

MINUTES

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COUNCIL ON AGING

MILLBURY, MASS

Date: November 21, 2012 at 7:30 A.M.

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

Absent: Betty Hamilton, Everett Grahn

Vouchers: No vouchers were signed at this meeting. The members want a list of all voucher payments that were signed during the weeks prior to the meeting.

Minutes: A motion to accept the October minutes was made by Steve Walinsky. Seconded by Lorraine Hayes, Vote unanimous.

Correspondence

none

Report of Standing Committee

- A. *Budget & Finance* – Ms. O'Connor stated that the formula grant came in at \$20,258.00 and that we would meet with the Finance Director to go over how the accounts should be set up.
- B. *Personnel* – Mrs. O'Connor stated that the Town Manager chose Sharon Davolio for the position of Jr. Clerk for the COA office. She will start on Nov. 26th. Ms. O'Connor interviewed 10 individuals and had a short list of 2 people. The Town Manager reviewed them and made the selection. There were 35 applications received for the position and the Town Manager reviewed all of them
- C. *Nominating* – Board members discussed the re-appointment letter received from Lee Ayotte . He never submitted a letter of resignation to the COA Board, but members felt a letter should go to the Board of Selectmen with their recommendation that he remain on the COA Board. Mr. Townsend also stated that when we had our last vacancy all those interest in becoming a board member would still have their applications being actively considered. It was further discussed that the next opening we would be offering the name of Dennis Leonard as the Council on Aging recommendation. A motion was made by Lorraine Hayes to recommend to the Board of Selectmen that Lee Ayotte be re-appointed to the Council on Aging Board with Dennis Leonard's name placed as alternate choice. Seconded by Marie Kosiba. Vote Unanimous.
- D. *Legislative* – Discussion followed on Medicaid open enrollment which ends on Dec. 7 2012. The Shine coordinator has been very busy with appointments regarding this matter.

- E. Senior Center – Policy Committee- We have a request from the Gibbons Family for a bereavement on Sat., Nov. 10th at 12 noon. Mrs. Gibbons is a volunteer here. Mr. Townsend asked that the family fill out a request form for that date. Their request was approved.
- F. Building Maintenance/equipment – Mrs. O'Connor reported that she contacted the Town Manager regarding the purchase of a new snow blower for the Senior Center. The DPW will look into the purchasing of one. She also noted that we are in need of a new photo copier. This was requested for this fiscal year, but not put in our budget. All previous photo machines were purchased by the "Friends" for the COA office. The Members asked Ms. O'Connor to find out what accounts will be charged for these two items.

Old Business

Elder Care Services/Nutrition Program-. No report

Intergenerational/Friendly Visitor – We are now adding more individuals to the Friendly visitor program. We have added teens to the "Helping Hands" program for snow shoveling.

Elder Community Service –. We are now watching the hour every carefully so as not to go over the \$20,000. granted at Town Meeting.

WRTA Update – The Town Manager does not want the Fiends to provide the transportation to the elderly of Millbury. Mr. Conner, President of the Friends, will be meeting with the Administrator of the WRTA to find out why the change is necessary.

NEW BUSINESS

The Millbury Chain of Lights will be held on Sun. Dec. 2nd from 11:00 AM to 4:00 PM. The Senior Center will be open and the Rail Road Car will have Ginger Bread men cookies to decorate. The Bicentennial committee will have a table and a book signing.

OTHER BUSINESS

Audit Discussion – Rick Townsend and Steve Walinsky will meet with Brian Turbitt, Finance Director, and Mrs. O'Connor we see how the voucher for the formula grant should be done. There was discussion on the meeting with the Board of Selectmen and the Auditors for the town.

Holiday Closings – The COA office and the Senior Center will be open a full day on Dec. 24th and Dec. 31st. In the past both of these days were ½ days. This changed was with the new Union Contract. Employees will now get a floating holiday in place of the 2 half days.

Holiday Dinners – Volunteers will be delivering 42 Dinners on Thanksgiving Day. We are also providing 10 turkeys and gift cards for those in need.

ALL BUSINESS NOT RESONABLY ANTICIPATED:

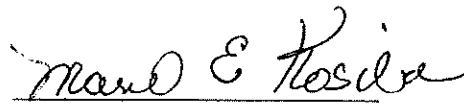
TREASURER REPORT: Voucher totals for November. -- Nat. Grid, \$451.64; Aquarion, \$481.86; Casella, \$111.24; Mason, \$196.41; Belmont Spring \$8.07 & 5.38, Erickson Irrigation, \$75.00; Power Ind. & Safety, \$22.00; W.B. Mason, \$196.41 & 198.91, Community Fire, \$149.20; Nstar, \$79.52; Sprague, \$98.73.

A motion to adjourn at 9:00 AM was made by Margo Masmanian. Seconded by Helen Mankevetch. Vote Unanimous

Next meeting will be held on Wednesday, December 19, 2012 at 7:30 A.M.

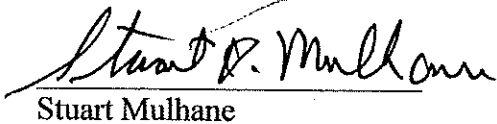
Respectfully submitted,
Judith O'Connor


Richard Townsend


Marie Kosiba


Helen Mankevetch


Margaret Masmanian



Stuart Mulhane

Everett Grahn

Betty Hamilton


Lorraine Hayes

Edna LaPan


Stephen Walinsky