COA BOARD of DIRECTORS

Meeting Minutes – January 10, 2024

Attending: Gary Newton, Sandra Lemieux, Cindy Brennan, Elaine Hyland, Thelma (Jean) Douglas, Roger Davenport

(ABSENT): Louise Currie, Maria Malinowski, Beatrice Taggart, Kathy Bussolari, Joseph Bussolari

1. Minutes of December 13, 2023 were unanimously voted/approved.
2. Cindy Brennan reviewed the Treasurer’s report.
* The Town Accountant has finally closed the books and as of 12/31/23, the COA is operating at 36% of its budget and we are doing very well.
* Our Donation account has increased especially with the donations in memory of our former Board member Rosie Carlo.
* The Governor has proposed mid-year budget cuts and the COA line item 9110-9002 is being cut about 50%. Senator Keenan had secured $23K for our COA in the 2024 fiscal year which we have not received as yet but will be impacted by this budget cut. We anticipate receiving $11,500.
* The COA received ½ of the Formula Grant and the remainder should be disbursed in March 2024. Four staff members are paid thru the Formula Grant as are the two alternate van drivers.
* Cindy submitted the COA’s 2025 budget to the Town Accountant for further processing with the Town Administrator’s office and FINCOM.

Cindy indicated the COA will need to increase staffing to assist in the increased Senior population. We’ve been open on Fridays as a result of re-scheduling staff on rotating shifts. Cindy will be submitting the annual report to the State in a week. Treasurer’s report was unanimously voted/approved.

1. Elaine Hyland provided an update regarding the Architects (Habeeb & Associates) and the old JFK School Option A for the COA.
	* Elaine will follow-up with the Select Board on their idea to create a Committee which will reach out to the residents with a survey as to what the Town feels would be the best mixed-use of the remainder of the JFK building.
	* Once the Architects prepare their final report as a package their contract will be fulfilled and will be paid the remaining balance of $4,635.00.
	* The COA Building Advisory Committee will continue to seek State/Federal funding as well as Grant opportunities towards the construction of the COA portion of the JFK. We need to be sensitive to deadline dates.
	* The COA Building Advisory Committee has an individual interested in becoming a member as does the COA Board of Directors and both are awaiting Select Board appointment and swearing in.
2. Regarding the $25K grant from the MCOA (Mass Council on Aging) for ADA renovations on the existing COA building on Jewel Road, Elaine Hyland will follow-up with phone calls to the Contractors who we sent Request for Quotations (RFQ). Two have already declined the job due to its size.
3. The Norfolk County Sheriff’s office provided Seniors with a bucket of sand to be delivered to their homes. If anyone is still interested contact the COA.
4. Troupe trash/recycle service will begin on February 1, 2024. A Troupe representative will be at the COA on Thursday January 11, 2024 for a presentation and assistance in completing an application. HCAM will record.
5. The Christmas Party was well attended. A suggestion for a New Year’s Eve DAY party was discussed as a possibility for the upcoming year.
6. The Food Pantry distributed frozen meals to the COA and Maple on Franklin. The COA is beginning to partner with Maple on Franklin as well as Avon COA. Next Tuesday (1/16) the Van will make 2 trips to the Food Pantry (10am and 11am).
7. In order to provide the COA with more space for activities, we will hold our first Line Dancing class at Maple on Franklin on January 17th at Noon-1pm in their Community Room. Prior to line dancing, we will have Chair Hip-Hop at 11am at the COA. The Vans will provide transportation to both.
8. The COA is receiving more calls from Seniors at Maple on Franklin.
9. Cindy has reached out to David Wheeler (Therapy Gardens) to conduct workshops at COA’s to educate Seniors on healthy eating as well as a variety of other topics.
10. Memory Café for Caregivers and their loved ones will be held at the Avon COA on January 31st from 11:30am-1:30pm. Cindy and Elaine plan on attending.
11. We will be purchasing a new TV for the COA next week.
12. Cindy requested that Gary Newton contact our Veteran Agent to begin planning a Veteran’s breakfast at the COA for Memorial Day. The Vans will provide transportation.
13. Next meeting on February 14, 2024 (weather permitting). Gary Newton distributed a list to members of the COA Board meeting dates for 2024.
14. ADJOURN

Respectfully submitted,

Elaine Hyland— Secretary