

Meeting Minutes
February 20, 2024

CALL TO ORDER Chairperson Deb Lincoln called the meeting to order at 9:35AM

Present Deb Lincoln (Chairperson), Susan Doherty (Director), Pete Lincoln, Diane Nowd, Helen Balcom, Jim McGuigan, Cathy Beale, Jane Rabbitt, Susan O'Sullivan.

Excused Judy Tarbell and Betty DiGiacamo

Guests Lunenburg Selectperson, Lou Franco

Announcements Ms. Lincoln announced that Marilyn Poor, potential Council on Aging (COA) board member, will no longer be able to join the board due to personal reasons.

Public Comment None

Minutes Approval Jim McGuigan moved to accept the minutes of the December 12, 2023 COA meeting. Susan O'Sullivan seconded the motion. All approved motion, carried.

NEW BUSINESS

1. **Director Retirement Announcement:** Ms. Doherty announced that after 30 years of service to the Town of Lunenburg, she will be retiring on December 31, 2024.
2. **Council on Aging Awards Placement:** Ms. Lincoln requested that board members visit the large function room to view the newly placed COA award plaques and stated that she wanted them hung in there so that anyone visiting could see all the accolades that the COA has received through the years.

CURRENT BUSINESS

1. **Discussion Lunenburg Master Plan:** Ms. Lincoln reported that the "Plan Lunenburg" meeting which was held at the Lunenburg Adult Activity Center on February 1, 2024, was well attended and there was a better representation of our Lunenburg elders present than at previous meetings. A third survey is in the process of being developed gearing more questions towards people age 60+.
2. **Discussion Lunenburg Senior Tax Relief:** None
3. **Council on Aging Board Members:** There are still members of the COA board who cannot access their town emails. Ms. Doherty will contact SUZOR IT and request that a representative come to the next meeting.
4. **Lunenburg 300th Celebration:** Mr. Lincoln stated that there would be a meeting of the 300th committee on the following Monday and that an article was placed in the Lunenburg Ledger explaining the charge of the committee. He would like the COA members to think of events that could be held at the LAAC to commemorate the upcoming celebration.
5. **Council on Aging Board Member Opening:** Ms. Lincoln mentioned that Betty DiGiacomo will not be returning to the board when her term ends in June 2024.
6. **Discussion Potential LAAC Recreation Area Programs:** Ms. Doherty informed the board that she has several "Summer Concerts" planned for the recreation area. Opening the season will be the Sunshine Boys on Friday May 29th at 1:30PM. An official advertising poster is being developed and will be shared with the board upon completion of schedules.
The Volunteer Cookout will be held on Friday September 20th at 11:30AM. Lunenburg Police and Fire have agreed to grill for us, and the special guest entertainment will be the "Singing State Trooper".
7. **Council on Aging Logo Choices:** Ms. Lincoln has asked Lauren Barnack of the Lunenburg Business Association to help design a new logo for the COA. Ms. Barnack had provided, via email, multiple designs that the board reviewed. Members commented on the designs which included font, color choices, and using an eagle vs. a chickadee in design. The chickadee won the vote of the board 5-3

and members liked a darker blue font on design number 6. Ms. Lincoln will communicate the requests to Ms. Barnack and will bring the changes back for review at the next meeting.

8. **Mass General Law Regarding Councils on Aging:** Ms. Lincoln distributed copies of the Massachusetts General Law (Part I, Title VII, Chapter 40, Section 8) Regarding Council on Aging, Establishment, Annual Reports, Recommendations by Department, Clerks and Employees for board members to review. Discussion ensued where board members thought that the law was “muddy”. A copy of this document will be added to the board member orientation packet. Board members were encouraged to think of changes that they would like to see in the Town Charter regarding the Council on Aging for the next go around with the Town Charter.
9. **FY25 COA Budget:** Ms. Doherty informed the board that the Fin/Com budget meeting with the COA will be on Thursday February 22nd at 7:30PM. Ms. Lincoln will also attend the meeting.

DIRECTOR’S REPORT

- **Day Change for Bingo/New Programming:** The last day for Wednesday Bingo will be on March 13th. Bingo will be moving to the last Monday of each month beginning on April 29th at 1PM. Wednesday afternoons will see the return of Line Dancing on March 20th at 2PM as a permanent program. Qigong will become a permanent Thursday program beginning on April 4th at 2PM.
- **2024 Music Venu Bookings/Volunteer Recognition Cookout:** Discussed under Potential LAAC Programs.
- **Capital Plan:** The generator is currently on order and the delivery and installation is 6-8 weeks. There is no current information on roof repair in the newer section of the LAAC building.
- **Building & Grounds Report:** Ms. Doherty reported that the target date for total completion of the ADA recreation area is late spring and early summer. Volunteers will finish the bocce court as soon as the area is dry enough to install the sides. A post and beam fence along the boundary of Kids Kingdom was installed along with a decorative garden gate at the entry area on the pavilion side. Electricity and lighting will be installed in the pavilion and a solar spotlight will be installed on the shed to light the game courts. The ADA door mechanism was installed on the back door leading out to the rec area and is waiting for the electrician to complete the project. Ms. Lincoln mentioned that the Chairperson of the Parks and Recreation board offered to speak on behalf of the COA to the family who built the new Kids Kingdom playground in memory of their son, regarding moving the playground closer towards the T.C. Passios building, to make room for a parking area. The cost of the entire project will be submitted to the Capital Plan committee as soon as all information that is required for submittal is gathered.

Upcoming Events: Ms. Doherty announced all upcoming events at the LAAC for February & March.

Eagle House Supporters Report: Ms. Doherty relayed that the next meeting for the Eagle House Supporters will be on Friday March 8th at 10AM at LAAC and fundraising will be a topic of conversation at this meeting. They are also seeking two new members for their board.

Notices & Communications: None

Board Comment: None

Adjournment: A motion was made and seconded to adjourn the meeting. All approved, motion carried. Meeting adjourned at 11:01AM

Respectfully submitted by Susan Doherty