

COUNCIL ON AGING BOARD

December 4, 2019

Meeting opened at 1:35pm

Members present: David Ketchum, Penny Sutter, Julie Knapp, Deb Meadows, Chris Asselin and Kathryn Menangas (alternate).

Staff present: Chris Hottle

Public Comments: None

Other: Rich Waldo, Director of Public Works

Motion made by Deb to approve the minutes from November 13, 2019 with correction. Motion seconded by Penny. Vote to approve the minutes 5-0-0.

Director's report:

- FYI Town Manager down to 3 candidates. There is a "meet and greet" on Monday, December 16th from 1-3pm at The Commons and is open to the public.
- Statistical compilation system, My Senior Center, a national system is being evaluated for use. A demonstration by their representative is scheduled for next week for staff. Friends of COA have agreed to pay the initial fee of \$7500. There is an annual maintenance contract of \$1800 that funding is being investigated. Start date to be announced early 2020. Note: The COA has serviced @560 people since July.
- Group parking meeting held with Acting Town Manager D. Gardner, Eric Sussman, Transportation Coordinator/Emergency Manager and VMCC dept. heads. CIP developed by Eric. Parking enforcement under Police department.
- David Asher Holiday Dinner to be held at The Lobster Pot on December 8th at noon. Hundred participants expected with an increase in number of home deliveries. Seashore Point has decided not to attend due to a transportation issue

Old Business:

- Rich Waldo, DPW Director updated Board on building/roof status. Contractor for roof project is Cape Coastal Builders. Town is waiting for schedule to start. Work will take @5 days to complete with expected finish date January 1st (weather permitting) Hoping to align hood install with Cape Coastal Builders Questioned Rich on need to cancel programming and cleaning needs after work completed.
- To continue to review COA Board bylaws
- Rebranding tabled to future meeting

New Business: None

Next meeting scheduled for January 8, 2020 at 1:30pm. Motion made by Penny to adjourn at 2:50pm. Seconded by David. Vote to adjourn unanimous.

Respectfully submitted,
Chris Asselin, Clerk

