

Original

MINUTES

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MILLBURY, MASS.

COUNCIL ON AGING

Date: September 19, 2012 at 7:30 A.M.

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

Absent: Lee Ayotte

Quests: Bob Spain, Town Manager & Joyce Ostrowski

Vouchers: Signed by all members present.

Minutes: A motion to accept the March minutes was made by Stuart Mulhane. Seconded by Marie Kosiba, Vote unanimous.

Reorganization of the Board:

A motion was made by Everett Grahn that the following be the officers of the Council on Aging. Richard Townsend, President; Steve Walinsky, Vice President and Lorraine Hayes, Clerk. Seconded by Marie Kosiba. Vote Unanimous

Correspondence

A letter from Elder Services asking for a donation of \$2,000. for the nutrition program from the COA budget and; a copy of the contract for the new Fiscal year. The Board discussed the donation request and will review the contract at next month meeting.

A letter from Elder Services asking for a representative from the COA to serve on the Board. We have had no one representing our Town for the past year. The Board members asked the Executive Director to accept the nomination. A motion was made by Everett Grahn to have Mrs. O'Connor represent the COA on the Elder Services of Worcester's Board of Directors. Seconded by Edna LaPan. Vote Unanimous.

Council on Aging Business Operations Audit:

The Town Manager, Bob Spain was present to explain the audit to the Board members. He stated that an audit was done at his request at the advice of Town Council. It is not just the fault of one person but we will need an effort to correct things that will be addressed by several individuals and town departments including, himself the finance director. They will be looking at all accounting procedure currently being done by the "Friends" group. He stated that he will have a more active role with the COA to make sure things are being done properly.

The Board members question the Town Manager regarding how this was handled. The members stressed that they were kept informed of everything the Friends did to companion the programs and services of the Council on Aging.

The Board members were extremely upset that the newspapers received copies of the Audit before them. They received them 2 weeks after it appeared in the papers. Although it is a public document it states on the front cover letter that it is to be used as a tool for the Town of Millbury. Mr. Spain stated that he would be sending Mrs. O'Connor a directive for her to detail in writing a response of the audit.

Mr. Townsend stated that the Board members would assist Mrs. O'Connor in addressing the answers to the Audit. He appointed Mr. Walinsky, Ms. Hayes, Mr. Mulhane and himself to this sub-committee.

Report of Standing Committee

- A. *Budget & Finance* – Ms. O'Connor stated that in her absence the Formula grant was sent in to the State. Some of the deadlines were missed and EOEI gave an extension to Sept. 21 2012 (firm). She also noted that even though the grant was signed by the Chairman, the Board member were not involved in the decision of the usage of the grant. A motion was made by Everett Grahn that the Formula Grant be amended and resubmitted as soon as possible.. Seconded by Marie Kosiba. Vote Unanimous.
- B. *Personnel* – Mrs. O'Connor stated that she was informed by the Town Manager that the Jr. Clerk will be taking a position in the Assessors office. She bid on the Union job; but she will stay until a new employee is hired for the COA office.
- C. *Nominating* – The Chairman will check with Lee Ayotte regarding his resignation.
- D. *Legislative* – No report
- E. *Senior Center – Policy Committee*- We have a request from The First Congregational Church to hold their Turkey Raffle here on Nov.16th from 4PM to 10 PM .A request from the Millbury Lions club to hold a Disrict 33A meeting and Dinner on Nov.29, 2012 from 5:00 pm to 9:30 pm;. A motion was made by Everet Grahn to approve the two applicants for using the Large Function Hall. Seconded by Marie Kosiba. Vote Unanimous
Marie Kosiba will open and closed for the 11/16 event and Lee Ayotte will open and close for the 11/29 event. Stu Mulhane will open and closed the center on Sept, 22 for the St. Bridget/Assumption Pot Luck Supper.
- F. *Building Maintenance* –No report given

Old Business

Suggestion Box- This item was put on hold.

Elder Care Services/Nutrition Program- No report given.

Intergenerational/Friendly Visitor – No report given.

Elder Community Service – No report given

WRTA Update – No report given.

NEW BUSINESS

Smoking issue- The Board members discussed the State regulation that there is NO Smoking on Town property. The chairman instructed the executive director to put no smoking signs and the entrances of the building and to move the Butt Can to an area not owned by the Town, (near the RR tracks).

The members also instructed Mrs. O'Connor to research the Council on Aging Mission Statement so it can be readdressed.

OTHER BUSINESS:

Complaints to Town Manager – Maria Kosiba stated that she has been informed that several Senior Center participants are going around stating they are going to start making calls to the Town Manager to get Mrs. O'Connor in trouble. The members are very concerned and instructed Mrs. O'Connor and any Board members present when this occurs to call the Police Dept.

TREASURER REPORT:

A motion to adjourn at 9:30 AM was made by Edna LaPan. Seconded by Lorraine Hayes. Vote Unanimous

Next meeting will be held on Wednesday, ,October 17, 2012 at 7:30 A.M.

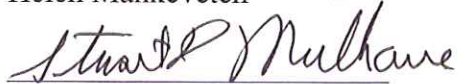
Respectfully submitted,
Judith O'Connor



Richard Townsend



Helen Mankevetch



Stuart Mulhane

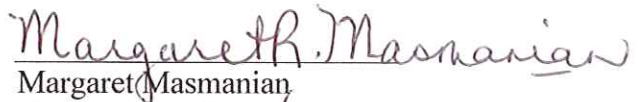


Betty Hamilton



Edna LaPan

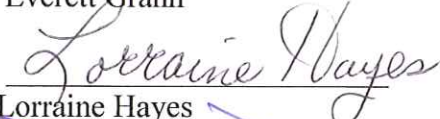
Marie Kosiba



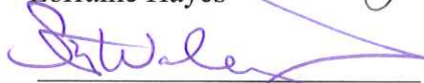
Margaret Masmanian



Everett Grahn



Lorraine Hayes



Stephen Walinsky

Lee Ayotte