

COUNCIL ON AGING BOARD
REGULAR SESSION MEETING MINUTES
Veteran's Memorial building, Rm 19
2900 Main Street, Millis, MA 02054
MEETING NOTES FROM September 13, 2013

CALL TO ORDER: Mary Skilling called the meeting to order at 9:40 AM
The following persons were present; COA Director Patty Kayo, Chairman, Mary Skilling, Linda Beyer, Bill Brown, Maria Neville, Carol LaFreniere, Ellinor Harkins, Sam Howie. Secretary Helen Daly was absent.

Treasurer's Report

Michael O'Keefe has not responded to emails from the director. She will call him and should have a treasurer's report to present at the October meeting.

HESSCO Report

HESSCO is in the midst of coming up with a long term plan.
They have listed the most pressing needs for each town. The three greatest needs of Millis are: Transportation, Health Care, and Financial Security.
The report will be ready by the end of September. Maria will download it for all to see.

The cost of MOW will be increased from \$2.50 to \$3.00. Donations pay for about 40% of what it costs to make a meal.

HESSCO Liaisons are requested to serve on a HESSCO committee

Motion to accept HESSCO report made by Mary Skilling, Second by Linda Beyer.

Outreach Report

Less recertification f/a applications this year due to deaths, moves, or changes in circumstances.

Fiscal Year 2014 applications do not start until November 1.

F/A training on October 16, 2013

Director's Report

No Report this month

Chairman's Report

No Report this month.

Old Business

Numbers should be in next week as stated under the Treasurer's Report

COA Sign designs and prices were presented by the Director. Three sign locations were proposed – One by the entrance to the building, the second with an arrow pointing towards the elevator, and the third pointing to the ramp. Approximate prices for the large entrance sign would be \$800. The two arrow signs would be approximately \$250 each. Colors proposed were maroon and white. The next step is to talk to Jim McKay at the DPW, then Mike Giampietro in the Building Dept., and finally to Charles Aspinwall, Town Administrator. The Friends of the COA would be requested to pay for the signs if and when approved.

A Billboard type sign could be placed right out front where all traffic would see it. It was proposed to borrow the one from the Park and Rec. dept. and give it a try.

The Lions billboard sign can only be used once a year for the posting of an event.

The carpets have been cleaned. Hopefully at some time there will be money to replace them.

New Business

Public Body Checklists for meetings were handed out to all. These are guidelines to make sure we are doing everything correctly at our meetings. Ellinor suggested that we read them and bring back any questions next month.

A motion was made to discuss the checklists next month by Mary Skilling, second by Sam Howie.

Patty Kayo presented three articles that she will submit for the Fall Warrant.

1. To increase COA staffing - Director an additional 10 hours, Department Assistant 1 an additional 8 hours, Outreach an additional 8 hours.
2. To request that COA driver and COA dispatcher be included in Town Personnel Plan.
3. To request there be a 2% wage increase retroactive to 7/1/2013 for COA driver and COA dispatcher.

Discussion to talk about leasing the St. Paul's church site as the COA will be discussed at the next meeting when Helen Daly is present.

Motion to adjourn at 10:45 made by Mary Skilling, second by Bill Brown.

Next COA Board Meeting: October 11, 2013 at 9:30 am

