

MINUTES

DATE: May 17, 2017

Council on Aging Board

Senior Center

230 Webster Street, Marshfield, Ma 02050

ATTENDANCE: Martine Anderson, Marcy Amore, Joan Butler, Maureen Rosenberg, Carol Hamilton, Bill Scott, Barbara Van Houten and Paul Winget.

ABSENCE EXCUSED: Sheila Gagnon, Bill Lyons

QUORUM: A quorum was present

CALL TO ORDER: Meeting was called to order at 3:04 PM.

APPROVAL OF MINUTES: Marci requested a change in the Meeting Minutes of April 17, 2017 under Accreditation – change the word “policies” to “standards.” So noted and changed. Joan Butler moved to approve the minutes of the April 19, 2017 meeting. Seconded by Marcy Amore. Motion passed.

LIASON REPORTS:

COA BOOSTERS: Bill Scott met with the Boosters Board on May 8, 2017. It was reported that Booster membership contributions are up over \$2300.00 over 2016 and up over \$2800 from 2015. Memberships continue to grow.

The Jazz Concert is scheduled for June 24th. and tickets and raffle tickets are available in the Senior Center lobby.

The Boosters will be asking Carol for a list of items she needs which the Booster's may be able to purchase.

OCES: Carol distributed the OCES Board of Directors Meeting Minutes from April 25, 2017 to the COA Board. Among a list of subjects presented was a Presentation from Rockland Trust Company on the OCES Investment Account, The CEO's Report, Protective Services Updates, Supplemental Nutrition Assistance Program and Personal Care Attendant update. Carol also distributed the OCES Program Counts by Town for March 2017.

On June 27, 2017 OCES will hold its annual election of Board of Directors to serve for the next fiscal year. OCES is requesting that the Board of Selectmen vote on one nominee as the representative to OCES' Board of Directors for 2017-2018. It has been past protocol that the COA Board makes a recommendation to the BOS to assist them in this process. Maureen Saunders has agreed to be the nominee. It was the consensus of the COA Board to send a letter to the BOS recommending that Maureen be appointed to the OCES Board. Carol will forward a letter to the BOS.

OCPC: No Meeting – The next meeting will be held on May 25, 2017 and Joan Butler will attend.

COMMITTEE ASSIGNMENTS AND REPORTS:

ACCREDITATION: No Meeting. Marci requested a change in the Meeting Minutes of April 17, 2017 under Accreditation – change the word “policies” to “standards.” So noted and changed. Marcy continues to work on the Evaluation Policy, doing logic based studies with the CICO (Rita) Program. In addition to the Evaluation Policy, there are three more **standards** to be reviewed which are Records and Reports, Facilities which is about ninety percent complete, and Finance/Budget

BUDGET/STAFFING/FISCAL MANAGEMENT: See May 17, 2017 Directors Report.

GOVERNANCE: No Meeting

GROUND: Martine Anderson reported that on April 28 six students from Marshfield High School with chaperones arrived at the COA and set about beautifying the grounds, planting shrubs in the planter by the street, and turned the raised garden beds and mulched. Pizza was provided to everyone involved. Thank you to Barbara Van Houten, Bill Lyons, Mary and Bernie Dupuis, Sara Sullivan and Chuck O'Connor for their help and guidance to the high school students. The next meeting will be May 22, 2017. Agenda will include plans for gardens around the exterior of the COA Building.

EVALUATION: Bill attended the Evaluation Committee Meeting. He reported that suggestions are beginning to slow down and a discussion ensued regarding ways to capture more suggestions, perhaps utilizing an on-line suggestion box. The next meeting is scheduled for June 13, 2017.

EVENTS— Donna Weinberg, Project Coordinator for Volunteers is continuing to work on the "Volunteer Appreciation Event".

MARKETING/ OUTREACH: No Meeting. Maureen reported that as part of the Marketing/Outreach, at the request of the Committee, the local Marshfield Cable Network attended the Marshfield COA Health Fair with the agenda to video some of the events taking place. The videographer also interviewed Marilee as part of the Marketing Plan. A plan to have the Marshfield Cable Network work with the COA is being put in place to film such events as perhaps the Volunteer Recognition Luncheon, and also some selected COA programs with an outcome basis. Maureen will request a meeting with the cable network and review the video taken at the Health Fair.

PROJECT DEVELOPMENT: See May 17, 2017 Director's Report. Carol, Bill and Sheila will meet with the Selectmen to solicit their support for the expansion of the Senior Center before embarking on the UMass Study.

