

DRAFT - September 23, 2013

**DARTMOUTH
COUNCIL ON AGING
MINUTES - BOARD MEETING
628 Dartmouth Street - Dartmouth, MA
September 23, 2013**

DARTMOUTH TOWN CLERK

2013 OCT - 8 : A 9:20

RECEIVED

A meeting of the Dartmouth Council on Aging Board of Directors was called to order at 2:30 P.M. on September 23, 2013 by Acting Chairperson, Susan Mandra Thompson. (Due to the fact that Ed Iacaponi, Chair and Wayne Whalley, Vice-chair were not in attendance, it was voted to have the Correspondence Secretary, Ms. Thompson, chair the meeting.)

Motion made by Peg Anderson, seconded by Cynthia Morris to appoint Ms. Thompson acting chairperson.

The meeting was held in the Doris Simpkin Room at the Dartmouth Council on Aging, 628 Dartmouth Street, Dartmouth, MA.

Board Members present: Susan Mandra Thompson, Esq., Margaret(Peg) Anderson, Robert W. Carney, Maria L. Connor, Elaine C. Lancaster, Cynthia G. Morris, and Eleanor J. White.

Absent: Joan Foster

Excused: Ed Iacaponi, Cynthia A. Marland, Ed.D, and Wayne F. Whalley

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

Pledge of Allegiance

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

Motion made by Maria L. Connor, seconded by Peg Anderson, and unanimously voted to approve the Council on Aging Minutes of May 28, 2013.

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

* Ms. Raymond reported that each department will pay a certain percent towards solar cost, but later will get it back. COA is .863%.

*** Allocation of Solar Contract Costs and Credits can be viewed at DCOA Clerk's Office.**

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Mrs. Tavares closed FY13 and reported it matched the Town.

MA Association of Council on Aging 2014 dues were paid by service incentive grant. FY15 will be \$1,195.68.

FY14 had been created, however, needed to verify balances brought forward when July expenditure report is released. July and August has been verified by Angela in a two day time frame.

*** 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 Robert W. Carney, seconded by Elaine C. Lancaster and unanimously voted to accept the Treasurers report.

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

- * Thank you from Cynthia Morris for the flowers.
- * Thank you from Lil Donaghy for medical visits to Hawthorn Medical.

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

Motion made by Maria L. Connor, seconded by Robert W. Carney and unanimously voted to accept the Corresponding Secretary's report.

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

Workman compensation injury facility is now Occupational Health Facility at St. Lukes hospital(was Dartmouth Medical Center)

Falco asked to have COA do a gold buy which would grant 10% to the Council. Ms. Raymond was concerned over who would sell and what they would sell and declined the offer for various reasons.

Coastline Elderly Services, Inc.(Title 111 funding) evaluation. Activity Coordinator(Nancy Miller) program met guidelines and no corrective action was required.

CESI grant: Applied for \$4,000.00 and will be getting \$3,200.00. There was a cut of \$800.00. If they receive more money from the state, the amount will be revisited.

SRTA, starting in November will be doing the Boston hospital trips leaving New Bedford on Tuesdays and leaving Fall River on Thursdays. Round trip cost is \$25.00.(copy of SRTA trips on file in the COA Clerks office).

Bill Anderson(computer teacher) has agreed to teach three senior aides from the CESI senior aide program.

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All personnel records are to be turned over to the new Personnel Administrator. Ms. Raymond requested that the Town should have a file on her since there isn't one at the COA.

Overtime: Jerry has 60 hours, Ana has 35 hours, Pam has 17.5 hours and Debra has 79 hours.

Older American Act of 2013 strengthens the act in 5 key ways(The Older Americans Act Amendment of 2013 is on file in the Clerks office at the Council on Aging)

Gert Souza, senior aide from CESI, will be out for a period of time due to knee surgery.

Thank you to Susan Mandra Thompson for volunteering to be on the Open Space and Recreation Planning Committee.

Motion made by Elaine C. Lancaster, seconded by Cynthia G. Morris, and unanimously voted to accept the Council on Aging report.

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

Ana asked the Board if they would like her to continue doing the report showing Town amounts as well as her department amounts. The Board said that they liked the way she was doing the report and to continue in this way.

Social Day budget matches the Towns through August 2013.

Participants: 58 attended program(54 returned from last month)

4 new clients

1 suspended

Billings: August Summary: ARAW, \$2,960.00(not received as yet, \$2,960.00)
Coastline Elderly,\$14,575.00(not received as yet,
\$29,080.00)
Private Pay, \$4,845.00(not received as yet,\$7,675.00)
The Family Caregiver Program @ 26 units

Vehicles: Green line(GL-1) accident on August 6th, 2013. Estimate cost for repair, \$3,000.00 and insurance deductible is \$1,000.00. Asking New Bedford to trim the tree where accident occurred since it has been a problem with vans.

Chevy, At Bob's having 7 fuel injectors replaced.

Retained earning report not available from Accountant office as of this date.

*** 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 by Peg Anderson, seconded by Cynthia G. Morris and unanimously voted to accept the Senior Social Day report.

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MOVED and duly seconded: **Coastline Board of Directors Report by Margaret(Peg)Anderson.**

Ms. Anderson reported that Coastline is in a much better financial shape. Also, new person there is doing a great job giving out information immediately, when requested.

Motion made by Robert W. Carney, seconded by Elaine C. Lancaster, and unanimously voted to accept the Coastline Board of Directors report.

MOVED and duly seconded: **Friends of the Elderly report by Maria L. Connor**

Maria stated that the garage had students working on it during the summer months and were paid the total of \$3,600.00.

New garage doors are ordered at a cost of \$11,000.00

Black Goose Shop new front door, sliding door to garage and A/C unit will cost \$3,600.00.

Fashion Show was successful with a profit of \$3,200.00.

Veterans breakfast will be held on November 8th. (Representative Markey will be donating funds for this event.)

Craft Fair will be held on November 9th. from 9 AM to 2 PM. Kitchen will be open.

Friends agreed to let the Veterans Memorial Group be on their 501c non-profit. There will be a car show and a 50's dance.

Motion made by Robert W. Carney, seconded by Elaine C. Lancaster, and unanimously voted to accept the Friends of the Elderly report.

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

Outreach report is for July and August

	July	August
Home visits	6: 4-N 1-S 1-NB	3: 2-N 1-S
ARAW	8	4
Office visits	12	11
Telephone	25	16
Agency Contacting	3	2
COA contacted	1	
Training	1	
Events at COA	1	
Referral assistance	28	16

Amy was on vacation for 2 weeks during this period.

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Motion made by Peg Anderson, seconded by Maria L. Connor and unanimously voted to accept the Outreach report.

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

One union applicant for the Clerks position at the COA. This person was not hired and filed a grievance but later withdrew it.

Ms. Thompson stated that the committee chose three non-union applicants out of the ones submitted. Interviews will be held on Tuesday, October 8, 2013.

The temp- person now working at the COA to fill in until a person is hired is also an applicant .

Motion made by Maria L. Connor, seconded by Elaine C. Lancaster 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, October 21, 2013 at 2:00 P.M. in the Doris Simpkin room located at the Council on Aging, 628 Dartmouth Street, Dartmouth, Massachusetts.

Motion made by Maria L. Connor, seconded by Cynthia G. Morris and unanimously voted to adjourned at 3:36 P.M.



Eleanor J. White
Acting Secretary