

**Lunenburg Council on Aging
Meeting Minutes
April 9, 2024**

Minutes Approved at the 5/14/2024 COA Meeting

CALL TO ORDER Chairperson Deb Lincoln called the meeting to order at 9:30 am.

PRESENT Deb Lincoln (Chairperson), Susan Doherty (Director), Pete Lincoln, Betty DiGiacomo, Jim McGuigan, Jane Rabbitt, Susan O'Sullivan, Judy Tarbell, & Helen Balcom

EXCUSED Diane Nowd & Cathy Beale

GUESTS Jamie Toale, Elena Christopher & Ana Lockwood, Parks & Recreation Chairperson

ANNOUNCEMENTS None

PUBLIC COMMENT None

MINUTES APPROVAL Mr. Lincoln motioned to approve the March 12, 2024 minutes. Ms. DiGiacomo seconded the motion. All approved and motion carried.

NEW BUSINESS

1. Update FY25 COA Budget Request & Budget Requests for Special Fall Town Meeting

The request for an increase in the Meal Site Manager's hours/benefits has been denied. A request will be made in the fall to revisit this position, change outreach grade on SAP to 9, and increase the COA supply line.

2. Assessors May Town Meeting Warrant Article for Senior Tax Relief

Mr. Rabbitt has been working on a warrant that would lower the eligibility age and increase the benefit an extra \$250.00. Ms. Lincoln would like to write a thank you to Jack for bringing this to the forefront.

3. Council on Aging Board Member Terms Ending in June 2024

We have four members of the board whose terms will be ending in June. Ms. DiGiacomo will not be returning as a member of the board. Mr. McGuigan, Ms. Beale, and Ms. Lincoln will re-apply for another term. We will have an election in May to nominate board officers.

4. Representative Scarsdale Office Hours at Lunenburg Adult Activity Center

Representative Scarsdale will be having office hours here at the LAAC beginning in May. She will be here on the following Mondays 5/20/24, 7/22/24, 9/23/24. Office hours will be between 3:00 – 4:00 pm. No appointment is necessary.

CURRENT BUSINESS

1. Lunenburg Master Plan

At a recent meeting, MS. Lockwood mentioned that she spoke with the Lourens family and they liked the idea of moving the playground for a parking lot. discussions were had about the lack of space in town to have large gatherings. Ms. Lockwood is advocating for more revenue for playgrounds & seniors.

2. Lunenburg Senior Tax Relief

Mr. Franco says that things are progressing nicely. Ms. Balcom questioned the income levels for eligibility. Mr. Franco replied that they have no control over that.

3. Council on Aging Board Members Town Email

Ms. Doherty now has a problem with retrieving emails on her phone. Souza IT will meet with her today to resolve

4. Lunenburg 300th Celebration

Mr. Lincoln would like to place a boulder with a plaque recognizing the site of Luther Burbank's potato garden at LAAC. He suggests having a historic trail with signs identifying specific landmarks. It was also suggested that the signs have a QR code that could be scanned to obtain more information. Board members also felt that there should be some form of a tribute to Whalom Park.

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5. **Council on Aging Board Member Opening** Ms. Lincoln stated that Elena Christopher is interested in joining the COA Board.

6. **Council on Aging Logo Choices**

We received a prototype of the various logo choices. Ms. Lincoln would like to send a gift card as a thank you for her efforts.

7. **Mass General Law Regarding Councils on Aging** No discussion

DIRECTOR'S REPORT

- **Capital Plan**
 - ✓ **Generator** – We will receive the generator by the end of May. Electricity to the pavilion is expected to be completed before then.
 - ✓ **Roof Repair** – Nothing to report.
 - ✓ **Parking lot** – Previously discussed by Ms. Lockwood under Master Plan.
- **Building & Grounds Report**
 - ✓ **Patio Completion Timeline** - Ms. Doherty is concerned about drainage in the recreation area. She will discuss the possibility of installing a French drain with the facilities manager.
 - ✓ **Handicap Door Installation**
Installation is complete on the handicap door in the main function room.
 - ✓ **New Kiosk Sign & Thank You Donor Rec Area Sign**
We have a new LAAC sign with lighting in the circle area in front of the building. The thank you sign for donors is still in the works.
 - ✓ **Community Garden Boxes & Parking Lot Curb Back Fill**
Facilities Manager Chris Ruth has arranged for Lakeview Landscaping to come in. They will backfill the circle area and fill the community garden boxes with soil. The area alongside the handicap door will be filled with gravel. Ms. O'Sullivan suggested putting a rubber mat over the gravel.

UPCOMING EVENTS Ms. Doherty reviewed the upcoming events for May and the remainder of April.

EAGLE HOUSE SUPPORTERS REPORT Mr. Toale stated that the Supporters are looking for volunteers to fill two vacant positions on their board. He volunteered his services to help in the search. Ms. Tarbell suggested he might find volunteers in the Women's Club. In addition, a suggestion was made to utilize Venmo as an option for donations in lieu of checks.

NOTICES & COMMUNICATIONS None

BOARD COMMENT Mr. Lincoln stated that he feels the COA meetings should be televised in an effort to recruit people. In addition, Ms. Rabbitt commented that we should send the van to the Groton Hill Community Center on May 15th for a free concert. Ms. Doherty suggested that perhaps the Eagle House Supporters can sponsor a bus for the event. She will try to obtain a block of tickets.

Ms. Lockwood commented that she will work with the facilities director to rent folding chairs for the Memorial Day Celebration.

ADJOURNMENT Mr. Lincoln motioned to adjourn the meeting. Ms. DiGiacomo seconded the motion. All approved and the motion was carried. The meeting concluded at 11:15 am. .

UPCOMING MEETING SCHEDULE

Tuesday, May 14, 2024 at 9:30 a.m.

Respectfully Submitted,

Michele Beauvais