

2016 MAR 22 AM 11:41

**COUNCIL ON AGING**

**BOARD OF DIRECTORS MEETING MINUTES 02/17/2016 TOWN CLERK**

**IN ATTENDANCE:** COA Director Lynne Stanton, Dot DiChiara, Ron Mertens, Carl Much, Laurel Puchalski, Frank Sadowski

Guest: Anita Wright (consultant)

**CALL TO ORDER** Meeting called to order at 9:40 a.m.

**MINUTES**

Motion was made by D. DiChiara, seconded by C. Much, and it was voted by majority to accept the Minutes from the January 20, 2016 and January 25, 2016 meetings.

**TREASURER'S REPORT**

Motion was made by F. Sadowski, seconded by L. Puchalski and it was voted unanimously to accept the Treasurer's report.

**DIRECTOR'S REPORT**

Director L. Stanton gave her Director's report. (see attached)

**SENIOR CENTER INITIATIVE**

- Meeting with BOS on 2/22 to report on meeting with the Affordable Housing Committee and to request the land. Lynne Stanton will present.
- Informal meeting was held with COA Friends' President Valerie Osborne and Treasurer Jon Osborne and COA Board Director L. Stanton and Initiative consultant A.Wright on February 16. Purpose of the meeting was:
  - to explain COA Board's recent progress
  - to understand the relationship between the Friends and the Board
  - to inquire if the Friends would be able to handle some of the financial requirements for the Senior Center (e.g.- grants procurement, fundraising)
- Suggested need for getting community involved with project - Friends will help.
- Discussion was held regarding Dr. Osborne's magnanimous offer to volunteer his help and the help of Kim Jackson and Kevin Cunniff to advise the Board on the Senior Center Initiative. L. Puchalski made the motion, D. Chiara seconded and it was unanimously voted to accept the offer and make their appointment to the Senior Center Initiative's (SCI) Advisory Committee.
- Motion was made by L. Puchalski, seconded by C. Much to appoint R. Mertens and A. Wright to a sub-committee of the COA Board, to serve on the SCI Building Committee and to provide ongoing updates to the Board regarding the SCI's progress. The Committee will consist of these two Board members and the SCI Advisory Committee. Unanimously voted.

**NEXT MEETING:** March 16, 2016, 9:30 a.m., Town Hall Back Meeting Room

**Adjourned:** 10:45 a.m. on motion made by F. Sadowski, seconded by L.Puchalski and unanimously voted.

**RESPECTFULLY SUBMITTED BY** Laurel Puchalski

# Groveland Council On Aging

## Director's Report

February 16, 2016

TOWN OF GROVELAND

2016 MAR 22 AM 11:41

TOWN CLERK

RECEIVED/POSTED

### Old Business

- ☞ **FY17 Budget** Have not received request from Finance Committee for annual budget review appointment.
- ☞ **MVRTA Van** So far, so good.
- ☞ **MVPC (Merrimack Valley Planning Commission) Grant Workshop** Grant application for a new van through MAP program will not be submitted this year.
- ~~☞ **Single Presentation** 2/22/2016~~
- ☞ **MVCOA Directors'/Legislators' Breakfast** Meeting was not very well attended. Directors highlighted service focus and needs at COAs and Senior Centers (SHINE work, meals on wheels, outreach, transportation).
- ☞ **Social Hour at the COA** First date on February 4 went well and was well attended. We shared architectural drawings of new Senior Life Center and answered questions.
- ☞ **AARP Tax Prep** All appointments filled for 2016

### New Business

- ☞ **Elders** No serious issues at this time.
- ☞ **Staff** All is well. Hugh's back, w/ doctor's note.
- ☞ **FY16 Budget** On track.
- ☞ **New Adult Life / Senior Center** Meeting w/ Board of Selectmen (following our meeting w/ Groveland Affordable Housing Committee) scheduled for Mon., February 22 at 6:45pm. Discussion.
- ☞ **Advisor Anita's progress.** Discussion.
- ☞ **Movie Afternoons** Library's been helpful by purchasing DVDs for COA "Movie Mondays."
- ☞ **New Fitness Classes** They continue to grow. We will continue to bump up marketing/advertising.

