

Approved at Dartmouth Council on Aging Board Meeting 4/22/13

**DARTMOUTH
COUNCIL ON AGING
MINUTES - BOARD MEETING
628 Dartmouth Street - Dartmouth, MA
March 25, 2013**

A meeting of the Dartmouth Council on Aging Board of Directors was called to order at 2:35 P.M. on March 25, 2013 by Chairperson, Eleanor J. White. The meeting was held in the Doris Simpkin Room at the Dartmouth Council on aging, 628 Dartmouth Street, Dartmouth, MA.

Board Members present: Eleanor J. White, Wayne F. Whalley, Susan Mandra Thompson, Esq.,(arrived at 2:45p.m.), Joan Foster, Margaret(Peg) Anderson, Elaine C. Lancaster, Cynthia A. Marland, Ed.D.(arrived at 2:40 p.m.), Cynthia G. Morris and Edward F. Iacaponi.

Excused: Maria Connor and Robert W. Carney

Staff members present: Debra Raymond, Director; Ana Lopez, Adult Social Day Care Director.

(Pamela Tavares, Principal Clerk was absent).

Pledge of Allegiance

MOVED and duly seconded: **Minutes dated January 28, 2013**

Motion made by Wayne Whalley, seconded by Elaine Lancaster, and unanimously voted to approve the Council on Aging Minutes of January 28, 2013.

MOVED and duly seconded: To have a memorial by the Dartmouth Veterans Advisory Board in the form of benches for all servicemen on the grounds of the COA. This vote is contingent upon the Select Board's approval and if there is no other plaque or memorial planned by the Town.

Motion made by Edward Iacaponi, seconded by Elaine Lancaster, and unanimously voted to approve this request.

MOVED and duly seconded: **Treasurers report by Debra Raymond.**

Ms. Raymond reported that the Town changed from NSTAR to Spark Energy. The C.O.A. roof contract was \$2,225.08, and Debra was unaware that it had to come out of her budget and not the Town Maintenance budget. This most likely will leave her line item short. There is a balance left of \$19,939.79 for the next four months in this fiscal year.

*** Original Color coded itemized Budget Spreadsheet reported by Ms. Raymond can be viewed at the DCOA Clerk's Office on file in the Minutes Binder.**

Motion made by Wayne Whalley, seconded by Cynthia Morris and unanimously voted to accept the Treasurers report.

MOVED and duly seconded: **Corresponding Secretary report by Susan Mandra Thompson.**

- * Thank you from Tavares family for kindness and sympathy.
- * Thank you from Lu-Ann and Charlie Viera at the emergency center
- * Donation in memory of Mrs. Barbara Frates from Ellie Marland.
- * Thank you from Roman and Natalie Miranda for helping them at the emergency center.
- * Thank you from George Sullivan for helping him at the emergency center.
- * Thank you and donation from V. Shanghnersy
- * Donation from Bob Marshall.
- * Thank you to Debbie from R. Rutman and donation of \$300.00.
- * Donation of \$25.00 in memory of David Tavares.

Edward Iacaponi would like to have a list of people who donate to the C.O.A. and Friends of the Elderly he requested this information quarterly and asked what the donations are for. (Fundraising events are not included in this request). Debra stated that she can accommodate this request for the COA, but has no access to the Friends of the Elderly information. Deb will be going on vacation. The Activity Coordinator will be working a 20 hour week during the time that Deb is gone. The Activity Coordinator will cover planned events so that it doesn't increase the work onto the Clerk and other personnel.

*** Originals of the above correspondence can be viewed at the DCOA Clerk's Office on file in the Minutes Binder.**

Motion made by Wayne F. Whalley, seconded by Susan Mandra Thompson, and unanimously voted to accept the Corresponding Secretary's report.

MOVED and duly seconded: **Council on Aging report by Debra Raymond**

Ms. Raymond reported that she and Amy met with Maria Connor at DCTV to do a program on the COA as an Emergency Facility.

All persons interview to fill positions will have to have a physical. After being hired, a drug test is required.

