Council on Aging Board of Director’s Meeting

July 30,2020

Secretary’s Report

Called to order at 4:30pm

In Attendance: Donna Forand, Claudia Miller, Betty Sullivan, Savery Moore, Helen Marrone via phone, Nancy Ryan, alternate, Carole Julius, Director

Guests: Rick LaFond, Town Administrator

Sarah Hewins, Select Board Member

Reorganization of Board:

Chair – Donna Forand nominated by Marrone, 2nd by Moore. Unanimous vote.

Vice Chair – Savery Moore nominated by Marrone. He declined due to other town commitments. Betty Sullivan nominated by Moore, 2nd by Claudia Miller. Unanimous vote.

Secretary-Helen Marrone nominated by Donna Forand. 2nd by Savery Moore. Unanimous vote.

Director’s Report: see attached. Motion made by Claudia Miller to approve. 2nd, Moore. Unanimous vote.

Interim Town Administrator Rick Lafond was introduced.

COA Services under COVID-19 – Carole Julius presented plan for updating services, see attached. Nancy Ryan offered feedback, discussion took place on using CARES funding for Shurtleff Park upgrades, ideas for the newsletter and programming were discussed.

COA Plan for Adding Services

* Begin offering grab and go meals twice per week, on Tuesdays and Thursdays, starting August 11, 2020. Suggested donation is $3, meals must be ordered in advance, and can be picked up between 11am and 12pm.
* Reinstate Connie Kelly as Activities Coordinator at 19 hours per week on August 3, 2020. Those hours will be used to plan programs, potentially in person once/week in Shurtleff Park, to explore working with local cable to provide programs online, and to assist with distribution of grab and go meals from the COA on Tuesdays and Thursdays.
* The square footage of the dining room is 925 square feet, the back room is 392 square feet. According to guidelines from the state the limit is 10 persons per 1000 square feet including staff.
* Judy Murphy continues to work from home doing outreach and client calls.
* Meals on Wheels continue to be delivered by June Benson with Peter Benson driving the GATRA bus.
* GATRA continues as it has all along.
* Phil Jarvio remains furloughed.
* The building remains closed to the public and is open to staff only for safety reasons.

The Dementia Program is available via Zoom. Donna Forand has flyers on it.

COA Building Future – Rick Lafond is looking into the possibility of a feasibility study to look at locations in town for a new COA. Nancy Ryan and Betty Sullivan expressed that updating the existing building is enough for now. Commission on Disability is investigating having automatic door openers installed.

Trash Removal District – Moore is concerned about the impact on seniors in private homes. Everyone agreed.

Meeting Quarterly at COA at 10am – tabled until building reopens.

\_\_\_\_\_\_\_\_\_\_\_ made motion to adjourn. 2nd by \_\_\_\_\_\_\_\_\_\_\_. Unanimous vote.

Meeting Concluded: ?

Next meeting: 9/2/20

4::30pm