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## MINUTES

# MILLBURY COUNCIL ON AGING BOARD OF DIRECTORS

Date: September 19, 2018 at 7:30 AM

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

Absent: Richard Townsend and Stuart Mulhane

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

### VOUCHERS:

There were no vouchers signed at this meeting.

### MINUTES:

A motion to accept the June minutes with corrections was made by Betty Hamilton, seconded by Edna LaPan. Vote: unanimous.

REORGANIZATION: After discussion. A motion was made by Steve Walinsky that the current officers remain the same for the F.Y.'19 year. Seconded by Sarabeth Persiani. Vote Unanimous. We will submit the names to the Town Clerk. The officers are:

Chairman- Karen Peltier, Vice Chairman, Steve Walinsky, Clerk, Lee Ayotte

### CORRESPONDENCE:

We received a letter from the Town Clerk regarding our Certificate of Organization, Organizational Meeting Notice and Agenda Notice. They are to be turn return right after our first meeting of the fiscal year. It also stated that we must make sure we follow the Open Meeting Law by posting our meetings 48 hours in advance with an agenda.

We received a thank you note from former Board member Margo Masmanian thanking the Board for purchasing a Brick, in the Memory walk, with her name on it.

We received a thank you letter from the Millbury Little League for the letting them use the Senior Center Vans for the Mass State Little League Finals Tournament. Our vans were used to shuttle clients to and from the parking areas to the ball field.

We received a letter from the Register of Probate Stephanie Fattman offering a new forum that would be offered to Senior Center's regarding Elder Law and How to Prepare for your Future"

September 19, 2018

Ms. O'Connor will try to set up a date for this presentation.

We received a letter from Elder Services stating that Ms. O'Connor's term is ending on the Advisory Board, and that Ms. Peltier's term would continue. They also asked if we wanted to nominate anyone else from our Board. Ms. Peltier has nominated Sarabeth Persaini and she has accepted.

Ms. O'Connor received a letter from Elder Services thanking her for serving on the Advisory Board,

We received a letter from the Nutrition Program Director from Elder Services explaining the program and providing us with the yearly stats. They are asking for a donation in the amount of \$2,540. Ms. O'Connor explained that we have not sent a donation in the past years, because the COA has been buying items needed for the program when necessary. If there is money left over in the nutrition account we would look at sending them a donation.

We received a letter from the Mass Assoc. of the Blind & Visually Impaired asking to provide us with a presentation on "Aging and Vision Loss", Ms. O'Connor will look into scheduling this event.

We received an e-mail regarding the Shine Medicare presentation to be held at the Senior Center on Monday Oct. 29<sup>th</sup> at 1:00 PM. Ms. Peltier will be doing this presentation as a Shine Counselor.

We received an e-mail from the Tufts Health Plan scheduling a presentation on the 9<sup>th</sup> of Oct. from 1:00 PM to 3:00 PM

#### STANDING REPORTS:

- A. Budget and Finance – Ms. Peltier would like to discuss a Budget and Finance advisory group at a future meeting. Ms. Peltier stated that the budget is done by the Executive Director and that the COA Board is advisory only, but feels the Board should offer input as they have done in the past. It's important to identify the goals as a Board.
- B. Personnel – Ms. O'Connor reported that Catholic Charities gave us a worker for the summer months and then she got a permanent position with a Company. We are still listed with them as wanting a worker for our Senior Center.
- C. Nominating – Terms of the current Board members was sent to the Town Clerk.
- D. Legislative – Ms. Peltier reported that the Open enrollment dates for Medicare are Oct. 15, 2018 to Dec. 7, 2018. She will be working for the Shine program again this year.
- E. Senior Center Usage – We had one request from the 1<sup>st</sup> Congregational Church for their Turkey Raffle on Nov. 16<sup>th</sup>. We need to call them and confirm the time requested and the need for additional church member to be available to police the building during the event.
- F. Building Maintenance/Equipment – Ms. O'Connor reported on the outside drainage

problem in the driveway. The DPW had Gustafson Plumbing come and dig the main drain line and fixed the catch basin in the garden. Total cost was \$15,000. Ms. O'Connor gave the bill to the Town Manager as the driveway repairs were part to be of the paving project. We no longer get the large collection of water in this area. They also repaired the area in the garden that was dug up and replace the walkway bricks. It's a very safe area now.

