

MINUTES
COUNCIL ON AGING

RECEIVED
TOWN CLERK

17 MAR 27 AM 9:08

MILLBURY, MASS.

Date: February 15, 2017 at 7:30 AM

Present: Kaye Peltier, Richard Townsend, Margaret Masmanian, Lee Ayotte, Edna LaPan, Steve Walinsky, Kevin Higginbottom and Judith O'Connor

Absent: Stuart Mulhane, Marie Kosiba, Sarahbeth Persiani and Betty Hamilton

Vouchers: Vouchers were signed at this meeting.

Minutes: A motion to accept the January minutes was made by Richard Townsend, Seconded by Edna LaPan. Vote: unanimous.

CORRESPONDENCE:

A thank you note was received from the new Town Manager for inviting him to the Senior Center for a "Meet and Greet".

We received a "Save the Date" for the Aging with Dignity Conference to be held on June 7th at Holy Cross College.

We received an e-mail from the Town Clerk making us aware the Warrant Articles for the annual Town Meeting will be accepted until March 3rd.

A letter was received from the Board of Selectmen to the Town Clerk stating that they (BOS) voted to appoint the Department Heads as Record Access Officers for their respective departments. Ms. O'Connor would be responsible for the COA records.

We received a flyer from Family Services regarding a Gatekeeper training for "Suicide and Aging" – Fact or Fiction?" This will be held on March 2nd from 10 to 12 noon at Heywood Hospital, Gardner, MA.

REPORT OF STANDING COMMITTEES:

- A. Budget and Finance – Ms. O'Connor stated that the Town Manager is now scheduling times with Department Heads to go over their budgets. Ms. Peltier reported that the budget sub-committee will schedule a meeting the Town Manager also.
- B. Personnel – The Board discussed the future staffing for the position for Adm. Asst. This will be part of the discussion with the Town Manager.
- C. Nominating – No Report

D. Legislative – No Report

E. Senior Center Usage: - The American Red Cross has confirmed March 25th for the Mason's Blood Drive.

F. Building Maintenance/Equipment. – Ms. O'Connor reported that the custodian could not do the snow removal around the building because the snow blower is too small. He borrowed the tractor from the Town Hall to complete the job. We will need to address this for next winter. No flood issues at this time. The repair of the large pot hole in the parking lot was done by Lynch Co. and a thank you letter was send.

Director's Report- Ms. O'Connor gave the COA stats for January to all the Board members.

OLD BUSINESS

Elder Care Services/Nutrition Program- No report.

Intergenerational Programs. *Friendly Visitor* - Ms. O'Connor reported that the students from the Assumption school provided a fun Valentine Day event by singing, making cards and giving candy favors to all the elderly in attendance that day.

Elder Service Work-off Program – Ms. O'Connor reported that she is looking to add the new person now that the Town Manager is in place. New employees cannot be added without approval from the Town Manager.

Special Gift Committee: This sub-committee met and discussed calling BVT for a design to be done by the students. More information to follow.

Report on the Friends of the Millbury Seniors, Inc. – Ms. O'Connor reported that they have increased the dues. They are still selling bricks for the Memory walkway.

New Business:

Sub-committees – Ms. Peltier gave hand-out questionnaires to the Board members to choose the committee they would like to serve on.

Snow Policy – The Board members discuss having a snow policy. A motion was made by Edna LaPan that if there is no school the day of our schedule meeting the meeting will be cancelled; if there is a delay our meeting will be a delayed 2 hours. There will be no rescheduling of the cancelled meeting unless a special meeting is requested by the Chairman. Seconded by Rick Townsend. Vote Unanimous.

OTHER BUSINESS:

Ms. Masmanian questioned the use of the Handicap parking spaces. If a person has a placard, they can park in these spaces. Ms. O'Connor has asked that all the daily staff members and volunteers, who have placards, use the main parking area as they are in the building all day. This would allow those disabled clients an easy way to come in and out of the building. She has had many complaints, regarding this issue. We will keep the first row of parking spaces in the main lot for those individuals.

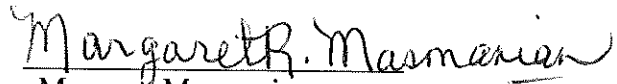
A motion to adjourn at 9:00 AM was made by Margo Masmanian. Seconded by Rick Townsend. Vote Unanimous.

Next meeting will be held on Wednesday, March 15, 2017 at 7:30 P.M.

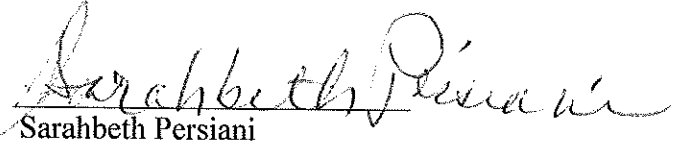
Respectfully submitted,
Judith A. O'Connor



Marie Kosiba



Margaret Masmanian



Sarahbeth Persiani



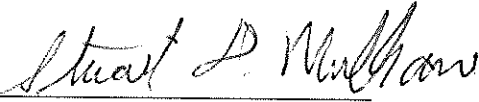
Kevin Higginbottom

Stephen Walinsky

Richard Townsend



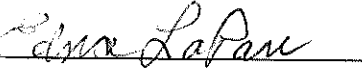
Kaye Peltier



Stuart Mulhane



Betty Hamilton



Edna LaPan



Lee Ayotte