

COA Board Meeting 8/2/2023

Members Present: Kenton Greene, Les Molyneaux, Julie Wesolowski, Susannah Leslie
Non-Member Present: Tammy Murray, Kathy K (friends group)

Tammy called the meeting to order at 1:11 and asked for a motion to appoint a new chair. Kenton made the motions to appoint Les to another term as chair. Susannah seconded the motion, all voted in favor.

Les took meeting over and asked if all members were sworn in. All members present have been sworn in. Les asked for a motion to appoint a vice chair. Susannah made motion to appoint Don as vice chair. Les seconded the motion. Motion passed 4-0.

Les asked for a motion to appoint a secretary. No motion made, vote tabled.

Public comment- none at this meeting

Approval of meetings- tabled to next meeting

Correspondence- none at this meeting

Directors Report:

1. Aug 14 the kitchen will open M-Th 9a-12:30p for breakfast and lunch for a fee. Cook position is currently funded through ARPA and fund run out Dec 2024. We would like to see our participation increase in meal offerings increase as our meals that we currently offer are well attended and always receive positive feed back. This is a position we are hoping to be able to keep when ARPA funds expire.

1. Les asked if reservations or call aheads will be required. Call ahead will be offered but not required. No reservations will be needed.

2. Tammy handed out a survey that looked at how comfortable board members were about their roles and what was expected of them. Asked board to fill out when they can

- Les- stated he was happy with board members, they had a strong showing at the the board training they attended. He was disappointed in the training itself as it was not what was advertised. Very little training took place and was set up more as a meet and great he felt.

-Kenton was impress with a video put out by KP law firm that discussed the relationship with boards/friends groups/COA directors. Recommends all members watch it. Also stated that the board needs to recognize they are advisory board and not a policy making board.

3. Tammy- UMass study contract has been signed. Study will begin in Sept. will start with a call going over the scope of the work. Looking forward to the results of study to highlight what the seniors want and need and what the center needs to make that happen. More info to come as we move forward with this project. Kathy K asked if Friends could be involved as they are looking to see how to increase their fundraising efforts and also study the demographics of the center.

4. Tammy is hoping to move forward with the Age and Dementia friendly project in Sept. needs to send draft letter to Town Manager for his approval to move forward. Les asked if Julie would

be willing to help on this as part of the strategic plan. Each board member has a section of the strategic plan they are working on, and Julie would be a good fit for this. She agreed.

5. Tammy shared that capital requests for next years budget will be due on August 25th. She has sent a running list of ideas to DPW for input on what they think would be the cost for some projects that need to be done. Les suggested that some clean up efforts be made on the rear side of the building. There is an old slide that has been there a while that should be disposed of. Shed needs to be updated- ramp needs to re-done. Fencing around ac unit and dumpster are falling apart. Can we make the backside more useful? Could dumpster be moved? Can we build a stage over in that area and add seating? Kenton commented on the driveway in. Looks overgrown. Tammy stated that DPW did cut back the tall grass last week and swept the parking lot. They can't cut grass much further back due to wetlands around it. Les asked for the front area near the sign to be cleaned up a little and lights installed. Tammy informed him lights have already been donated by Kenton and installed.

6. Cottage zoning- Les has been following up on this and will attend Master plan meetings as they happen. Will be asking planning board to bring this back up. Cottage zoning committee last met in 2019 but is still listed as an active board. He would like to see this revitalized.

6. Friends update- Kathy K gave out the most recent financial report and presented their budget. Explained how they have been dispersing funds. Friends group is considering increasing membership dues from \$5 to \$10 and are looking at what other towns charge around us. Kenton asked if members understand about dues and what they are paying for. Julie asked about the possibility of charging non-residents more for programs and dues than residents like some other towns do. Most of the board were not in favor of this and expressed concern over enforcing this. Kathy stated the friends will be doing the Christmas party again this year. Everyone pays including friends members and board members. Last few years they have had a large waitlist. Les asked Kathy when dues were collected and if they were for a calendar year. Kathy stated they were rolling and people could pay at any time throughout the year and they are good for 1 year. There is a running listed that is updated monthly at the COA so people can check if they have paid for the year. Julie asked Kathy what the organizational donations were on the budget. Kathy stated they were local companies that had donated money to the friends.

At this time the meeting was zoom bombed and cut off. They voted off camera to adjourn the meeting and no further business was conducted.