

REC'D W. NEWBURY CLERK
23 MAR 15 AM 3:20



**Town of West Newbury
Council on Aging Meeting
Tuesday, March 21, 2023 at 9 am**

381 Main Street | Town Office Building | First Floor Hearing Room

AGENDA

1. Call to Order
2. Secretary's Report – Draft minutes from February 14, 2023
3. Treasurer's Report – February 2023
4. Director's Report – February 2023
5. Working Group update
6. New Business
7. Old Business
8. Adjourn



Minutes of Town of West Newbury

Council on Aging Minutes

Tuesday, February 14, 2023 at 9:00 am

The Council on Aging met in person in the First Floor Hearing Room on February 14, 2023.

Chair: Jacqueline Johnston called the meeting to order at 9:02 am.

Present: Jacqueline Johnston, Richard Preble, Gail DiNaro, Dianne Faulkner, Dorothy Cavanaugh, Jessa Haynes, Marjorie Peterson

Absent: Laurie Spielvogel, Joseph Publicover, Vicky Beaumier, Barbara Warne

Staff: Christine Marshall

Secretary's Report: Dianne Faulkner moved to approve the minutes of January 10, 2023. Jacquie Johnston seconded the motion. Approved unanimously.

Treasurer's Report: The Financial Report and Expenses were reviewed. Christine noted the budget is on track. Christine noted the addition of Wage Study salary increases in the General Fund for informational purposes. These funds will not come out of the COA budget.

There was discussion of Friday yoga resuming, and the cost of this program. The yoga instructor's fee is higher than other exercise instructors. Christine will research the cost and availability of the yoga instructor currently holding the Library yoga class on Wednesdays.

The Select Board has declared the COA van as surplus, and the disposal/sale will be handled by Wayne Amaral, as the Chief Procurement Officer.

A motion to approve the Treasurer's Report was made by Gail DiNaro, seconded by Jessa Haynes. Approved unanimously.

Director's Report: The Director's Report was reviewed.

- MeVa Rides (formerly MVTA) are being used regularly and folks are happy with service.
- Foot Care with Valerie Horgan is on the 2nd and 4th Saturdays of the month and is well attended.
- We have been spending down Food Pantry funds in the last few months. Pantry is very popular with the Senior Housing residents. The need is great during this difficult economic time; however, Christine noted that she would like to keep a large reserve in this account and slow down our spending.

Dianne Faulkner moved to accept the Director's Report. Dick Preble seconded motion. Approved unanimously.

Correspondence:

- Discussed letter received from Elsa Francescone regarding the recreation needs of senior residents and her suggestion for the installation of Pickleball courts. The Council agreed this is a sound proposal and discussed possible locations. It was decided that the Parks and Recreation Department would be the

proper Department to pursue and voted unanimously that a letter be sent to them with copies to the Select Board and Ms. Francescone that the Council on Aging fully supports this proposal.

New Business

- At the suggestion of Christine, discussion ensued regarding the formation of working groups to pursue programs such as the Spring Fling and Trips. This would provide some help to Christine with her current work load.
- After some deliberation, it was agreed to abandon the concept of the Spring Fling, focusing instead on the delicious home-made luncheons and dinners provided by Jen. These programs are becoming increasingly more popular. It was suggested that each Council member invite a friend to attend.
- Gail, Jessa, Dianne, and Marge volunteered to investigate trip options and costs. It was agreed to begin with a half-day trip. Some suggestions: museums, theaters, garden show. They will report back to Christine with their recommendations and findings.
- Beginning in April an additional 3B class will be held at 3:30 on Wednesdays.
- The 6th grade chorus will be providing entertainment at a luncheon in May.

Dianne Faulkner moved that this meeting adjourn. Jacquie Johnston seconded. Voted unanimously to adjourn at 9:50 am.

Respectfully submitted,

Marjorie Peterson, Secretary

Meeting Documents:

