

TOWN OF NORTHBRIDGE

1

COUNCIL ON AGING SENIOR CENTER



20 Highland Street
Whitinsville, MA 01588

Telephone (508) 234-2002
Fax (508) 234-0804

Town of Northbridge Council On Aging

August 2017 Monthly Report

Minutes of September 12, 2017

Members Present:

Ted Haringa - Chairman, Neil Newton – Vice Chairman, Jean Mistretta - Treasurer, Charlene Potvin - Assistant Treasurer, John Doldoorian, Jean Finnegan, Denise Forgit, Yvette Ayotte, Elaine Mahoney, Kelly Bol – COA Director and Michelle Methe – Assistant COA Director/Acting Secretary

Members Absent:

Carole Sweeney-Secretary

FINE Representative:

Angelo Mirabile

Chairman's Opening Comments

- The chairman called the meeting to order on September 12, 2017 at 9:00 AM and welcomed all in attendance. He indicated that refreshments are available and all should help themselves and that cell phones be turned silent.
- The chairman recognized that Carole Sweeney was absent today and that Michelle Methe will be taking the minutes.
- The chairman also reminded the board that Ken Guertin has resigned as a board member due to health reasons.

1. Secretary's Report

- Ted Haringa asked if there were any changes or corrections to be made to the August Secretary's Report.
- Hearing no changes or corrections, the Chairman asked for a motion to accept the report.
- Neil Newton offered the motion to accept the August Secretary's Report which was seconded by John Doldoorian. The motion was passed unanimously by the members.

2. Treasurer's Report

- The Chairman asked Charlene Potvin, Assistant Treasurer to present the FINE COA financial statements.
- (a) Charlene then reviewed the **August 2017 FINE COA Report**. She reported the previous balance of \$2,815.69, receipts of \$2,129.23, disbursements of \$975.19 and an end of month account balance of \$3,969.73.
- There were no questions and the Chairman asked for a motion to accept the report.
- Neil Newton offered the motion to accept the August 2017 FINE COA Treasurer's Report which was seconded by Yvette Ayotte; the motion was passed unanimously by the members.
- (b) The Assistant Treasurer reviewed the **August 2017 FINE Transportation Account Report**. She reported the previous balance of \$3,422.65, receipts of \$662.00, and disbursements of \$1,467.65. The end of month account balance reported is \$2,617.00. Charlene reported the total miles driven by 14 volunteers were 2,743.20 and that 131.50 volunteer hours were expended during the 80 trips provided. There were no non-reimbursed volunteer trips this month.
- The Chairman asked if there were any changes or corrections to the August 2017 COA Treasurer's Transportation Report. Hearing none, he asked for a motion to accept the report.
- John Doldorian offered the motion to accept the August 2017 COA Treasurer's Transportation Report which was seconded by Neil Newton; the motion was passed unanimously by the members.
- (c) Kelly Bol reviewed the **August 2017 COA Expense Report**.
- Kelly stated that line 53 shows money dispersed for two sub van drivers. John Orasy, our bus driver, will be having shoulder surgery on September 14th and will be out for at least 3 weeks. We have had to train two new bus drivers to take over while he is out. The two new drivers will split John's schedule.
- Kelly stated we have not heard from the state yet regarding our Formula Grant so we will go along as if it's the same amount given as last year until we hear otherwise.
- The Chairman asked if there were any changes or corrections to the August Town Expense Report. Hearing no inquiries, the Chairman asked for a motion to accept the August Expense Report.
- Elaine Mahoney offered the motion to accept the August COA Town Expense Report which was seconded by Neil Newton; the motion was passed unanimously by the members.

3. Statistics Report

- The Chairman asked if there we any changes or corrections to the August Statistics Report. Hearing no inquiries, the Chairman asked for a motion to accept the August Statistics Report.
- Neil Newton offered the motion to accept the August Statistics Report which was seconded by Jean Mistretta; the motion was passed unanimously by the members.

4. Director's Report

- Kelly Bol reported that Medicare Open Enrollment is October 15-December 7 and we have this information in our current newsletter.
- We have a new town manager, Adam Gaudette. He is going to attend our November COA meeting. We are also going to invite him to lunch at the Senior Center so the seniors can meet him and we will also be inviting the new fire chief, David White to the same lunch.
- Kelly reported that we received estimates to replace the carpeting in the conference room and for new window treatments on the second floor. She spoke with the town manager on the funding for these items and he agreed to look into using the money from the front walkway.

5. Chairman's Comments

- Enclosed in the packets is the COA Executive Board meeting outline. The meeting was held on August 25, 2017.
- Kelly Bol noted that at the meeting, FINE had asked if they could plant a tree or bush in the front of our building to honor passed FINE members. Kelly stated that there is no room for either, but suggested that FINE could buy a new bench for outside and attach a plaque for passed members. One of our current benches is broken which would be replaced by FINE. COA will purchase a second bench. Kelly stated that we will also put a plaque on the two new benches that Eagle Scout Brian Bliss made for the Senior Center.
- It was also determined at the meeting that FINE will give the center \$1,500 to defray costs of instructors for current or future fitness programs.
- Also discussed at the meeting was a donation to the Tri Valley, Inc. Crisis Intervention Program. The town is not able to donate to a non-profit organization, so Kelly asked FINE if they would make a donation on the COA's behalf. FINE will consider donating, but Angelo Mirabile questioned whether we could designate the donation to just Northbridge residents. Kelly will look into this.
- In regards to the Crisis Unit, Kelly stated to the board that she has specific examples of seniors in crisis and how the Senior Center has helped them. She will bring this information to the next COA meeting.

6. FINE Report

- Angelo Mirabile gave the FINE report.
- He reported that the Italian Dinner Dance made a profit of \$500.
- There is a possibility that FINE will sponsor a Canadian Cruise in August 2018. No details yet.
- Angelo stated he was aware that a Line Dancing/Dinner was scheduled for October and was inquiring if we would have a raffle to make this a fundraiser. Kelly stated we can discuss having either raffle items or do a 50/50.

7. Kitchen – Request to BVT Submitted

- Kelly reported that BVT will be coming the week of September 18th to look at our kitchen as a possible project for their school. Kelly stated that our kitchen needs to be updated so we can have more events focused around breakfasts/dinners or possible fundraising events.
- Kelly will summarize what BVT will offer and bring this information to the next COA meeting.

8. Arthur Fletcher Whitin Gift

- Kelly stated that the Senior Center has annually received a monetary gift. This year we received \$3,000 which is the largest amount we had received in the past. Ted Haringa and Kelly will propose how the funds will be allocated.

9. Correspondence

- There was no correspondence.

10. Open Forum

- There was no discussion in open forum this date.

Chairman Ted Haringa adjourned the meeting at 10:05 a.m.

NEXT MEETING: October 17, 2017 @ 9a.m.

Respectfully submitted,

Michelle L. Methe

Michelle L. Methe
Assistant Director, Northbridge Senior Center

Cc: Board of Selectmen
Office of Town Manager
Doreen Cedrone, Town Clerk
Ted Haringa, COA Chair
Kelly Bol, COA Director
Angelo Mirabile, FINE President