

MEDWAY COUNCIL ON AGING MEETING
JANUARY 8, 2008

PRESENT

Mary Staples, Chairman
Robert Goode, Vice Chairman
Judy Lane, Secretary
MissyDzciek, Director of the Center
Fred Tingley
William Scherer
Ruth Cerel
Madalyn Corbett
Nanette Glenny
Ginger Martino,
Grace Rossetti

VISITOR

Therese Kinnane

ABSENT

Joseph Hoban

Mary called the meeting to order at 3:00 p.m.

The secretary's report was read and accepted.

Treasurer's report was read and accepted. We have a balance of more than \$56,000. There is more than \$1000 worth of donations to the Center. The nurse's grant was extended for another year and the Christmas store earned more than \$900.

Missy's report was accepted as read. The Center is planning an auction for April. Missy is seeking a grant for computers from the Middlesex Savings Bank. The Center has been asked to do level funding for the 2009 budget. We have received \$20,000 from GATRA. If we keep the \$20,000 budgeted for transportation, we may be able to start an outreach program and put money toward the nurse's budget. We need to ask the selectmen to earmark any money left over in the ^{town} budget to be applied toward finishing the Senior Center. It seems an impossible task for us to raise almost \$100,000. The Council wrote an article for the town warrant: The C.O.A. requests a sum of money to complete the interior of the Senior Center. The motion to submit this request for money was unanimously adopted.

The nurse and Pauline Russo were attending to emergencies and did not submit reports.

Kathy Bullock will give reports at alternate Council meetings.

Therese reports that all is well at Lovering Heights.

We may invite the Selectmen to the February C.O.A. meeting.

A motion was made and voted to adjourn the meeting at 3:15 p.m.

Respectfully Submitted,

Judith L. Lane, Secretary

Medway Council on Aging Minutes
February 12, 2008

The Medway Council on Aging held their regular meeting on Tuesday, February 12, 2008 at 3:00 p.m. at the Senior Center. Those in attendance included Mary Lou Staples, Chair, Bob Goode, Vice Chair, Fred Tingley, Grace Rossetti, Bill Scherer, Ruth Cerel, Maddie Corbett and Nannette Glenny. Joe Hoban and Ginger Martino were absent. Also in attendance: Ella Ryan, Flo Carucci, Ed Richards, Bill Caton, Meg Rice and Jane Lemire from the Friends of Elders, Housing Rep Therese Kinnane, Director Missy Dzikczek, Outreach Worker Pauline Russo and Arts and Craft Director Kathy Bullock. Selectmen Glenn Trindade and Dennis Crowley were also in attendance.

Mary Lou called the meeting to order at 3:00 p.m.

The Minutes from the January 2008 meeting were read and accepted.

The Treasurer's Report and Director's Report were read and accepted.

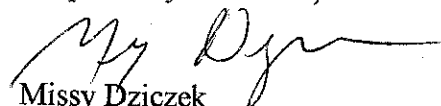
Kathy reported on trips and arts and crafts projects.

Pauline gave an Outreach Report. As always, she is kept very busy.

Selectmen Trindade and Crowley were present to discuss financing of the addition. The Selectmen will most likely support borrowing to finish the addition. Dave Damico has gone out to bid to finish the project. Bids will be opened March 20th and we will have a clearer idea of the cost, roughly \$150,000.00 we estimate at this time. We will get together after this to finalize plans on the financing of the addition.

At 3:40 p.m., the meeting was adjourned.

Respectfully submitted,


Missy Dzikczek
Secretary Pro Temp

Accepted: 3/11/08

Council on Aging Minutes
March 11, 2008

The Medway Council on Aging held their regular meeting on Thursday, March 11, 2008 at 3:00 p.m. at the Senior Center. Those in attendance included Mary Lou Staples, Chair, Robert Goode, Vice Chair, Fred Tingley, Ruth Cerel, Nannette Glenny and Grace Rossetti. Maddie Corbett, Bill Scherer, Joe Hoban, Ginger Martino and Judi Lane were absent. Also in attendance: Director Missy Dziczek and Housing Reps Therese Kinnane and Betty Roth.

