

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

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TOWN CLERK  
2021 DEC 22 PM 1:51  
MILLBURY, MASS.

Date: November 18, 2021, 7:30 AM

Present: Stephen Walinsky, Richard Townsend, Christine Bott, Stuart Mulhane, Kevin Higginbottom, Sarahbeth Persiani, Tom Weeks (Friends Transportation Coordinator), Kendra Faldetta (Acting Director.), Julianne Fitzgerald (Outreach Worker) and Sean Hendricks (Town Manager),

The meeting was called to order at 7:35 AM by the Chairman, at the Senior Center.

**VOUCHERS:**

No vouchers were signed at the meeting. There was agreement for Christine Bott to continue to sign vouchers as appropriate.

**MINUTES:**

A motion to accept the October minutes was made by Stuart Mulhane. Seconded by Rick Townsend. Vote: unanimous.

**CORRESPONDENCE:** No letters were reviewed.

**STANDING REPORTS:**

- SW -
- A. Budget and Finance – Ms. Faldetta advised the Board that a “Gift Account” had been created ~~for a BJ’s expense related to the food pantry~~. This is apparently an additional line item in the COA Budget.
  - B. Personnel – No report.
  - C. Nominating – The discussion as to the ideal number of representatives for the Board was resurfaced. The general sentiment was toward seven. Mr. Higginbottom expressed interest in knowing the formal charter of the Board. The Town clerk is to be asked for the detail.
  - D. Legislative – Monies from the 2021-2022 Formula Grant have apparently not yet been received as of this date. The carry over from 2020, allowed because of the pandemic, has been adequate to allow programs to continue without borrowing money from the Friends. The applications for the 2022-2023 Formula Grant have not yet been submitted to the Executive Office of Elder Affairs.

E. Senior Center Usage – First Congregational requested use for a Turkey Raffle. It was suggested that at least two staff should be available to assist. Ms. Faldetta agreed to attend. There was a brief discussion as to the process/form for requesting building access. Mr. Walinsky indicated that he would try to locate the 2012 approved usage policy and application. The COA Board reviews and approves all use requests.

F. Building Maintenance/Equipment – The lawn sprinkler system has been shut off for the season. There was a question as to whether that included it being blown out as well. An issue with a heating system thermometer was resolved.

Director's Report – Interim Director, Ms. Faldetta, provided a written report which included an activity summary for Oct, Nov and Dec/Jan. A request was made for the report to be available in advance of the meeting for a more thorough review. As noted in the report, which is made a part of these minutes, the daily program activities for seniors are continuing. A few questions/comments were offered as part of the review:

- There was a question as to the number of SHINE appointments that had been conducted.
- The number of families receiving Thanksgiving Dinners on site was unknown as it was being coordinated by Elder Services.
- Ms. Fitzgerald shared that the Memory Café has been back onsite and “in-person” for the past three months. The Board had been under the impression that the Memory Café was traveling to clients every Tuesday and Thursday.

In addition to the activity in the report, Ms. Faldetta shared that Bank Home Town was continuing the oil assistance program of \$350/family.

Chairman's Report – Related discussion was deferred until the formal close of the meeting when the Board would reconvene in a planned and approved Executive Session.

#### OLD BUSINESS:

- Elder Services of Worcester/Nutrition Program – During the review of the Council on Aging Stats report, a discussion was had regarding the low number of congregate meals (5/day) as compared to MOW. A request was made as to insight to meal gatherings at other Councils on Aging during this pandemic timeframe.
- Intergenerational Programs/Friendly Visitor – Ms. Fitzgerald expressed concern over the safety of volunteers involved with Friendly Visitor program. She is noticing an uptick in requests from people with mental health related issues. A suggestion was made to have two people conduct the visits in the short-term or check-in via phone calls. A larger discussion was had about the need to administer annual CORI background checks on the people being visited. At this time assistance to elders for leaf raking or snow shoveling by students is suspended. The question of CORI checks on elders is of concern.
- Elder Community Service Program – The Chairman questioned if there was misuse of senior workers to back-fill open roles for town business. The Town Manager disagreed

and clarified that individuals are assigned to specific projects that require two weeks advance notice.

