COA BOARD of DIRECTORS

Meeting Minutes – February 14, 2024

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

(ABSENT): Louise Currie

1. Minutes of January 10, 2024 were unanimously voted/approved.
2. Cindy Brennan reviewed the Treasurer’s report.

* Balances have still not been brought forward by the Accountant’s office which makes it very confusing for Department heads to obtain accurate numbers. Manual calculations are required and thus indicate the COA is operating at 43% of its budget and we are doing very well.
* Our Donation account has about $5,200.
* COA line item 9110-9002 in the 2024 State budget was cut 50% by the Governor. Senator Keenan had secured $23K for our COA in the 2024 fiscal year which we will receive $11,500. The paperwork was approved by the Interim Town Administrator (Peter Morin) and was submitted. A new TV will be purchased thru this funding as well as 2 workshops per month until the end of the year; Therapy Gardens/SeniorU. HCAM has offered to record the workshops according to their schedule.
* The COA received ½ of the Formula Grant and the remainder should be disbursed in March 2024. Four staff members are paid thru the Formula Grant as are the two alternate van drivers.

1. Elaine Hyland provided an update regarding the Architects (Habeeb & Associates) and the old JFK School Option A for the COA.

* The Architect has been paid in full and the COA Building Committee received a copy of the final feasibility study report. We now await the Select Board to appoint a re-purpose committee for the old JFK so a town-wide survey can be conducted to allow the COA Building Committee to continue to move forward. The Select Board indicated once the department head positions at Town Hall are filled, they will address appointments. The COA Board does have an individual who expressed an interest in serving.
* The COA Capital Stabilization Fund was created ($48K) and the account has been established with South Shore Bank in Weymouth, MA.

1. Regarding the $25K grant from the MCOA (Mass Council on Aging) for ADA renovations on the existing COA building on Jewel Road, we have a quotation from a local contractor and it will be presented to the Select Board on February 28, 2024 for final approval so we can report back to the MCOA by March 1, 2024 as to our status. This grant is reimbursable and we will utilize some of the funds from the remainder of the monies from the State for upfront costs. We received multiple quotations for these renovations; however, the majority of contractors don’t do jobs this small.
2. The Norfolk County Sheriff’s office is offering 9 workshops each Tuesday from March 5-April 30 from 10:30-11:30am to introduce various new programs for Seniors. After attending the Sheriff’s kickoff breakfast on February 28, attendees will make every effort to attend all 9 workshops. Vans will be available for transportation.
3. The Holbrook Veteran Service Officer will be visiting the COA on the last Wednesday of each month from 9:30-10:30am. Veterans are encouraged to attend.
4. Home Care Advisor that was scheduled for the Social on 2/15/24 had to cancel due to illness.
5. Seniors are encouraged to attend Select Board meetings being held on the 3rd floor of Town Hall so they can voice their concerns. Those with hearing impairments can use the Assisted Listening Devices that are available.
6. The St. Patrick’s Day luncheon will be held on March 14, 2024 at the Rockland Golf Course from Noon-2:00pm and sign-up is required ($25/ea).
7. In order to provide the COA with more space for activities, we have already held 2 line dancing classes at Maple on Franklin in their Community Room. The Manager has mentioned to some town individuals, if the COA was interested in occupying the retail space, the facility would build out a kitchen and the remainder of space would need to be built out by the Town. The 2024 State Budget line item 7008-1116 (Local Economic Development) Community Action Grant of $100K was cut 50% ($50K). Perhaps the Select Board would consider using those funds to build out the remainder of the Maple on Franklin retail space. The advantage to the town is that town events could be held when the COA is not in operation.
8. The COA is receiving more calls from Seniors at Maple on Franklin; however, many do not visit our current location because it’s too small.
9. Cindy proposed to have Staff meetings twice a month on the 1st Wednesday of the month and the 3rd Tuesday of the month from 8am-9am. This will allow everyone to be up to date on COA business.
10. Next meeting on March 13, 2024.
11. ADJOURN

Respectfully submitted,

Elaine Hyland— Secretary