

**Town of Somers
Advisory Committee for Seniors
Policies and Procedures Manual Subcommittee
12/20/17 Meeting Minutes**

The meeting was called to order at 9:03am. Attendees were Patricia Bachetti, Phyllis Gwilliam, and Joan Sizer. Deanna Schuetz was unable to attend.

Minutes: A motion was made by Phyllis to approve the 11/29/17 minutes as written, Phyllis seconded the motion, and all approved the minutes.

Audience: None.

Review, discussion, and approval of assigned sections: We reviewed the balance of the Health and Safety Section and made numerous changes. Joan will incorporate those changes and distribute a revised copy of this section to this committee's members.

Assignment of additional sections: This was tabled.

Future Meetings: Our next meeting is 1/3 - 9am – 10:30am at the Senior Center.

Adjournment: Pat made a motion to adjourn which was seconded by Phyllis. All agreed. Meeting adjourned at 10:43am

Submitted by,

Joan I. Sizer