Draft minutes of COA Meeting on January 10, 2023

COA Financial Report as of January 31, 2023

COA Director's Report for January 2023

Correspondence from resident regarding Pickleball courts

Draft of SAGE Center News March/April 2023



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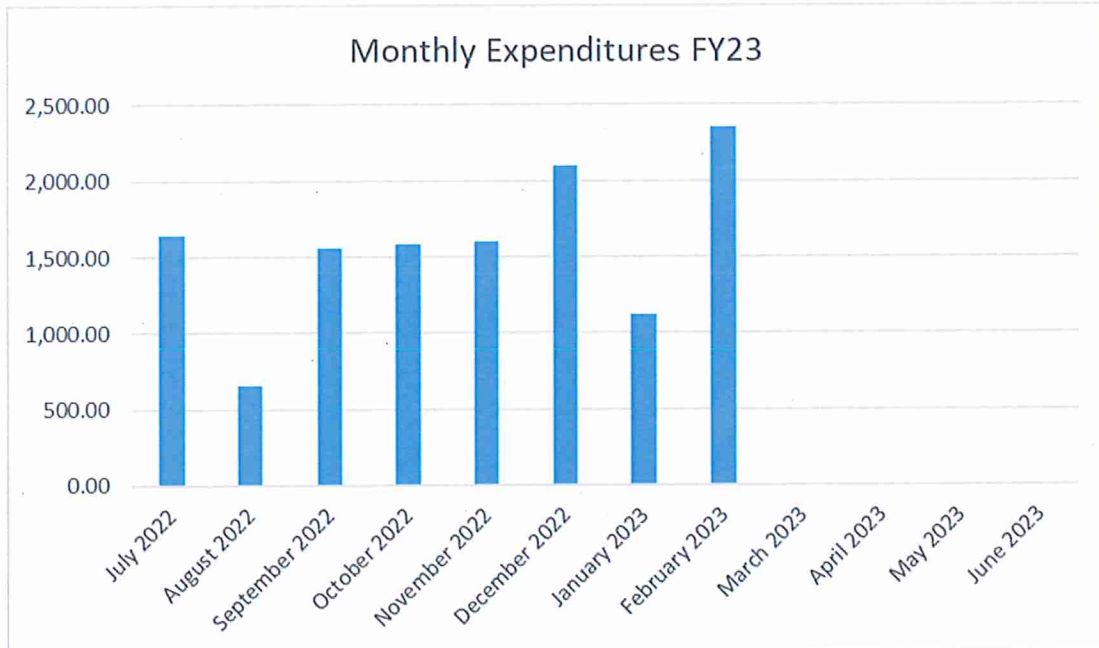
TOWN OF WEST NEWBURY | COUNCIL ON AGING

Financial Report as of February 28, 2023

Balances as of February 28, 2023				
General Fund	Allocated	Expended	Ending Balance	% Used
COA Salary & Wages	100,308.00	-56,467.64	43,840.36	-56.29%
Wage Study Increases		-1,133.63		
COA Expenses	19,500.00	-12,604.20	6,895.80	-64.64%
Gift Accounts	Starting Balance	Expended	Donations	Ending Balance
COA Gift Account	3,196.91	-239.69	7,184.96	10,142.18
Food Pantry Gift Account *	16,931.00	-10,684.01	4,750.00	10,996.99
Grants	Starting Balance	Expended		Ending Balance
Formula Grant	15,996.00	-5,120.40		10,875.60
*updates made to Food Pantry expenses and donations - due to corrections to entries by Finance - see detail attached				

General Fund Expenses by Category			
Programs	Budget	General Fund YTD Expenses	Remaining
Sunray Café - lunches, dinners, ice cream socials		-2,396.44	
3B Class - Balance, Bones & Brain			
Yoga Class		-1,380.00	
Reiki, Meditation, Aromatherapy		-600.00	
Program Supplies		-1,303.83	
Other Expenses			
Newsletters		-3,793.26	
Office Supplies		-723.71	
Kitchen Supplies		-507.60	
Van Maintenance / gas			
Software annual contract / MSC		-790.00	
Dues and memberships		-265.00	
Mileage reimbursement		-553.93	
Cell phone		-290.43	
FY23 Budget \$19,500	19,500.00	-12,604.20	6,895.80

Monthly Expenditures FY23	
July 2022	1,640.73
August 2022	653.90
September 2022	1,556.94
October 2022	1,581.76
November 2022	1,600.54
December 2022	2,098.76
January 2023	1,121.12
February 2023	2,350.45
March 2023	
April 2023	
May 2023	
June 2023	
	12,604.20



FOOD PANTRY EXPENSES - FY23

	FOOD	BASKETS	OTHER	
JULY	-			
AUG	386.11			
SEPT	1,382.62		\$ 75.00	baker's rack
OCT	1,335.28		\$ 99.99	scale
			\$ 83.59	wagon
NOV	971.29	1,008.77	\$ 169.99	BJ's/mini fridge
DEC	1,877.01	395.98		
JAN	1,126.98			
FEB	1,771.40			
MAR				
APR				
MAY				
JUNE				
	8,850.69	1,404.75	428.57	10,684.01



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Town of West Newbury | Council on Aging | Director's Report FY23

