

**COUNCIL ON AGING BOARD  
REGULAR SESSION MEETING MINUTES  
Veteran's Memorial Building, Rm 19  
2900 Main Street, Millis, MA 02054  
MEETING NOTES FROM September 11, 2015**

CALL TO ORDER: Mary Skilling called the meeting to order at 9:05 am.

The following persons were present:, COA Director Patty Kayo, Outreach Worker Carol LaFreniere, COA Board Chair Mary Skilling, Bill Brown, Maria Neville, Kaplan Hasanoglu, Brooks Corl –

**Motion** to accept Secretary's report as amended made by Bill, seconded by Kaplan- Passed unanimously.

Treasurer's Report

- No Report this month as it is not complete yet. Should have July and August numbers by the October meeting. Outside help with this report has not really worked but Michelle Provencal-Jones, department assistant, will assist with this eventually. She is currently involved with the transportation log.

HESSCO Report –

- Metrowest Legal Services made a presentation about their free services for all seniors to the HESSCO board. Their representative stated that a presentation could be made at the Millis Senior Center. Carol will contact her to set this up.
- The position of Financial Director is still open at HESSCO as they interview candidates.
- The FY15 budget closing numbers has not been finalized by the State yet. The FY16 money numbers also are not finalized.

**Motion** to accept HESSCO report made by Kaplan, seconded by Bill- passed unanimously.

Outreach report-

- Fuel Assistance “reapplies” are trickling in.
- The new Outreach Worker from the Salvation Army will be promoting a new voucher system for heat and fuel. Carol will be Millis's representative. This is in the preliminary stages.
- The Good Neighbor Energy Fund is for people making more money than the maximum allowed for fuel assistance, but who still have the need. This would provide \$100 vouchers for immediate help.
- How do we get information to seniors especially about what services are available to them? Is the newsletter effective? Other ways to reach seniors are Facebook, Invest in Millis emails, the Millis Monitor, and Millis Cable. The newsletter costs \$217 to print and \$340 to mail for a total of \$557 per month. Suggestion to start with next newsletter: Include a questionnaire about how they get their info and if they read the newsletter. Have a \$25 raffle for people who return the questionnaire. Then we would have a basic idea of the number of seniors who read the newsletter.

- Carol will advertise the Fuel Assistance and Food Stamp programs in the next newsletter also.

**Motion** to accept the Outreach report made by Bill, seconded by Kaplan- passed unanimously.

#### Director's Report

No report at this time.

#### Chairman's Report

- Need to document condition of outside ramp during the winter. Patty will make it a priority to document this,
- How should people effectively present issues or speak at Town Meeting. Patty will have copies of the "Guide to Town Meeting" available at gatherings for seniors to watch Selectmen's Meetings.

**Motion** to accept report made by Kaplan, seconded by Bill- passed unanimously.

#### Old Business:

- Signs – should be up and visible in 3-6 weeks.
- Pool Table- is on Millis Yard Sale site. Will also be placed on Millis Buy and Sell site.
- When Millis Housing has speakers, they will notify the Senior Center.
- Deferral of transportation fees will not happen at this time. Patty will continue with the sliding scale fees that are in place. Carol will talk to the owner of Willowbrook about rides to the Senior Center and options.

**Motion** to accept continuation of sliding scale fees made by Kaplan, seconded by Bill- passed unanimously.

- Driver downtime- not much time between trips but occasional happens. In order to be paid for downtime, drivers will be available on-site at Senior Center with the vehicle. Patty will write policy and have the Town Administrator check with legal counsel.
- Fixed routes are in place and working well.

#### New Business:

- Flooring- Money for flooring voted on at Town Meeting not enough to do the job, \$1600 more needed. Friends have vetoed this request. Patty has submitted a warrant article for the November Town Meeting for this additional funding as well as the rest of the hall carpeting that has been there since 1999.
- Holidays- Thanksgiving Dinner will be on Thursday, November 19th. The cost will be \$7 per person. Advance purchase of tickets. Must have ticket to attend. There will be a \$25 raffle drawing of a ticket at the event. Patty will check with both Roche Bros. and Bossy's about catering the event.

Friends- Brooks passed out a list of suggestions from the Friends' members to the COA board. The Board should give a list of the top 2-3 suggestions. Patty will also ask for feedback on the suggestions in the newsletter. The Friends are discussing having an Founders Day. Plans are in the works.

**Motion** to adjourn at 10:50AM made by Kaplan, seconded by Bill- passed unanimously.

**Next COA Board Meeting: October 9th at 9:00 AM**