Mary Lou called the meeting to order at 3:00 p.m.

The minutes of the February meeting were read and approved.

The Treasurer's Report was read and approved.

The Director's Report and Outreach Report were read.

Kathy Bullock is away and will make her report next month.

Missy read statistics from the Nurse's report for the period October – January.

Discussion was held on the addition. Fred stated sliding doors should be put in and the Council agreed. The Council agreed to pergo flooring for the big room. Missy will give Dave this information tomorrow.

Following discussion, Nanette suggested the Council do a walk through of the building noting what needed to be done. The following is what they came up with:

Stained ceiling tiles replaced throughout building

Walls washed

Floors cleaned and waxed

Ice breakers on roof?

main room fixed

2 smaller desks – open up the room a bit

Fix crack in wall

Clean out furnace room

| | |
|---------------------|--|
| Agency Passengers | |
| Total Passengers | |
| Total Vehicle Miles | |
| Total Vehicle Hours | |
| Total E AM | |
| Total E W AM | |
| Total NE AM | |
| Total NE N AM | |

Craft Room

– wall of closed up shelves – closet, for storage. Get craft cabinets out of the rest of the building and everything in closets. Two walls of closets if needed. Too much craft stuff all over the building.

What is metal thing hanging from ceiling?

Bathrooms

- heavy duty cleaning
- stoppers on both handicap doors
- fix holes in walls
- clean lining of doors.

Entrance Way

- cracks filled
- painted

Janitor's Closet

- more shelves
- organized

Kitchen – stove moved out per stove guy

At 3:45 the meeting was adjourned.

Respectfully submitted,

Missy Dziczek
Secretary Pro Temp

Council on Aging Minutes, April 8, 2008

The Medway Council on Aging held their regular meeting on Tuesday, April 8, 2008 at 3:00 p.m. at the Senior Center. Those in attendance included Mary Lou Staples, Chair, Robert Goode, Vice Chair, Maddie Corbett, Bill Scherer, Fred Tingley, Ruth Cerel, Nannette Glenny and Grace Rossetti. Joe Hoban, Ginger Martino and Judi Lane were absent. Also in attendance: Director Missy Dzaczek, Outreach Worker Pauline Russo, Arts & Crafts Director Kathy Bullock and Housing Reps Therese Kinnane and Betty Roth.

Mary Lou called the meeting to order at 3:00 p.m. She noted that the following members' terms will be expiring on June 30th – Nanette, Bob, Bill and Mary Lou. They each need to write a note to the Town Administrator if they are interested in serving another term. Joe Hoban and Ginger Martino have not attended in three meetings and the by-laws state that after missing three meetings without notification to the Chair, the person will be asked to resign. Bob moved to notify Joe and Ginger. Seconded by Fred. All in favor.

The minutes of the March meeting were read and approved.

The Treasurer's Report was read and approved.

The Director's Report and Outreach Report were read and approved.

Kathy Bullock read her report and updated the Council on upcoming trips.

Nanette and Grace volunteered to pick out colors to paint the Center.

The Volunteer Luncheon should be held in May. Missy will get the list and Maddie volunteered to go through it.

The meeting was adjourned at 3:30 p.m.

**Respectfully submitted
Missy Dzaczek
Secretary Pro Temp**

MEDWAY COUNCIL ON AGING MEETING
MAY 13, 2008

PRESENT

Mary Staples, Chairman
Robert Goode, Vice Chairman
Judy Lane, Secretary
Missy Dzciek, Director of the Center
Fred Tingley
William Scherer
Nanette Glenny
Grace Rossetti
Ruth Cerel, last meeting

ABSENT

Madalyn Corbett
Joseph Hoban
Ginger Martino

Visitors

Therese Kinna
Betty Roth

Mary called the meeting to order at 3:05 p.m.
The secretary's report was read and accepted. From now on members will receive the secretary's report prior to the meetings.

There is a need for new officers to be named in June. There are also three openings on the Council of Aging. Fred Tingley and Robert Goode have volunteered to act as the nominating committee toward electing the new officers.

