**Council on Aging Building Advisory Committee**

**Minutes 10/10/2023**

Attendees: Elaine Hyland, Susan Murray, Patty Conway, Christopher Eddington

Absent: Catherine (Katie) Goldrick, Cindy Brennan, Tiffany Sheehan

1. Minutes unanimously approved.
2. Elaine updated us on the status of Habeeb and Associates
* We are still waiting for the meeting to be scheduled between the Interim TA, DPW, Elaine, Cindy and Patty and Habeeb and Associates.
* Elaine dropped off a packet of information with the Interim TA and requested a meeting date.
* The packet contained a summary of what the Advisory Board has been doing. It included meeting minutes, our 2-page flyer, and the Habeeb and Associates summary given to the Selectboard with the intent of getting the interim TA up to speed.
1. Elaine asked if the Selectboard has appointed a JFK working group yet. They have not. When the group is created, we would have a representative of our group at the meetings.
2. Elaine Researched other COAs and handed out a summary.
* Rocklands senior center was funded by free cash with a small grant for design. The construction was a debt exclusion plus donation for furniture and landscaping. The land was a town transfer.
* Elaine spoke with the Braintree COA director. The building was a school which they currently share with the veterans’ office. They did not recommend a community center to go in, but they thought a health agent would be a good fit. They had private donations and state grants for funding. Habeeb and Associates did their addition and they thought they were wonderful!! Parking is critical.
* Our new TA has experience in towns that were building new COA’s.
1. Cindy had asked a question on a COA social media page, asking other COAs what they share a building with and how is that working. We received a handout of the responses.
2. Elaine and Cindy will be going to the Mass COA annual Conference where they will be attending workshops and meeting COA people from all over the state. This conference was tremendously helpful last year!!
* Elaine will be asking about grant money that different COA’s have gotten or applied for.
1. There was debate on how to earmark the $48000 currently held in the Capital Stabilization Fund.
* Elaine wrote up potential articles for the Special Town Meeting Warrant to create a Special Purpose Stabilization Fund and transfer the money to that fund.
* Patty brought up the point that people might think we want to spend this money on the current COA which it is not slated for.
* Patty thought we should talk to the Town Lawyer to ask about this, along with maybe asking if a Revolving Fund might work better.
* There is a question on number of signatures needed. If we present it as a Citizens Petition it will require 100 signatures, but if the Selectboard puts the articles in no signatures are required.
1. Jean Douglas is looking up COA grants. We are unsure what progress she’s made.
2. Senator Keenan will be in Holbrook at the end of the month. Patty suggested we consider talking to him about what we’re doing to get him thinking about budget money for the new COA.
3. Patty asked about Federal funding. She suggested we contact our State Senators to potentially get federal money.
4. Next meeting November 14 at 7pm

Respectfully Submitted,

Susan Murray - Secretary