

Town of Northbridge Council On Aging

Minutes of February 13, 2018

Members present:

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

Yvette Ayotte-Kind, Jean Finnegan, Denise Forgit, Elaine Inman
Kelly Bol-COA Director, Michelle Methe-Assistant COA Director.

Members absent:

John Doldoorian, Elaine Mahoney

Fine Representative:

None

Visitors present:

Bruce Frieswick- Northbridge Disability Commission (NDC)

Chairman's Opening Comments:

The Chairman called the Meeting to order at 9:07 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 John Doldoorian and Elaine Mahoney.

The Chairman welcomed Elaine Inman to the Board. Although new to the COA, Elaine has long been an active volunteer for our Senior Center.

Elaine was congratulated and warmly welcomed by all.

1. Secretary's Report:

The COA Minutes of January 9th, 2018 were reviewed and discussed.

The Chairman opened the vote.

Neil Newton motioned to accept, Charlene Potvin seconded.

Motion unanimously accepted.

2. Treasurer's Reports:

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

A. FINE/COA Report:

Jean reported an Opening balance of \$3929.07, Receipts of \$2579.01, Disbursements of \$1125.87, for an End of Month Balance of \$5382.21.

Note: The Town of Northbridge reimbursed the COA for November 2017's van repair expenditures of \$1,276.06.

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

B. FINE/COA TRANSPORTATION Report

Jean reported an Opening balance of \$3064.84, Receipts of \$530.00 Disbursements of \$1048.61, for an End of Month Balance of \$2546.23.

Monthly Statistics:

8 drivers were reimbursed for 1924 miles.

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

After review and discussion, the Chairman opened the vote.
Yvette Ayotte-Kind motioned to accept, Neil Newton seconded.
Motion unanimously accepted.

C. COA Expense Town Budget Report:

The Chairman asked Kelly to review the report.

Kelly noted only postage for newsletter mailings will be expended via the Formula Grant, line 71.

After review and discussion, the Chairman opened the vote.
Charlene Potvin motioned to accept, Yvette Ayotte-Kind, seconded.
Motion unanimously accepted

3. Statistics Report:

The Chairman asked Michelle to review the report.

Michelle noted we have entered into the 3rd quarter of FY18 and our January numbers are significantly up.

This report is calendar driven therefore the percentages reflect only the one Month, January 2018.

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 to review the Director's Report

- In his Annual State of the State Address, Governor Charlie Baker has pledged to increase support for all Massachusetts Council On Aging's for the 2019 budget.
- Kelly announced AARP has declared Massachusetts one of two Age Friendly States in the Country.
- Massachusetts and New York are the first two states to enroll in AARPs Network of Age Friendly Communities.
Governor Baker noted: "The AARP Network requires a commitment from elected leadership to work actively toward making the state a great place to live for people of all ages".
- On January 24th Kelly attended a forum on Homelessness sponsored by the Northbridge Coalition and Family Continuity. Well attended, the goal of the Coalition is collaboration among organizations within the Blackstone Valley to address this serious issue in our communities.
- Members of the Blackstone Valley Art Association will be meeting at the Senior Center every Thursday afternoon beginning February 1st.
- The numerous snow day closures of this past January (4 days) reminded everyone of the years of volunteer efforts by Bruce Frieswick, neighbor, friend and volunteer of the Senior Center. Specifically his snow removal skills and determination. Bruce made sure all walkways and stairways were safely snow and ice free. He kept a good eye on the Senior Center year round and his efforts are greatly appreciated by the COA, staff, members, and guests.
- The town of Northbridge is now responsible for clearing all areas along with plowing the driveways and parking areas.

After review and discussion, the Chairman opened the vote.
Yvette Ayotte-Kind motioned to accept, Neil Newton seconded.
Motion unanimously accepted.

5. Chairman's Comments:

None

6. FINE Report:

None

7. Policy Review:

The Chairman noted the Policy Review for 2017 is nearing completion.

The Chairman asked if the Board thought it necessary to repeat the process for 2018.

Co- Chairman Neil Newton proposed to not repeat for this year

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

8. Social Media Policy:

- Kelly distributed a draft of COA Social Media Policy, February 2018.
In this instance Social Media includes but is not limited to Facebook, Instagram, Twitter, LinkedIn, etc.
Following discussion with Town Manager Adam Gaudette, the decision was made to adopt a policy more reflective of the Senior Center's diverse needs.
Said policy, in conjunction with the Town of Northbridge's Personnel Policy, is intended to guide employee, board member, and public use.
- As employees and Board Members we not only represent the Council on Aging, we represent the Senior Center and the Town of Northbridge.
- Kelly noted that up to this point she alone monitors the COA Facebook Page.
~~?? Add more detail of policy ??~~

9. Council on Aging: Town Annual Report. 2017:

Kelly distributed copies of the COA's Annual Town Report for review and discussion.
~~?? Add more detail of report ??~~

10. Kitchen-BVT update: *Creely*

Kelly recently spoke with George ~~Creely~~, ?? SP ?? of Blackstone Valley Technical School.
George will be overseeing the renovation project for our kitchen.
Once we receive the final plans, the final cost, the final time estimates, and a work schedule, Kelly and Ted will review all.
Once approved, the renovations will begin.
George hopes to begin the project in March, 2018.
~~?? Add more info re board of health, permits etc ??~~

14. Correspondence:

None

15. Open Forum:

None

Chairman Ted Haringa adjourned the meeting at 10:20 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 March 13, 2018