STRATEGIC PLANNING: On May 11th Joan Butler and Paul Winget visited the Duxbury Senior Center to view their Café and surroundings. Duxbury has a Café window where coffee, tea, water, juice, bagels, sandwiches, soup, crackers and nuts are sold. Tables and chair are nearby within the lobby area. Director Joanne Moore recommended we contact Kingston, Holyoke, Westboro and Hingham Senior Centers for their input. Trends are changing in lunchtime habits. Congregate lunches are declining while Café needs are increasing. It's been noted that Boomers go home to evening meals with family and do not want to sit down for lunch. Café programs in Duxbury and Kingston are a successful venture. Duxbury is expanding and will expand their Café as well.

TRANSPORTATION: No Meeting

DIRECTOR'S REPORT:

- 1) Health Fair was a big success with an estimated 150 people attending. Maureen arranged for local cable to film portions of the event.
- 2) One of the workshop presenters, Dr. Kylander was not able to make the health fair and she has graciously rescheduled for June 29th at 10:00. She will present on "Pain Management".
- 3) Triad will host a session on being Boomer Ready on June 14th @ 1:00 pm.
- 4) Lifelong Learning is ongoing and some classes are filled. People are continuing to sign up.
- 5) Two Air conditioning units are broken and are being evaluated to be fixed. It is the end of the fiscal year with limited funds.
- 6) The roof cleaning cost is prohibitive which will prevent the job from being completed due to lack of funding in the maintenance budget.
- 7) The Sheriff's department came 2 days this week to power wash the building in preparation for painting. This project has been delayed due to weather.
- 8) It is confirmed that new student, Katie Dahlen, social work intern will arrive mid-September from Bridgewater State University. She will be with us for 2 semesters.
- 9) The rotary is providing a community dinner on June 3, for about 80 people and 75 people have signed up thus far.
- 10) May is elder law month and we have the Mass Bar Sponsoring a local attorney, from Duxbury on May 31, 2017 @ 1:00.

- 11) A reminder that the Board of Health and the NVNA will be providing a caregiver presentation on strategies for caring for a loved one with dementia this Thursday, May 18th.
- 12) We have a new class on brush up bridge taught by Bill Wennerberg, which will begin in June on Mondays from 1-2:30.
- 13) We have scheduled our local cultural event "Comedy and Farce funded by the LCC on June 19th at 1:00 pm with Stephen Collins.
- 14) The Marshfield HS Technology Club will be coming to the Senior Center on June 7, 2017 from 4-5 to talk about Facebook.
- 15) New Presentation on Remote Sailing on June 15th at 1:00. This may lead to future classes on learning to build your own remote sail boat. Dennis Nicols will facilitate the group.
- 16) Two evidence based classes in coordination with OCES. The first one is Tai Chi starting July 12 – August 30th. The Tai Chi is filled at 25 participants along with a waiting list. The second class is Healthy Eating from July 13 – August 24th. This class can accommodate 16 and currently there are still openings.
- 17) We received written confirmation that our variance was approved for our outdoor recreation project. Weston and Sampson are working on the construction contract and documents now. W & S were on site today putting together items needed for construction bidding. DPW will be interfacing with W & S on reviewing plans and specs, advertising, prevailing wage rates, distributing copies to contractors and a start date. I met with engineer C. Swanson, DPW today to discuss the project.
- 18) We had a successful fire drill on Monday, May 15, 2017. Please see the critique form.
- 19) The Fire Department also conducted CPR training for all 6 of our drivers who successfully passed the course and were issued a certificate of completion.
- 20) We met with Frank Gay Executive Director of GATRA and Duxbury COA regarding ADA transportation funding and logistical issues.
- 21) The town is scrutinizing all year end budgets as there is a shortfall in some of the departments and any discretionary spending is discouraged.
- 22) Our budget passed at TM, as did the \$40,000 for Tax Work Off and we also received \$57,000 for a new 14 passenger vehicle. Funding will become available July 1, 2017. Third quarter budget report.

OLD BUSINESS: NONE

NEW BUSINESS: NONE

COA BOARD VOTES: It was the consensus of the Board to write a recommendation letter from Marshfield COA to the Board of Selectmen regarding Maureen Saunders. The recommendation is that Maureen Saunders be nominated to be the representative to OCES' Board of Directors for 2017/2018 for the Marshfield COA.

NEXT MEETING: The next COA Board meeting is scheduled for June 21, 2017 at 3:00 P.M.

ADJOURNMENT: Meeting was adjourned at 4:25 PM. It was moved by Marcy and seconded by Joan.
Motion passed.

Respectfully submitted,

Barbara Van Houten

Barbara Van Houten, COA Board Secretary