

FEB 2 2018

## COUNCIL ON AGING BOARD MEETING

**Minutes of the Council on Aging Board Meeting held on December 14, 2017**

**Members Present:** William Byron, Peter Cirioni, Steve Dungan, Ruth Delmonico, Susan Matatia, Susan Pauley

**Associate members present:** Brian Burke and Kathy O'Brien

**Absent:** Member, Ruth Banfield and Associate member, Kate Hogan

**The Director of the COA,** Alyson Toole was present.

**Outreach Worker,** Sharon Funkhouser was in attendance, and Suzanne Howley was absent.

**Liaison** to the Finance Committee, Paul McLaughlin, and Treasurer of the Friends, Werner Fritz were also present.

A quorum being present, the meeting began at 10:05 a.m.

**Secretary's Report** was accepted as written.

### **Liaison Reports:**

**Paul McLaughlin** reported he looked into our transportation operation and attempted to compare ours to other towns, but we use a different system because we have our own vans. The money MART reimburses us goes back into the General Fund and does not offset our budget.

**Brian Burke-** The crosswalk near Plantation apartments has been discussed in the past. The Planning Board has an interactive site on the Stow website where you can present your traffic concerns. At this time, the town does not clear the sidewalks, but if this is a concern it could be brought to their attention.

**Lauren Abraham,** the Community Services Coordinator, sent a written report for the Month of November in which she outlined all the clients with whom she had contact.

### **Chair's Report:**

- There were questions regarding the position of vice chair. It was unknown whether this position had to be filled. Alyson said she would check the bylaws.
- Bill Byron asked the Board if anyone was interested in becoming the representative of the Community Preservation Committee and explained its function. No one volunteered.

### **Outreach Reports:**

**Sharon Funkhouser** presented Suzanne Howley's Report:

### **Trips and Events:**

- The Home Seller's Presentation will be on January 11. The two realtors will be discussing decisions that need to be made when buying or selling. They signed a no solicitation agreement.
- On January 17, we're offering a trip to the Russian Icon Museum.

**Client Work:** A client who is over income for state home care is refusing to pay for services. A packet of information on several vendors was given to the client, and we've been working with Minuteman and Nashoba Valley VNA on the client's behalf.

### **Fuel Assistance:**

- We are still accepting applications for fuel assistance. Two clients wanted to apply, but were over income. Two applications were completed; one was for the Friends of the COA program which has a higher income level than SMOC.

**Trainings:** Attended a hoarding group assistance presentation arranged by the Community Services Coordinator. Participants attend a training and join a support group.

### **Sharon's Report:**

- We've had a number of Holiday Activities: craft sale, used decoration sale, gift shop sale, holiday light tour, boxwood tree workshop, and holiday lunch party. A resident who received a cake for her 90th birthday was so happy her daughter offered to play guitar at the Holiday luncheon. There are two more Holiday events, the free breakfast and the concert at the high school.
- New classes will be offered in 2018: watercolor painting, quilting, chess, and a fitness stretch class.
- We have a volunteer picking up food at the Hudson Stop & Shop for our COA food program.
- Attendees of the Holiday party were asked to bring in non-perishables for the food pantry which provided a bountiful supply.
- We're again building our supply of durable medical equipment since it became depleted, and checking with people from 2016 and earlier, asking those who no longer need the equipment to return it.
- Outreach has had a few people in crisis. One is having extreme financial difficulty; car has been repossessed and phone turned off. Another had no oil and has been helped a number of times, and having worked with family, social worker, and neighbors to problem solve a serious situation, a client has been referred to Protective Services.
- Gigi will now handle all transportation scheduling.
- Attended our regional outreach meeting at the new Acton Senior Center and a sheltering workshop by MEMA. Our Community Center has been designed to be a shelter in the event of an emergency.
- We've provided 131 outreach services this month up from 102 last month.

#### **Director's Report-**

- We received a grant for Clearpath, a hoarding support group, which will be a 15 week program with a facilitator. Alyson is being trained to be a facilitator, but eventually it will be peer supported and will continue beyond the initial 15 weeks.
- In January, there will be several new classes.
- This is a very busy time not only is it budget time, but the tax work-off program ends based on the calendar year not fiscal.
- Gigi plans to revamp our transportation program. So many people need rides often to make multiple stops. It makes scheduling very challenging.
- **Budget:** The Town Manager's Office sends a template to be filled in by each department. It's very challenging to predict expenses. The staff will get a step increase and longevity. When one driver with benefits retired, replacement drivers were hired without benefits. Try very hard to save the town money.
- **Custodial Services:** Geoff is our afternoon custodian; he's very conscientious.
- The safety bars for the bathrooms are not the easy install we thought so that's on hold.
- We need locks for the kitchen since different groups use the function room, and we don't want to have equipment lost or broken.
- Proposed to the Friends, a carport for the vans; parking in the open is especially dangerous when there are icy conditions.
- There is COA Board training at the new Acton Senior Center on February 23rd.

**Other Business:** Brian Burke reported he has been approved to be a Notary. Now he just needs the equipment and will be ready to help seniors. Also, we'll need to work a plan for scheduling.

The meeting adjourned at 11:40 A. M.

**Respectfully submitted,** Ruth Delmonico, Secretary

*Ruth G. Delmonico*  
*January 11, 2018*