

TOWN OF NORTHBRIDGE

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COUNCIL ON AGING SENIOR CENTER



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Town of Northbridge Council On Aging

Minutes of November 14, 2017

Members present:

Ted Haringa-Chairman, Neil Newton-Vice Chairman, Charlene Potvin-Assistant Treasurer, Carole Sweeney-Secretary
John Doldoorian, Jean Finnegan, Elaine Mahoney
Kelly Bol-Director COA, Michelle Methe-Assistant Director COA

Members absent:

Yvette Ayotte, Denise Forgit, Jean Mistretta-Treasurer

Fine Representative:

Angelo Mirabile, FINE President

Visitors present:

Bruce Frieswick (NDC)
Northbridge Schools Building Committee members Director Dr Catherine Stickney, Chairperson Michael LeBrasseur, and Joel Sealey, Project Manager

Chairman's Opening Comments:

The Chairman noted a quorum was present and declared the November 14, 2017 Meeting duly convened at 9:03 a.m., welcoming all.

The Chairman noted the absences of Yvette Ayotte, Denise Forgit, and Treasurer-Jean Mistretta

The Chairman invited everyone to enjoy the provided refreshments and requested all electronic distractions be muted.

1. Secretary's Report:

The Minutes of October 17, 2017 were reviewed and discussed

The Chairman opened the vote

Charlene Potvin motioned to accept, Jean Finnegan seconded

Neil Newton abstained due to October's absence

Motion unanimously accepted

2. Treasurer's Reports:

The Chairman asked Charlene Potvin, Assistant Treasurer, to review the FINE/COA and Transportation Reports

A. FINE/COA:

Charlene reported an Opening balance of \$3085.44, Receipts of \$2347.26,
Disbursements of \$1450.12, for an End of Month Balance of \$3982.58

After review and discussion, the Chairman opened the vote
Neil Newton motioned to accept, Carole Sweeney seconded
Motion unanimously accepted

B. FINE/COA TRANSPORTATION:

Charlene reported an Opening balance of \$3580.29 Receipts of \$933.94
Disbursements of \$1112.70, for an End of Month Balance of \$3401.53

Monthly Statistics:

11 drivers were reimbursed for 68 trips at 2101.8 miles

Due from Trusts: \$551.50

After review and discussion, the Chairman opened the vote
Carole Sweeney motioned to accept, Neil Newton seconded
Motion unanimously accepted

C. COA EXPENSE/ TOWN BUDGETS:

The Chairman asked Kelly Bol to review the COA Expense Budgets

- Kelly noted receipt of the \$27,916.60 FY18 Formula Grant, Line 68 of the Town Budget. Set at \$9.70 pp at 2878 aged 60+, based on the 2010 Federal Census for Northbridge.
- Kelly also noted the Town of Northbridge has returned FY17's "unspent" monies to the Formula Grant Account and the COA will receive the entire amount of the Grant for FY18.
- Salaries FY18, under the Gift Revolver Account lines 32-34, has been moved to the Expense/Town Account, line 64. No amount specified as yet.

After review and discussion, the Chairman opened the vote
Charlene Potvin motioned to accept, Neil Newton seconded
Motion unanimously accepted

3. Statistics Report:

The Chairman asked Michelle Methe to review the Statistics Report
After review and discussion, the Chairman opened the vote
Neil Newton motioned to accept, Charlene Potvin seconded
Motion unanimously accepted

4. Director's Report:

The Chairman asked Kelly Bol to review the October 2017 Director's Report.

- During this last quarter of 2017 representatives will be offering assistance with 2018 Insurance plans, Medicare, Veteran's Plans, etc.
- Kelly attended the MCOA Conference in Danvers, "The Conference was informative and exciting, a marvelous experience in every way. It was a joy to spend time with and share information with Senior Centers from all over the State!" Governor Charlie Baker was also in attendance. The Governor spoke at length regarding this State's Seniors, lauding those present for all they do with and for Massachusetts' Senior population.
- Kelly noted the exterior lighting for the new front entrance has been completed. Kelly again thanked Tom Kuik of Kuik Electric, the DPW, Town Manager Adam Gaudette, and Bruce Frieswick, NDC.

After review and discussion, the Chairman opened the vote
Charlene Potvin motioned to accept, Elaine Mahoney seconded
Motion unanimously accepted

5. Chairman's Comments:

The Chairman noted TriValley would welcome a COA Board member to their Board of Directors. The Chairman noted the TriValley Board of Directors meets the third Wednesday of each month.