Ms. Raymond reported that windows were broken in one van and the catalytic converter was stolen from another. One seat was taken out of a van to make it lighter and now can get a sticker for it. There was a leak in a van above the drivers head and she requested that the people who made it should be obligated to pay for the repair.

Motion made by Wayne Whalley, seconded by Susan Mandra Thompson, and unanimously voted to accept the Council on Aging report.

MOVED and duly seconded: **Request for mileage for Shine person**

Beverly who has been the Shine person will no longer be able to be at the center since she is moving out of state. Deb asked the Board to vote on paying the future Shine person for mileage at 56.5 cents per mile since this is a volunteer position and she felt that the person should not be using his/her own money for gasoline.

Motion made by Susan Mandra Thompson, seconded by Edward Iacaponi and unanimously voted to accept the paying for mileage for the Shine Person.

MOVED and duly seconded: Senior Social Day report by Ana Lopez

Ms. Lopez reported that she hired 2 persons with the ARAW grant.

Social Day needs to do "fire drills" quarterly.

Her budget balanced with the Town.

Her department was audited by Coastline.

She spoke to the Financial Director that her food and fuel budget is getting low and Mr.

Cressman is also aware of this fact.

Reported by Deb that the Social Day vans were vandalized and part stolen.

* Original itemized Adult Social Day Care budget report can be viewed at the DCOA Clerk's Office on file in the Minutes Binder.

Motion made Wayne Whalley, seconded by Elaine Lancaster and unanimously voted to accept the Senior Social Day report.

MOVED and duly seconded: Coastline Board of Directors Report by Margaret Anderson.

Ms. Anderson attended a meeting on March 21st with Coastline and was informed at the meeting that many programs are being cut.

Home care programs will be looked at to see if money can be saved and still give persons the care needed.

Title III being cut.

Motion made by Joan Foster, seconded by Wayne Whalley, and unanimously voted to accept the Coastline Board of Directors report.

MOVED and duly seconded: Friends of the Elderly report by Eleanor White

Reported that the students have been working on the garage and are waiting for the "trusses" to arrive to start on the roof.

The yard sale will be held on Saturday, June 8th from 9 A.M. to 2 P.M.

Motion made by Joan Foster, seconded by Elaine Lancaster, and unanimously voted to accept the Friends of the Elderly report.

MOVED and duly seconded: Outreach report by Debra Raymond.

Ms. Raymond reported that an oil burner repair was done for a senior who was without heat. Sovereign bank presentation on mandating Social Security direct deposit on 3/1/2013. Snow removal.

Three home visits: two south and one north.

ARAW: one south, two north and two New Bedford.

Office visits: six south, four north and three New Bedford.

Telephone consultations: seventeen south, five north and one New Bedford.

Referrals: Ombudsman 1, PACE 7, Sr. Aide 1, Private pay 2, SHINE 1, Housing 2, Sr. Whole Health 1, Safelink 3, Food Bank 1, Medicare 1, Transportation 1, Medical Equipment 2.

Motion made by Edward Iacaponi, seconded by Susan Mandra Thompson and unanimously voted to accept the Outreach report.

MOVED and duly seconded: Personnel Advisory Committee report by Susan Mandra Thompson.

Ms. Thompson requested that she needed more Board members on her committee. Cynthia Morris and Margaret (Peg) Anderson volunteered.

She received a letter on the Assistance Employee Program (EAP) that outlines a program that the Town has for any employee who wishes to take advantage of it. It can also be used for family members who require the services.

Motion made by Edward Iacaponi, seconded by Wayne Whalley and unanimously voted to accept the Personnel Advisory Committee report.

MOVED and duly seconded:

The Chairperson noted that the next meeting will be held on Monday, April 22, 2013 at 2:30 P.M. in the Doris Simpkin room located at the Council on Aging, 628 Dartmouth Street, Dartmouth, Massachusetts.

Motion made by Joan Foster, seconded by Wayne Whalley and unanimously voted to adjourn at 3:40 P.M.



Eleanor J. White
Acting Secretary
Chairperson