

COUNCIL ON AGING MEETING: Minutes

September 14, 2010

In attendance: Brian MacLeod, Pat Clark , RitaVail, John Shay, Ray Crowley, Kathy Foster, Al Ouimet, Deanna Vermette, Karen Leger

Absent: Becky Moriarty (e), Virginia Schneider (e)

Guest: Bill Olmstead and Rick Green

Brian called the meeting to order at 8:30 AM.

Secretary's report of August 10, 2010 was accepted with the following correction—to delete, under goals for FY2011, "Increase activities or programs available at the Center."

Treasurer's report was accepted.

Director's report was accepted.

New Business:

The Budget/Finance Sub-Committee presented their minutes of two meetings along with a tentative 2012 COA Budget Request and a spread sheet of COA Anticipated/Projected Expenses. We will keep our attention on expenses as they arise and submit to Advisory Board when the time is appropriate. Rick Green announced that the Special Town Meeting will be the last Monday of October if we have unanticipated expenses.

Pat gave out a sheet on the Director's accrued time: personal, vacation, sick and comp time. Pat also asked board members to return individual review sheets of the Director's evaluation.

(At this point, Rita had to leave so Deanna continued taking minutes.)

Respectfully submitted, Rita Vail, Secretary

Starting at 9:00

Pat Clark suggested to the board that we make an amendment to the by-laws as follows: if a board member under the age of 60 turns 60 during his/her term, that the member will stay on the board (under age 60) till the end of his/her term. Brian said he would write up the amendment for the board's vote.

Ray Crowley asked why Marq Culhane had not been notified by the board to start her position as a board member. Brian will see that Marq is notified.

Rick Green asked to have a copy of the treasurer's report sent to the Selectmen's office each month.

Pat Clark asked Rick what the policy of the town was pertaining to valuations done of town personnel. Rick explained the valuations were confidential and not for public review.

Pat Clark asked the board to hand in their valuations on Becky.

Bill Olmstead asked what the status of the Volunteer Coordinator position was and what the plan was for volunteers. Deanna Vermette felt that there was a plan and Susan was doing a good job filling the receptionist's hours.

Bill Olmstead asked why the dates for the COA monthly meetings were not publicized. Deanna said the date and time of the meetings was put into the Scribe and somehow had recently been left out, however, the town web site has all department meetings listed and can be viewed at any time. Rick Green suggested that we put a notice of upcoming meetings into the TIMES.

Meeting ended at 9:15.

Respectfully submitted for Rita Vail by Deanna Vermette