

Town of Millville Council on Aging
Minutes of Meeting June 15, 2023

Meeting was held at the Millville Senior Center

Members in Attendance: Diane Lamoureux, Chairperson
Larry Pearson, Vice Chair
Pat Finn, Secretary
Sue Robbins, Member (by phone @ 1:00 p.m.)
Sandy Caswell
Richard Hurteau

Absent: Pam Kobetitsch
Tina Cook, Director

Guests/Public: Katherine Whitten, Dennis Coffey

Diane Lamoureux called the meeting to order at 1:00 p.m. Sue Robbins joined by phone. We started with the Pledge of Allegiance, followed by a moment of silence for Peter Bodwell, a long time Millville resident on Hill Street, who passed away recently.

2. Minutes from Meeting on May 18, 2023: Motion made by Larry and seconded by Sandy to accept the minutes of the May meeting as written. Unanimous vote by Sue, Sandy, Larry, Diane and Richard.

Diane then welcomed Kathy Whitten (van coordinator) and Dennis Coffey (newly hired van driver) to our meeting. The COA introduced ourselves to Dennis. Kathy told the council that she is moving at the end of the month to North Carolina and is currently training Dennis in his position. Kathy is still willing to work as a remote employee and has talked to Tina about this. Pat mentioned that we need to understand hours required, how it affects the budget (Kathy said she would need 5 hours per week) and if the Town would allow this type of remote work. Kathy has the software on her laptop and could perform this function remotely. Kathy also made a plug for keeping the old van should/when we receive a new one. Pat mentioned that the BOS had already ruled that the old van would be sold. Comment made that some "rebar" is coming to the surface at the van covering. Kathy and Dennis then left the meeting.

3. Monthly Budget Review: Since Tina was not present, Pat discussed Tina's budget numbers and balance per line item. At present we still have \$4,724.38 left in the budget as of 6/15/23 but this does not reflect any additional van driver salaries or Tina's salary for the remainder of the month. We should still end the Fiscal year with a small amount of dollars.

Additional discussion ensued about the ARPA Funds and what the Town is using them for.

4. New Business:

- a. Beaulieu Account Budgeting for FY2024: Pat mentioned that we have discussed this budget in the past, and although we still do not have a fully certified total for this

interest account, we have a good idea of the available amount. We have also received an additional \$1,798.62 which was monies transferred from the Town Treasurer when the \$120K was invested in a new higher interest money market account. Pat and Tina had discussed prior the attached quarterly budget utilizing Beaulieu interest funds for senior programming. We have approximately \$16K that can be spent. The quarterly Beaulieu budget spends approximately \$8,920 for the new Fiscal Year and will receive back \$5,400 in interest in February/March. Pat then went over the quarterly budget utilizing these funds. On an additional topic we have approximately \$11,154 in the Formula Account Fund. Richard questioned the monthly movies budget which will be renting movies and showing them on our new big screen TV. We also discussed that the COA members should be actively promoting all of our upcoming events, and that sign-ups should include phone numbers so that we can remind all who have said they are coming.

b. Sheriff's Picnic/Mother's Day Tea:

Larry attended the Sheriff's Picnic, gave the group an update, and said that it was a worthwhile event. 8 people went in the van. Noted that we should leave earlier because it took 1-1/2 hours waiting in the van. There were stops along the way with representatives of healthcare facilities, State Reps, the Sheriff, etc., prior to receiving lunch. Nice event but needs more promoting.

Mother's Day Tea was attended by 12 and was a lovely event.

c. Father's Day Pizza/Beer Update:

According to Diane (per Tina), Father's Day Party is on hold. We have until 6/20 to sign up and already have 6 signed up. The event is on Facebook, on Cable, flyers are everywhere, and we need to keep promoting. If we can get a small group, we would like to lead a conversation about what programs the gentlemen would like to see held at the Center. As a group we decided to keep pushing and see how many we have on Tuesday before go/no go.

d. New Van Drivers: Offer letter attached to hire Dennis Coffey.

e. Summer Picnic Planning: Diane mentioned that Tina is now going to buy all the food for the picnic. We need to get together for final planning on Thursday, July 6th. Time TBD.

f. Other Items not received within 48 hours prior to meeting: Letter attached from MassDOT selecting Millville to receive the 2023 Community Transit Grant Program for a new Senior Van. New price from Millville is \$15,720.80. Email has been sent to TA but we need to make sure that the extra funds (over the initial \$10K) is approved by the BOS. Conversation ensued about purchasing the old van.

5. Old/pending Business:

a. Automatic Front Door Opener. Pat sent an email to the Building Inspector regarding permits for wiring and installation. We do need permits but will not be charged for them. Tina pointed out in an email that it is not a new door but the installation of a button. Still need information re ADA and also contacting State officials for reimbursement, etc. Need update next month.

b. Floor refinishing – Floors are being buffed on 6/21 and Tina needs help moving out all the tables, furniture, etc. We will get together on Tuesday, 6/20, at 3:00 p.m. All who can come, please do come and help.

c. Well Filter Update: Monies still remaining from ARPA Funds to install filter on well. Richard suggested that we might not need a well company to do this but a plumber might be able to. Who will check into this and also get several quotes to finish this project? Diane will call Joe Roy for more information. Per Richard, Charlie Poulon could be another contact.

6. Member Forum:

Pat handed out the index to our Policies and Procedures, and Diane handed out an updated COA contact list.

Richard asked if we have a sign-in list (asked for by FinCom) for the Senior Van. We have all these records.

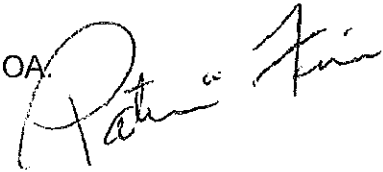
7. Public Forum: None

8. Next meeting Date:

The next regularly scheduled COA Meeting will be on Thursday, July 20th at 1:00 p.m. Sandy will not be present.

Larry made a motion and Richard seconded it that the meeting be adjourned. **Unanimous (no Sue) vote** and meeting adjourned at 2:23 p.m.

Minutes respectfully submitted by Patricia Finn, Secretary, COA.



Minutes Accepted on: 7-20-23

Copies provided at meeting:

1. June COA Budget Update
2. Katherine Whitten resignation letter
3. Dennis Coffey offer of employment
4. MassDOT Grant Award Letter
5. Beaulieu Interest Account – Quarterly Budget for FY24
6. COA Policies and Procedures Table of Contents
7. COA Council Member List Update