### Coming Events

- ✓ *State Primary Election*—Tues., March 1 at Town Hall
- ✓ *Social Hour at the COA*—Next dates are Thurs., March 3 + Wed., April 6 at 10:30am
- ✓ *March Van Trips*—March 7 (Mon.) Isabella Stewart Gardner Museum, (Thurs.) March 17 Boston Flower Show, March 31 (Thurs.) Mitch's Mystery Ride.
- ✓ *Men's Breakfast*—Tues., March 8 (John & Valerie Osborne on "Hot and Cold - Travel Stories from New Orleans and Iceland"). Postponed from February due to bad weather.
- ✓ *Birthday Bash*—March 10 at 12:00pm with entertainer Paul Carroll!
- ✓ *Veasey Park Indoor Flea Market* Sat., March 12—8am - 1pm
- ✓ *Volunteer Appreciation Brunch*—Thursday, April 7 (10:30 - 12:00)
- ✓ *Charlie Cards*—April 19 date with (West Newbury COA) reps from Sen. Tarr's office. Program will be at the Groveland Town Hall.

**Next COA Board Meeting:**

**Date: March 16 Time: 9:30am**

**Call Lynne for Location—COA (978) 372-1101**



TOWN OF GROVELAND  
AFFORDABLE HOUSING COMMITTEE  
183 MAIN STREET  
GROVELAND, MA 01833

TOWN OF GROVELAND

2016 MAR 22 AM 11:41

TOWN CLERK  
RECEIVED/POSTED

February 5, 2016

William Dunn, Chair  
Board of Selectmen  
Town of Groveland  
183 Main Street  
Groveland, MA 01834

RE: Parcel Located to the Rear of the Town of Groveland Public Safety Building

Dear Chairmen Dunn:

On January 25, 2016, the Town of Groveland Affordable Housing Committee met with members of the Town's Council on Aging to discuss the future of the Town owned site located adjacent to the Public Safety Building on Main Street/River Pines Drive. The Affordable Housing Committee has been working over the past several years on a project that would create affordable housing on that lot. Because of the lot's proximity to downtown and Town services, the Committee had determined that it was a prime parcel for affordable housing.

At the January 25<sup>th</sup> meeting, members of the Council on Aging presented the Committee with their plans to move forward with the construction of a senior center on the lot. They requested that the Committee release their interest in the lot so that the plans for the senior center could move forward. A lengthy discussion followed concerning the best use for the Town owned site. The Committee discussed issues pertaining to access, size of the lot, and its location to downtown and services. Based on the discussion, the Committee determined the lot would be well suited for the construction of a senior center. The Committee voted all in favor to release its interest in the Town owned lot.

As the Selectmen are aware, currently 3% of the Town's housing is considered affordable, which is well below the required 10% as set forth in MGL Chapter 40B. Because of this, the Town has a desperate need to construct additional affordable housing. With the release of this parcel to the Council on Aging, the Affordable Housing Committee will begin the process again of reviewing sites throughout the Town to find appropriate locations for affordable housing projects.

Thank you for your continued support in providing the Town of Groveland housing options that will meet the needs of all its residents. Please feel free to contact the Committee should you have any questions or need further information.

