

## COA Meeting Notes

April 13, 2016

Kevin called meeting to order 10:40 am. Members present: Kevin Rudden, Earl Pearlman, Carol Kotros, Peg Nogueira, Ann Vandersluis and Director, Amy Wilson-Kent. Absent: Mary Ann Hopkins. Bob Carlson arrived at 11:10 am. Friends members present: Sue Carlson, Dick Skinner, Lou Meroli and Bob Gebelein.

The Secretary and Treasurer's reports were unanimously approved. Amy gave a verbal Director's report, written report to follow. She mentioned Dick Skinner obtained a used air conditioner from another town department, which wasn't being used, and has installed it in the kitchen. On Saturday April 30 the BOS will hold a meet and greet at the senior center. The outdoor electric outlets have been installed compliments of the Friends.

Sue Carlson gave the Friends' report. Past weekend's Book Fair was a huge success. Wednesday May 11 there will be a Dairy Queen fundraiser. A new canopy was purchased for use during outdoor events. They also purchased 4 padded card tables, three 6ft and three 8ft lightweight folding tables. Progressive Yard Sale is on June 11, raindate June 12. Day trip to Martha's Vineyard is June 16.

### Old Business

Food Pantry—the 2<sup>nd</sup> carriage that was purchased is coming in handy. Gift cards were given to school nurse to help family whose mother is extremely ill. Carol said we need more volunteers for Wednesday night food distribution following 1<sup>st</sup> Monday distribution. Amy said Eldon Swanson has volunteered but needs additional training.

FY17 Budget Update—great news: Amy's additional 5 hours has been signed off by the BOS and goes before the voters at ATM on May 6.

Tax Abatement Program—is going along well. Kevin explained by state law assessors can't release any unspent money from overlay account if there are outstanding tax issues. Abatement program only used \$3000 in FY15. The FY16 figures are not in yet. In the FY17 budget, \$10K has been allotted under a separate line item to be voted on separately at ATM.

Policy Review—Amy said we have completed reviewing all policies.

Volunteer Appreciation—Amy met with caterer from Hopedale. The menu is set for soup, salad, sandwich wraps with brownies and cookies for dessert at \$6/person. The "Accidental Wedding" will be performed at 11 am.

### New Business

Van Driver—Bob Gebelein will be out 4-6 weeks this fall. We need back-up driver for Wally Mathews as well as back-up for janitorial services at the senior center. Amy will check with BOS to see if she can advertise.

Senior of Year—applications are available here, online and at the P.O. and will be accepted until June 1, 2016.

Summer Programs—July COA meeting will be moved to July 6 due to Amy's vacation the week following. The Senior Cookout will be on Thursday, July 21 and the Senior Tea on Sunday, July 31, 2016.

Newsletter—Kevin asked Amy if it is possible to get the newsletter back since many people have requested it. Amy confirmed that with her additional hours, she can put out 6 issues a year, starting next fiscal year beginning July 1, 2016.

#### Open Forum

Dick Skinner reported Friends bought 2 new air conditioners for upstairs. With all these separate units being installed, he recommends we consider central air. Kevin replied that once the go ahead is given for senior center expansion, we can roll that in with the expenses.

Dick reported Royal Thermal View came for an estimate and we should have a quote shortly.

Dick brought a rubber stair tread for use on the basement stairs for our inspection. The cost would be \$350. The COA felt we need more research on alternative methods.

Meeting adjourned 12:00 noon.

Respectfully submitted,

Ann Vandersluis

Secretary