

# Council on Aging Board

February 5, 2020

Meeting opened at 1:30pm

Members present: David Ketchum, Penny Sutter, Julie Knapp, Deb Meadows, Chris Asselin and Barbara Yates

Staff Present: Chris Hottle

**PUBLIC COMMENTS:** NONE

**APPROVAL OF MINUTES:** Motion made by DK to approve the minutes with corrections. Seconded by DM. Vote: 5-0-0

**DIRECTOR'S REPORT:** It was confirmed that anyone can take minutes to help out at Board Meetings.

Police will be paying for catering and serving for our February 14 Valentines Day Lunch. It will be held at noon on Valentines Day in the VMCC gym. Fannizzi's will cater event, DPW will help with chairs and tables and staff will decorate and do clean-up. There are 50 reservations already. The Board thanks the police for hosting this event.

Demo for Senior Center happened a couple of weeks ago and the COA will go with that innovative new system. CH is looking at wall mounting for the unit in the front lobby. It will need to be staffed for the first few months and DH will be looking for volunteers. The purchase of a hand scanner is being considered also.

CH appeared before the FinCom and the Board of Select concerning the budget. Budget was cut, but minimally for next year.

The VFW and The American Legion donated funds to the Friends of the COA to be used for veterans and their families in need.

March 14 is the Year Rounders festival at Town Hall and the COA will have a table with the Friends of the COA.

**OLD BUSINESS:** Rich Waldo DPW Director gave an update on the roof repair. A Contractor, A and A Builders, has submitted a building application that is under review by the Building Department. There will be a pre-construction meeting Tuesday February 11 to review the construction and the start date. Start date will hopefully be during the last couple weeks of February. Phase One will take 1 to 2 weeks. After the main fix is completed, work will be done to shore up the rest of the roof. Rich said cleaning of the kitchen and dining area will be brought up after the job has begun. The areas that are closed now are the areas that will be closed during construction. Rich Waldo will consult with CH on the noise and parking if it is a factor during construction.

The Board is concerned about a deep cleaning of the kitchen and dining areas after the construction is completed to assure safety to the food serving process. It was agreed that a letter will be drafted detailing these concerns, and reviewed at the March Board meeting. The letter will be sent to the Town Manager and the Board of Select.

Rebranding will be tabled until next meeting.

**NEW BUSINESS: NONE**

Next meeting is March 4th at 1:30pm

Penny Sutter moved we close the meeting at 2:50pm. and CA seconded it . Vote was 5-0-0