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MINUTES

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MILLBURY, MASS. COUNCIL ON AGING

Date: February 20, 2013 at 7:30 A.M.

Present: Richard Townsend, Lorraine Hayes, Margo Masmanian, Helen Mankevetch, Steve Walinsky, Stuart Mulhane, Marie Kosiba, Lee Ayotte, Edna LaPan and Judith O'Connor

Absent: Betty Hamilton, Everett Grahn and Rick Townsend

Vouchers: The vouchers were signed by all members present

Minutes: A motion to accept the January minutes was made by Lorraine Hayes, Seconded by Lee Ayotte.. Vote unanimous.

Correspondence

Received a Memo card offering Hunger Outreach through Worcester State University for the SNAP program (formally the Food stamp program). They will provide a customized presentation to help people fill out applications for this program.

Received an e-mail from the Town Manager regarding the possibility of the Town participating in the "Communities of Distinction" television program, He is looking for Town Department and community leaders to get involved. Also received an e-mail saying the Town of Millbury has decided not to participate because there are fees involved that the Town would have to cover.

Received an e-mail from Marie Sullivan, Nutrition Director of Elder Services of Worcester, regarding fund-raisig efforts. They are selling raffle calendars for \$5.00 each, They are raffling off a Celtics shirt (\$1.00 per chance) during the March for Meals .They will be continuing to sell the MOW cookbooks for Mother's Day. The Board members discussed this and because of the shortfall in funding for the Nutrition program they see this as a favorable way to support the programs.

Received a flyer from the Blackstone Chamber of Commerce announcing their 15 Annual Home & Business Expo on March 2, 2013 from 10 AM to 3 PM at the Northbridge High School.

Received a letter from Senior Comfort Service announcing their new programs and providing us with a new private Care rates for their services.

Report of Standing Committee

- A. *Budget & Finance –Board members, Steve Walinsky and Rick Townsend, met with the Town Manager regarding the procedures for reporting the finances of the COA. Mr. Walinsky stated that the Town Manager was going to establish a gift account for the COA. Mrs. O'Connor stated that the Finance Director explained how he wanted the Formula grant employee hours recorded and that a new payroll template would be prepared. He also stated that each invoice, that we want paid, must have its own voucher and number. When the Town Manager requests time to review the COA budget Mrs. O'Connor will attend with Mr. Walinsky and Mr. Townsend.*

- B. *Personnel* – Ms. O'Connor explained that the Town Manager will appoint the formula grant employees on February 26, 2013. . These positions would then be added to the towns payroll beginning W/E 3/2/13.
- C. *Nominating* – no report
- D. *Legislative* – There are problems regarding the supplemental Insurance for those elderly who have the Fallon Senior Plan. The local Doctors left the Fallon Plan and went to Relient Health Care and they will no longer take the Fallon Senior Plan effective December 31, 2013. They will only take Tufts Health Plan. Mrs. O'Connor explained that she contacted both Tufts and Fallon representatives and will be having informational forums here at the Center.
- E. *Senior Center – Policy Committee*- We have received 1 request from a Millbury resident Alana Gordan who is requesting to use the Senior Center grounds and parlor for a photo shoot for the Central Mass Film Society on March 30th from 9 AM to 5 PM. It's a Steam Truck show of vintage clothing. She will be planning a fashion show that would provide us with a future event. Discussion followed. Pictures would appear in a local publication. A motion was made b Lee Ayotte to let Alana Gordon use the Senior center on March 30th from 9 AM to 3 PM only. She could use the grounds until 5 PM. Seconded by Margo Masmanian. The Vote was 7 members present voted in favor with Stu Mulhane opposed. The members instructed Ms. O'Connor to notify the Town Manager regarding this request. The members also discussed the need to revisit the policy.

.F. *Building Maintenance/Equipment.* – Mrs. O'Connor stated the concerns of the custodian regarding the air filters that were removed by a HVAC Company at the instruction of the Head Custodian of the Town Hall. He had them replaced with paper filters. These are more costly. The original ones were taken down cleaned and return twice yearly. He would like to go back to the way it has been done for 17 years. The members agreed that the custodian should look into trying to get the old kind back as there would be a savings.

OLD BUSINESS

Elder Care Services/Nutrition Program- Mrs. O'Connor attended the monthly meeting and reported that the sold all of their Vans along with the Hot Trucks. They would like to increase participation at all the nutrition programs There is still small waiting list for services for those in need all services except nutrition.

Intergenerational/Friendly Visitor – Our staff is working with teens for the “Helping Hands” program, lots of snow. The M.O.V.E. Program will do a spring program with Grade 4. There will be no Senior/Senior prom this year because of the 200th Birthday part Ball..

Elder Community Service –. The Town Manager advised us that he placed an article on the Town Warrant for \$20,000.00.

NEW BUSINESS

Mission Statement - Lee Ayotte gave a report for the new Mission Statement. The sub-committee worked on it and gave copies of the first draft to all Board members present. He asked the members to bring back comments after reviewing it.

Friends of the Millbury Seniors, Inc. Report - The Friends received a Grant for a new FAX machine for the transportation Program. It was placed in the office. They have not heard from the WRTA regarding the contract for the Transportation Program. The Contract should be for 1 years at a time and not 1 month at a time.

Discussion followed with the Board members suggesting that an annual product list be given to the Town Manager of all items at the Senior Center that belong to others.


OTHER BUSINESS

TREASURER REPORT: Voucher totals for February. – Nat. Grid, \$541.58; Casella, \$111.24; Mason, \$ 26.99,49.80,38.25 & 77.97; Belmont Spring \$2.69, Power Ind. & Safety, \$103.00; Ray’s True Value \$23.82, NStar, \$350.39, Sprague, \$657.06, IBA, \$75.16, Aquaion \$261.62 & EOE Formulation Grant \$494.37 (postage).

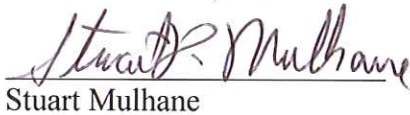
A motion to adjourn at 9:05 AM was made by Lee Ayotte. Seconded by Edna LaPan. Vote Unanimous

Next meeting will be held on Wednesday, March 20, 2013 at 7:30 A.M.

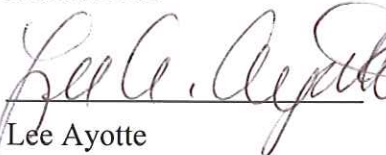
Respectfully submitted,
Judith O’Connor


Richard Townsend


Helen Mankevetch


Stuart Mulhane


Betty Hamilton

Edna LaPan

Lee Ayotte


Marie Kosiba

Margaret Masmanian

Everett Grahn


Lorraine Hayes

Stephen Walinsky