### COUNCIL ON AGING BOARD OF DIRECTORS MEETING MINUTES 2/15/17

IN ATTENDANCE: COA Director Lynne Stanton, Dot DiChiara, Laurel Puchalski, Frank Sadowski, Anita Wright Absent: Ron Mertens

**CALL TO ORDER** Meeting called to order at 9:35 a.m. on a motion by D. DiChiara, seconded by A. Wright F. Sadowski presided

MINUTES of 1/18 unanimously approved on a motion made by A. Wright, seconded by D. DiChiara

### TREASURER'S REPORT (see attached)

- Budget is on target
- Report was unanimously approved as amended on a motion made by A. Wright, seconded by L. Puchalski.

### **DIRECTOR'S REPORT** (see attached)

- · Discussion of FinCom meeting and Tax Work -off program.
- L. Stanton will work with Assessor Debra Webster to update the criterion for the Tax Work off program

### SENIOR CENTER INITIATIVE COMMITTEE REPORT

- Committee will meet on February 16, 5:15 p.m. Previously scheduled meeting was cancelled due to snow.
- Power Point presentation has been created and will be shown to BOS March 6.

MEETING ADJOURNED at 11:00 a.m. on a motion by L. Puchalski, seconded by D.DiChiara and unanimously approved.

NEXT MEETING: March 15, 2017, 9:30 a.m., Public Safety Building Conference Room

RESPECTFULLY SUBMITTED BY Laurel Puchalski

TOWN OF GROYELAND RECEIVED AMIL: 15
TOWN CLERK
TOWN CLERK

## Groveland Council On Aging Director's Report February 15, 2017

### **Old Business**

- Snow Days Town Hall was closed on Feb. 9th and 13th due to snowstorms. Appreciated by all.
- **68** Birthday Bash February 9th party was cancelled due to snowstorm.
- 68 Food Pantry Increased shopper use has seen gradually dwindling stock pile.
- Recipe Book Fundraiser Have cost/page info from two publishers for a *Friends of COA Cookbook*. Will present info to *Friends* group at their March meeting.
- AARP Tax Prep Feb. 23 April 13. Booked solid. Feb. 9<sup>th</sup> cancellation moved to Feb. 13<sup>th</sup> and moved again to Feb. 27<sup>th</sup>.

### **New Business**

- **Elders** All is quiet.
- Staff Richard McNeil (our new van driver) is doing very well. Have already received two phone calls with praise for his assistance with groceries and removing a bit of ice in someone's driveway. Still seeking Outreach worker. Awaiting response from second email to MV Directors + Elder Services re. "help wanted."
- MARTap Driver Training Both van drivers will attend the "Lift Use / Passenger Securement" class in Beverly on Thurs., April 13.
- Update to BOS on Ring & Ride Attached is the summary that I gave to the BOS. Free program is still way under budget.
- CS Trips / Programs Back to full assortment.
- Van No issues. Chief Gillen will have his staff move our van in the police station parking lot during snowstorms so that our drivers don't have to shovel out a huge pile. Much appreciated.
- **CS** FY17 Budget Ok with ~ \$1,494 remaining. Tight squeeze 'til June 30<sup>th</sup>.
- FY18 Budget Met with Fin Com on Feb. 1<sup>st</sup> at 6:45pm. Anita Wright attended as well. Committee focus was on Sr. RE Tax Work Off Program. Program is underutilized. Town Clerk is seeking part time help (Clerk's office had a work off participant last year). Fin Com showed interest in increasing abatement from \$500 per household to \$1,000 and removing 10 year residency requirement to increase participation. Alteration of program requires a bylaw change, which must occur at Annual Town Meeting in April. To be continued.
- "Pentucket Walking Club" New "cooperative" fitness program will begin March 6<sup>th</sup> at 11am at Pentucket High School. Groveland + Merrimack and W.Newbury seniors gather to walk the halls (some stairs if able) for about an hour, stop at exercise "stations" created by students and possible wrap up with a coffee (or lunch in the future). Merrimac's instructor will "lead" walkers. Release forms must be filled out and COA Vans must provide transportation, as parking is a problem.
- Senior Center Initiative Nisha will be training John Osborne this week on use of COA laptop + IT equipment in Center Meeting Room in order to make his Power Point presentation to BOS on Mon., March 6<sup>th</sup>. Appointment time is ~6:30pm (Eagle Scout doing 10 min. presentation). Time needed w/ BOS?

