

Millbury COA
Meeting Minutes
October 26, 2022
7:30 am

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MILLBURY, MASS.

Members In Attendance: Steve Walinsky, Stuart Mulhane, Kevin Higginbottom, Laurie Corkery. Laurie Keefe, Director Joshua Ryan Program Administrator. Absent was member Rick Townsend.

Brief greeting and introduction.

Reorganization: Motion on the floor by Kevin Higginbottom to nominate Steve Walinsky for chair. Second by Laurie Corkery.

Previous minutes review motion to approve made by Kevin Higginbottom, seconded by Steve Walinsky.

VOUCHERS: Discussion regarding vouchers. Laurie Keefe will check with Finance Director on reports available monthly to present to the board. All bills are being processed electronically, Laurie explained that the reports can be manually printed each month and emailed to the board. Formula grant money was received on 10/25.

Steve Walinsky presented the monthly report from the Friends Group. (attached)

STANDING REPORTS: discussion regarding the vouchers and budget – Again, Laurie Keefe will confirm policy and procedure as well as monthly reports available for the board.

PERSONNEL: Josh started as the Program Administrator on October 11th.

SENIOR CENTER USAGE: Senior center was used on 10/24 for a Planning Board meeting, and on 10/25 for the Board Of Selectmen meeting.

PROGRAM PARTICIPATION: Ms. Keefe explained that we are still working on getting everyone entered into "My Senior Center", we are building the data base from the ground up so it will take time but we are making great progress. Ms. Keefe has given the board stats of people and events into the senior center for the month of October.

Building and grounds: Ms. Keefe advised the board that footing for a bench have been poured. She has advised the board that the kitchen had a clog in the plumbing and was advised by the plumbing company that a grease trap needs to be installed.

Elder Services: Ms. Keefe advised there are about 85 meals on wheels going out a day. She also advised that there is about 15-20 meals served daily in the Senior Center.

Outreach: Laurie Keefe advised the board that there has been an increase in fuel assistance request. The Senior center is now making appointments to help people apply for fuel assistance. She has also advised that there is an increase in SNAP request.

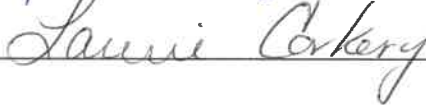
DIRECTORS REPORT: Laurie Keefe gave updates of her first 2 months. (attached) Also a discussion was had about participation in "Millbury Chain of lights" – the senior center will be participating this year. Ms. Keefe gave an update on world- Band running lines for the second kiosk. Also, Ms. Keefe spoke about programs that are planned. Memory cafe was pumpkin decorating. Today they are having their Halloween party expecting upward of 80 people. Ms. Keefe also gave an update about the progress of de-cluttering the building. The behavioral health grant was submitted but we were not chosen. Ms. Keefe also advised the board that she attended the MCOA conference last week and meet a lot of good resources. Ms. Keefe has also advised the board she is working on a Policy and procedure manual for the COA/ Senior Center.

Meeting was adjourned by Mr. Walinsky. Next meeting date is November 16th.

Steve Walinsky 

Stuart Mulhane 

Kevin Higginbottom 

Laurie Corkery 

Rick Townsend _____

Respectfully submitted:

Joshua Ryan, Program Administrator