

COUNCIL ON AGING BOARD
REGULAR SESSION MEETING MINUTES
Veteran's Memorial Building, Rm 19
900 Main Street, Millis, MA 02054
MEETING NOTES FROM November 12, 2020 – ZOOM Meeting

CALL TO ORDER: Bert called meeting to order at 9:06

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

Secretary's Report

Motion to accept with the following changes – Outreach clarification: 51 individual calls with a total of 151 conversations, Motion to accept by Chris and Elizabeth - unanimous

Treasurer's Report

- Bert questioned when is the end of Fiscal Year? June 30th
- Postage is split between Municipal budget and State Formula Grant

HESSCO Report

- Bonnie has not yet responded as she was tied up with the Election and now has pneumonia and is currently being tested for Covid
- Patty meets with HESSCO 2 times per month – nothing new to report

Outreach Report:

- Becky has made 2 home visits, with 139 phone contacts to 46 individuals.
- HESSCO and the Lions will offer meals to those alone and without families, HESSCO will offer pre-packaged meals, Lions working on best way to help. They will deliver the day before each Holiday.
- Friends in Deed will help the 36 residents of Willowbrook Manor who have been in lock-down since March. They will deliver gifts – not allowed to bring meals.
- The Giving Tree will not be handled by St. Thomas this year – Becky will check with the Friend in Deed to see if they could help with donations for this. Becky will check with Willowbrook to see if the COA can help in any way over the Holidays.
- Elizabeth reports that the Food Pantry will be giving gift cards – she will contact the Church of Christ and St. Thomas re: donations for this. Chris asked that she be notified as she always gives to this.
- Fuel Assistance requests currently stands at 3 clients. Becky must get signatures for all applicants which she hopes to do on a drive-up appointment basis.

Director's Report:

- 2021 Tax work-off has been completed – all workers will receive their tax credit for the year. Patty has 19 applicants for the year 2022 with the program to start when Town Hall starts to open to the public – hopefully January 1st 2021.
- Patty has applied to the Cultural Arts Council for a grant to cover performance on June 30th for the Rockin' Rollin' 50's Band. Brooks noted that Brian Riley will need info from her on this.
- 3 people have signed up for the ¾ mile walk to be held on 11/19 at 11:30AM. Chris volunteered to make 2 pies, 1 apple and 1 pumpkin to serve, Patty will pick up cider and Bert will pick up coffee from DD

Chairmen's Report

- Will be covered un New Business

Old Business

- Tax Work-off was covered under Director's Report

New Business

- Thanks to Elizabeth for her work on the New Senior Center schedule to be presented to the Permanent Building Committee
 1. Site selection – how we chose Cassidy Farm
 2. Consideration of the cost of all 3 proposals
 3. Time to build/renovate all 3 locations considered
 4. Disruption to the Senior Center and the rest of the Town offices considered
 5. Availability of outdoor spaces considered
 6. Number of available parking spaces considered
 7. Convenience to downtown considered
 8. Combining Maintenance of all sites considered.
 9. How much space do we need to offer noted programs? Row 18 denotes the possible programs we could offer
 10. Staffing questioned
 11. Projection of 3334 seniors by the year 2020
 12. Current ABACUS proposal of 13K sq ft for a Cassidy Farm building probably not adequate to accommodate this projected number (3334 X 4 ft per person = 13,400 sq ft building?)
 13. Verification of the number of ft/person will be double checked
- Staffing will be reviewed in the next year's budget
- Our contract calls that we can put a Hold with ABACUSS
- Patty will talk to Diane Jurmain and request to put a hold on ABACUSS after they present a more detailed plan for the Cassidy Farm project

Can not move forward with planning until:

- Staffing issues addressed
- Have in-person visioning sessions with the community
- Verify that sq footage is sufficient for estimated population of 3,344 seniors

MOTION:

Authorize Patty to present scheduling and decision matrix to Diane Jurmain on how we as a Board decided on Cassidy Farm and to ask what the available funding would be for ABACUS to provide a full plan for Cassidy Farm that would cover above requirements to accommodate approximately 3344 seniors which is the projected population in 10 years for the Town of Millis and to hold presentations to the town at meetings for discussions.

Unanimously approved

Meeting adjourned at 10:33 AM

**Next COA Board Meeting: THURSDAY December 10, 2020
9:00 AM– via ZOOM until further notice**

