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MILLBURY, MASS.

**MINUTES**  
**MILLBURY COUNCIL ON AGING BOARD OF DIRECTORS**

Date: January 16, 2019 at 7:30 AM

Present: Kaye Peltier, Lee Ayotte, Steve Walinsky, Kevin Higginbottom, Richard Townsend, Marie Kosiba, Edna LaPan, Betty Hamilton, Joyce Ostrowski and COA Executive Director Judith O'Connor

Absent: Stuart Mulhane and Sarabeth Persiani

The Chairman called the meeting to order at 7:30 AM

**VOUCHERS:**

Vouchers were signed at this meeting.

**MINUTES:**

A motion to accept the December minutes was made by Edna LaPan seconded by Marie Kosiba. Vote: unanimous.

**CORRESPONDENCE:**

We received an e-mail from MCOA announcing special circumstances regarding the SNAP Program. SNAP clients will receive their benefits early for Feb. This is due to the Federal Shut-down of the government.

We received a letter from MCOA stating that they will be increasing the dues for F.Y. 20. This was send to plan ahead on our budget.

We received a letter from UMass Medical school sending the new contract for the SNAP program. It was signed and returned.

We received a email from the Outreach Manager for Curaleaf Mass, a licensed Medical Marijuana Co., asking if we would like them to do a presentation about Cannabis as an alternative treatment method. The Board took no action on this request.

**STANDING REPORTS:**

- A. Budget and Finance – Ms. O'Connor explained that she completed the budget with the assistance of the board members and that she will be meeting with the Town Manager .

January 16, 2019

Ms. Peltier stated that she attended the Fin Com meeting and that they will be requesting the COA to meet with them. We will also be asking for a Capital request of \$10,000 for future HVAC repairs.

- B. Personnel – The new position of Adm Asst. has been added to the budget.
- C. Nominating – No report
- D. Legislative – No report
- E. Senior Center Usage – The Masons are requesting to use the Senior Center on March 23<sup>rd</sup> for the Blood Drive. A motion was made by Marie Kosiba that we approve their request. Seconded by Edna LaPan. Vote unanimous. With Rick Townsend abstaining. Ms. O'Connor explained that we would be honoring a long-time volunteer with a memorial lunch on Jan. 19<sup>th</sup> at 12 noon. Mr. Ayotte reported that the Lions Club will again hold their annual Turkey dinner for the elderly sometime in Feb. They will call with a date request.
- F. Building Maintenance/Equipment – Ms. O'Connor reported on the quote that she received for the repair of the HVAC. At this time she has received 2 quotes and will get one more before the work can be done. She is hoping to have the repair completed by the end of March or early April.

Director's Report – Ms. O'Connor reported on the new Zumba classes that have started. She also reported on the summer concerts for July and Aug. She is working on a concert for June. The editor of the Millbury Sutton Chronicle is leaving for another position and we will be getting a new person to report our news to.

Chairman's Report – No report

#### OLD BUSINESS:

Elder Services of Worcester/Nutrition Program- Both Ms. Persiani and Ms. Peltier attended the meeting, the main focus was on the State Audit. Although they did not pass they were the best ASAP in the State. The new guide lines has made it difficult. Elder Services of Worcester is a very well run agency and will correct and make changes where needed.

Intergenerational Programs/Friendly Visitor - Ms. O'Connor reported that our helping hands programs is going very well.

Elder Service Work-off Program – Ms. O'Connor will be sure that the Article for \$20,000. appears on the warrant at the annual Town Meeting. We have posted the new eligibility guide lines on the Town's Web site.

#### NEW BUSINESS;

Millbury Council on Aging Board of Directors Minutes – January 16, 2019

Holiday Closing The Senior Center and the COA office will be closed on January 21<sup>st</sup> for Martin Luther King Day.

OTHER BUSINESS:

The Board members discussed the possibility of making changes to the monthly newsletter to better market the Senior Center. Our newsletter is currently being done in-house so we will make some changes.

The Chairman adjourned the meeting at 8:25 AM


Next Board meeting will be held on Wednesday, February 20, 2019 at 7:30 AM.

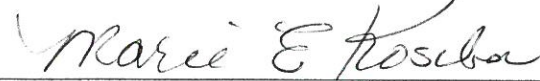
Respectfully submitted,

Judith A. O'Connor

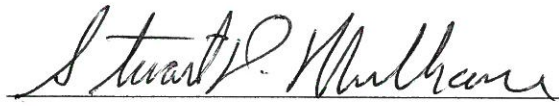
  
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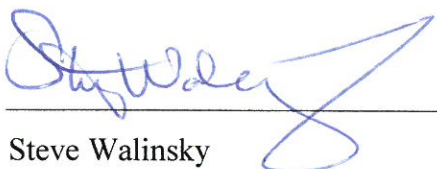
  
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