COA BOARD of DIRECTORS

Meeting Minutes – November 15, 2023

Attending: Gary Newton, Beatrice Taggart, Sandra Lemieux, Cindy Brennan, Elaine Hyland, Kathy Bussolari, Joseph Bussolari, Thelma (Jean) Douglas, Maria Malinowski, Rosanne Carlo, Roger Davenport

(ABSENT): Louise Currie

1. Meeting called to order – Pledge of Allegiance
2. Minutes of October 18, 2023 were voted/approved unanimously
3. Treasurer’s report: Cindy indicated as of 10/31/23 we are at 25% of our budget. The fiscal year ended with $3,921.72 in the **Donation/Gift** account plus (thru 10/31/23), $1,994.00 = **$5,915.72.** **Formula Grant** carry-overs blended (2021, 2022, 2023) totals **$12,744.00.**

Formula Grant details 10/31/23: **2021**--$2,792.47 **2022**—$5,242.89 **2023**—$4,708.64

FY24 Formula Grant expenditures )10/31/23—$7,297.78

**(total allotted in FY24 $38,794.00)**

FY23 COA Earmark—Van (#25-541-2515-23-5870) $28,500.00

FY21 COA Earmark—Building (#25-541-2502-21-5307) 10/31/23—$50,781.40

NOTE: As of 6/30/23 and to date, the Town Accountant has not carried over funds.

**Awaiting the receipt of State Budget funds of $23,000 that Senator Keenan secured for COA Programs and Services.**

Treasurer’s report was unanimously voted/approved.

1. Elaine Hyland provided the COA Board with an update on the status of the feasibility study of the old JFK School:
   * A meeting was held on 10/24/23 with the Architects (Habeeb & Associates) to make their final presentation of the layout (Option A) for the COA at the old JFK School. The final payment to the Architects is $4,635.00 (total contract was $46,350.00). **$46,146.50** will remain in the **State budget** fund account in addition to the $48,000 which was earmarked at STM 11/20/19 for the COA building project totaling $94,146.50 in available funds in moving forward.
   * The Architects will do a presentation to the Select Board on 12/6/23.
   * Select Board will set up a JFK Re-Purpose Use Committee to conduct a Town-wide survey of what the Residents would like to have as occupying the JFK in addition to the COA (Option A).
   * Approximate total building costs $18-20M
   * The feasibility study performed was for the entire building since there were 4 COA options to choose.
   * COA will occupy approximately 14K+ sq.ft. (share about 1/3 of the total cost as an occupant)
   * The remainder of other entities who occupy the JFK would share costs
   * Suggestions as occupants: Library, Veterans, Health Dept, Inspectional Services
2. Elaine Hyland provided the COA Board with an update on the status of the $48K COA Citizens Petition for STM 11.27.23:

* 11/20/19 the Town voted/approved the transfer $48K from a CDBG grant and placed it in a separate fund for the COA building project.
* The certified minutes were recorded with a different language than the Article read and this money was placed in Capital Stabilization and not identified.
* For 4 years we have been attempting to correctly “identify” these funds for the COA building use
* The recent Citizens Petion filed by the COA Building Advisory Committee collected 119 signatures (110 certified), was submitted in a timely manner and the intent was to create a Special Purpose Stabilization fund
* Rather than placing it in a stabilization fund, which requires a 2/3 vote at a Town Meeting in order to access funds, it was suggested there by corrective language so funds could be in an account more readily accessible
* The Select Board on October 25, 2023 opened/closed the Warrant for that CP with the corrective language in their packets
* The SB put forth Article 10 in the Warrant (Establishment of COA Building Account); however, the Citizens Petition was removed from the Warrant before going to print.
* Questions arose from residents as to what authority the SB had in removing the Citizens Petition? By law, Chapter 39 Section 10, a Citizens Petion must be included in the Warrant. If Article 10 should pass, the CP could have been taken up as a “no action”
* Select Board member Patty Conway was to contact the State for advice. There may be a possibility to have printed copies of the CP available as a supplemental handout at the STM.

1. The COA Building Advisory Committee is seeking 2 new members.
2. The COA TV is inoperable/outdated and requires replacement. Gary Newton researched 55” and 65” TV’s to purchase. The Board voted unanimously to purchase a 65” TV.
3. It was suggested we consider having a Yankee Swap or Raffle at the upcoming Christmas Party at the Rockland CC on 12/14/23. After much discussion, it was determined there wasn’t sufficient time to plan for this so the alternate suggestion was to have something at one of the COA Socials.
4. Another suggestion was to have the vans available to drive around (locally) for Seniors to see the Christmas lights.
5. In an effort to help reduce our newsletter postage costs, we could perhaps encourage local businesses to provide us with their business card (for a suggested donation) and place it in our newsletter as advertising.
6. HCAM has provided Assisted Listening Devices (ALD) for use by those with hearing impairments when attending meetings held in the Noel King Meeting Room (Town Hall).
7. Cindy made the following announcements of upcoming events:

* December 2, 2023 Town Holiday Stroll (COA open for coffee, hot chocolate, etc.
* December 3, 2023 – Massasoit “White Christmas” play $18.00 (SOLD OUT)
* December 14, 2023 – COA Christmas Party at Rockland CC—cost is $25/person and we have invited Avon COA.

1. Our next meeting is December 13, 2023
2. Adjourned

Respectfully submitted,

Elaine Hyland – Secretary COA Board