**Final**

**Carver Council on Aging**

**Secretary’s Report**

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| **Meeting Date:** | December 1, 2022 |
| **Meeting Location:** | Town Hall, Training Room #1 |
| **In Attendance:** | Donna Forand, Helen Marrone, and Mary DuRoss |
| **Absent:** | Elaine Raymond and Paula Hitchcock, Alternate |
| **Guests:** | Bob Fennessy, Town Administrator |
| **Start Time:** | 4:31 PM |
| **Adjournment Time:** | 5:34 PM |
| **Next Meeting:** |  |

**Public Comments**

Alan Germain, Carver resident stated that BioFuel is a corn based additive. The problem with it is it freezes and gels. Most senior homes have external tanks so it can easily freeze. If your oil company is using this biofuel, request an additive to be added.

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**Vice Chair Reorganization**

**Motion** to approve tabling this vote to wait for Full Board by Helen Marrone. Mary DuRoss second. Unanimous.

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**Approval of Minutes**

**Motion** to table minutes of September 29,2022 by Helen Marrone. Mary DuRoss second. Unanimous.

Helen Marrone was not in attendance at this meeting to vote. Tabling until full board meets in January.

**Motion** to approve minutes of November 3, 2022 by Helen Marrone. Mary DuRoss second. Unanimous.

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**Town Administrator: Funding: Future**

Applied for a $20K grant and was awarded the grant. The $20k is earmarked to redo the walkway fence in front of theCOA. Need to do the work and then will be reimbursed. Must be used by end of fiscal year which is June30, 2023.

Applied for a $30K and was awarded grant .Some areas that it can be used for is payroll, fringe benefits, facilities benefits, elder services, research and development meals. Need to do the work and then will be reimbursed. Must be used by end of fiscal year which is June 30, 2023.

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**Administration: Policy: Rental Agreement: Discussion possible vote**

Motion to approve as amended the Carver Senior Center Building (COA) Usage Agreement Helen Marrone. Second Mary DuRoss. Unanimous.

Helen Marrone recommended increasing building use fees due to increase in building operating costs and employee salaries. Fees have not been raised in several years.

Amendments include:

1. increasing building use fee that is found in Building Fee Schedule, C. All Other Organizations and Private Functions from $75 to $100 per hour. There will be no increases at this time for Carver Residents.
2. Adding a signature line to last page of Usage Agreement.

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**Director’s Report**

Gatra trips: October $75, November : 519, up 62 from last year.

Congregate Meals: 281, Meals on the Move: 840 for a total of 1, 121 meals.

My Senior Center Registrations to date: 330

Newsletters: 610 emailed: 867 mailed, 300 distributed throughout the town for a total of 1,777

In November we held a Free Senior Veteran Lunch, annual turkey luncheon and “The Naughty Pilgrims” author Dianne Finn presented the second historic program. Unfortunately singer Jennifer Mello concert was cancelled due to singer coming down with laryngitis.

In December the Friends of COA will hold a COA Holiday Craft Fair, Bloom Bus Trip to Yankee Candle and Bright Lights, Holiday Socks Yankee Swap, Carver Elementary 5th grade holiday concert, Holiday Pictionary, Restorative Yoga and Countdown to Noon Ice Cream Social and Trivia.

Further details about November recap, December Preview and future programming possibilities can be found in the attached November 2022 Director’s Report.

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**Preparing for the Future**

Donna Forand listed our goals that were set and achieved in 2022. They are:

outdoor activities, long term planning for 2022-2023, evening events, marketing/COA awareness and technology improvements.

Helen would like to layout our planned special events in January so we have plenty of time to organize each one. Helen suggests a quarterly event. Helen also recommends to discuss our original goals at our January 2023 meeting to determine which goals are next in line to be accomplished.

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**Board Comments**

Donna Forand her concerns with bio-fuel and the impact it is having on our seniors. So far we know ten residents have been negatively impacted by this green fuel. The residents had put aside $2500 for emergencies, but now don’t have it because of this issue. This fuel is shutting down furnaces.

Donna also announced information on Building Better Caregivers program that she will be conducting. It will be offered and announced in the March newsletter. This program will be offered on zoom for any Carver resident.

Helen Marrone informed residents that the Council on Aging Board was not found in violation of an Open Meeting Law Complaint submitted to the state by two Carver residents September 30, 2022. Helen read the conclusion of the Assistant Attorney General’s response.

Helen shared that all boards are volunteers and that she firmly believes no one intentionally sets out to violate the Open Meeting Law. All board members are volunteers and do their best to serve the residents with integrity and honesty. She wanted to let residents know that because of the exorbitant amount of complaints being filed by a small percentage of town residents, it has been decided that all complaints will be handled by the town’s counsel. This is costing the town thousands of dollars. Helen appreciates the residents wanting to ensure rules are followed and reflects on each complaint that comes into to the town, to see how things can be improved, but hopes in the future concerns can be addressed in a manner that is not at the expense of the Carver residents.

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Documents Reviewed/Read at Meeting

November 2022 Director’s Report

Carver Council on Aging Newsletter

The Carver Senior Center Building (“COA”)

The Carver Senior Center Usage Agreement Application

Carver COA Board of Directors Meeting Minutes, September 29, 2022

Carver Council on Aging Secretary’s Report November 3, 2022

Assistant Attorney General Open Meeting Law Complaint Response (one paragraph)

**Adjournment:**

Motion to adjourn made by Mary DuRoss. Helen Marrone second. Unanimous.