The treasurer's report was read and accepted.

A motion was made and unanimously accepted to not give the key to the Senior Center to anybody.

The Director's report was read and accepted. Missy reported that the Town Meeting was postponed until June 2, 2008. If the budget is approved, we will be able to do more work on the Center. The new GATRA van arrived last week. There will be an "Old Timers" night at the Center May 20, 2008. The volunteer luncheon will be held on May 21, 2008. There will be a volunteer meeting on May 27th at 1:00 p.m. In the future all Kathy Bullock's supplies will be enclosed in cabinets that will be bolted to the walls. Ruth Allen's office, the Big Room and the Bingo will be painted soon. The Craft Room will be painted at a later date. Missy will get bids on the cost of the painting. Grace will get the paint. The June meeting will be posted and held on June 3rd to assure a quorum.

MaryLou called the meeting to a close at 3:35p.m.

Respectfully submitted,
Judith L. Lane, Secretary

MEDWAY COUNCIL ON AGING MEETING
JUNE 3, 2008

PRESENT

Mary Staples, Chairman
Robert Goode, Vice Chairman
Judy Lane, Secretary
Missy Dzikczek, Director of the Center
Fred Tingley
William Scherer
Nanette Glenn
Grace Rossetti
Ruth Cerel
Madalyn Corbett

ABSENT

no one

VISITORS

Pauline Russo
Kathy Bullock
Therese Kinnane
Betty Roth

STAFF

Hung

Mary opened the meeting at 3:00 p.m.

The nominating committee, Bob and Fred presented their slate of officers—continue with the same officers as last year. A motion was made and seconded to vote in the slate of officers. It passed unanimously. A term on the Council on Aging is three years. The secretary's report was read. It will be amended to correct spelling errors and to include other rooms at the Center that are to be painted.

The treasurer's report was read and accepted. Missy would like to get an electric fireplace for the library if there is money left in the treasury after June 30th. The Senior Center is to be level funded at the Town Meeting. A motion was made and seconded that the treasurer's report be accepted as read. The motion passed unanimously.

The director's report included that the painting has begun. The work is being done by the low bidder. The contractors should repaint the new section. Missy will be on vacation June 19- June 15, 2008.

The nurse's report will be given in September. The grant for the nurse is good until the end of the year.

Kathy Bullock reported that during April and May many craft projects had been completed. A man joined the craft group last week. The trips she coordinated included a bus tour of Concord and Lexington by Paul Revere, a van tour to the I.C.A. in Boston and a bus trip to see The Producers at the North Shore Music Theater. Kathy has been cleaning the Craft Room which will be painted after Camp Sunshine has completed its program.

Pauline Russo's Outreach report included there will be no new fuel assistance applications accepted until next November. Last week there was a presentation by the Commission for the Blind and the Commission for the Hearing Impaired. Northeastern University has a program to help the hearing impaired improve their quality of life. Pauline has been helping people in their nineties make alternative living arrangements. On June 17, 2008 there will be a program about strokes and depression among the elderly. Pauline begins her seventh year working for the Senior Center on June 18, 2008.

The housing representatives report everyone is getting along.

A motion was made and passed to adjourn the meeting at 3:29 p.m.

Respectfully Submitted,

Judith L. Lane, Secretary

MEDWAY COUNCIL ON AGING MEETING
SEPTEMBER 9, 2008

PRESENT

Mary Staples, Chairman
Robert Goode, Vice Chairman
Judy Lane, Secretary
Fred Tingley
William Scherer
Madalyn Corbett
Grace Rossetti
Nannette Glenny
Veronica Clark
Cranston Rogers
STAFF

ABSENT

John Wooster

Missy Dziczek, Director of the Center
Pauline Russo, Outreach Worker
Kathy Bullock

Mary called the meeting to order at 3:00 p.m. She read a request from the town administrator about having Council members attend two training seminars that will be held at Town Hall—one on September , 2008 and the other on October 15, 2008. The following members signed up to attend: MaryLou, Fred, Judy, and Nannette, both; Veronica, Monday's session and Grace Wednesday's session.

