

**COUNCIL ON AGING BOARD**  
**REGULAR SESSION MEETING MINUTES**  
**Veteran's Memorial Building, Rm 19**  
**900 Main Street, Millis, MA 02054**  
**MEETING NOTES FROM September 10, 2020 – ZOOM Meeting**

CALL TO ORDER: Bert called meeting to order at 9:01

The following persons were present:, COA Director Patty Kayo, Secretary Helen Daly, Becky Poynot, Brooks Corl, Chris McCaffrey, Bert Lannon, Elizabeth Derwin, Lizette Walter

Secretary's Report

Motion to accept Chris and Elizabeth

Treasurer's Report

In the process of switching books over to new fiscal year.

HESSCO Report

- No permanent replacement for this position as yet. Patty meeting with HESSCO 2 times per month
- Bonnie Hilton asked Chris about the position – she's interested. Patty will call her.
- HESSCO currently holding virtual meetings

Outreach Report:

- Becky is receiving requests for Fuel assistance program, she will set up one- on- one meetings in RM 18 with all applicants.
- She has discussed craft video programs – not much interest
- Chris suggests U-tube – we could get a link from Facebook to U-tube. We currently have 95 Facebooks followers
- Chris suggests promoting all in the next Newsletter
- Helen suggested a Walking Group – perhaps coffee or hot chocolate after?

Director's Report:

- Deferred to Old and New Business

Chairman's Report

- Discussion of mailing label dates – shows when the next payment to the Friends is due. Discussion followed re: follow up with everyone as to how important their support of the Friends and of COA is currently only about 20% of recipients pay dues. – volunteers needed to record checks if and when they are received.

Old Business

- ROBO calls – will show the Town of Millis phone # - will not be specific to the COA. Patty and Becky can pick people that they want to send info to.

Discussion of Special Meeting of 9/9 with Permanent Building members

- Elizabeth summary – PBC doesn't think we show enough programming
- PBC questions our reasoning for coming up with Cassidy Farm? – she suggests that we come up with 3 options as to how we made that decision
- Infrastructure – how we propose to use it?
- COA Board should take more of a lead
- Give each room a letter and show what programs would be held in each
- First impression is key – this is not a good time to present our proposal, Covid and increase in taxes

- Can we go to Abacus and ask for an extension?
- Patty stresses that every year she goes to the FinCom and the Select Board with her proposed budget for full-time staffing – same response every year.
- COA members discuss options between the 3 proposals – sq footage and parking is a huge consideration at Cassidy Farm – there is not enough parking at VMB for Seniors
- Patty working with Elder Affairs to look at projected population in surrounding towns. Millis shows a projected population increase to approx. 3k seniors – we should look at towns with similar population to see how they are handling the increases. Patty will gather all this information for our next meeting.
- Board decision made To take Cassidy Farm blueprint, take each space and assign a program which we have listed in 9/9 meeting notes – each member will prepare this and meet in RM 18 or RM 130 at safe distances in 2 weeks if possible. Patty will check with Mike to make sure that this will be permitted. She will advise Board members of the date & time for this special meeting.

Meeting adjourned at 10:15 AM  
**Next COA Board Meeting: THURSDAY October 8, 2020**  
**9:00 AM– via ZOOM until further notice**