	Feb 23	Jan 23	Dec 22	Nov 22	Oct 22	Sept 22	Aug 22	July 22	
Meals on Wheels - West Newbury	63	86	102	99	126	127	86	61	Total meals
Meals on Wheels - Groveland	331	330	357	360	372	353	391	365	Total meals
Congregate Lunch (in-person)	18	19	4	17	14	20	39	47	Total meals
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Sunray Café Lunch Delivery	-	-	-	-	-	-	28 / 1	25 / 1	Total meals / # offered
Sunray Café In-Person Lunch	19	17	44	8	11	5	-	-	Attendance
Lunch & Learn Speaker Series	-	15	-	11	18	-	-	-	Attendance
Dinner - themed dinners	-	-	-	25	cancelled	16	-	-	Attendance
Birthday Party Luncheon	-	-	-	-	-	-	3	5	Attendance
Special Town Meeting Q&A	-	-	-	-	6	-	-	-	Attendance
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Food Pantry - Food Out	672	1,125	1,048	852	648	578	279	295	Food weight
Food In	742	1,315	815	783	1,031	602	304	309	Food weight
Residents served	22	22	22	22	22	22	21	19	
Volunteers / Hours	3 / 18 hrs	3 / 14 hrs	4 / 20 hrs	4 / 23.5	5 / 21	4 / 13	4 / 9	6 / 12.5	
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Yoga Class *	-	8 on 1/6	8	8	9	10	10	11	Average attendance
3B Exercise Class - Mondays	21	18	15	19	13	12	13	11	Average attendance
3B Exercise Class - Thursdays	17	19	14	16	18	14	14	12	Average attendance
Pickleball - Mondays	-	-	-	-	-	15	-	-	Attendance
Guided Reiki / Meditation Series	-	-	-	-	5	-	-	-	Attendance
Outdoor Adventure Walking Group	-	-	-	-	3	2	-	-	Attendance
Eat the Rainbow Nutrition Talk	-	-	-	-	9	-	-	-	Attendance
Winter Sand Pail Delivery	-	-	27	-	-	-	-	-	Delivered
Zoom Watch Party - Scams - Library	1								
Games & Puzzles with Pentucket	2	1	2	1	-	-	-	-	Attendance
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NEET Rides - round trip	4	5	2	1	2	3	3	7	Total rides for month
MeVa Rides - one way		27	41	39	43	52	35	26	Total rides for month
Foot Care	21	20	-	12	23	22	23	21	Total clients served
Senior Tax Work-Off Program FY23	20 applications	15 currently working							FY22 - 4 volunteers

* Yoga on hold from 1/13 until 3/3/2023



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February 28, 2023

Elsa Francescone
42 Crane Neck Street
West Newbury, MA 01985

Dear Ms. Francescone,

Thank you for your letter regarding the recreation needs of our senior residents. I agree with you that senior recreation is extremely important. The aging population is quickly growing, and in West Newbury 60-80 residents will turn 60 years of age each year.

I have been in the Director role now for one year and have worked hard to learn what our senior population is interested in for fitness, social events, recreational programs, trips, etc. We had a huge turnout at our joint Pickleball programs at the Newburyport Tennis Club last year; and because of that success, I know the seniors would love to see us have our own courts. I hope that you have seen all the new programming being offered by the SAGE Center in our bi-monthly newsletters, posters around town and social media.

The Council on Aging (COA) met on February 14, 2023 and voted unanimously in support of this proposal. The COA felt this idea would fall under the jurisdiction of the Parks and Recreation Commission, and the COA members would be more than happy to assist as needed.

Please reach out to me anytime for updates on this topic. Thank you again!

Best regards,

Christine Marshall
Council on Aging Director



West Newbury Council on Aging

381 Main Street, West Newbury, MA 01985 | (978) 363-1104 | coa@wnewbury.org



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February 28, 2023

Parks & Recreation Commission
Attn: Brad Buschur, Chair
Town of West Newbury
381 Main Street
West Newbury, MA 01985

Dear Mr. Buschur,

We received the attached letter from Elsa Francescone regarding the recreation needs of senior residents and a suggestion to consider the addition of Pickleball courts to the current recreation areas.

The Council on Aging (COA) met on February 14, 2023 and voted unanimously in support of this proposal. The COA felt this idea would fall under the jurisdiction of the Parks and Recreation Commission, and the COA members would be more than happy to assist as needed.

Please keep us updated if this topic will be discussed at future Parks & Rec meetings. Thank you.

Best regards,

Christine Marshall
Council on Aging Director

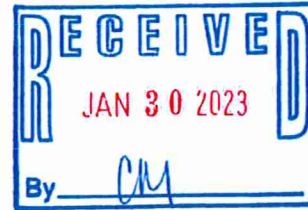
cc: Elsa Francescone
Select Board



West Newbury Council on Aging

381 Main Street, West Newbury, MA 01985 | (978) 363-1104 | coa@wnewbury.org

42 Crane Neck Street
West Newbury, MA
January 27, 2023



S.A.G.E.
West Newbury Council on Aging

Greetings!

I am very proud of what our town has done for the youth of West Newbury. Both of my children benefitted from the multitude of playing fields and playgrounds provided by the generosity of our residents.

As the population ages, I believe it is time to consider the recreation needs of our senior residents. In particular, the addition of several pickleball courts would be a welcome reward for those of us who have supported youth recreation for so many years. These courts could hopefully be situated on the same property as our present recreation areas.

There is/was one pickleball court behind the middle school, but use of that court would be dictated by school hours. Having a public court on school grounds may not be the safest option for our students.

Are there grants specifically targeted to fitness and health of older citizens? I would be willing to help in working on any proposals that may be geared to this endeavor.

Thank you,

Elsa Francescone

elsa.francescone@gmail.com

CC: Board of Select People
Parks and Recreation Department