



Town of Windsor
Commission on Aging and Persons with Disabilities
Regular Meeting
June 3, 2025

OFFICIAL MINUTES

Commissioners Present: Kathy Roby, Lois Arsenault, Danette Brown, and Marsha Brown

Commissioners Excused: Joe McAuliffe and Linda Massa

Commissioners Unexcused: Marva Douglas-Wilks

Liaison Present: Rebecca Joyce

Also Present: Mark Harrington, Serving Our Seniors (SOS) Group

Called to order at 7:05pm by Chairperson Kathy Roby

Communication from Commissioners

Commissioner Arsenault shared that a friend from Ruth's House noted an increase in mental health concerns among those she interacts with, which often leads to related challenges (i.e.: alcoholism). Commissioner Arsenault suggested this may be a topic the group could consider exploring in the future, although she does not have specific recommendations at this time.

Commissioner Danette Brown added to the conversation by highlighting/reminding the group about the local organization, Powell Mental Health, which offers Mental Health First Aid training for both youth and adults. The training focuses on helping individuals recognize the signs of mental health challenges and substance abuse. She noted that the contact person is Georgia Powell and the organization is located on Day Hill Road.

Chairperson Kathy Roby referenced the email received from Commissioner Massa and offered to send a get-well card and an edible arrangement on behalf of the group.

Communication from Liaison

Liaison Joyce provided an update on Senior Services and distributed the Senior Center's June newsletter, which includes the Windsor Social Services insert.

Communication from the Public

None.

Approval of the Minutes from the May 6, 2025 Regular Meeting

A motion to approve the minutes from the May 6, 2025 Regular Meeting, as corrected, was made by Commissioner Arsenault and seconded by Commissioner Danette Brown. The motion passed unanimously, 3/0/0.

Old Business

Windsor Resource Booklet – 2025 Edition

Commissioner Danette Brown shared that the booklet is nearly complete. The next step will be to send a PDF version to the group for a final proofread and approval. Once that's done, she will finalize the Table

of Contents and complete the booklet. After final approval, Liaison Joyce will coordinate with the printer to produce new copies for distribution.

Selecting the Best In-Home Agency/Caregiver – A “How-To” Guide

Chairperson Roby completed the draft of the “How-To” guide and shared it with the group, prompting a thoughtful discussion. Commissioner Danette Brown suggested including the guide as an addition to the back of the Resource Booklet. Chairperson Roby expressed enthusiasm about the topic and offered to lead a presentation, which she plans to schedule with the Windsor Senior Center for the fall.

State Ombudsman Program

Chairperson Roby provided an update on the upcoming educational program at the Windsor Senior Center, which will focus on the Long-Term Care Ombudsman, with an emphasis on residents' rights, advocacy, and available support services. Dates for the program have been confirmed: Wednesday, June 25 at 7:00 PM and Thursday, June 26 at 10:30 AM. Liaison Joyce will confirm that WIN TV will be present to record the sessions.

Ancestry Program

Chairperson Roby mentioned that she will be present at this program. Liaison Joyce noted that she and Stephanie were scheduled at an off site conference that day so Audrey Kennedy would be the Senior Center staff person facilitating this event.

Marketing Plan for Programs and Commission

Commissioner Danette Brown mentioned she may take an “old school” approach by personally delivering information about upcoming events directly to members of the community. This sparked a broader discussion, which led to the idea of creating a community survey on behalf of the Commission. Commissioner Arsenault offered to draft a basic version of the survey to help gauge community interests and needs. The group agreed to review the draft before it is distributed to the public.

New Business

Loomis Chaffee Video

Chairperson Roby shared that her Loomis Class Reunion is approaching and noted that she has been following up with Mr. Mike Donegan regarding the Loomis Chaffee video, which was recorded last summer at the Senior Center and features women residents from Windsor. The group hopes to view the video soon and potentially share it with the community. Chairperson Roby mentioned that Mr. Donegan committed to providing her with a copy by Saturday, June 7, with the final edited version expected to be completed by July 4.

Open Forum with State Representative Jane Garibay

Chairperson Roby shared that she plans to arrive at the Windsor Senior Center by 9:30 AM the morning of the program to help prepare and ensure everything is in place. Liaison Joyce added that Audrey Kennedy will also be on site to provide support and assist with any logistical needs throughout the event. Additionally, Commissioner Danette Brown brought extra flyers to be posted around the center to help promote upcoming programs and events to the community.

Adjournment

A motion to adjourn the meeting at 8:02 PM was made by Commissioner Arsenault and seconded by Commissioner Danette Brown. The motion passed unanimously, 3/0/0.

Respectfully submitted,
Rebecca Joyce