

# **North Reading Council on Aging Meeting Minutes Tuesday, August 29, 2023**

## **Attendees:**

Daniel Greenberg, Chairman, Maxine MacPherson, Clerk, Valerie Schiavone, Member, Kim Manzelli Director, Senior Center, Lisa Ditrapano, Member, Katherine McCabe Scott, Member, Angela Mauceri, Friends, Lillian Hartman, NR Director of Public Services, Rich Wallner, NR Selectman

1. Meeting called to order by Dan Greenberg
2. Minutes from the Last Meeting – the July 25, 2023 minutes were approved by the Board.
3. Reports from Workgroups – Dan suggested that the Systems group be dropped. Maxine will work with Programs instead.

**Grants** will be looking at a list of grant sources such as Whole Foods, etc. DOT grant is still pending but looks like some funding may come in by the beginning of next year. Expanded lunch grant from Mass Council on Aging is moving along, working on the programs to go with the expanded lunch. Art Grossman, Friends of the Library, is helping with entertainment and we are looking for other types of programs/speakers.

**Programs** will look into the possibility of charging for some of the services provided by the Senior Center, like the gym/movement classes. Start by surveying what other town senior centers charge.

## **4. Director's report**

### **Program Update:**

- Volunteer base is being increased to support programs and operations.
- Monthly special events and several exercise classes are at capacity
- Aldersgate Church" Mondays on the Move" programming beginning September 11, 2023. MCOA Grant approved for full funding request – goal is to provide additional outreach to seniors in our community with pilot program and use of alternate space for 6 months. Trying to make it a full day with knitting, exercise class, etc at the church.
- Van driver's hours are reaching maximum allocated budget weekly of 35 combined hours total.
- Need back up van driver. Bill Rasmussen retired, position is posted.
- Screened volunteer driver group has been implemented, and additional volunteer drivers are in need, as there is a
- continued need to fill service gap for medical out of Town transportation. New software being implemented today for ride scheduling for NR Rides Together program.

### **Communication and Outreach:**

- Newsletter mailing completed. Friends of COA to cover mailing cost.

- Weekly email communication continues.
- Transcript and Norcam continue to promote Senior Center Programs
- National Night Out August 1<sup>st</sup> had excellent turnout, good outreach opportunity.
- September 17 (Town Day) September 23 (Apple Festival) Senior Center will have a table

### **Facilities:**

- Handicap door buttons/Flooring /Interior paint - ? By Town in future. Date TBD. Recent meeting with Facilities and IT to prioritize projects and needs.
- Volunteers providing upkeep of outdoor flowers/ garden. Trinity Church to return in fall.
- Town Engineer and Town Planner reviewing traffic pattern /parking lot
- Space continues to be challenging with limited office space and programs.
- Masonic Lodge has offered space use with trial one day per week, will consider implementing programs once staff can support another off site space.

### **Budget:**

- Increase in limit of revolving fund passed at Town Meeting. Tax Work off Program limit increased. Info Session for Senior Tax Rebate 9/13 at 1pm with Karen Marlin and TA
- Senior Prom at Hillview Wednesday September 27<sup>th</sup> 4-7pm. Venmo account set up by Friends of COA and donations are actively being received. 140 reservations to date. Fully funded by local businesses and donors

### **Staffing Update**

- Two paid summer interns were o p beneficial yand supportive. Last day 8/31
- Jacqueline Quinn will be the new Program and Volunteer Coordinator - part time at 19 hours a week including Mondays.
- Offer Letter provided to strong candidate for Program and Volunteer Coordinator Position.

### **5. Friends of the Council**

Senior programs coming. First is Food and History for Fun on 9/11. Garden Club in November. Angela asked whether mailing list for e-newsletter could be expanded to include people under 60. Kim said yes and will provide sign up sheets at Town Day, Apple Festival, etc. Rich called this "arising Seniors" that could become volunteers and help

### **6. Report from Lillian Hartman**

Lillian said there was welcome basket put together by Recreation Department and Senior Center should put in pamphlet or other information on Senior activities. She mentioned there were seats available on a group looking into a multigenerational building and on a group bringing life long learning to NR

7. **Selectman** Rich talked about a Tax committee being trestarted as a result of the article in the By Gloria Manning in the Transcript about lowering the tax for seniors. Also looking for changes in policy on in-lawmapartments.

**No Old Business or New Business**

**Next meeting Sept. 19 at 5:30.**

Meeting adjourned.

Submitted by Maxine MacPherson