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**MINUTES**  
**COUNCIL ON AGING**

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TOWN CLERK  
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MILLBURY, MASS.

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

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

Absent: Everett Grahn

Vouchers: The vouchers were signed by all members present

Minutes: A motion to accept the October minutes was made by Stephen Walinsky, Seconded by Marie Kosiba. Vote unanimous.

All Board members signed the Sexual Harassment Policy as required. They will be returned to the Town Clerk.

**Correspondence**

A letter from the Director of the new Adult Day Health Center located at St. Camillus Hospital in Whitinsville inviting us to the Open House. It's a non-profit day care that would service the elderly from Millbury and surrounding Towns. They will offer personal care, nutritious meals, fitness programs and rehab services. Mrs. O'Connor stated that this would be a wonderful place to send Millbury residents to, receive these services. They are in the Tri-Valley service area and the Town of Millbury is in the Elder Services of Worcester area. She will schedule a visit to view the facility.

Received a letter from Dr. Pascale Perusse regarding a resident, Elizabeth Dowdy, he was requesting that room deodorizers be removed from the ladies room at the Senior Center because of her medical condition. The Board members discussed this issue and asked Mrs. O'Connor if we could possible change to a different brand so as to elevate the problem. She will instruct the custodian to do so and will remove the deodorizer.

A letter from the Town Manager informing the Board that he has asked the Public Access director to develop a plan to televise meetings of as many boards and committees as possible. Effective November 1, 2013 all scheduled meeting held in the Selectmen meeting room will be taped, but not necessarily televised live. Phase 2 they will include the taping of all schedule public meetings held in the small conference room. All typed meetings will be shown on Charter channel 11 or Verizon channel 26. Phase 3 will include all schedule public meeting held at locations other the large or small conference rooms. This will include the Board of Health, Library Board of Trustees and the Council on Aging.

Received a flyer announcing the fund-raiser for the "Heart's Farm-to-Family local hunger relief efforts that will take place on Nov, 30, This organization we be supplying fresh produce for the Thanksgiving Day baskets.

Report of Standing Committee

- A. *Budget & Finance* – Mrs. O’Connor reported that the Finance Director will be e-mailing the F.Y. ’15 budget forms in December. She will forward to Mr. Townsend & Mr. Walinsky. The budget time line is as follows: 1/9/14, department budgets due to Town Mgr.; 3/6/14 Town Mgr.’s budget message & presentation; 3/7/14, Proposed warrant Articles are do to Town Mgr.; 3/8/14 Budgets presentations to the FinCom.; 3/17/14, FinCom Public Hearing on proposed budget; 4/8/14, Close warrant;; 2/28/14/14, FinCom recommendations are available and 5/6/14, Annual Town Meeting.
- B. *Personnel* – Ms. O’Connor reported that there are no staffing problems at present as she is utilizing the individuals from the Senior Work-off program to covers the office and the telephones.
- C. *Nominating* – no report
- D. *Legislative* – The Board members discussed the problems with Medicare preferred and supplements coverage for the elderly. The Shine Counselor has been very busy with appointments.
- E. *Senior Center – Policy Committee*- There is one request from the Millbury Lions Club to use the facility on Feb, 13, 2014 to feed the elderly. A motion was made by Steve Walinsky to allow the event to take place at the Senior Center on the 13th of February. Seconded by Marie Kosiba. Vote unanimous.
- F. *Building Maintenance/Equipment.* – Mrs. O’Connor reported that she contracted Mr. Mort about the Mission Statement Sign and is waiting to hear from him. He is going to submit a couple to designs for the Board to select from. Mrs. O’Connor also noted that the memory bench has been placed in the garden. After a discussion by Board members to limit having too many items cluttering the garden, Ms. O’Connor showed the members a brick that was engraved and proposed a memory walk to be placed around the bench.. She stated that individuals could purchase a brick In memory of, In Honor of or a gift from. A motion was made by Steve Walinsky to allow the memory Walk. Seconded b Edna LaPan. Vote unanimous Mr. Ayotte volunteered to head this committee.

OLD BUSINESS

*Elder Care Services/Nutrition Program*- Mrs. O’Connor reported that she attended the monthly meeting of Elder Services. She showed the new logo and gave an up-date on their programs and services. Our center has stated the free Breakfast program the 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays of each monthly, Marie Kosiba is in charge of this program. Our first breakfast saw 13 individuals.

*Intergenerational/Friendly Visitor* –.The “Helping Hands” programs is getting teens ready for the snow removal season. We are encouraging the elderly to call in advance of the storms.

*Elder Service Work-off Program* - This program is running very smoothly.

Report on the Friends of the Millbury Seniors, Inc. - The "Friends" group has repaired the parking lot at the Center. They will be part of the Chain of Lights on Dec. 8, 2013. They are also sponsoring the Tai Chi Classes. The Board discussed the Food Pantry. Mrs. O'Connor explained that she has spoken to several Businesses that they would like to be part of a food coalition. The "Friends group would still sponsor it, but in a larger facility. A motion was made by Steve Walinsky that the COA Board whole heartily support and endorse a main food pantry/collation for the Town. Seconded by Marie Kosiba. The idea is to combine all the food pantries into one and utilized volunteers from all agencies and churches to run it daily and more efficiently.

Mission Statement Signage -. We are waiting for the drafts that are currently being done for the Boards review.

NEW BUSINESS

Mr. Ayotte would like to see a .Brochures for the Council on Aging and the Senior Center listing all the activities. He would like to see it sent to all those residents becoming 60 years old. They would also be available a different locations around Town. He will do a draft for the next meeting.

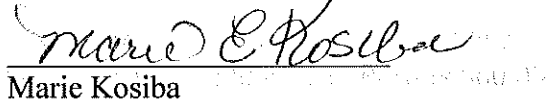
TREASURER REPORT: Voucher totals through November - Casella, \$114,58, , Ray's True Value 45.51, NStar, \$76.50, Direct Energy, \$115.13, Aquarion \$545.26, Powers \$60.00, ;Belmont Spring \$10.76, EOEA Formula Grant \$101.98 & 2,439.00 Friends \$204.86, 1,20.00,1,344,00,1,272.00, 450.00; Erickson Irr., \$95.00, Affordable Copies, \$269.80.

A motion to adjourn at 9:00 AM was made by Betty Hamilton Seconded by Edna LaPan. Vote Unanimous

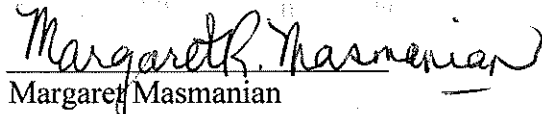
Next meeting will be held on Wednesday, December 18, 2013 at 7:30 A.M.

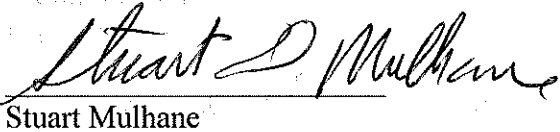
Respectfully submitted, Judith O'Connor

  
Richard Townsend

  
Marie Kosiba

Helen Mankevetch

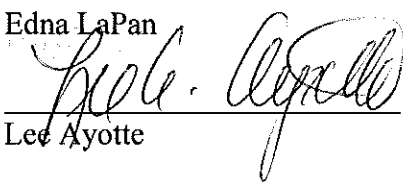
  
Margaret Masmanian

  
Stuart Mulhane

Everett Grahn

Betty Hamilton

  
Lorraine Hayes

Edna LaPan  
  
Lee Ayotte

  
Stephen Walinsky