Director's Report – Ms. O'Connor reported on how very successful our Memory Café's have been. They are held on the 4<sup>th</sup> Tuesday of each month. Ms. O'Connor sent the outreach coordinator to a Dementia training course. The Friends Group has received its new replacement van. The following Grants are being applied for by the Director: the Fallon Grant for the Food Pantry, the new SNAP application and the COA Formula Grant. We are starting a new game called Mahjong and we are still looking for a Zumba gold instructor. The total solar credits received for the COA, for last year, was \$6,686.57.

Chairman's Report – Ms. Peltier reported that she will be working again with the Shine program. She wants to discuss the future functions of the Board members to find out in what different area that they would be interested in participating in. She asked the member to think about advisory committees.

#### OLD BUSINESS:

Elder Services of Worcester/Nutrition Program- Ms. Peltier reported on their staffing issues and they have a surplus of money in their budget. The Annual meeting will be held on Oct. 16<sup>th</sup> at Holy Cross and she asked who would like to attend. There will be 6 Board members attending along with the executive director.

Intergenerational Programs/Friendly Visitor - Ms. O'Connor reported that we are sending out letter to the area school for the fall "Helping Hands" program. The computer/cell phone classes are on Thursdays from 2:30 PM to 3:30 PM and are still well attended.

Elder Service Work-off Program –We have added one new person to this program and lost one. We have found more town departments are utilizing this program.

#### NEW BUSINESS:

Boston Post Cane: Ms. O'Connor reported she called the current oldest person to arrange for the cane to be given. She declined, "said give it to someone else". She wanted no part of it. Ms. O'Connor will check with the Town Clerk regarding our next step.

Master Plan up-date: They will be holding another informational workshop on Oct. 4<sup>th</sup> from 7 to 9 PM at the High School. Ms. O'Connor stated that she will remind this group that affordable housing, for the elderly, is a very important issue when trying to down size.

NEW BUSINESS; Ms. O'Connor wanted to discuss the poor conditions of the chairs in the main function room. She received a quote to have them repaired. It will cost more to fix them to purchase new ones. This subject was tabled.

OTHER BUSINESS: None

The Chairman adjourned the meeting at 9:30 AM

Next Board meeting will be held on Wednesday, October 17, 2018 at 7:30 AM.

Respectfully submitted,

Judith A. O'Connor



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Lee Ayotte

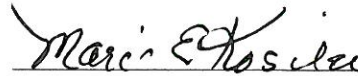
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Betty Hamilton



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Kevin Higginbottom



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Marie Kosiba

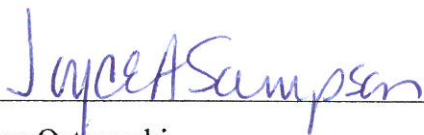


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Edna LaPan

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Stuart Mulhane



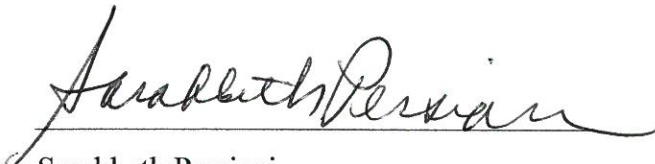
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Joyce Ostrowski



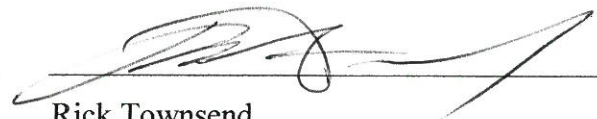
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Kaye Peltier



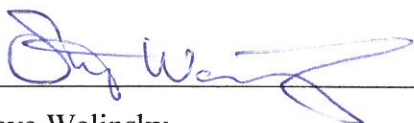
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Sarahbeth Persiani



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Rick Townsend



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Steve Walinsky