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COUNCIL ON AGING MILLBURY, MASS

Date: December 21, 2016 at 7:30 AM

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

Absent: Stuart Mulhane and Betty Hamilton

Vouchers: Vouchers were signed at this meeting.

Minutes: A motion to accept the November minutes was made by Rick Townsend. Seconded by Marie Kosiba. Vote: unanimous.

CORRESPONDENCE:

We received a thank you from the Millbury Women's Club thanking us for letting them use the facility during the Chain of Lights.

We received a letter from Catholic Charities stating that we are still under the current agreement for the Senior Aide program through June 30, 2017. Ms. O'Connor stated that she still has a request in for an Aide for our office.

We received a letter from the Worcester County Food Bank asking us for our continued support in providing the fundamental food needs of the community.

We received a letter from the Millbury Savings Bank announcing that they are once again donating the sum of \$3,000. for the transportation for Meals on Wheels drivers. This is their 12th year and their total contribution has been \$32,000.

We received an e-mail from the Millbury Savings Bank stating they will again provide funding for the Community Energy Assistance Program. Ms. O'Connor explained the program to the new board members and stated that she fills out the applications and the Bank sends the payment to the utility companies. This is the 13th year providing this assistance to those in need in Millbury and Sutton.

We received an informational letter from the Town's DPW Director stating that there was a radiation problem at the transfer station. He asked us to remind the elderly that radioactive materials cannot be disposed of with residential trash. Ms. O'Connor stated that she would put a notice in the newsletter regarding transfer station concerns.

REPORT OF STANDING COMMITTEES:

A. *Budget and Finance* – Ms. Peltier. reported that the budget sub-committee met and sent the work sheets for F.Y. '18 over to the Finance Director, per her request. The sub-

committee was going to meet with Acting Town Manager Plante right after the board meeting. They presented the Board with the budget and explained that it could be amended if needed. The Board members also discussed having a meeting with the Fin Com at a later date.

- B. Personnel – The Board members discussed the issues that will need to be addressed in the budget regarding our staffing request.
- C. Nominating – No Report
- D. Legislative – Ms. O’Connor explained that the Formula Grant contracts are coming out soon and the total amount we are going to receive is \$28,940. Our Shine representative will still be very busy and some elderly clients and still make changes to their insurance policies. He has offered us extra days.
- E. Senior Center Usage – The Mason’s are looking to hold a Blood Drive for the American Red Cross sometime in March.
- F. Building Maintenance/Equipment. – Ms. O’Connor reported that she has not heard from the DPW regarding our parking lot issues.

Director’s Report- Ms. O’Connor reported that exercise classes have had many cancellations due to the holidays and illnesses with the instructors. Transportation services are up and we are looking to increase the afternoon activities.

OLD BUSINESS

Elder Care Services/Nutrition Program-Both Ms. Peltier and Ms. O’Connor attended the meeting and reported that they were given an overview on having Elder Services use a standard tool for its RN’s. They also reported on the scope of practices and the current roles of the ASAP RN’s. Ms. Peltier explained a Mass Health issue that has the aging network concerned about. The State wants to try to recoup monies with a 3 year look back on old cases. ESWA also gave an update on the salary proposal for its entire staff.

Intergenerational Programs. Friendly Visitor - Ms. O’Connor reported that the “Helping Hands” program has many new students looking to shovel snow. The computer classes are going strong. There are 4 to 6 students every Thursday from 2:30 to 3:30 available to assist with laptops, computers and cell phones.

Elder Service Work-off Program – Ms. O’Connor reported that she is going to add 1 more to the program, but has to wait for the new Town Manager to confirm it.

Special Gift Committee: The Board members want to wait until after the Holidays to have the committee meeting regarding the gift from MCU in honor of Everett Grahn.

Report on the Friends of the Millbury Seniors, Inc. –The “Friends” Group had a very successful Chain of Lights event. They are also selling brick for holiday gifts. The walkway looks wonderful.

New Business:

Newsletter: Ms. O'Connor reported that the staff will now do the monthly newsletter in-house. It would be more cost effective and easier to add items that are later than the current deadline of the 15th of the Month. The printing will be done by a local company, Ullman Printing. The staff will be changing the font and design for easy reading.

Holiday Closings: The Senior Center and the COA Office will be closed on Monday December 26th and Monday January 2nd.

OTHER BUSINESS:

The Board members asked Ms. O'Connor to schedule a "coffee and" meet and greet for the new Town Manager.

Sarahbeth Persiani suggests the use of the Senior Center on Friday evenings for Yoga classes. The Board members will re-look at the current policies for usage of the Senior Center and discuss it at the next meeting.

A motion to adjourn at 8:45 AM was made by Richard Townsend. Seconded by Margo Masmanian. Vote Unanimous.

Next meeting will be held on Wednesday, January 18, 2016 at 7:30 P.M.

Respectfully submitted,
Judith A. O'Connor



Marie Kosiba

Richard Townsend



Kaye Peltier

Margaret Masmanian



Stuart Mulhane

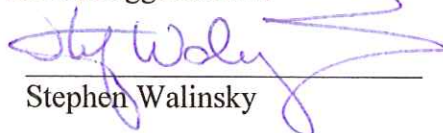
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