

**Town of East Greenwich
Community and Senior Center Advisory Committee
Swift Community Center, 121 Peirce Street, East Greenwich, RI 02818
December 27, 2016**

Members present: Carlo Ciasullo, George Coleman, Joyce Coleman, Aurelia Dicecco, Terry Grausgruber, Kathleen Healey, Rosemary Kelly, Edward Oliver, Marilyn Oliver and Maureen Tortolanni

Staff: Erin McAndrew, Carol Tudino

The meeting began at 1:00 p.m.

The November minutes were reviewed. George Coleman made a motion to approve the minutes. Kathleen Healey seconded the motion. The motion was approved unanimously.

A member expressed disappointment in the December holiday meal. The green beans were not cooked thoroughly and the meat portion was small. Erin said that the usual food delivery time is 10:30 a.m. but on the 15th the food arrived at 11:15 a.m. It was very difficult for Lynn Boisvert, Meal Site Supervisor, and volunteers to cook frozen green beans for 100+ people before noon with all the other tasks that needed to be completed. The caterer sends frozen vegetables. If the vegetables arrive cooked, they become mushy while being held in the steam table prior to serving. If the food had been delivered on time it would have been easier to thoroughly cook the green beans. Erin also said that it was difficult for Lynn and the volunteers to gauge 3 oz. of roast pork loin. The container was not marked (i.e. 3 oz. is equal to one slice or two slices, etc.). The only way to know that each person receives 3 oz. is to weigh the portion. We have a scale, but it would have been difficult to serve 100+ people if the staff had placed the pork on a scale before placing it on each plate. Lynn and the volunteers did the best they could with the time they had. Erin said she will contact Westbay to speak about delivery times and portion size.

A comment was made that the caterer is using mushrooms in too many dishes.

A member asked if the meal sites attend nutrition meetings with the caterer and/or Westbay. Erin said the group has not met in a while and that she will request a meeting.

The meal site needs volunteers on Tuesdays, Wednesdays and Fridays from 11:30 a.m. – 1:00 p.m. The vacancies will be advertised in the January newsletter and the local newspapers. A new volunteer is beginning on December 30th.

Erin will remove the advertisement for Advisory Committee vacancies from the newsletter. One professional in the field of senior services and two seniors have volunteered to be on the Committee. The Nominating Committee members (Kathleen

Healey and Rosemary Kelly) said they will meet with Erin after the January Advisory Committee meeting to discuss the people that have expressed an interest in serving on the Committee. The Nominating Committee will recommend new Committee members to the board at the February meeting. A new member needs a two thirds yes vote from the members.

A suggestion was made to Erin by a senior participant to change the amount of time a person serves on the Committee from 3 years to a shorter timeframe. Erin told the senior that revisions to the By-laws need to be in writing 30 days before a vote. The members reviewed the By-laws. George Coleman made a motion to keep the term limits as they are; Article III, Section 5: 3 year term with the option of renewal for no more than one additional term. Kathleen Healey seconded the motion. The vote was unanimous.

Kathleen Healey said that Sections 1 and 2 under Article III are redundant. Erin said she will combine the sections and provide updated copies at the January meeting.

The group discussed the Transportation Coordinator's leave in March or possibly April. A per diem driver position has been advertised on the Town's website and in local newspapers for a few weeks. No one has submitted an application. Erin said the following: she contacted Ocean State Transit, First Student, the North Kingstown school bus company, the North Kingstown Senior Center and Transwick (Pilgrim Senior Center transportation) and none of these agencies can offer assistance.

The following suggestions were made:

- Ask the former transportation coordinator (retired in 2015) if he can drive.
- Contact a temporary staffing agency.
- Contact RIPTA.
- Ask Parks and Recreation if we can use their bus (14 passenger) and advertise for a per diem driver with a chauffeur's license. Buses with seats of 15 or higher (the senior bus has 20) must be operated by a person with a CDL and a passenger endorsement. Buses with 14 seats or less must be operated by a person with a chauffeur's license. It may be easier to find a per diem driver with a chauffeur's license than a person with a CDL and a passenger endorsement.

Terry Grausgruber made a motion to adjourn. Maureen Tortolanni seconded the motion.

The meeting adjourned at 1:45 p.m.