The secretary's report was read and accepted.

The treasurer's report was read and accepted. In July the Center received \$108, 497 toward the 2009 budget. GATRA is costing more money than the town had anticipated. We may start charging people \$1.00 each way when they use the GATRA bus.

Missy would like to have the Outreach Worker's salary be part of the town budget for next year. She would like to use the \$10,000 grant from the state for a strength training program and a tai chi instructor. The nurse's grant has been extended until December. The new nurse, Nicole Caporizzo began working at the center today. We are still sharing a nurse with the Franklin Senior Center.

The director's report was read and accepted. Missy would like to create a committee to plan an open house and tenth anniversary celebration for the center to be held some Saturday in November. MaryLou, Madalyn, Nannette, Grace and Judy volunteered to work on the committee. Missy thanked Nanette and Grace for all their hard work toward getting the painting of the center accomplished. Missy would like to purchase new

folding tables for the Center. She has seen some round to square tables at the Holliston Center that appear to be very sturdy, good looking and long lasting. She must seek three quotes and send any request costing more than \$5,000 through the town administrator's office. Neil brought in the first change order for the new construction. It was for \$7,000. The town administrator and the town accountant have reviewed the amount and hopefully will sign off on it. The order included a gutter to be added to the original Center. Grace requested that the tiles in the kitchen destroyed during the building of the addition be replaced. Missy would like people to think about purchasing artwork for the Center. Missy had about \$15,000 allocated toward landscaping work. She solicited three bids and spent \$7,000. She would like to obtain six new computers for the Center. We still have some money left from the \$185,000 grant.

Kathy Bullock reported that the craft group met in the large room all summer. Among their projects were the favors for the Meals on Wheels and a quilt which they hope to raffle on November 6, 2008. That will be the day flu shots are given at the Center. There were many day trips this summer including: A Spirit of Boston Cruise, a trip to a famous Rose garden in Connecticut, a lobster bake in Maine, a trip to a Pawtucket Red Sox game and a trip to Martha's Vineyard. Kathy is planning a full schedule of fall trips which are filling up fast.

Pauline Russo reported having an easier summer than she had anticipated. She was happy to welcome the new nurse aboard. SMOC has already begun processing prior clients for the fuel assistance program. The application is long and requires much assistance by Pauline. SMOC fuel assistance for new applicants will begin earlier this year. Pauline's training will be in mid-October and applications can be submitted as of October 27, 2008. She will set aside Mondays to help with applications for seniors and set up evening appointments for working families. Anyone on fixed incomes should apply. Pauline has been assisting with the Health and Safety Fair that will be held on October 3, 2008. She will be starting a six week Bereavement group on October 20, 2008. After attending a workshop on Ethical and Risk Management Issues in Work with Older Adults, Pauline requested the Center create a committee of health professionals to help her deal with ethical issues. Nanette Glenney, a social worker and Grace Rossetti, a Registered nurse volunteered to work with Pauline. Pauline would like to report to the Council every other month unless it is necessary for her to be present.

Missy is a trained Red Cross First Responder and may be called to active duty. There is an issue with the town's use of the Center. Missy will send a memo to the town administrator that town officials should notify Missy or Ruth ahead of time when they wish to use the Center for meetings.

MaryLou adjourned the meeting at 4:03 p.m. Members of the Council toured the addition to the building.

Respectfully submitted,

Judith L. Lane, Secretary

MEDWAY COUNCIL ON AGING MEETING
OCTOBER 14, 2008

PRESENT

Mary Staples, Chairman
Robert Goode, Vice Chairman
Judy Lane, Secretary
Fred Tingley
Madalyn Corbett
Nanette Glenny
William Scherer
John Wooster
Veronica Clark
Cranston Rogers

STAFF

Missy Dziczek, Director of the Center
Pauline Russo, Outreach Worker

VISITORS

Therese Kinnane
Betty Roth

ABSENT

Grace Rossetti

Mary called the meeting to order at 3:00p.m. She introduced the board to John Wooster, the new member and John to the board. Twenty five thousand dollars, part of the hundred thousand dollar grant obtained by Jim Vallee for the Medway Senior Center, has arrived. Mary suggested that part of the money be used toward a new stove for the kitchen. She also shared a flyer from Flo Carucci and the Friends of the Medway Public Library about a movie for discerning adults that would be shown from 2:30-5:00 p.m.

