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MILLBURY, MASS.

**MINUTES**  
**MILLBURY COUNCIL ON AGING BOARD OF DIRECTORS**

Date: May 15, 2019 at 7:30 AM

Present: Kaye Peltier, Kevin Higginbottom, Rick Townsend, Sarahbeth Persiani, Steve Walinsky, Marie Kosiba, Lee Ayotte, Edna LaPan, Joyce Sampson and COA Executive Director Judith O'Connor

Absent: Stuart Mulhane and Betty Hamilton

J. Sampson left the meeting at 8:30 AM

The Chairman called the meeting to order at 7:30 AM

**VOUCHERS:**

Vouchers were signed at this meeting.

**MINUTES:**

A motion to accept the April minutes was made by Rick Townsend seconded by Marie Kosiba  
Vote: unanimous.

**CORRESPONDENCE:**

We received a flyer from Central Mass Agency on Aging announcing Elder Care 2019 to be held at Worcester State Univ. on June 12<sup>th</sup> from 9:30 AM to 1:30 PM.

We received an e-mail from Seana Weaver, from the Worcester County Food Bank informing us of a large donation from the National Association of Letter Carriers. They are recommending that we increase the amount of food we give to the families on a monthly bases. They would also like us to increase hours if possible.

Ms. O'Connor received an e-mail from Human Resources stating that she has to attend a mandatory Supervisor Safety Training Course on May 21<sup>st</sup> to be held at the Asa Waters Mansion.

We received a letter from Catholic Charities announcing extra hours for the Senior Aide program from now to June 28<sup>th</sup>.

We received a letter from MEGA's Loss Control Consultant giving us the result of the safety

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survey they conducted at the Senior Center. The only thing they found was we needed a sign on the electrical closet stating that "this is not an exit". We placed a sign up immediately.

We received a letter from Greenway Challenge asking if they could use the parking lot on Sept 28<sup>th</sup> from 9 AM to 10 AM for the teams to depart by bicycle after the runners arrived. The rain date is Oct. 5<sup>th</sup>.

We received a notice from All Faiths Cemetery announcing the Memorial Day services.

We received a notice asking for Senior Children and their parents to be interviewed for a reach study. Ms. O'Connor referred a daughter and mother who live together to do the interview and they would receive a monetary gift for participating.

#### STANDING REPORTS:

- A. Budget and Finance – Ms. Peltier explained what happened at Town Meeting and that the COA budget passed.
- B. Personnel – Ms. O'Connor explained that we have been given a Senior Aide from the Catholic Charities Program. She will start working on a job description for the new position that was approved at Town Meeting.
- C. Nominating – The Board members discussed the members who are up for re-appointment. The COA board cannot have more than 4 members reappointment at a time and we currently have 5. Ms. Peltier and Mr. Ayotte will work on this and meet with the Town Clerk.
- D. Legislative – Ms. Peltier reported that we are waiting for fully funding for the Service Incentive Grant Program and the Formula Grant.
- E. Senior Center Usage – no requests
- F. Building Maintenance/Equipment – Ms. O'Connor reported that the Sheriff's department can and Cleaning the hill raked the back lawn and re seeded. Waiting for the irrigation unit to be repaired. Mr. Walinsky suggested we call Wheelabrator to see if they could help with the repair.

Director's Report – Ms. O'Connor reported that the office received 2 new computers and now have Windows 10. We will need to have the Town add 1 more in the next fiscal year. The Town Manager has changed his dates to visit the Senior Center from the 3<sup>rd</sup> Wed. to the 3<sup>rd</sup> Tues. of the month because of Grand Jury Duty. He has also requested that all department heads attend a Mandatory OSHA safety course on May 21<sup>st</sup>. There will be 2 summer concerts (July & Aug) due to a shortage of sponsors. The Millbury Cultural Council will

sponsor 4 Ever Fab in July and One Care of Millbury will sponsor the Eddie Foreman Band in Aug. She will try to find a concert for June.

Chairman's Report – None

#### OLD BUSINESS:

Elder Services of Worcester/Nutrition Program – There was no meeting.

Intergenerational Programs/Friendly Visitor - Ms. O'Connor gave an up-date on the Millbury High School Freshman class and their day of giving. They worked around the garden and the pergola. The National Honor Society children are going to do a activity with our next Memory Café.

Elder Service Work-off Program – Ms. O'Connor has added 2 new workers and is still looking to add more to this very important program.

#### NEW BUSINESS;

Ms. O'Connor would like to look into new hours for the food pantry and some additional workers to help. We currently are open Monday through Friday 9 AM to 3:30 PM. She has been working with Mark Goretti with a plan to expand.

#### OTHER BUSINESS:

Ms. Persiani is working with a Dementia program and is going to be more involved in Millbury being a Dementia friendly community.

The Chairman adjourned the meeting at 8:45 AM

Next Board meeting will be held on Wednesday, June 19, 2019 at 7:30 AM.

Respectfully submitted,

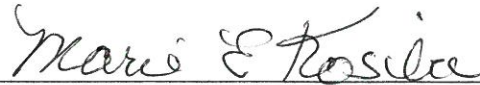
Judith A. O'Connor



Lee Ayotte



Betty Hamilton

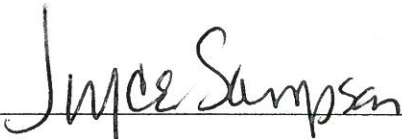


Marie Kosiba



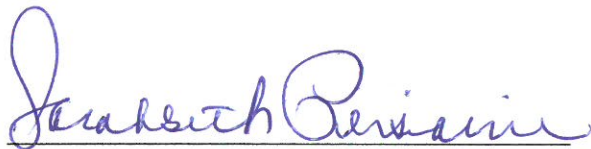
Edna LaPan

Stuart Mulhane

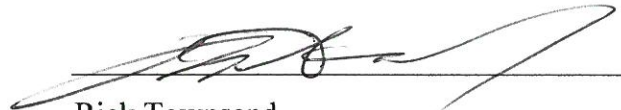


Joyce Sampson

Kaye Peltier



Sarahbeth Persiani



Rick Townsend

Steve Walinsky