The Chairman invited those interested to see him for specifics.

6. FINE Report:

Angelo Mirabile

- Hannaford Super Markets once again selected Northbridge COA/Senior Center to receive the proceeds, \$22.75 of their "Hannaford Helps" November 2017 Shopping Bag Sale
- Thanks to FINE/COA Volunteers the Annual "Call Santa" will be taking calls from December 11th through the 14th, 6-7:30pm.
- Arrangements for the May, 2018 Annual Car Wash have been confirmed with Advanced Auto Parts.
- The Canadian Cruise (Montreal and Quebec) is still under discussion.

7. Proposed Client Fees for Out of Town Medical Transportation:

The Chairman passed out copies of the Fee Increase Proposal
The proposed increases are for five (5) nonlocal distances
After review and discussion, the Chairman opened the vote
Neil Newton motioned to accept, Charlene Potvin seconded
Motion unanimously accepted

8. Kitchen Renovations:

The students and instructors from Blackstone Valley Technical were again at the Senior Center measuring for the kitchen upgrades.

After reviewing the plans with Kelly and Michelle they will make the requested adjustments in the design to more fully accommodate our needs.

We will provide all supplies and BVT will donate the necessary labor.

These upgrades will allow us to host other non-Profits, Scouts, etc., as well as host our own FINE/COA fund raising events.

9. William Jorritsma Gift:

The William Jorritsma Family Gift, in the amount of \$400.00, is a Memoriam ensuring Northbridge Seniors will be provided free in-town bus service for the months of April, 2018 and 2019.

As shown on the FINE COA Report for October 2017.

William "Bill" Jorritsma was the Senior Center's bus driver for many many years.

There is a sign memorializing Bill over the exterior front door of the Senior Center commemorating his service to our Seniors.

10. Introduction of new Town Manager:

As of August 28, 2017 Adam Gaudette is Town Manager of Northbridge.

The COA Board warmly welcomed Adam Gaudette to the Board meeting.

Everyone is looking forward to working with him for the Seniors of Northbridge.

Following the Board meeting Adam attended the COA's Annual Thanksgiving Dinner Celebration. Served in the Senior Center's dining room, Adam spent time conversing with our guests and enjoying a wonderful meal.

11. School Building Committee Representatives:

Northbridge's Superintendent of Schools Dr Catherine Stickney, School Committee Chairperson Michael LeBrasseur, and Joel Sealey, Project Management Firm's representative offered the Board a presentation on the current Grant Application for funding on the necessary repairs for three of Northbridge's Schools.

For example, the age of the High School, the asbestos problem at the Balmer School, bringing the Elementary School up to code, overcrowded classrooms, outdated facilities, health and safety issues.

This current Grant Application will be voted on during the Fall 2018 Town Meeting.

12. Correspondence:

Received from Massachusetts Attorney General Maura Healey, dated October 06, 2017: Open Meeting Law Regulations 940 CMR 29.22, Open Meeting Law Guide, and Open Meeting Law Amendments.

All were distributed to and signed received by attending Board members.

13. Open Forum:

- Kelly Bol, Director COA, attending a recent FINE Board meeting, proposed the Friends of Northbridge Elders (FINE) make a donation to the TriValley "Crisis Intervention/Protective Service Unit" which assists local individuals and families in unsafe situations.

As nonProfit organizations neither the COA nor the Senior Center are allowed to donate to other nonprofits.

FINE will make a donation to TriValley in support of this program.

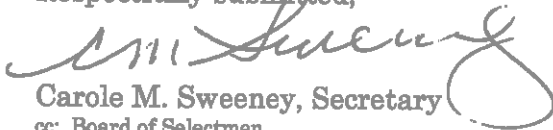
TriValley has agreed to FINE's request that all monies donated be specific for Northbridge Residents.

- Charlene Potvin, Assistant Treasurer, conveyed greetings from Jean Mistretta, Treasurer. Jean is out of state due to a family illness. She expects to be returning mid-December.

All send their regards and best wishes.

Chairman Ted Haringa adjourned the meeting at 10:40 a.m.

Respectfully submitted,



Carole M. Sweeney, Secretary

cc: Board of Selectmen

Adam Gaudette, Town Manager

Doreen Cedrone, Town Clerk

Ted Haringa, COA Chair

Kelly Bol, COA Director

Angelo Mirabile, Fine President

Next meeting: 9:00 a.m. December 12, 2017

