

**COUNCIL ON AGING
BOARD MEETING MINUTES MARCH 13, 2003**

Meeting called to order at 3:00pm by Brunetta Wolfman, Chair.

Present: Brunetta Wolfman, Gladys Johnstone, Greg Howe, Gerry Brennan, **Friends:** Vern Wilson, Treas., Florence Alexander

Minutes from the January 9, 2003 Board Meeting were approved as corrected – to be e-mailed by secretary to Town Clerk.

Correspondence:

- Received a letter from Christine McCarthy, Dir. PAAM congratulating the COA for their selection from the PAAM Collection. The Show will run from 2/28 - 4/27/03. The response has been very positive. We will include another announcement in the Newsletter. (Anything for the Newsletter must be brought to Maureen directly.)
- Received a request from Town Clerk, Aaron Leventman, for e-mail addresses for all Board members. B. Wolfman will comply.

Director's Report:

Being on vacation, V. Carrano left a written report:

- COA received our new 9-passenger, wheelchair accessible van leased at a cost of \$1.00 to be used for the elderly and disabled. Town to handle repairs, etc.
- 178 out of 820 caregiver surveys were completed and returned to date. Data is being analyzed and the caregiver-training course has begun.
- There has been a great public response to the coffee machine in room 10.
- Pamela Hudson, the new administrative assistant for the Public Health and Human Service Dept. has started.
- Barbara Rushmore has asked to be placed on the agenda for the May COA Board meeting. She is a member of the VSB and has some ideas for senior events and how the VSB might play a role.

Friend's Report:

- \$4,587 has been received so far from the annual appeal! Last year was \$3,893. Expenses were: \$280 for education – art and cooking classes, \$200 for a new printer, \$493 for the new coffee machine, and \$45 for stamped envelopes.
- The Post Office sells and the Friends will buy more stamped envelopes that include the COA return address.
- At Year-Rounders COA Table, \$32 was made from the sale of cards and cookbooks.
- The residents at the Maushope housing complex have chosen to give money initially raised to build a fire escape - \$3000 to the Friends of the COA and \$1,000 to the Rescue Squad on 3/20 at their monthly meeting.

Old Business:

- Regarding the Boston cane issue, F. Alexander's nephew will make a cane replica for the Manor while the original will be on display at Town Hall. D. Anderson will put an article in the Banner about Mr. Duarte receiving the cane posthumously. Next in line to receive the cane is Charlotte Motta at 99, Frances Raymond at 98, and Mary P. Roderick at 96.

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- B. Wolfman is still working on the "Beauty is Ageless" project.
- Regarding the "welcome to the COA" letter introducing the COA and Senior Center, V. Carrano will update the mailing list removing any names whose envelopes were returned from the survey mailing. This would then be an on-going project. Letters will be copied instead of printed (about 50 at a time). The Friends agreed to buy the stamped-return-address envelopes from the Post Office. When all is ready, each Board member will sign and address the letters as they can.
- Regarding the TRIAD program (and SALT local council), G. Howe reported that Paul Mendes is a very good volunteer with experience in this program. G. Howe is grateful for the Friends' support of the seed funding (\$275) of the house numbering campaign. PPD and PFD said they would match this amount but no news so far.

There is no money to date for the beacon-light project and G. Howe will contact Town Hall to see if any funds are available.

The SALT Council contract will be officially signed on 3/27 at 2:00pm at Town Hall. The SALT Council, the County Sheriff, G. Howe and the COA Director will be present. All COA Board members are encouraged to attend. G. Howe asked the Friends to provide refreshments for 25 and was asked to contact M. Perry and D. Oliver for their support.

With all the past snow, some seniors were trapped in their houses. Perhaps, next winter, we could work with the PPD to dig out at least one exit for each senior who has a need. G. Howe was encouraged to contact PPD who might have a list of such seniors in need.

G. Howe reported that P. Mendes had professional cartoon boards about senior scams that he is will to offer to the COA for inclusion in the Newsletter. V. Carrano to make that decision.

- Regarding the PAAM Show curated by the COA; G. Brennan gave Maureen an article for the Newsletter reporting that the Show will run until April 27.
- B. Wolfman and G. Howe will investigate further the idea for taxi script in the off-season and bring the issue back for discussion with more specifics.

New Business:

- It was unanimously voted to have a preparatory meeting on 4/3 for the Town Meeting on 4/7. It will take the place of the next COA Board Meeting and will be held in the D. Corbo room, utilizing the coffee machine and we will supply homemade cookies. Some items to be discussed will be the new manor location, historic district, dogs, real estate, and room tax. B. Wolfman to gather speakers for these topics.
- G. Brennan requested that we ask for a donation of a used VCR to replace the broken one in the Fitness Room. At anytime, especially while class teachers are away, the VCR can be used to show aerobics, tai chi, and other fitness tapes.

There being no further business, it was motioned and seconded to adjourn the meeting. **The next meeting will be May 1, 2003 at 3:00p.m. in room #6 of the Grace Gouveia Bldg.**

Respectfully submitted,
Gerry Brennan, Secretary