

**COUNCIL ON AGING MEETING**  
**MAY 31, 2005**

In Attendance: Brian MacLeod, Becky Moriarty, Al Ouimet, Ruth Haley, Virginia Schneider, Pat Clark, Rita Vail, John Shay, Arlene Fisher, Shirley Gouvan

Brian called the meeting to order at 8:35 am

The **Secretary's report** was reviewed and accepted

The **Treasurer's report** was reviewed and accepted

- There is a question of a need to transfer monies to provide for shortages in the building maintenance and utility fund.

Ruth, Rita and Pat presented the **Executive Director's performance review** to the Council for evaluation. It was approved by the board and signed by Brian. It was then given to Rebecca for her comments and signature. It will then be sent to the Selectman for James Smith's signature.

Discussion continued on how to preserve the programs covered by grant monies.

Specific Programs:

+ The Lunch Program, funded by Greater Springfield Senior Services, will continue if a new site can be found.

- Janis is paid by GSSSI.
- Centennial Commons and the Federated Church have turned us down.
- Bethlehem Baptist Church's board meeting is next week; they are concerned about liability issues as there is no known policy for the program. Brian will let us know of their decision.
- Green Meadows seating is not conducive to Seniors
- the Historical Assoc. and Town hall have accessibility, space and kitchen concerns.
- TWB is open to the idea. The thought was it could work as a temporary location for the summer. Once school begins the school lunch programs take precedence there. Our meals are delivered around 10 am and probably could not be served until 12:30. If this is the venue in the fall we will have to work with GSSSI on the logistics.
- The menu will no longer be published in the Scribe, it was thought that the Wilbraham-Hampden Times would be a good alternative for this.
- If no site is obtained then home delivered meals would be maintained, Janis would likely be laid off, GSSSI would provide and pay for a driver. Individuals who would be added to the current home delivered meals list would have eligibility determined by Tedi-Ann and Becky. This may increase to 30 or 40 individuals.

+The Outreach Program, funded by a Title III grant through the Greater Springfield Senior Services, will continue

- It will have to be relocated. An office is needed with a locking file cabinet.
- The monies provided for this are \$8,418 annually, 12 hours weekly.
- The Selectman have proposed a room upstairs at Town Hall, the hope is that it would be the Sessions room, now being utilized as the Homework Room. This would provide client confidentiality and handicap access. Rita will work with the town on the actual location. It will be published in the last Scribe.
- There is uncertainty whether Tedi-Ann will continue if she is the only employee. The COA board would hire another worker. If there were no one to fill the position, should Tedi-Ann choose to move elsewhere and the position cannot be filled, clients would be covered by GSSSI.
- Becky is looking into whether the COA board can act as supervising unit to this position
- The Grant expires October 1<sup>st</sup>, Becky will reapply for this.

+There are State Formula grant monies of \$5,126 annually.

- This is provided as long as there is an active COA board. We will maintain the board.
- The grant is due on Friday- Becky will have that done.
- there was conversation as to utilizing the funds to maintain Becky in a supervisory role

+The Friends, a private organization, will continue. They will continue to work to assist with funding for specific programs, and way to enhance life for our town's seniors.

+Individual programs, e.g. card playing parties have the potential of being planned by volunteers and held in available town facilities, e.g. card playing in the town hall, art classes in the Melville room.

The maintenance of the building was addressed.

- food supplies, kitchen items will be taken care of by Janis
- the stained glass windows are fairly inexpensive to replace. It was felt the cost to try to protect them would override the expense of replacing them should they be damaged.
- art pieces are being removed by the artists
- John Flynn will cover the computers.
- some more expensive items will be locked in the closets
- outdoor furniture will be brought in
- members of the Board will assist Becky with whatever she needs to accomplish the securing of

the facility.

-Maintenance from the town will inspect the interior of the building on a regular basis.

-Dana will plow a path for emergency needs, e.g. the fire department

-any water testing will be coordinated through the town

Jim Smith is looking into the HUD grant. We need to know what our options are since the closing of the facility is occurring 2 months before the contracted 5 years is completed. We will await word from him on this.

The task of filling the “under 60 position” on the Board, previously held by John Flynn, will be kept on hold.

Pat presented a letter for the final issue of the “The Scribe”. This will be from the COA board and expresses our thoughts as well as the impact the closing of the Center will have on the senior citizens in our community.

The Selectman have asked us to furnish them a letter that can be sent with letters written by other town departments. These will be mailed in a newsletter format to the people in town. We opted to utilize the letter written by Pat for the Scribe for this.

The meeting was adjourned at 9:40 am. Our next meeting will be Tuesday June 28 at 8:30 am.

Respectfully submitted,

Ruth Haley, Secretary