- Report of the “Friends” – Mr. Weeks expressed frustration of having made multiple requests for access to Friends related files/ledgers. The Town Manager requested specificity in order to help resolve the request/issue. There was additional dispute as to several checks that were made payable to the Friends of the Millbury Seniors, but were cashed/ and apparently deposited into a Town account. The Manager indicated that he did not do that. The Manager did allow that the Friends of the Millbury Seniors could access and remove the their records cabinet and financial ledgers so that they could resume their operations in timely fashion.
- Mr. Walinsky concluded the exchange by reminding that the Millbury transportation program is a model for other Councils on Aging and unique benefit for town residents. The goal is for a smooth working relationship between the Friends of the Millbury Seniors and the Town Government. The Manager commented that the Friends organization might be able to have access to designated space, within the building that would allow operations such as the transportation program to continue without undue interference with the daily program activities.

#### NEW BUSINESS:

Ms. Persiani mentioned that Emanuel Lutheran Church is hosting a holiday concert for participants of the Worcester Senior Center Memory Café on 12/14 at 2PM and extended the invitation to Millbury residents with dementia and their caregivers. Mr. Weeks agreed to provide transportation as necessary.

OTHER BUSINESS: There was no other business. The meeting moved to Executive Session at approximately 8:45.

EXECUTIVE SESSION: Convened at 8:45 in the same room as the regular meeting with roll call as required. Because of interference from program activity noises, a brief recess was granted, and relocation to the conference room occurred. Subsequently, Ms. Faldetta advised us that the conference room was needed for a Zoom event, and we relocated to the clinic. Executive Session ended at approximately 10:15 AM .

NEXT BOARD MEETING : December 15, 2021

ADJOURNMENT: Occurred at 10:20 AM

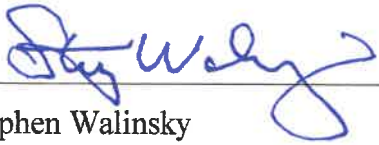
Respectfully submitted,

Sarahbeth Persiani, COA Board Member



Kevin Higginbottom

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Stuart Mulhane



Stephen Walinsky



Richard Townsend



Sarahbeth Persiani

We had 35 people attend a Halloween Party, we had prizes donated for best costume, for the winner of Halloween trivia, the winner of the Halloween ring toss and the winner of “pin the nose on the jack-o-lantern”.

Our October Memory Café was very well received, everyone in attendance decorated pumpkins.

We have hosted Fallon and Blue Cross Blue Shield insurance companies to discuss medicare and insurance plans during open enrollment. We had 12-15 people in attendance for each meeting.

We have had SHINE appointments return via Zoom with Shine Counselor Kaye; they make an appointment in the office and we set them up on zoom to discuss with her.

We have had 23 turkeys with all the fixings for a thanksgiving dinner donated, and will be having a pick up next Tuesday. Community members and local organizations have donated everything. We have a list of families that use our pantry that are already planning to use this service as well as volunteers to help with distribution.

Our November food drive has been a great success, we have had a high school student from BVT that donated a great deal of canned goods, and another local woman will be dropping off \$600 worth of food she has collected for us on Friday. The Millbury High School senior class is raising money for the food pantry as part of their philanthropy project; the Millbury police department is delivering gift cards and can donations for the food pantry after a fundraiser. We have had several smaller donations as well.

For our Winter Holiday Party we have had 30 gift bags donated, we have prizes that have been donated for the Ugliest holiday sweater, holiday trivia and “pin the nose on the reindeer” as those were all very well received activities at the Halloween party. We will also have live music, by one of our talented meals on wheels drivers, and lunches from Elder Services. This will take place on December 14<sup>th</sup> between 11:00am and 1:00pm.

We are assisting seniors scheduling their COVID Booster shots.

The November Memory Café will be fall cookie decorating. We have a BVT national honor society volunteering to assist with this program.

We have been meeting with one of the Millbury Police officers to create a fraud prevention class to take place over the winter, likely January.

We have discussed visiting each of the Millbury Public Housing complexes to introduce myself and outreach worker Julie to residents in hopes of encouraging more participation from seniors that live there. Housing will be selecting a date that works best for everyone, and we will start advertising this.

We are looking for a Yoga and or Zumba instructor; we have contacted several but are having some difficulty finding someone who has an opening in their schedule that works for the COA.

We are also looking to add Pitch and a game board day to our weekly schedule, and are looking for interested parties to call us and sign up. We have been discussing trips with Fox Tours and hope to organize something in the coming months.