

Minutes of CoA meeting

May 8, 2018

Meeting called to order at 6:05 PM

Roll Call: All members present with the exception of: Christine Alessandro; Sandy Fritze; and Joan Houston.

Minutes of April 10, 2018 were distributed, reviewed and no changes noted. Motion made, seconded and passed to accept minutes as presented. **Phoenix/Arsenault**

Treasurer's Report

Payroll: \$19,743.27

Grant: \$6,946.20

Expense: \$8,073.97

Donation: \$11,940.77

All accounts have been reconciled. Director pointed out there was plenty of money in the expense account to purchase necessary items and will make sure all stock is full by June 30. Also noted the payroll will have approximately \$6,500 extra in the account due to the unfortunate delay in the Outreach position being filled.

Motion made to accept the treasures report, seconded and passed. **Arsenault/Mancini**

Director's Report:

- Wifi is in upstairs and computer is up and running for check in.
- Cameras are here and I am in the process of installing.
- Extra electrical outlets were installed upstairs at the computer station and in the little room off the middle office. My intention is to put a computer in there for the seniors to use at a future date. Electrical services were donated. Cost us just for the plugs.
- We had a pool/ping pong table donated to the center. It needs put together and up righted. It is very old but may be just fine.
- There is a copier from town hall in the meeting room for seniors needing copies. There will be a 25¢ per copy donation fee. We can use the fees to help pay for toner. I had declined the offer from the Town Clerk but it was sitting in front of the door on Monday morning.
- There will be a chicken dinner on 5/31/18 here at the center. Tickets are \$6. The CoA made just over \$100 on the pork dinner in April. A commercial refrigerator is needed. There simply is not enough room. Also, we need a freezer. I applied for a grant to the Exchange club and they declined to fund this as they said it is a capital request and the town should be funding it. I emailed the town administrator and asked if I could take it out of my budget. I thought I could pay for the freezer out of the left-over grant. He said he wanted to wait until fall town meeting for a capital request. I explained I had plenty

of money and he said if we needed it before then so be it. I then told him I would bring it to the board and abide by the vote. If we are going to continue to provide a monthly big lunch, I don't see how we can continue as we are. The budget will allow me to purchase a refrigerator. I negotiated with DL and Sons Restaurant Equipment in NB and he will sell us a brand new commercial refrigerator for \$1550. That is cost. Then he has a freezer which has a dent in the top he will sell me for \$1250. It is completely up to the board to vote on whether to wait or to go forward with the purchase I will not make a recommendation.

A discussion ensued with the need and the following arguments were put forward. There were 2 of the 3 women responsible for the meals in attendance.

- There is not enough room in the present refrigerator to shop and store all the products needed for the luncheon, so when they shop they must store in their own personal refrigerators at home.
- Next, there was not place to store left overs after the meal has finished. Member brought up that if we suspend the meals at this point it will be hard to get them in the habit of purchasing tickets after such a wait. The seniors continue to ask for the meals and would like more than one per month but time restraints occur.
- One CoA member brought up that the deal we were getting now may not be available in the fall.
- Next point was that there is plenty of funds left to do this and since the CoA is diligent in spending, we have repeatedly turned back funds and not spent just for the sake of spending. We try to use our grant funding for as much as we can with the awareness that what we turn back in goes to Capital and not once in 15 years have we gone to Capitol.

At this point, Chris Mancini made a motion to purchase the refrigerator immediately as it is Considered an immediate need. Motion seconded and passed unanimously. **Mancini/Sugalski**
A motion was made to purchase the freezer from grant funds. **Mancini/Arsenault**

- The funding for a senior transportation program has been approved. We will need to decide on what kind of stipend to pay the volunteer to drive into Worcester. The senior using the service will be required to pay a percentage of the cost. Mileage is currently 54.5¢ per mile. A round trip to Worcester would only be \$19.62 and the appointment could take 3 hours total. I would like to see a minimum of \$25 per trip. The senior would be responsible for \$12.50 and the CoA would pay \$12.50. Another way would be to use senior workers but that would end up eating hours up. Think about it and we can discuss and vote on it at the June meeting. This is not to replace Elderbus. Discussion about average appointment would take 3 hours. \$30 to Worcester seems to be stipend we will end up with.
Motion made to accept Director's Report seconded and passed. **Mancini/Williams**

Motion to adjourn was made at 7:15, seconded and passed. **Mancini/Pheonix**