

MINUTES
COUNCIL ON AGING BOARD OF DIRECTORS MEETING
December 16, 2020

PRESENT:

Barbara Van Houten, Sheila Gagnon, Bill Scott, Marcy Amore, Maureen Saunders, Martine Anderson, David Cheney and Carol Hamilton

ABSENT:

Fred Monaco (absent excused)

GUEST(S):

Sandy Sutherland and Peg Davis -- Boosters

QUORUM:

A quorum was present.

CALL TO ORDER:

Meeting was called to order at 3:39 PM.

APPROVAL OF MINUTES:

Sheila moved to approve the minutes of the November 18, 2020 meeting. Marcy seconded. Motion passed.

BOARD MEMBER RESIGNATION:

On November 20, 2020 Maureen Rosenberg submitted her resignation from the COA Board to the Board of Selectmen.

BOARD MEMBER APPLICATION:

On November 15, 2020 Janice Fletcher submitted an application to the Selectmen to serve on the COA Board. Carol will obtain Janice's resume.

LIAISON REPORTS:

COA BOOSTERS – Sandy Sutherland

The Boosters Executive Committee met last Wednesday to select a Nominating Committee for Board Officers. Suzanne Almendinger has been nominated for president. The Annual Meeting will be on January 13, 2021 at 10:30 AM. Marilee will be running the meeting on Zoom.

OLD COLONY ELDER SERVICES - Maureen

A meeting was held in November but there is nothing to report.

OLD COLONY PLANNING COUNCIL – Martine

No Meeting.

COMMITTEES:

ACCREDITATION - Carol / Marcy

Carol contacted MCOA and found out that they are in the process of developing a new manual. This Committee will adjourn until the spring when we can see the manual and begin work.

AGE FRIENDLY/DEMENTIA FRIENDLY -- Maureen

No meeting.

BUDGET, STAFFING AND FISCAL MANAGEMENT – Sheila / Bill

No meeting.

GOVERNANCE – Bill

The Committee met on December 4th and reviewed five policies. Another meeting will be scheduled for mid-to late January to review one additional policy bringing us to the fall of 2021.

GROUNDS – Martine

No report.

EVALUATION – Maureen

No report.

MARKETING, OUTREACH AND TECHNOLOGY – Barbara

No report

PROJECT DEVELOPMENT:

Outdoor Recreation – Sheila

The Recreation Area is complete and looks great. The Board thanked the Boosters for pledging \$9,000 for benches, large planted pots and other accessories.

Senior Center Expansion – Bill

The Construction Team meets every Wednesday at 10:30 AM. There is a new temporary “main” entrance to the Senior Center off the dining room near the piano. This is being used until a more temporary entrance can be built off the dining room but under the overhang on the patio. The former entrance and front parking lot have been closed off to allow for the removal of asphalt and dirt in preparation for pouring the foundation. A calendar of potential disruptions will be provided to Carol. The Ground Breaking Ceremony will be held this Friday depending on the weather. Due to social distancing requirements, attendance is by invitation only.

STRATEGIC PLANNING – David

The Strategic Planning Team met on the patio on November 23rd to do some very productive brainstorming and mapping that will enhance the planning process. Their 4th meeting will be in January and then there will be a report to the Board.

DIRECTOR'S REPORT:

- 1) The temporary entrance is almost complete, construction fence is up and much of the pavement is dug up and many trees have been taken down. The construction team is also working on many internal systems such as HVAC, sprinklers and electrical up in the attic and ceilings in order to connect those systems to the expansion. They shut down the outside lights due to all of the digging but will come up with temporary lighting for the parking lot.
- 2) Groundbreaking is scheduled for this Friday, December 18th at 10:00, by invitation only, due to Covid restrictions. We are not certain that we will still have this event due to the snow.
- 3) The Kiwanis will be delivering 100 care bags to the COA for seniors this week. The COA staff and volunteers will give these out to the meals on wheels and some needy seniors. We are also working with Sanctuary Church on holiday gifts for those that are alone. Judy Caldas is working on this 2nd project.
- 4) The Grab and Go boxed lunches have started and the program is slowly building.
- 5) We have cancelled our bus, meals on wheels and Spanish for tomorrow due to the storm. Triad will still be offered remotely.
- 6) The social day program interest list had very little response but I am working with Marilee and the Facilitator to come up with ideas to advertise to a wider audience.
- 7) The AARP Income Tax program was approved by the town to run starting in February. It will be a drop off pick up service to keep volunteers and patrons safe.
- 8) We have received a few calls from nurses that are willing to help out to distribute the vaccines in the community. I have referred them to the Board of Health.
- 9) Outdoor fitness classes will run through December weather permitting. We will add one virtual chair exercise program in January with Neil Sullivan.
- 10) We have given out about 14 lap tops. The program has been very popular and we have established a waiting list. The Masons will continue to solicit lap tops and we have also put something about this in our newsletter. Ron McGrath, a local IT person is willing to refurbish them.
- 11) The one on one health services are going well, as are the consulting services. Some of these services are also offered remotely if a patron chooses that option.
- 12) I will be rolling out new site requests forms for the town departments for the 2021 Tax Relief program.
- 13) The historic commission did not like the name of the "Old Pilgrim Trail Park" for the new outdoor recreation park. Cindy Castro, a member of the Historic Board will send an email with that feedback, which I have not yet received. We plan to meet with Mike Maresco on this matter to see what the alternatives are.
- 14) Spoke with Maureen O'Leary from NCOA regarding Accreditation. The 13 test sites for the new accreditation process are all sites that are going for "reaccreditation". They have eliminated about 45 questions on the reaccreditation form. NCOA is considering on line applications where applicants would file documents into various folders electronically. I explained the difficulty we had with CIC's, and Maureen listened. She also said that NCOA will focus on the recommendations made to each COA from their initial accreditation. They will request information on open or new items for those getting reaccredited rather than ones that have already being completed. They expect to have more information in June of 2021.

SPECIAL VOTES TAKEN:

None

NEXT MEETING:

January 20, 2021

ADJOURNMENT:

Barbara moved to adjourn. Martine seconded. Motion passed. The meeting was adjourned at 4:40 PM.

Respectfully submitted,

Marcy G. Amore

COA Board Secretary