

**COUNCIL ON
AGING
MEETING
MINUTES**

September 8, 2014 9:05am

Upton Senior Center – 2 Farm Street, Upton, MA 01568

In Attendance: Chair Betty Consigli, Vice Chair; Grace Wadsworth, Secretary Myra Bigelow, Members, Maria Griffin, Judi Blanchard, and COA Director Janice Nowicki.

1 The monthly meeting of the Council on Aging was called to order Monday, September 8th at 9:05.
2 In addition to the members, there was one resident, Annette Castonguay of Millhaus that attended.
3 Annette may be interested in joining the COA.
4

5 It was mentioned by one of the members that the bulletin board at Millhaus needs to be updated.
6 Director Jan will work on keeping all information updated.
7

8 ***DIRECTOR'S REPORT:***

9 Jan was pleased to inform the Board Members that the Center's new Social Services Coordinator,
10 Jessica D'Amato will be joining the Center September 15th. Jessica comes to the Upton Center
11 with great experience.

12 The part-time van driver position has moved forward and again Jan was happy to announce that
13 Alan Rainwater, a driver for Blackstone, was offered and accepted the driver position for 8 hours
14 a week. Alan begins driving for Upton on Friday, September 12th.
15

16 Jan has contracted S.J. Services for general cleaning services for the Upton Center. They began on
17 Tuesday September 2nd. Jan will monitor their work.
18

19 The Sherriff's annual senior picnic was great success last month. Jan, Judi and Grace attended.
20

21 Mary Anne Carpenter, a new volunteer working in connection with the Tax Work off Program,
22 came in the office this week for training. Mary Anne will be coming into the front office on
23 Tuesday and Thursday's for a few hours and she will be filling in from time to time as needed.
24

25 ***SPECIAL AUGUST PROGRAMS:***

26 National Senior Citizen's Coffee Social

27 Farmer's Market Coupon Distribution

28 Ice Cream Social sponsored by Senator Moore

29 Lunches were sponsored by candidates for State Representative David Muradian and
30 Shawn Craig.

31 Root Beer Float

32 Creative cooking demonstration by culinary staff from Atria Draper

33 Entertainer Tommy Rull

34 Men's breakfast program

35 National Picnic Month luncheon in collaboration with the Center's nutrition program.

36 Lunch time Birthday Bash.
37

38 Event stats were reviewed. It was determined that these need to be updated every week / month.
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41

42 ***SOCIAL SERVICES:***

43 Director Jan has been devoting a lot of time assisting individuals and families with their needs.
44 Our new Social Service Coordinator Jessica will attend the necessary training this month at SMOC.
45 Last heating season fifty-eight individuals received assistance totaling \$50,125.67.

46
47 The health fair has not been scheduled as yet, however it will be held in conjunction with the flu
48 clinic.

49
50 Tai Chi is coming back to the Center every Monday, effective September 22nd at a fee of \$3.00.
51 There will also be a beginners Tai-Chi every Monday starting at 9:30 for a half hour at \$2.00 per
52 class. ZUMBA classes were also added to the Center's September schedule effective September
53 9th. The fifteen-week program cost \$70. Betty gave the members an update on the Zumba classes
54 across the street from the Center and in Milford. Jan is working feverishly to increase the exercise
55 programs. She recently purchase a chair exercise CD program that has been welcomed by the
56 seniors with no cost for the session.

57
58 Jan noted that Bob and Carl have offered to volunteer putting up tables for the Center's scheduled
59 events and taking them down later. Jan also asked to report any cleaning issues anyone may see.
60 The new cleaning service will be changing out and installing new toilet tissue dispensers.

61
62 The Center's Van Driver Steve MacDonald has requested a leave of absence and Jan is not sure
63 when he will return. In the meantime, the Center has called Grafton Taxi to assist a few scheduled
64 rides to their Physician's office. Jan has been in touch with Dennis from Blackstone to help us with
65 transportation issues.

66
67 Director Jan has stressed to the Board and Millhaus residents that information regarding personnel
68 issues are strictly confidential and she is not at liberty to discuss them. She clarified that the only
69 staff members at the COA who actually receives compensation is Jan, Karen, Steve, the Social
70 Service Coordinator and in the past, maintenance personnel. Mary Ann Carpenter, recently hired
71 to work in the Tax Work off Program will fill in at the front desk part time when needed.

72
73 ***MCOA CONFERENCE:***

74 Director Jan will be attending the MCOA Conference the week of October 7th.

75
76 ***TRIP COORDINATOR:***

77 Bobbi Grenard and Ruth Ann Toledo have volunteered to be Trip Coordinators. They will work
78 with the Milford and Northbridge Senior Center Coordinators. Jan spoke of the need to schedule
79 affordable trips.

80
81 Recently, Jan has found out that there are individuals that have been helping themselves to the
82 Center's vegetable garden. This is unacceptable and disturbing.

83
84
85
86 ***HERITAGE DAY:***

87 Saturday, September 27th is the Annual Heritage Day Celebration. Member Judi Blanchard has
88 offered to assist Jan with setting up a table at the Celebration.

89 By motion, the meeting was adjourned at 9:58am.

90

91 At 10:00 the meeting was re-opened.

92

93 Member Judith Katz submitted a letter of resignation as a member of the COA. The Board accepted
94 her resignation with deep regret. Millhaus resident Annette Castonguay was asked to consider
95 joining the COA.

96

97 The next meeting will be held October 6th at 9:00am

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99 By motion, the meeting was adjourned at 10:24am.

100

101

102 Respectfully submitted,

103 *Myra Bigelow*

104 Secretary