**Council on Aging Building Advisory Committee**

**Minutes 2/20/2024**

Attendees: Elaine Hyland, Susan Murray, Patty Conway, Christopher Eddington, Beth Tolson, Tiffany Sheehan

Absent: Cindy Brennan

1. Minutes from 12/19/2023 were approved with Tiffany abstaining.
2. We now have the final report for the Adaptive Reuse Study of the Former JFK completed on 1/10/2024 by Habeeb and Associates.
* Their bill is paid in full.
* We will be using this to go forward for grants, etc.
* The town administrator received 3 copies. Elaine says we can get more if we need them.
1. The feasibility account now has $46146.50 left of the original $100,000.
2. We discussed funding sources. Some board members have done research into state and federal funding sources.
* Beth generated a list of the 20 largest charitable organizations, plus some other state and federal grants. She is unsure what other towns have done.
* Elaine spoke about an AARP grant for shovel ready projects. Perhaps we can use this next year.
* Elaine mentioned the CDGB federal grant for aging municipal buildings.
* Elaine spoke of the Community facilities grant program to construct facilities crucial to the community such as for public health, safety and other public services funded by US Dept of Agriculture.
* Beth found the Older Americans Act allocates federal funds to support programs and services for older adults including the development of senior centers.
* Patty told us the state opened a new office called the Federal Funds and Infrastructure office, that’s sole purpose is to provide support to municipalities for grant writing.
1. Elaine said the National COA states that senior centers rely on 3-8 funding sources.
2. Our COA received a $25000 grant from the Modernizing MCOA grants. We are just about ready to go with a contractor to help improve handicap access to the current building.
3. Elaine and Patty updated us on the status of a Repurposing Committee to look at all the needs of the town and determine the best use of the JFK. After a permanent TA is hired, a committee will be formed. That is expected around mid-March.
4. Maple Ave has about 3000 sq ft of space on their first floor. They will allow the COA to use the first floor temporarily. The space does need to be built out for that purpose. Elaine said they will build the kitchen, but the town would need to fund the rest.
* In the past we’ve received $100,000 from the Community Action grant. Though this year the governor cut that in half, we may still be able to use that money for the seniors.
1. Tiffany asked if there was any plan to move money from the town free cash to the newly established Capital Stabilization for the COA, and when will the warrant close in case we need to get in an article to do that.
* Patty believes the warrant will close last week in March, so there will be time to write an article and have it approved at our next COA meeting.
* Last year capital planning had an article which would start setting aside money (maybe $100,000?) for a new COA. Patty will check to see where the money is coming from and where it is going.
* Tiffany suggests we keep putting articles on the warrants to set aside money for the senior center.
* Patty suggests we look for and move the $100,000 that was approved last year. Elaine believes that money was for the 25 budget, not the 24 budget. So maybe this year we need to vote to appropriate money.
* There continues to be confusion over what account money is in and if we can move everything to one account.
1. Patty suggests we put on a warrant article to transfer funds from free cash to COA stabilization fund. She will figure out who should write the article, us, or Capital Planning. She believes it should come out of Capital Planning.
2. Sue suggested a single Google Doc be created containing all the researched funding sources. This would allow everyone to see what we have and to add to it.
* Beth has already set up a Google Doc with her research and will send us all a link to it.
* Chris suggested we copy certain pages out of the Adaptive Reuse Study booklet we received from Habeeb and Associates and give it to all the charitable organizations as part of our request for funding.
1. Next meeting is March 12 at 7pm.

Respectfully Submitted,

Susan Murray – Secretary