

COUNCIL ON AGING BOARD MEETING

Minutes of the Council on Aging Board Meeting held on Thursday, January 13, 2011

Members Present: Kristen Donovan, Newton Wesley, Ruth Delmonico, Elizabeth Tobey,

Associate Members Present: William Byron

Absent: Brian Burke, Alice Olsen, Paul Chaisson, Nancy Chaisson, Kate Hogan, Gus Stathis, Ellie Beaudette, Jo Langley

The Director of the COA, Alyson Toole and **Outreach Workers,** Sharon Funkhouser and Suzanne Howley, were also in attendance.

A quorum being present, the meeting was called to order at 10:14 A.M. with Chairman, Kristen Donovan presiding.

Secretary's Report: The board unanimously approved the minutes of the December 9, 2010 meeting as submitted.

Liaison Reports:

- Elizabeth Tobey reported on the Pompositticut Usage Committee. There will be another public forum held in February. The library has requested 17,000 square feet. The C.O.A. has requested 10,000 square feet. The total square footage in the building is 35,000. The architects will prepare space allocation and feasibility studies.
- Steve Dungan reported on the current issues of concern to the Selectmen. Bill Wrigley has received thirty-five requests from Harvard Acres for financial support. \$200,000 has been received from the state; one million was requested. Next step, Deerfield Lane, in the west end of Stow, is being considered for a community well. The state must approve a change in usage for the property. It is hoped drilling will commence in 2011.

Chair's Report: No report this month.

Director's Report:

- The budget was submitted to Bill Wrigley with the correction included.
- Advertising for a new van driver. Lots of applications but few with C.D.L. licenses. A committee consisting of Elizabeth, Kristen, Newt, Jim, and staff will review applications and job description. Set meeting for van committee. New van driver will have a ninety day probation period which will be a time to review and observe him/her. Clients will be surveyed.
- Met with the Friends regarding a stipend for lunch for van driver. Friends suggested having Chaperones on trips. This is a good opportunity to look at the policies and review.
- Lock boxes have been funded by the Friends. Fire department will install.
- Tax Work-Off Program-Director will meet with assessor to revise policy. A fact sheet will be on the website.

- Back-up camera will be purchased for \$810 including parts and labor.
- Craft Class-Kristen has offered to conduct the craft class on Mondays after art class

Outreach Coordinators Report

Sharon Funkhouser:

- Holiday decoration sale yielded over \$700.
- The Cookie Swap, a very special intergenerational event, combined seniors and children totaling nearly 100 participants
- There was a Holiday Light Tour, visit to the Newport Mansions, trip to the Peabody Essex Museum, lunch bunch visit to the Wayside Inn. The Garden Club assisted members in making holiday centerpieces, and there was a free breakfast, and holiday social.
- Some January events were cancelled due to weather.
- Health related topics planned are: Understanding Rheumatoid Arthritis, Natural Remedies and Herbal Medicine.
- Linn Morrill will present a Tai Chi program
- Outreach - Assisted a senior with difficult relationship issues, referrals to the SHINE counselor for two homebound residents, helped a resident for a month by picking up mail and newspaper, ran errands for someone recently discharged from the hospital, set up services for a resistant elderly resident.

Suzanne Howley:

- Helped with the serving and clean-up at the Holiday Party.
- Scheduled a speaker from the Fraud Division of the Post Office for January 27 at 1 P.M.
- Made several home visits.
- Plan to schedule another Police presentation and a talk on insomnia.
- During winter months, we plan trips which are nearby and do not require advance purchase of tickets. Planned a trip to the Willard Clock Museum and suggested the topic of Depression for the January Nurse Talk.

No other Business

Adjourn: Upon motion duly made, seconded and approved, the meeting was adjourned at 11:35A. M.

Next Meeting: February 10 at 10:00 A. M. in the third floor conference room in the Town Building.

Respectfully submitted,
Ruth Delmonico

