

TOWN OF NORTHBRIDGE

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

Minutes of March 20, 2018

Members present:

Ted Haringa-Chairman, Jean Mistretta-Treasurer, Charlene Potvin-Assistant Treasurer, Carole Sweeney-Secretary.

Yvette Ayotte-Kind, John Doldoorian, Jean Finnegan, Elaine Inman, Elaine Mahoney
Kelly Bol-COA Director, Michelle Methe-Assistant COA Director.

Members absent:

Denise Forgit, Neil Newton

Fine Representative:

Angelo Mirabile

Visitors present:

Bruce Frieswick- Northbridge Disability Commission (NDC)

Chairman's Opening Comments:

The Chairman called the Meeting to order at 9:00 a.m., welcoming all and inviting everyone to enjoy the provided refreshments.

The Chairman requested all electronic distractions be muted

The Chairman noted the absences of Denise Forgit and Neil Newton

1. Secretary's Report:

The COA Minutes of February 13, 2018 were reviewed and discussed.

The Chairman opened the vote.

John Doldoorian motioned to accept, Charlene Potvin seconded.

Motion unanimously accepted.

2. Treasurer's Reports:

The Chairman asked Jean to review the February 2018 FINE/COA and Transportation Reports.

A. FINE/COA Report:

Jean reviewed corrections to the FINE/COA Account

Jean reported an Opening balance of \$4967.96, Receipts of \$967.90, Disbursements of \$857.51, for an End of Month Balance of \$5078.35.

After review and discussion, the Chairman opened the vote.

Jean Finnegan motioned to accept, Elaine Inman seconded

Motion unanimously accepted

B. FINE/COA TRANSPORTATION Report

Jean reported an Opening balance of \$2546.23, Receipts of \$428.00, Disbursements of \$842.04, for an End of Month Balance of \$2132.19

Monthly Statistics:

12 drivers were reimbursed for 1545 miles

1 driver donated a total of 30 miles, with fees equaling \$16.35

Trust payments through January are up to date.

After review and discussion, the Chairman opened the vote.

Yvette Ayotte-Kind motioned to accept, Elaine Mahoney seconded.

Motion unanimously accepted.

C. COA Expense Town Budget Report:

The Chairman asked Kelly to review the report.

Kelly noted Line 14 Telephone is paid to date.

After review and discussion, the Chairman opened the vote.

John Doldoorian motioned to accept, Charlene Potvin, seconded.

Motion unanimously accepted

3. Statistics Report:

The Chairman asked Michelle to review the report.

After review and discussion, the Chairman opened the vote.

Charlene Potvin motioned to accept, Yvette Ayotte-Kind seconded.

Motion unanimously accepted.

4. Director's Report:

The Chairman asked Kelly to review the Director's Report

- Following the Board of Selectman Meeting of February 12, 2018, Elaine Inman was officially sworn to the Board, thus filling the last vacancy.
COA Director Kelly Bol and COA Chairman Ted Haringa were present to congratulate and welcome Elaine.
- Kelly informed the Board of one of Town Manager Adam Gaudette's new Policy's.
The Town Manager has initiated a policy for Department Heads to submit a weekly report and attend monthly Department Head meetings.
- Kelly sees this as a positive, informative and beneficial new policy, creating inter-departmental awareness and cooperation.
"Not only has this been great for communication professionally it has enhanced morale among employees".
Kelly has initiated a Monday Morning Employee Meeting with her staff to "discuss and review the week's events, address any issues and support one another".

After Review and Discussion, the Chairman opened the vote
Yvette Ayotte-Kind motioned to accept, Jean Mistretta seconded
Motion unanimously accepted.

5. Chairman's Comments:

None

6. FINE Report:

Angelo Mirabile

- The Annual Banquet will be held at the Whitinsville Country Club Wednesday, May 9, 4 to 5pm. Dinner to be served Family Style this year.
Johnny Diamond, friend of the Senior Center, will provide entertainment.
- The Annual Car Wash will be held Saturday May 12, 9am – 2pm, at Advanced Auto Parts
- The Harvest Dinner Dance has been set for Saturday, September 29, 2018. Plans are still under discussion.
- FINE's '120 Club' tickets are available.
- The FINE Board has welcomed two new members, Vickie and Phillip Prairie.
We of the COA Board also welcome them and hope they enjoy their tenure for the Seniors of Northbridge.
- The FINE Board has sent a letter of thank you to Bruce Frieswick for his years of friendship to, and many volunteer efforts for, The Senior Center.

7. Highland Street Happenings:

The response to our 'new' Newsletter, "Highland Street Happenings", was immediate and very positive. All local business's who purchased advertising in this our first issue received letters of recognition for their support from Kelly Bol, Director of the COA

8. FY2019 Capital Program Request:

Planning the FY2019 Budget is underway

Carpeting and window treatments for the second floor have been submitted as a capital request to be voted on during the Annual Spring Town Meeting

9. Kitchen Outline:

Kelly distributed copies of an Outline for the Northbridge Senior Center's 'Kitchen Renovation Project' with BVT.

"Trying to keep it simple yet effective is our goal" noted Kelly.

- Paint walls, cabinets and trim
- Remove some cabinets, replace with shelving
- Replace ceiling panels
- Replace hardware on cabinets and drawers
- Replace countertops
- Replace stove, microwave, and dishwasher

14. Correspondence:

None

15. Open Forum:

An inquiry was made to the Board about a program for local teenagers to provide snow shoveling for elderly residents.

The ensuing conversation discussed transportation, liability and safety issues.

The subject awaits further discussion.

Chairman Ted Haringa adjourned the meeting at 10:00 a.m.

Respectfully submitted,

Carole M. Sweeney

Carole M. Sweeney, Secretary, COA

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. Tuesday, April 10, 2018