**Essex Council on Aging**

**COA Board Meeting –** December 5, 2017, called to order at 9:32AM

**Board Members Present:** Michele French, Ralph Hawley, Millie Hamlen, Priscilla Doucette, Nancy Beattie, Kay Joseph, Patricia McGrath

**Director Present:** Kristin Crockett

**Board Members Absent:** Mary Wilhelm, Susan Gould-Coviello

Secretary and Treasurers Report were presented and accepted.

Kristin Crockett, Director expects the interior painting to be complete by the first of the year.

John Marshall was recognized to speak at the meeting with concerns of Chebacco Terrace. The Terrace is Town property, housing is run by the state and the COA feels it is all to do with services to the seniors of Essex and needs to also be involved. Perhaps some joint meetings with the selectmen, COA and Housing Authority would be helpful. The COA hopes to meet with the selectmen the first of March.

Outreach Coordinator Tess Leary plans to spend regular time at the Terrace and she has already put on a lunch for the residents as part of her “Outreach”.

Discussion on open seats on the COA Board are on hold.

Director Kristin Crockett discussed Capital Improvements and said that the Selectmen want a 5-year plan. Subjects discussed included: Purchase of a small van, the van we have served 23 people in November, and many people hesitate to use the van, because they feel uncomfortable using such a large vehicle for one person. There could be more services available with a smaller vehicle. The deck and stairs need repair. New chairs and tables that are more appropriate for a Senior Center, new floor covering, door locks replaced etc. are some ideas for the Capital Improvements. The door leading to the stairs is very heavy and the down stairs needs to be welcoming and a room divider was discussed and also a new refrigerator and dishwasher.

Property Tax Work off Program was discussed and the board will focus on that in 2018. Most all local towns have it in place.

A motion was made and passed to have Article 5 of the Standing Rules/By’-Laws to read as follows: “The Council on Aging will meet monthly at the Essex Senior Center, in accordance to the Open Meeting Laws.”

The meeting was adjourned at 11:00AM. Then next meeting will be January 3, 2018 at 9:30.

Respectfully submitted,

Priscilla Doucette, Secretary