

**Senior Resource Advisory Committee**  
**Regular Meeting**  
**Thursday, October 29, 2020**  
**4:30 pm**  
**Zoom Teleconference**  
**Minutes**

Participated via Zoom: Shelby Auletta, Ethelene DiBona, Michael Hornyak, Phyllis McGrath, Dolly Mezzetti, Elizabeth Goldstein

1. Meeting called to order at 4:32 p.m.
2. Approval of Minutes. Motion Passed: To approve the minutes from the Special Meeting on October 13, 2020, passed with a motion by Phyllis McGrath, seconded by Dolly Mezzetti.
3. Discussion was had regarding the draft job description prepared/circulated by E. DiBona. P. McGrath and E. Goldstein requested that the words "Senior Center" be removed. E. DiBona, D. Mezzetti, S. Auletta requested that the words stay in the description and perhaps be tied to the timeline.

Discussion was had regarding potential office space. E. DiBona and D. Mezzetti scouted office space. S. Auletta investigated current use of the Town Hall Annex. Currently, the best option appears to be a vacant office in the Chamber of Commerce building. The Town Hall Annex office space is currently maxed out.

Discussion was had about hours and salary of potential new employee. It was agreed that mornings will be ideal because seniors tend to be out and about in the morning.

5. Action Items  
S. Auletta will rework the job description and circulate it for comment before the next meeting.
6. Meeting adjourned at 5:11 p.m.

Respectfully submitted,  
Shelby Auletta, Co-Chairperson