

**Hadley Council on Aging
August 11, 2020
Board Meeting Minutes**

Call to Order:

Rosalie Weinberg called the meeting to order at 10:38 am. The meeting was held at the Senior Center and board members maintained social distancing. Present included: Bruce Brewer, Glenn Clark, Betty Faulkner, David Storey, Rosalie Weinberg and Peg Wilson.

Friends of Hadley Council on Aging: Jane Nevinsmith, Chair

Employees: Hayley Wood, Senior Services Director

Meeting Minutes:

The minutes from the July 14, 2020 Council meeting were reviewed. Dave made a motion to approve and Betty seconded. Motion passed unanimously.

Financial Statement from July 2020:

Hayley presented the July financial statement and provided a handout for Council members to review and approve. She highlighted a number of areas of the financial statement. Hayley reported that it is the first monthly report of the new fiscal year so it is unremarkable. She mentioned that MCOA has waived all dues for member COAs. The money saved will be transferred to gasoline. She also mentioned that the COA's IT services are covered in a town-wide plan and the COA might be able to move the money budgeted for that service to another budget item. Money allocated for fitness equipment maintenance is no longer needed and the COA can likely shift those funds. Hayley indicated that any unspent balance from FY20 from the EOEA grant can be kept by the COA—something new. What that amount will be and how it can be used still needs to be clarified. She also confirmed when asked, that the PVTa grant for transportation is not part of the COA operating budget. Glenn made a motion to approve the financial statement, it was seconded by Bruce, and the motion was passed unanimously.

Old Business:

Building Update:

It was reported that the temperature issues involving cooling within the senior center has been addressed including the noise of the HVAC air handler. The clogged bathroom floor drain has also be fixed and the toilets in the women's room had to be replaced in order to make them handicapped accessible. Maintaining the landscaping (weeding) around the building is now being done by a high school student. Access issues for the driveway entrance and exit by the library are still being addressed. A gutter had to be extended on the building. Lights for the sign to the senior center are had not yet come in. The possibility of solar panels being installed on the senior center have not been brought up to the Select Board recently. A shelter to be built or made available to house the COA van is still being explored.

New Business:

New Board Member Nomination Linda LaDuc:

Linda's application to join the COA board was reviewed. Hayley mentioned she is well known to COA and has done some work for the town, such as revising and editing town reports. Bruce made a motion to approve her application, and it was seconded by Dave. The motion was passed unanimously. Note: that term limits will be discussed at the next COA meeting. Right now, there are no term limits that are part of the COA Policies and Procedures.

Van Program Restarting:

A part time van driver has been hired by the COA, Richard Homan. The driver also drives part time for Southampton. He has great skills but needs to get one more training. He begins this week. The van can accommodate up to 3 people on a trip (to ensure social distancing), and a plexiglass shield will be installed between the driver and the passengers, and one will be also installed in the Subaru. A written van protocol is being developed. It was also noted that the COA has access to the Fire Department's Ford Explorer.

Scaling up public program offerings, and essential services update:

The COA is scaling up to include one program or service offering/event a day at the senior center. All events will be held in compliance with the town board of health and state requirements. The Select Board will support groups up to 6 participants.

Hayley mentioned that last week's COA picnic event on the Hadley town common was successful and had 20 participants. Hayley also mentioned that all future COA board and other town committee and board meetings must be held via Zoom at the order of the Select Board. Hayley mentioned that the Fire Department is available to install air conditioners in elders' homes if necessary. The COA is looking for a handyman to provide services to elders in the town. The person who provided that service in the past is no longer available.

Town Hall Reopening Update:

Town staff are returning to work at town hall. Further discussions are ongoing regarding this as well as how the public can receive services within the town hall building. Services are now provided on-line or curbside or by appointment.

Using the Senior Center as a Cooling/Heating Center:

The senior center will be used as a cooling center during a heat wave starting this week. Availability of this service will be sent out via robo calls to town residents, and will also be reported on the town's website and the COA Facebook page. The service to perform robo calls is part of the My Senior Center database, which costs \$1,200 a year. There is no restriction on how often it is used.

Semi-Annual Report:

Hayley wrote a semi-annual report for the COA which was distributed via email, and it was sent to the town administrator. Feedback from COA members was very positive and the report included a lot of valuable information. Hayley and her staff were commended.

Building Use Proposal:

This item was tabled and to be discussed at the next COA meeting.

Adjournment:

Meeting was adjourned at 12:01 and was based on a motion made by Betty and seconded by Dave. The motion was passed unanimously.