

## HANOVER COUNCIL ON AGING

### **Minutes of the Regular COA Meeting, December 11, 2017**

The Regular Meeting of the Hanover C.O.A. Advisory Board (Board) was held on Monday December 11, 2017, at the Hanover Senior Center. The meeting was called to order by Co-Chairman Dick Farwell at 9:10 AM. Six members were present: Dick Farwell, Claire Flynn, Ellie Kimball, Roger Leslie, Carol Mattes and Les Molyneaux. Absent was Don Buckley. Additional attendees were COA Director Tammy Murray and Nancy Lester.

The minutes from the November 13, 2017 regular meeting were accepted with correction.

Director Murray handed out her monthly report and monthly statistics. Nancy Lester shared her open enrollment figures. She saw 113 people and saved 31 people \$111,534. Nancy shared that this year required several to change their drug program in order to save significant money. Tammy shared if SHINE funding were to dry up we could absorb and continue to offer Medicare counseling.

We reviewed the statistics FY18 and the variance in most cases is caused by a holiday in a given month.

Tammy shared that there will be Teas in January, February and March. Starting in January, the center will be open Wednesday nights for workshops. The first workshop is a Photo Workshop - how to save, protect and perpetuate your photos. That program will start on 1/10. Starting on Thursday evening January 4<sup>th</sup> there will be a yoga class starting at 6:00 PM at a cost of \$5.

We also had a discussion about bus day trips. Tammy is working on a trip to the Kennedy Library including a luncheon. There will be limited numbers because we will be using the GATRA van. This discussion continued on why we are not having more bus trips. It was decided that Tammy would have a discussion with the Friends about sponsoring more bus trips, beyond a gambling and a fall foliage bus trips. Seniors are looking for this type of activity and it continues to come up during conversations with seniors.

Tammy was asked about when the open position would be filled, and she shared that it takes several weeks to a couple of months if no one is interested internally. The job has to be posted for 2 weeks with the union, then internal posting for 2 weeks and then it can be placed out on public sites to be filled.

Tammy shared that she is looking for more volunteers.

Tammy also shared that she is working closely with the VNA.

In January, Tammy will begin sharing her budget numbers. We also discussed items Tammy would be requesting for FY19. She will be budgeting from lighter and easier to maneuver tables, programming money and developing a "food program" budget that is meeting the request of seniors – having meals regularly that are tasty and fun.

We had a discussion on why our newsletters are not being delivered sooner in Hanover. Tammy has been investigating through the printer and it appears that the Hanover Post Office is where the issue stands. She is trying to find a way to work through this, but is running into road blocks. The newsletters are being hand delivered to Brockton and the other towns that are being delivered at the same time are being delivered to the other towns several days before the Hanover newsletters are being delivered. Staying with the discussion on the newsletters, Tammy is changing the layout of the newsletter. Les shared that he is in agreement. He thinks the font and layout should be modernized.

There was a discussion about raffles and how the state looks at raffles and the required documentations that is required when running raffles. Tammy is talking with the Friends about this on a go forward basis.

Les Molyneaux updated us on the potential of a housing article on this coming years warrant. There will not be an article on this year's warrant. He attended a Mass Housing Partnership/Affordable Housing Trust/Planning Board meeting and it has been determined that that more work needs to be done in order to have a warrant article.

Les Molyneaux, Carol Mattes and Tammy Murray updated the COA on the updates for the strategic plan relating to the history of the COA, which in Les' research found that we didn't have the correct wording of our by-law. We then made sure we had the correct information in all of our documentations (strategic plan, policy handbook, & guidelines).

At the January meeting the board will work on helping Tammy put dates on the strategic plan project plan.

The COA was notified that each member has a mail slot above where George sits. It is the member's responsibility to check if they have mail in their slot.

The meeting adjourned at 10:45 AM.

The next regular meeting will be on Monday, January 8, 2018 at 9:00 AM.

Respectfully submitted,

*Carol Mattes*

Carol Mattes  
Secretary

CC: Hanover Council on Aging Advisory Board Members  
Tammy Murray, Hanover Elder Services Director  
Assistant Town Manager/Community Services Director Tony Marino  
Town of Hanover Selectman