

Lunenburg Council on Aging
Meeting Minutes
November 8, 2022

Unanimously approved by COA at
December 13, 2022 meeting.

CALL TO ORDER: 9:32 a.m.

Present: Director Sue Doherty, Chairperson Debbie Lincoln, Vice chairperson Jane Rabbitt, Betty DiGiacomo, Pete Lincoln, Barbara Brown, Jim McGuigan, Judy Tarbell, Susan O'Sullivan, Diane Nowd

Absent: Cheryl Moisan

GUESTS: Select Board member Lou Franco, COA Liaison to the Eagle House Supporters Marilyn Talley

ANNOUNCEMENTS: Ms. Lincoln announced that there is a vacancy on the Council on Aging. Mr. Lincoln added that if board members have someone in mind to fill the vacancy, they should first bring them to a COA meeting.

MINUTES APPROVAL: Mr. Lincoln motioned to approve the minutes from the October 11, 2022 meeting. Ms. DiGiacomo seconded. On vote, motion carried unanimously.

NEW BUSINESS:

1. Town of Lunenburg Building Facilities Manager Paul Visconti/Capital Plan: Mr. Visconti was scheduled to appear before the COA, but he did not attend the meeting. Ms. Doherty informed the board that the parking lot project would go out for bid in January with hopes of breaking ground in Spring of 2023. The parking lot in the front of the building is getting paved, and there is work to be done on the roof.
2. Holiday Party: The board agreed to celebrate the holiday season at the next meeting.

CURRENT BUSINESS:

1. **Vision for FY23/Senior Center Logo/LBA:** The board will continue to look at new logos
2. **New Council on Aging Board Member Orientation Package:** Board members found several errors in the first draft of the packet. Ms. Lincoln reminded board members that this project was intended to include input from each and every member of the COA to make thing easier for incoming members. Board members also discussed the policies and procedures document, and decided to sign the latest copy of the document, and agreed to wait until the MCOA and EOEA finalize their discussions on COA board member guidance. It was discovered that not all board members were looking at the same version of the packet. Ms. Lincoln asked board members to take a look at the packet, and come back to the next meeting with constructive feedback.
3. **Boston Post Cane:** Ceremony scheduled for Monday, December 12, 2022 at 3:00 p.m. at the Eagle House. Recipient to be interviewed at home.
4. **Volunteer/Legislature Breakfast:** All COA members attended the breakfast. Board members agreed to think on how to attract more interest in the event. Mr. Lincoln added that PACC camera people have trouble interviewing at events, and asked if they could use an office in the future.
5. **Tea Party Report:** Ms. Lincoln reported that the this year's tea party has raised the most money to date.

DIRECTOR'S REPORT: Ms. Doherty thanked the Eagle House Supporters for paying to put new felt on the pool table. Ms. Doherty also reported that the Montachusett Regional Planning Committee has reached out to her to participate in making the town of Lunenburg "Age-Friendly." Ms. Doherty explained that since the town has already been designated as "Dementia Friendly," there are only a few more boxes to check in order to become "Age-Friendly" and asked if any board members are interested in joining the committee.

- **COA Finance Update:** Ms. Doherty reported that Formula Grant funds exceeded her expectations.
Ms. Doherty informed the board that she will be seeking more hours at Annual Town Meeting for the Administrative Assistant position as well as Outreach Coordinator, as well as creating a new part time Outreach position in order to stay open later at the Eagle House.
Ms. Doherty explained she intends to move all the hours for the Assistant Meal Site Manager over to the municipal budget, and keep kitchen aide positions funded under the Formula Grant.

SUPPORTERS REPORT: Ms. Talley reported that the Epilepsy fundraiser will start in December. The Supporters will be reimbursed for donations by the pound, and will be taking donations through April at the TC Passios building.

NOTICES AND COMMUNICATIONS: Ms. Lincoln received a letter of resignation from Jacquelyn Dwyer who was filling in for the remainder of Sarah Grant's term.

BOARD COMMENT: none

PUBLIC COMMENT none

ADJOURNMENT At 11:36 a.m. Mr. Lincoln motioned to adjourn. Ms. Nowd seconded. On vote, motion carried unanimously.

UPCOMING MEETING SCHEDULE Tuesday, December 13, 2022 at 9:30 a.m.