez, Vice-Chair Dominic Broccoli, Commissioner Debra Johnson, Chair Present Present Present

- 1. Minutes of May 11, 2025
  - Commissioner Teddi McKenna asked for a motion to approve the minutes at 6:55 PM; seconded by Vice-Chairman Rodriguez. Motion carried unanimously.
- 2. Public Input
  - City Councilman, Gary Donovan, recommended one of his Residents to sit on and observe a WH Sr Commission Meeting, per her interest and desire to help the City of WH.
    - o Paula Cappuccia came and observed the WH Senior Commission.
- 3. Communications
  - Chairman Johnson asked for an update regarding the West Haven Senior Center Application and Handbook in anticipation of the upcoming Membership Renewal on 07/01/2025
    - Director of Elderly Services stated that she is finishing up the revisions and asked the Commission for their own reviews of it as well, prior to the start of the Membership Renewal
      - Chairman Johnson asked if the Application can be made available online.
        - Vice-Chairman Rodriguez stated that the Milford Senior Center's Application is not online, however potential Members of the Milford Senior Center must have proof of residency to be able to get their Resident's fee versus Non-Resident Fee
          - Vice-Chairman Rodriguez went on to explain the scenario that if sign up for programming was online, it would can pose a potential risk of non-Residents getting priority to sign up for their offerings rather than Milford Residents.
            - Gave the example of a Fitness program at Milford Senior Center, the maximum amount for the program is 60 Members, however there is a wait list once capacity has hit.
            - Vice-Chairman Rodriguez described that when the Sign Up process is available only in person, you can ensure the potential fee for that activity is paid properly as well as if person cannot attend, then that spot becomes available for other individuals off the Wait List.

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- Vice-Chairman Rodriguez also stated that the Milford's own Members sign up first for offerings and they fill to capacity quickly.
- Chairman Johnson stated that at Orange Senior Center, the Orange residents get priority to register for monthly activities and other types of programming then other non-Orange residents get second.
- 4. Report of the Director
  - DOT Section 5310 Grant Program
    - o No update to report
  - MySeniorCenter (MSC) Status
    - Director of Elderly Services currently reviewing and updating West Haven Senior Center Membership Application as well as drafting West Haven Senior Center Membership Policy, Code of Conduct, and Liability Waiver
      - Aiming to have all completed, reviewed by City, and allowed to be given alongside Membership Application, starting 07/01/2025.
  - CASCP Conference 06/06/2025
    - Director of Elderly Services attended CASCP Conference with Outreach & Activity Coordinator and were able to network with variety of vendors and plan to have many vendors come and present at WHSC
  - Molloy School Conversion to West Haven Senior Center
    - o No report
- 5. Report of the Commissioner
  - Commissioner of Human Resources spoke to the City RFP that was sent out to the public regarding the Molloy School Conversion to a Community Center Study
    - O Commissioner of Human Resources stated that Colliers had went for RFP, however unsure of it has been accepted
    - Commissioner of Human Resources explained that there are a lot of challenges within Molloy School, and it needs to be compliant with ADA and other pertinent matters within the school need to be addressed first, prior to WHSC moving into Molloy School.
      - Commissioner of Human Resources reiterated that the move is still happening, however the City is working and speaking with the Board of Education to get a better understanding of how much of Molloy School will be the City's property versus how much of Molloy School will be the Board of Education's property
        - Board of Education's Copy Center is located at Molloy School, currently
    - O Commissioner of Human Resources explained the layout envisioned for the Community Center: bottom level-WHSC, middle level has 6 steps from the bottom to middle level, top Level-TBD
      - Chairman Johnson proposed question and asked if turning the Molloy School to a Community Center can provide any type of reimbursement, funding, etc. from the State of CT; question was answered by Commissioner of Human Resources and stated did not think that would be possible and would like to find that out if that was a possibility
    - Vice-Chairman Rodriguez recommended Commissioner of Human Resources and Director of Elderly Services to for on a 'field trip' to see other Senior Centers such as Fairfield and Madison for inspiration.
      - Commissioner of Human Resources and Director of Elderly Services MS, CTRS agreed

- o Commissioner McKenna recalled that Molloy School's first and middle floor had bathrooms within it's classrooms, but not in the top floor
  - Commissioner of Human Resources stated that there is a chance if renovations included cutting rooms to make a bathroom can possibly help lower costs
    - Commissioner of Human Resources stated he just received the original 1964 blueprints and is looking to get them copied and processed within the City's Building Dept.
- O Chairman Johnson asked if University of New Haven or Yale can assist with the current transportation at WHSC as the expense for the transportation is very high; our current WH Senior Shuttle uses natural gas versus regular diesel and to fix it, it was very costly as the parts are not readily available.
  - Commissioner of Human Resources stated that he will be in touch with Mayor Dorinda regarding that idea
- 6. Old Business
- 7. New Business
  - Chairman Johnson asked if the West Haven Health Department and the West Haven Senior Center can collaborate and meet with the WH Sr Commission
    - O Chairman Johnson explained that the vision was to have WHSC Members and other older adults to attend a Meet & Greet type of event, where people can mingle, express comments, concerns, feedback, etc. and gather information about what is available for the 55+ population. Proposed the ideal date of end of Summer or early Fall.
      - Commissioner of Human Resources stated that would need to go through Public Works too to ensure proper amount of seating, etc.
      - Commissioner McKenna suggested to have this event at the Green, have Jukebox BINGO, and have people in the Senior Housing attend
- 8. Commissioner Reports
- 9. Adjourned 8:16 P.M.; Chairman Johnson moved to adjourn; seconded by Vice-Chairman Rodrique. Motion carried unanimously.

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