



Minutes of Town of West Newbury

Council on Aging Minutes

Tuesday, November 15, 2022 at 9:00 am

The Council on Aging met in person in the First Floor Hearing Room on November 15, 2022, at 9 am. A change in the date was necessitated due to the Mid-Term Election held on November 8, the regularly scheduled date.

Chair: Jacqueline Johnston called the meeting to order at 9:09 am.

Present: Jacqueline Johnston, Richard Preble, Gail DiNaro, Dianne Faulkner, Jessa Haynes, Vicky Beaumier, Barbara Warne, Marjorie Peterson

Absent: Laurie Spielvogel, Joseph Publicover, Dorothy Cavanaugh

Staff: Christine Marshall

Secretary's Report: Marge Peterson moved to approve the minutes of October 18. Vicky Beaumier seconded the motion. Approved unanimously

Treasurer's Report: The Financial Report and Expenses were reviewed. Christine noted the budget is on track. The Formula Grant has increased to \$15,996 from \$9,960, and the funds have been received. During FY23 budget preparation, it was decided to use the Formula Grant for 5 hours per week of Jen Vincent's payroll. Christine would also like to use the Formula Grant to update the tables in the SAGE Center to ADA compliant tables. Christine is hopeful that \$1,200 will be awarded from the Cultural Council grant to cover the cost of two additional Reiki Meditation programs in the winter and spring. A motion to approve the Treasurer's Report was made by Jessa, seconded by Gail. Approved unanimously

Director's Report: The Director's Report was reviewed. It was noted that all programs are doing well.

- The November Chicken Pie themed dinner was well attended.
- The mini food pantry located in the Senior Housing facility is well used. Christine suggested, and the Town Manager has approved, locating a small pantry adjacent to the food drop-off location in the lobby.
- The 3B exercise class continues to be very successful. An additional class has been proposed for Wednesday evenings at 5:30 or 6 pm.
- The walking group is picking up new "walkers".
- Nine folks attended the nutrition talk given by the Dietitian from AgeSpan.

Dianne moved, seconded by Richard, that the Director's Report be accepted. Voted unanimously

New Business:

- Valerie Horgan who provides foot care may switch to two Saturdays a month. Christine has not looked into other options at this point. Valerie is well-liked by her clients and if we can accommodate a schedule change, Christine would like to see her return after her move.

- Christine noted that the Town Manager voiced a concern the Select Board may have regarding wheelchair transportation if the COA van is disposed of. Christine included in the packet information about MVRTA Ring & Ride service, which provides wheelchair/ADA rides, as well as a meeting with the Merrimack Valley Planning Commission she will be attending on November 16. The COA Board discussed the possibility of purchasing a smaller wheelchair van or entering into an agreement with a neighboring COA for wheelchair rides on an as-needed basis. Christine mentioned that if we choose to keep the current COA van, we will need to hire a driver, and start that search again.
- Christine also included in the packet a memo to the Town Manager requesting that the SAGE Center extend hours on Wednesday evenings until 7 pm in an effort to grow participation and make services available to older adults working full time. SAGE would remain open on Fridays from 8 am until noon, but Christine has requested to work from home on Fridays.
- Upcoming Holiday Program scheduled for Dec. 15, which will include lunch and holiday music provided by the Page School 6th Grade Chorus.

Old Business:

- \$437.96 was received from the Friends of the COA as a final distribution. A discussion ensued as to how the COA can increase the Gift Account. Christine will check with the Town Manager to see if a notice could be placed in the newsletter that the COA welcomes donations. It was also suggested that the tags on medical equipment include a statement that donations to the COA Gift Account are welcomed. Christine will also discuss with the Town Manager and Treasurer about adding a button to the web site to accept donations to the COA Gift Account.
- There was discussion about the Spring Fling event that has been very successful in the past. It was noted that without a Friends Group being able to fundraise at the Spring Fling, that perhaps the Fire Company would sponsor a Spring Gala instead. Christine will follow up with Chief Dwyer on this idea. Christine stated she would rather focus on monthly programs than one large annual event. Christine feels strongly about making connections with our residents on a regular and frequent schedule. She has seen an increase in participation and continues to meet new seniors who are thrilled with the newsletter and new programs.
- There was discussion about the need for shades in the Annex.

Adjournment:

Gail moved to adjourn, seconded by Jessa. Voted unanimously. The meeting adjourned at 9:50 am.

Respectfully submitted,

Marjorie Peterson
Secretary

Meeting Documents:

Draft minutes of COA Meeting on October 18, 2022

COA Financial Report as of October 31, 2022

COA Director's Report for October 2022

Merrimack Valley Planning Commission Public Meeting on November 16, 2022 Information

MVRTA Ring & Ride Brochure

Memo to Town Manager from COA Director re: Expanding SAGE Center Hours

Email to Town Manager from COA Director re: Request to add mini food pantry to lobby of Town Offices

Copy of letter and check for final distribution of Friends of West Newbury Council on Aging dissolution