

**COUNCIL ON AGING BOARD**  
**REGULAR SESSION MEETING MINUTES**  
**Veteran's Memorial Building, Rm 19**  
**2900 Main Street, Millis, MA 02054**  
**MEETING NOTES FROM November 15, 2013**

CALL TO ORDER: Mary Skilling called the meeting to order at 9:30 am.

The following persons were present:, COA Director Patty Kayo, Chairman, Mary Skilling, Secretary Helen Daly, Linda Beyer, Carol LaFreniere, Ellinor Harkins, Steve Buchanan, representing NY Life Ins.

Treasurer's Report

- Patty is working with Peggy, Michael O'Keefe's secretary with the Treasurers report. Peggy feels that she will be able to take over the books after working with Patty for a couple more months.

Motion to accept report made by Linda, seconded by Ellinor

HESSCO Report –

- Maria not available for this meeting.
- Correction made to the notes on Congregate Meals provided by HESSCO. Kathy O'Neil checked with HESSCO and finds that they may be taken home – do not have to be consumed at the Senior Center.

Outreach report-

- Carol reports that Fuel Assistance for oil ranges from \$570 to \$950 based on income – payment goes directly to the oil company. Gas or electric heat from \$310 to \$525.
- 25% discount offered for NSTAR and National Grid for those who qualify for FA.
- Carol has finished all her re-certs and has only 5 new requests – packets have been mailed.

Motion made to accept made by Linda Beyer. Seconded by Ellinor

Director's Report

- Patty is working on the 2015 Tax Write off program – she is allowed 20 positions and has 19 applications so far. She will have 2 additional openings from the Vet's work-off plan.
- Need to find someone to fill Fred's position – lifting involved (Roche Bros pick up, etc.).
- 5 slots are dedicated to the Senior Center: 2 – to pick up bread, 1 to clean up and organize books, 1 at the receptionist desk, 1 for computer – data entry.

Motion made by Linda Beyer to accept, Second Ellinor.

No Chairman's Report

Old Business:

- Charlie wants pictures of signage proposed. Patty has worked with Jim McKay regarding placement and sign design. Patty will go before the Selectmen to confirm placement. DPW has volunteered to do installation. Signs will be paid for from Friends.
- Thanksgiving Dinner was great success. Linda suggests that Bill get a special "Thank you" for all his hard work as well as Joe Andrade.
- More volunteers needed to handle the Christmas lunch. Steve Buchanan volunteered to help. Linda Dillon will make ham. Shane Wood Jazz trio will be the entertainment.
- Our drivers and receptionist/dispatch did not get the 2% increase in July, as they are not listed on the Personnel Plan. Patty submitted an article at town meeting to correct this. She will advise drivers and receptionist/dispatch to speak to the Union rep, Mike Giampietro.

- Veterans Day was a success – youth came from Woodside School. They raised \$156 for the center. Four veterans came and talked about their war experiences.
- Patty will pick up the check from the Lions on 12/3 at a presentation from the Lions for the 55” TV w/DVD and exercise tapes. The presentation will be held at Primavera.
- Ellinor suggests that we offer special showings of programs at special luncheons to be held throughout the year.

New Business:

- Boston Post Cane article was in the latest Gazette. Our oldest resident is 108 years young. An award ceremony will be held in May 2014.
- Christmas Party will be held on 12/18 - \$7.00 fee. Patty will make 10 ice cream pies and will get knives which are in short supply. Carol will pick up tablecloths.
- Steve Buchanan of NY Life works with seniors regarding estate and retirement planning. He would like to provide free of charge to the center:
  1. Educational workshops
  2. Seminars re: long term care
  3. Life time income
  4. Life insurance
  5. Estate planning.
- He would like to volunteer and become part of the community. Steve was raised in Millis and is willing to come any time that Patty feels will be convenient. His presentation programs will be especially beneficial to the “younger” seniors.
- Patty will have him come in for his “Gifting Presentation” before tax time.
- Mary is concerned that the Gazette is not putting in timely trip information for Millis Center. Patty will call Heather McCarron to discuss their coverage of Millis information.
- Mary asked if we can get a Senior Center Study proposal presented. We would need a consultant to formulate a proposal. Patty will speak with Laurie Richardelli to see if she would be able to help us in any way.
- Younger seniors are interested in a “Walking Program” and a book group for the winter months. Patty will post our gym usage times for winter walkers and address the book group question.

Meeting adjourned at 11:00 AM

**Next COA Board Meeting: December 13, 2013 at 9:30 am**