

MINUTES
MILLBURY COUNCIL ON AGING BOARD OF DIRECTORS

Date: June 19, 2019 at 7:30 AM

Present: Rick Townsend, Sarahbeth Persiani, Marie Kosiba, Betty Hamilton, Lee Ayotte, Edna LaPan, Joyce Sampson and COA Executive Director Judith O'Connor

Absent: Kaye Peltier, Steve Walinsky, Stuart Mulhane and Kevin Higginbottom

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

VOUCHERS:

Vouchers were signed at this meeting.

MINUTES:

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

CORRESPONDENCE:

We received a letter and forms from the Town Clerk with the Certificate of Organization, Organizational Meeting Notice, Meeting & Agenda Notice to be used by the COA Board. Also enclosed was the form to list the current Board member. The letter also stated the rules for us to abide by the Open Meeting Law. We were also asked to update the dates of terms for the Board members.

We received an e-mail from Cindy Casella inviting town employees, board members and volunteer to attend a reflexology event at the Millbury Library.

We received our new Memorandum of Understanding with Catholic Charities for the Senior Aide Program. Ms. O'Connor will sign and return it. Currently we have an aide working in the Senior Center office.

We received an e-mail from MassDOT announcing the award of \$886.00 for a mini grant for equipment for one on the Vans, Purchasing and reimbursement request must be completed by July 31, 2019.

June 19, 2019

2019 SEP 20 AM 10:25
MILLBURY COUNCIL ON AGING
RECEIVED
TOWN CLERK

We received a letter from the Finance Director serving us notice of the date for the Year End Encumbrances (July 12, 2019).

We received an e-mail from Renate Buttrum regarding a presentation he would like to do here for Mass Relay that would offer service to the deaf, Deafblind, hard of hearing or have speech difficulties. She met with him and will try to schedule this for the fall.

STANDING REPORTS:

- A. Budget and Finance –No report
- B. Personnel – Ms. O'Connor explained how the new custodian will work under the Head custodian of the Town. She has also been asked to review a job description for the new position being added to the COA staff by HR.
- C. Nominating – The Board members discussed the members who are up for re-appointment. Mr. Ayotte explained the term limits for the following members: M. Kosiba and R. Townsend will end their term in 2022. S. Walinsky, S. Mulhune and J. Sampson will end their term in 2023. This now corrects all terms according to the Town Charter.
- D. Legislative – No report.
- E. Senior Center Usage – no requests
- F. Building Maintenance/Equipment – Ms. O'Connor reported that there are no major issues at this time.

Director's Report – Ms. O'Connor reported that the Yoga classes are cancelled until Sept. because the instructor is having a baby. She completed the Civil Rights Training course required by DTA for the SNAP program. She completed her goals and objective for both herself and the Senior Center. This was due back to the Town Manager by July 5th. She presented a draft of a flyer for the Aging and Dementia Friendly community campaign and asked Sarahbeth if she could assist the Outreach coordinator with a final draft. Sarahbeth will meet with Julieanne in the coming weeks.

Chairman's Report – None

OLD BUSINESS:

Elder Services of Worcester/Nutrition Program - Sarahbeth reported on the meeting and announced that the Executive Director was resigning at the end of the year. She also stated that

all regular staff members are going to receive a 4% salary increase on July 1st.

Intergenerational Programs/Friendly Visitor - Ms. O'Connor reported on the "Helping Hands" Program and the weekly computer classes. We added 1 client to our Friendly visitor program.

Elder Service Work-off Program – Ms. O'Connor reported that we are in need of more workers as 2 left the program because they sold their homes.

NEW BUSINESS;

A motion was made by M. Kosiba that there be no meeting held July and Aug. and if a meeting is need a special would be called. Seconded by E. LaPan. Vote Unanimous.

OTHER BUSINESS:

Ms. O'Connor reported that she and Mr. Goretti met with the CEO (Rob Morton) of the Millbury Savings Bank to discuss the possibility of a store front location for the food pantry.

The Chairman adjourned the meeting at 8:50 AM

Next Board meeting will be held on Wednesday, Sept. 18, 2019 at 7:30 AM.

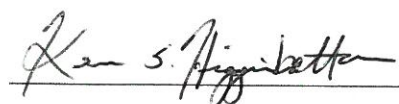
Respectfully submitted,

Judith A. O'Connor

Lee Ayotte



Betty Hamilton



Kevin Higginbottom

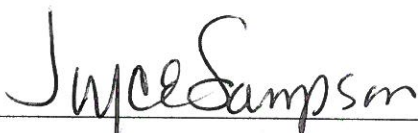


Marie Kosiba



Edna LaPan

Stuart Mulhane

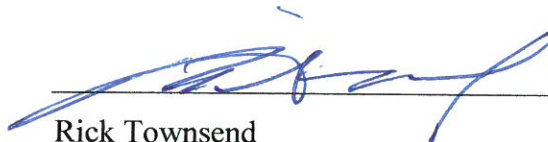


Joyce Sampson

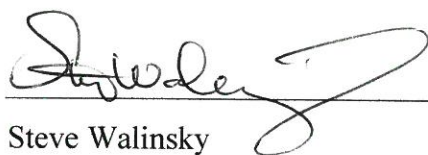


Kaye Peltier

Sarahbeth Persiani



Rick Townsend



Steve Walinsky