Sincerely,

Bruce W. Adams, Chair  
Affordable Housing Committee

**Council on Aging Treasurer's Monthly Summary for FY2016**  
January 2016

ITEM	BUDGET	2015						2016						Year to Date Balances	% Left
		JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE		
<b>PAYROLL</b>															
Director	\$51,520.00	\$3,342.88	\$3,932.80	\$3,932.80	\$5,899.20	\$3,932.80	\$3,932.80	\$3,932.80						\$22,613.92	43.9%
Office Staff	\$32,746.00	\$2,124.66	\$2,499.60	\$2,499.60	\$3,749.40	\$2,499.60	\$2,499.60	\$2,499.60						\$14,373.94	43.9%
Outreach	\$9,108.00	\$572.39	\$0.00	\$0.00	\$1,554.74	\$1,160.25	\$711.62	\$618.80						\$3,490.20	43.0%
Van Drivers	\$18,551.00	\$1,150.05	\$1,415.45	\$1,415.44	\$2,123.16	\$1,415.44	\$1,415.45	\$1,326.98						\$8,289.03	44.7%
<b>Payroll Subtotal</b>	<b>\$110,925.00</b>	<b>\$7,189.98</b>	<b>\$7,847.85</b>	<b>\$7,847.84</b>	<b>\$13,326.50</b>	<b>\$9,008.09</b>	<b>\$8,559.47</b>	<b>\$8,378.18</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$48,767.09</b>	<b>44.0%</b>
<b>EXPENSES</b>															
Bills Payable	\$6,600.00	\$582.42	\$1,381.75	\$400.16	\$264.17	\$33.08	\$1,007.38	\$32.74						\$2,898.30	43.9%
<b>Budget Month</b>	<b>\$117,525.00</b>	<b>\$7,772.40</b>	<b>\$9,229.60</b>	<b>\$8,248.00</b>	<b>\$13,590.67</b>	<b>\$9,041.17</b>	<b>\$9,566.85</b>	<b>\$8,410.92</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$51,665.39</b>	<b>44.0%</b>
<b>FORMULA GRANT</b>	<b>\$12,204.00</b>														
Mail Deposit		\$1,253.15	\$1,000.00			\$1,000.00		\$1,000.00						\$4,253.15	
Postage Cost		\$419.45	\$626.88	\$414.67	\$427.15	\$408.29	\$415.16	\$6.37						\$2,717.97	
<b>Mail Balance</b>		<b>\$833.70</b>	<b>\$1,205.82</b>	<b>\$792.15</b>	<b>\$365.00</b>	<b>\$956.71</b>	<b>\$541.55</b>	<b>\$1,535.18</b>	<b>\$1,535.18</b>	<b>\$1,535.18</b>	<b>\$1,535.18</b>	<b>\$1,535.18</b>	<b>\$1,535.18</b>	<b>\$1,535.18</b>	<b>\$12,204.00</b>
Mail Withdrawal			\$1,000.00			\$1,000.00		\$1,000.00						\$3,000.00	
Printing		\$211.00		\$511.00	\$212.00	\$212.00	\$297.00							\$1,443.00	\$6,141.21
Outreach		\$309.40					\$402.22							\$1,268.54	\$6,062.79
Other Expenses								\$429.67						\$429.67	
<b>Grant Month</b>		<b>\$520.40</b>	<b>\$1,000.00</b>	<b>\$511.00</b>	<b>\$212.00</b>	<b>\$1,212.00</b>	<b>\$699.22</b>	<b>\$1,986.59</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$6,141.21</b>	<b>49.7%</b>
<b>DONATION ACCOUNT</b>															
Beginning Balance	\$3,738.22														
Taken In		\$3,738.22	\$3,983.22	\$4,112.57	\$3,040.09	\$4,545.39	\$4,243.84	\$5,134.34	\$6,011.84	\$6,011.84	\$6,011.84	\$6,011.84	\$6,011.84	\$3,738.22	
Expended		\$370.00	\$421.00	\$680.99	\$1,745.00	\$840.00	\$1,138.50	\$952.50						\$6,147.99	
<b>Balance</b>		<b>\$125.00</b>	<b>\$291.65</b>	<b>\$1,753.47</b>	<b>\$239.70</b>	<b>\$1,141.55</b>	<b>\$248.00</b>	<b>\$75.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,874.37</b>	
		\$3,983.22	\$4,112.57	\$3,040.09	\$4,545.39	\$4,243.84	\$5,134.34	\$6,011.84	\$6,011.84	\$6,011.84	\$6,011.84	\$6,011.84	\$6,011.84	\$6,011.84	