### **Coming Events**

- "Beat the Winter Blues" Concert w/ Pentucket jazz combo etc. Tues., February 28 at 11:30am
- Men's Breakfast March14 program w Howie Newman and "Baseball History & Stories"
- Two Good Trips Boston Flower Show + Museum of Fine Arts. Check w/ Nisha for seats.
- Volunteer Appreciation Thurs., April 13 at 10:30am at Town Hall. Look for invitations in mail next month!
- COA Senior Day Thursday, May 11th 9:00am -2:00pm. This year's theme: "Age Out Loud!"

Next COA Board Meeting:
Date: March 15 Time: 9:30am
Public Safety Building - Conference Room

## Groveland's MVRTA Ring & Ride Use

Fiscal Year	# Riders	# Trips Provided	Assessment	Year To Be Assessed
FY 2017 – 1/2 Year	86	754	\$6,142	Total Cost = \$20,824
(7-1-16 to 12-31-16)	- Br.			Total Revenue
				After application of Federal and State
		8		Operating subsidy funds Groveland Service Cost = \$6,142
FY 2016	123	840	\$7,403	FY2018
FY 2016 - 1/2 Year	65	418		
(7-1-15 to 12-31-15)				
FY 2015	149	1,012	\$8,946	FY 2017

Based on current use, Groveland Ring & Ride is still well under allocated / budgeted assessment.

# Council on Aging Treasurer's Monthly Summary for FY2017 January 2017

0.00				20	2015					2016		-	T	Year to Date	4
ITEM	BUDGET	JULY	AUG	SEPT	b	NOV	DEC	NAL	82	MAR	APR	MAY	JUNE	Balances	% Left
PAYROLL			No.												
Director	\$52,550.00	\$3,070.10	\$4,026.80		\$6,040.20 \$4,026.80	\$4,026.80	\$4,026.80	\$4,026.80						\$23,355.70	44.4%
Office Staff	\$33.400.00	\$1,918.80	\$2,558.40	\$3,837.60	\$3,837.60 \$2,558.40	\$2,558.40	\$2,558.40	\$2,558.40						\$14,851.60	44.5%
Outreach	\$8.270.00	\$475.20		\$950.40	\$522.72	\$594.00	\$0.00	\$0.00						\$5,094.08	61.6%
Van Drivers	\$18,922.00		N.	is		\$1,449.76	\$1,428.85	\$1,226.72	-					\$8,655.19	45.7%
1 3	\$113,142.00	\$6,501.42	4	\$8,668.56 \$13,002.84	\$8,557.68	\$8,628.96	\$8,014.05	\$7,811.92	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$51,956.57	45.9%
EXPENSES												200			
Bills Payable	\$6,600.00	\$1,257.02	\$32.43	\$485.69	\$2,078.30	\$135.00	\$210,95	\$906.07					1	\$1,494.54	22.6%
Τ.	\$119,742.00	\$7,758.44	\$8,700.99		\$13,488.53 \$10,635.98	\$8,763.96	\$8,225.00	\$8,717.99	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$53,451.11	44.6%
	\$13,560.00													Year to Date Balances	Formula Grant
Mail Denosit		\$1,905.46				\$1,000.00								\$2,905.46	Balance =
Postage Cost		\$611.82	\$395.05	\$402.25	\$406.85		\$798.05							\$2,614.02	
Mail Balance		\$1,293.64		1	\$406.85	\$1,000.00	\$798.05	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$291.44	\$13,560.00
Mail Withdrawal		\$1,000.00			\$1,000.00									\$2,000.00	
Printing		\$321.00	\$375.97	\$807.89	\$429.00	\$213.00	\$662.40			1	1		1	\$2,809.26	\$6,884.30
Outreach		\$190.08	\$491.04	\$760.32	\$443.52	\$190.08								\$2,075.04	\$6,675.70
Other Expenses													1	\$0.00	
Grant Month	\$0.00	\$1,511.08	\$867.01		\$1,568.21 \$1,872.52	\$403.08	\$662.40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,884.30	49.2%
REVOLVING	Beginning									1				Year to Date Balances	
ACCOUNT	\$11,211.93	511.211.93 \$11.211.93 \$11,750.20 \$11,555.14 \$11,572.64 \$12,385.52	\$11,750.20	\$11,555.14	\$11,572.64	\$12,385.52	\$12,663.48	.48 \$12,886.01						\$11,211.93	
Taken In		\$886.00	\$200.00	\$748.56	\$1,210.30	\$635.00	\$847.80	\$580.00						\$5,107.66	
Expended		\$347.73	8			\$357.04	\$625.27	\$582.80						\$3,436.38	
Ţ				444 644		642 663 40		647 885 04 647 883 24	00.05	\$0.00	\$0.00	00.08	\$0.00	\$12,883,21	