

**Draft**

**DARTMOUTH  
COUNCIL ON AGING  
MINUTES – BOARD MEETING  
628 Dartmouth Street - Dartmouth, MA  
March 23, 2015**

A meeting of the Dartmouth Council on Aging Board of Directors was called to order at 3:00 P.M. March 23, 2015 by Chairperson, Susan Mandra Thompson Esq., held in the Doris Simpkin Room at the Dartmouth Council on Aging, 628 Dartmouth Street, Dartmouth, MA.

**Board members present:** Maria Connor, Elaine C. Lancaster, Susan Mandra Thompson Esq., Cynthia A. Marland Ed.D, Wayne F. Whalley, Eleanor J. White, Margaret Anderson, Robert W. Carney and Edward F. Iacaponi.

**Excused:** Cynthia G. Morris

**Absent:** Joan Foster

**Staff members present:** Debra Raymond, Director; Amy Dipietro, Social Day Director; Angela Botelho, Principal Clerk

**Pledge of Allegiance**

**MOVED** and duly seconded: **Minutes dated February 23, 2015**

The chair called for questions and/or comments regarding the minutes of February 23, 2015.

*Motion made by Robert Carney, seconded by Wayne Whalley and unanimously voted to approve the Council on Aging Board Minutes of February 23, 2015.*

Susan Mandra Thompson Esq. introduced that Kate Fentress was attending the meeting.

**MOVED** and duly seconded: **Bed Bug Policy by Debra Raymond.**

The board was provided with a copy of the draft of the Bed Bug Policy. Everyone reviewed and accepted the policy and there was no discussion.

*Motion made by Wayne Whalley, seconded by Edward F. Iacaponi, and unanimously voted to accept the Bed Bug Policy.*

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

Mrs. Raymond reported that there is still quite a bit of money in the budget due to all of the cancellations. There will be money going out for repairs of the tractor which will be about \$1,000.00. We are also waiting for the quote for the fan repair for the hood of the stove in the kitchen. Mrs. Raymond explained that we haven't spent as much as we usually do out of the formula and ARAW grant because of the lack of transportation. Mrs. Raymond will be doing an order for supplies which will be a large order. She

explained that if there is a large amount of money still left from the Formula grant that she will contact Boston and see if there is a way she could make adjustments or if there is any leeway.

*Motion made by Edward F. Iacaponi, seconded by Wayne Whalley, and unanimously voted to accept the Treasurers Report.*

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

- Nothing to report

*Motion made by Wayne F. Whalley, seconded by Elaine C. Lancaster 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 the Rotary had a collection of food for Hunger in the Community and they brought a large amount of food for the food pantry. UMASS Dartmouth and DCTV have sent Debra a link for tracking vans. It's a program that will track the vans so we can see where the transportation vehicles are during the day. It is a project that some UMASS students developed and it would be great to participate. The Council on Aging and the Adult Social Day has 9 vehicles that could be part of the program. This type of program is expected to make transportation routes more efficient. The other item Debra discussed was the roof issue. The roof has already been approved and Mrs. Raymond put in for new siding. Mrs. Lancaster questioned Mrs. Raymond if she was going to be shown the contracts before they are signed. Debra noted that she will be present for the open bid meeting. Mrs. Raymond requested that the siding matches the existed siding. Mr. Iacaponi questioned what was taking the town so long and what the delay was. Debra explained that there have been some issues but the architect has come down and they are supposed to be going out to bid in the near future. The request for siding has raised some questions about whether they should do it the same time as the roof. Mrs. Raymond will know more after her CIP meeting and she will fill the Board in.

*Motion made by Wayne F. Whalley, seconded by Margaret Anderson, and unanimously voted to accept the COA report.*

**MOVED** and duly seconded: **Senior Social Day report by Amy Dipietro.**

Amy explained that her numbers are low due to all of the bad weather. There were 2 days in January and 3 days in February that the program was unable to offer transportation. Mrs. Dipietro has a meeting with CIP for the match for the grant for the additional vehicle from the department of transportation. She is also working on the new contract for Coastline.

*Motion made by Robert Carney, seconded by Eleanor White, and unanimously voted to accept the Senior Social Day report.*

**MOVED** and duly seconded: **Coastline Board of Directors Report**

Executive Session at the end of the meeting.

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

Mrs. Connor reported that the garage was completed. The existing building is being renovated and all the plans have been approved. Mr. Whalley questioned whether or not the garage was heated and Mrs. Connor explained that it was not but it was heavily insulated since it was being used for storage. The garage total cost was about \$65,000. The board expressed their appreciation for everything the Friends of the Elderly does.

*Motion made by Robert Carney, seconded by Wayne Whalley, and unanimously voted to accept the Friends of the Elderly report.*

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

January & February: 2 home visits (1-SD 1-ND), 52 telephone consultations, 20 office visits, 7 ARAW – 29 consults

Ellen has added people to the Sheriff's Shoveling program. It was the second year for the program and it has been very well received. It's an excellent program and has tripled in the amount of seniors serviced. When Ellen cannot assist she refers seniors to lawyers, the Shine representative and other services that have been implemented to help seniors. Any ARAW clients that are in the Adult Social Program will go directly to Ellen. Mrs. Raymond reported that some of the ARAW numbers are being lost and by having Ellen deal with the clients instead of Amy it will help get the needed numbers.

Mrs. White explained an instance when there was a woman who needed to get to a doctor's appointment and she asked the correctional officer if they could help and they did even though she was not on their list. The inmates were very polite and helpful. Mrs. Thompson asked Debra to elaborate on the Sheriff's program. Debra explained that the town has a policy that if your walkway is not shoveled you can get a \$500 fine. The Sheriff's office came up with the program that is for seniors that cannot shovel themselves and don't have anyone in the house to shovel for them. They do walkways, sidewalks and any entrances that might be used in case of emergencies.

*Motion made by Robert Carney, seconded by Wayne Whalley, and unanimously voted to accept the Outreach report.*

**MOVED** and duly accepted: **Personnel Advisory Committee (PAC) report by Margaret Anderson**

The Committee interviewed three applicants for the janitor's position. The interviewing committee was comprised of Joan Foster, Margaret Anderson and Robert Carney. They were impressed by all the answers given by Bronson Collins and they decided unanimously he was the person they were going to hire. They decided to add Wayne Whalley to the Personnel Advisory Committee.

*Motion made by Eleanor White, seconded by Wayne Whalley and unanimously voted to accept the Personnel Advisory Committee report.*

**MOVED** and duly seconded: **Executive Session at 3:32 p.m.**

*Motion made by Wayne Whalley, seconded by Elaine Lancaster and unanimously voted to return to regular session at 3:49 p.m.*

**MOVED** and duly seconded:

The Chairperson noted that the next meeting will be held on Monday, May 18, 2015 at 3:00 P.M. in the Doris Simpkin room located at the Council on Aging, 628 Dartmouth Street, Dartmouth, Massachusetts.

***Motion made by Eleanor White, seconded by Wayne Whalley and unanimously voted to adjourn at 3:52 p.m.***

For the  
Council on Aging

Respectfully Submitted,  
Angela Botelho  
Principal Clerk

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Susan Mandra Thompson, Esq.  
Chairperson

Attachments: Budget Reports for DCOA and Social Day  
Formula Allocation Budget FY2014  
DesktopCOA Board/Minutes of Meetings 9.22.14.docx