The secretary's report was read and accepted.

The director's report was read and accepted. Missy reported that Suzanne Kennedy has notified her about when the town will be using the Senior Center for meetings this month. The Health and Safety Fair held Friday October 3, 2008 from 10:00 a.m. to 1:00 p.m. was a huge success. More than a hundred people attended the Fair. Cybex will donate a treadmill suitable for the use of seniors. To use the treadmill, people will have to sign a waiver and have a doctor's note stating they are healthy enough to use it. Missy ordered six computers from the town budget. She has also been trying to find companies to bid on the round to square tables. Kathy Bullock has given her a lead on the tables which may be found a church in Southboro. Missy will follow up on this lead. Nannette asked again about art work for the Senior Center. This will be discussed at a later date. She also asked about cleaning out the cabinet in the Games Room. The Friends of Elders may be approached to donate money for more storage cabinets. Judy will talk to Barbara Ohanian about clearing out the materials in the Craft Room closet that belongs to Camp Sunshine. Some members of the Council have volunteered to help make the move.

Missy would like to aim for the Open House and Tenth Anniversary celebration to be held on November 22, 2008 from 11:00 a.m. to 1:00 p.m. Freddie will make finger sandwiches for refreshments. Members of the Council could make brownies and cookies. Missy would also like to have the new stove in the kitchen and the flooring to be completed before we have the open house. Hopefully the computers will also be in place by then. Invitations to the open house need to be sent to Rep. Vallee, Sen. Spilka and town officials.

The treasurer's report was read and accepted. We started the month with \$90,000. The money spent went to pay salaries.

Pauline Russo gave the outreach report this month. It was accepted as read. She continues to make home visits on a regular basis, enjoys working with the new nurse who will accompany her on home visits as needed, and expects to be very busy after Oct. 27, 2008 when she starts processing the new fuel assistance applications for SMOC. Pauline and her family will be preparing Thanksgiving dinner for any senior who has no place to go for the holiday. The meal will be at Mahan Circle. She will happily provide transportation to anyone wishing to go or will deliver a meal to any senior who cannot get to Mahan Circle. If you know of anyone who will be alone, please contact Pauline.

There will be a Veterans' Day Dinner at the V.F.W. Veterans go for free; others pay ten dollars. Because Veterans' Day falls on Tuesday November 11, 2008, the C.O.A. meeting will be moved to November 18, 2008.

All is well at Lovering Heights.

Mary called the meeting to a close at 3:40 p.m.

Respectfully submitted,

Judith L. Lane

MEDWAY COUNCIL ON AGING MEETING
NOVEMBER 18, 2008

PRESENT

Mary Staples, Chairman
Robert Goode, Vice Chairman
Judith Lane, Secretary
Fred Tingley
Madalyn Corbett
Nanette Glenny
William Scherer
Veronica Clark
Cranston Rogers
Grace Rossetti

STAFF

Missy Dzikczek, Director of the Center
Kathryn Bullock, Craft & Daytrips Director

VISITORS

Therese Kinnane
Betty Roth

ABSENT

(U) John Wooster

Mary called the meeting to order at 3:00 p.m. A new restaurant quality stove
Has been ordered at a decent price by Glenn.

The secretary's report was read and accepted. In the future members who are absent
from the meetings will have either an E for excused absence or a U for unexcused
absence beside their names.

The director's report was read and accepted. There will be an open house Saturday
November 22, 2008 from 11:00 a.m. until 1:00 p.m. Missy would like members of the
C.O.A. to be present to act as ambassadors and guides. The new computers are set up in
the computer room, the stove and eight tables are on order. Freddy will provide finger
sandwiches, beverages and some desserts. C.O.A. members will provide desserts and
cider.

