

**COUNCIL ON
AGING
MEETING
MINUTES**

January 5, 2015

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

In Attendance: Chair Betty Consigli, Vice Chair; Grace Wadsworth, Secretary Myra Bigelow, Members, Judi Blanchard, Richard Provost, Annette Castonguay, Maria Griffin, Social Services Jessica D’Amato, and COA Director Janice Nowicki.

1 The monthly meeting of the Council on Aging was called to order Monday, January 5, 2015 at
2 9:01 by Chair Betty Consigli.

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5 The December 1st meeting minutes were reviewed and a Motion to approve after a minor change.
6 Motion was seconded, unanimous vote of the Board.

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DIRECTOR’S REPORT

9 Director Janice Nowicki reviewed the Centers many December activities. She noted that the
10 Christmas party was a huge success and due to the overwhelming interest in the Yankee Swap the
11 festivities will start earlier in the morning next year. The birthday bash is not self- supporting so
12 we will try some Price Chopper frozen pizza. The floral arrangement project was so successful
13 that Jan is thinking of offering an art project monthly. The Miscoe school caroling was well
14 attended. The children enjoyed themselves and they will like to return in the spring. The two new
15 bus drivers, John Saulen and Edwin Wojdag officially started work on January 5, 2015. With the
16 addition of the two new drivers and our current volunteer Jim Earl and our Friday driver Alan
17 Rainville, transportation is available 5 days a week. Karen retired as of December 31, 2014 but
18 agreed to stay one more week. Karen’s job was offered to someone who accepted the position. She
19 has to be approved by the board of selectmen January 6, 2015. She will start on January 26, 2015.
20 The hiring process included interviews by Jan, Jessica and a personal board member. Jan had a
21 must have list of qualifying needs. The new employee will be working five days a week Plans are
22 in the works to have some Saturday and/or evening events. The subject of the cost for in town
23 transportation was asked. Jan will have recommendations at the next meeting for the Board to
24 review. Myra made the motion to accept the report, Maria seconded. Accepted.

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SOCIAL SERVICE’S REPORT

27 Jessica reported that it was challenging to sort through the many community groups such as the
28 Salvation Army, Bloomer Girls, Men Club and St. Gabriels, who provide gifts and food for
29 residents in need. Jessica met with a representative from each group to receive an explanation of
30 how everything works. Going forward a documented record of what each person received and why
31 will be kept. Depending on the situation residents may be required to show proof of need to prevent
32 duplication of services. Jessica informed the Board that Golden Pond has invited the members to
33 lunch and a tour, and that she would schedule a date in the near future.

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OLD BUSINESS

36 Jan’s working on the 2015 budget. She is requesting an increase in Jessica’s hours from 35 hours
37 to 37 ½ hours. Jan would like change Jessica’s job title to be “Outreach Coordinator” to better
38 reflect her duties

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41 **NOMINATION OF OFFICERS**

42 There was only one nomination for each office:

43 Chair-Myra

44 Vice-Chair: Maria

45 Secretary-Judi with the use of a tape recorder.

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47 **NEW BUSINESS**

48 In our minute's packet, Jan included a copy of the survey, which is going out with the town census.

49 Of particular interest is question #9. Should the next Senior Center be a stand- alone building of

50 combined with the Library. Many discussions are taking place to address this question. Grace and

51 Judi is will attend the February 2, 2015 fact finding library meeting. Blythe and Jan will be

52 checking out other towns that have combined facilities. Jan has a list of her needs for a new center.

53 January's Men's Club greeters will be Grace, Richard and Annette. Judi said she will do February.

54 Jan would like to have name tags for staff and board members and will do more research to present

55 at the next meeting

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57 Meeting adjourned at 10:00 a.m.

58 The next meeting of the COA will be held Monday, February 2, 2015 at 9:00am.

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60 Motion was made to adjourn and seconded. Unanimous vote of the Board.

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63 Respectfully submitted,

64 *Myra Bigelow*

65 Secretary