

**Council On Aging Board Meeting
Grace Gouveia Building
October 4, 2001**

Members Present: Brunetta Wolfman, Ray Sparks, Anita Berman, Patrick Manning, Gladys Johnstone, Roberta Elliott (Alt.), Diane Corbo - COA Director

Members Absent:

Friend's Present: Vernon Wilson, Marge Perry, Bert Romano

Guest: David Gurtin, DPW Director

Chair opened the meeting at 2:31PM. Minutes of August meeting read, and with corrections approved as amended.

DPW DIRECTOR, DAVID GURTIN:

David Gurtin present to discuss outdoor lighting at COA Building. Board discussed on-going issue of complaints from Seniors regarding inadequate lighting at the COA Building and parking areas. Specific issues:

- A. Street light in south parking does not work, no lighting in north parking area, lighting on south side of building as well as south side walkway to south parking inadequate, no walkway nor lighting to north parking area, better entry on Alden Street. D. Gurtin will assess and address the lighting situation but informed the Board that the neighbors have to be considered in regards to too much light.
- B. A. Berman discussed the need for additional handicapped parking. D. Gurtin informed Board that the current handicapped parking meets all regulations. Four Board members agreed with D. Gurtin.
- C. Board discussed that neighbors park in the COA building parking lot overnight and disregard vacating by 8am. Discussion regarding additional signs regarding non COA daytime parking. D. Gurtin will assess and address.
- D. Board discussed the need for the COA 2nd floor exercise room to not be used for storage by other Departments in the Building.
- E. Board inquired about other 2nd floor agencies utilizing additional space on 2nd floor. D. Gurtin informed the Board that the only vacant room is to be assigned to the Wastewater Committee/Staff.
- F. COA Friend's discussed the poor condition of the Fire House regarding utilizing it for Bake Sales. Friend's offered to clean and paint the Fire House interior. D. Gurtin informed the Friend's that the Town has developed a plan to address the condition of all the Fire Houses and will be implementing the plan over the winter.

A MOMENT OF SILENCE WAS OBSERVED FOR IRMA AHO.

DIRECTOR'S REPORT:

- A. The Director informed the Board that she has decided to resign as Director of the COA, for personal family reasons. The Director's last day will be November 1, 2001. The Director informed the Board that she will be available to offer her services to the COA after November 1, 2001 as a volunteer and possible for private care covered by Grants. The Position will be advertised with a closing date of October 11, 2001.
- B. The Director and the Board Chair had a meeting with Mr. & Mrs., Murphy regarding coordinating the COA Annual Appeal. The Murphy's agreed and will work with COA volunteer Andy.
- C. The Director reminded the Board that she will be attending a convention the week of October 24 to 26.
- D. The Director again requested that the Board assign a Board member as "Ambassador" for the cushion rentals.
- E. The Director informed the Board that the Cookbook sales are going good.
- F. The Director informed the Board that she and the staff have worked with the Tourism Board to develop a wheelchair access guide for the town, The Director suggested that this was a very innovative idea and suggest that the Board submit the guide for a ROSE award.

FRIENDS REPORT:

- A. The Friends had no fund-raisers this month.
- B. Cookbook sales raised \$465.00. The Friends discussed need for more publicity and visibility.
- C. Received a donation in memory of Irma Aho.
- D. Friends requested a blurb in the next newsletter regarding the Annual Appeal. It was decided to repeat last years blurb.
- E. There where no significant expenses this month.

**Motion by P. Manning to accept Report of the Friends, seconded by G. Johnstone,
Motion passed unanimously**

OLD BUSINESS:

- A. The Board finalized their review and discussion of the Goals & Objectives.
- B. The Board discussed the need for a Volunteer Coordinator regarding coordination of volunteer activities and fund-raisers, such as oversight of cushion rentals. The Board agreed to keep this item on the agenda of the next Board meeting.

NEW BUSINESS:

- A. Board Chair informed Board members of a training for members of Town Boards to be held on October 17, 2001
- B. A. Berman informed the Board that there is a need for a new teacher for the Oil Painting class and she has discussed this with Stephen Kennedy who was receptive to the idea.

- C. Board discussed making a request to the A-House regarding being the benefactors of a "Door Night".
- D. G. Johnstone asked about the possibility of doing something in memory of Dick Snell and Irma Aho. Board will discuss at next meeting.

MISCELLANEOUS:

No Miscellaneous __

Motion made to adjourn at 3:45pm. Unanimous.

Next meeting November 1, 2001 2:30PM

**Respectfully submitted,
Patrick Manning**