The treasurer's report was read and accepted. We began the month with about
\$78,800. Salaries are averaging \$9,000 a month. The Outreach worker's salary was paid
from the town budget this month. We are doing well financially at this time. There is a
need for the Outreach worker to have a locked file cabinet. We may use grant money to
provide said file cabinet. A motion was made and accepted to use grant money or money
from the Friends of Elders to buy a rolling cart for BINGO. Money has been approved
for us to purchase computers, a stove and eight new, large tables.

Kathy Bullock's report was read and accepted. The crafters were busy during September
and October. They completed a quilt and pillow sham that were raffled. They completed
items for the annual mini fair; a hand quilted tote bag, favors for meals on wheels and

started a table runner. Trips these months were to The Northshore Music Theater with a luncheon at the Danversport Yacht Club and a foliage trip to Connecticut where people boarded an historic steam train and a Connecticut River riverboat. This trip found the group eating lunch at the Dock Nadine Restaurant. Jenny Rook will sell crafts at the Open House.

The Meals on Wheels people will have to use the back door in the future. The side door will no longer be open. The town library is donating a table and chairs to the Senior Center Library.

According to Betty and Therese all is well at Lovering Heights.

A motion was made and accepted to adjourn the meeting at 3:30 p.m.

Respectfully submitted,

Judith L. Lane, Secretary

MEDWAY COUNCIL ON AGING MEETING
DECEMBER 9, 2008

PRESENT

Mary Staples, Chairman
Robert Goode, Vice Chairman
Judith Lane, Secretary
Fred Tingley
Nanette Glenny
Grace Rossetti
William Scherer
Vonnie Clark
Cranston Rogers
John Wooster

STAFF

Missy Dziczek, Director of the Center
Pauline Russo, Outreach Worker

VISITORS

Therese Kinnane
Betty Roth

ABSENT

(E)Madalyn Corbett

Mary opened the meeting at 3:00 p.m. The secretary's report was read. It was amended to include the \$9,000 spent in October were for salaries and other Center expenses, Veronica Clark will henceforth be called Vonnie Clark and Betty Roth represents the Mahan Circle Housing unit. The town library is not donating a table and chairs to the senior center library. The report was accepted with these amendments.

The treasurer's report was read and accepted. The balance in the treasury at the end of November was about \$70,600. Grant money will be used to send Missy and Pauline to the C.O.A. Conference in Las Vegas. The Center is locked into paying \$4.70 a gallon for oil at this time. Missy is hopeful that Medway and the Holliston Oil Company will renegotiate the cost.

The director's report was read and accepted. The final report for P.M.P states we need two cases of light bulbs or \$1,000. The doors are locking better. The electric plugs along the wall in the kitchen don't work consistently. The computers are now connected to the internet. The tables came in and are beautiful. We need to get fifty-six or sixty-four chairs to match the tables. We may use grant money or ask the Friends of the Elders to purchase the chairs or split the cost between the two sources. The Center will be closed Wednesday to Friday Christmas week to conserve fuel. In 2009 the Center will be adding a community yoga class and a Wednesday Zumba class. The Y.M.C.A. charges \$3 per person per class. Missy will speak to Freddy, the custodian about emptying the kitchen trash each day. He will be working more often. Missy will also speak to the people about keeping the back door to the Center locked when the Center is closed.

Pauline Russo's report was read and accepted. Both November and December have been busy months. The SMOC applications continue to be processed. There has been an increase in the number of applications. Pauline is requesting help in processing these applications next year. Pauline continues to make home visits. She is finding an increase in health problems among the elderly, especially dementia which is causing increased stress among their caretakers. We need more information about Alzheimer's and support for the caretakers. Milford VNA has an Alzheimer's' Support Group. Nannette will try to get a speaker to discuss Alzheimer's' disease at the Center. EMTs can and will take blood pressures for those who are shut in. Pauline continues to make referrals to Tri-Valley and to Lifeline as needed. She appreciates working with our nurse, Nicole.

According to both Therese and Betty all is well at both Lovering Heights and Mahan Circle. Betty will be moving to an upstairs apartment.

Mary adjourned the meeting at 3:30 p.m.

Respectfully submitted,

Judith L. Lane, Secretary