

Board: Council on Aging - Tuesday, 23 OCT 2018 4:00 PM Location: Berlin Town Offices Room 118, lower level

Agenda:

1. Attendance : Director Hollie Lucht _X_, George Pendergast _X_. Pat Wheeler _X_, Kate Bliss _X_, Fran Gill _X_, Lori Fearebay X_, Beverly Baldwin _X_, Karen Schultz _____

Guests: Selectman Lisa Wysocki X_, Peggy Sardell, & Nora Bliss (Kate's daughter)

2. Finance Report:

Expense Account: \$ 9,547.65

Formula Grant: 0 Part Time: \$ 27,397.42 which includes the Directors wages.

Donations: \$ 3,284.74 Van Maintenance: \$ 3,280.87

3. Old Business: Approve Previous month minutes: approved

MOW Report: Beverly: 8 people received meals on Tuesday, 7 on Thursday. 28 meals delivered each week. Equipment Storage Space is still being investigated and a committee formed by the BOS is doing a study Lisa Wysocki stated the COA van can be parked at the old Highway Dept. Bldg on Carter St.

Hollie proposed that we develop a waiver for equipment we loan or give away to relieve the COA of any liability due to failure of equipment. She will develop one for our approval.

MGL Part I, Title VII, Chapter 41, Section 41 Designate one signatory: we voted to accept Fran Gill as our signatory to eliminate the need for four signatures on each bill schedule. Hollie will ask Fran to sign, then Hollie gives the bill schedule to June (accountant) who processes it to pay. A copy of the submitted bill schedule is presented to the COA members at the next meeting for evidence of what was paid and to whom. Vote passed with 5 in favor, 2 abstaining.

4. New Business: Director's Report

PHN status: Holly has found a firm that will print an eight-page newsletter for us, in color, for free, providing we would give them the names of local businesses they could solicit for advertising and local senior news to print. Holly would be the publisher, arranging the articles. The printer would use our data base to address them and the Clinton Savings Bank, Berlin branch, would pay the postage. We have a list of 869 seniors, Hollie will order 1000 copies bi-monthly. COA approved.

Hollie went to the post office to get permission to mail things using the town permit, which allows for a special rate to municipalities.

Selectwoman Lisa Wysocki will determine from the BOS if the town postal permit may be used for this newsletter which includes advertising from local merchants.

The first issue of our PHN should be ready for December-January.

Clinton Savings Bank: Hollie is working with Geoffrey Greene, to secure postage for the PHN.

Hollie is arranging talks for seniors with Montachusett's about Home Care, the Worcester Public Library, Fallon Clinic, and the Visiting Nurse to give a talk on foot care. Location to be determined.

Hollie talked with Judy Mills & Louise Janda about the Seniors' attending the COA meeting in November, a musician friend has offered the COA a grand piano but we need to find a place to put it, she handed out information concerning COA Van Transportation Policies and Procedures, vehicle pre-inspection reports, information for potential riders, passenger & travel information, and emergency contact information, to be read by members and discussed at the next meeting.

5. Sign Bill Schedules: none

6. Motion to adjourn: Fran seconded by __Lori_ at _5:23_____

Next meeting date: 27 NOV 18 @ 4:00 PM