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Hatfield Council on Aging Meeting Minutes
May 3, 2017

Meeting called to order at 10:07 AM by Chairperson, Kerry Flaherty, with members Amanda Zygmunt, Susan Hurley, Jill Tucker and Director Jane Betsold present.

1. a. No Minutes for April 12 & April 18 Meeting.
b. Next Council on Aging Meeting to be held on June 7, 2017 @ 9:00 AM.

2. **COMMITTEE REPORTS:**

a. **Van Transportation Reports:**

1. **2011 Van** – Van needs to have driver door checked, otherwise running fine.
2. **2013 Van** – Van will need service soon, otherwise running fine.

b. **HVES Nutrition Program/BOD :**

1. **Hatfield Nutrition Program** – Program is running well, increase in participation. Our HVES Inspection will be held today at 11:00 AM of our facility along with a brief training by the Nutritionist.
2. **Hatfield Project Council Report** – Jane emails monthly reports to Nancy Mathers. On file.
3. **HVES Board of Directors Meeting** – no reports

c. **Programs & Activities:**

1. **Volunteer Recognition** – The Recognition was excellent, the food, entertainment, gifts were praised by all. Thank you to all the Board, and everyone who helped make our event such a great success. Jane will have a full report for our next meeting in June.

3: **OLD BUSINESS:**

- a. **FY'18 Budget** – - Kerry reported she attended the last meeting of the BOS and Finance Committee and completely level funded except for COLA increases.
- b. **CPR Training** – Kerry has scheduled CPR training for COA staff for June 14th from 1:00 to 4:00 PM in the Fire Dept. Training room. Staff will be compensated for attending the training. Cost of the training instructor was put into our FY'17 Budget.
- c. **COA Needs – Senior Center Space** – After meeting with Kyle Scott, an email was sent to professional contacts that could possibly give their input about the best place for the Council on Aging to be in the future. An article is being submitted by the DPW for town meeting for a feasibility study for the COA for Town Hall, but the church is still being considered. The Board discussed the choices and will wait until the election is over to include the new Select Board member. A letter of recommendation from Kyle as Building Inspector is on file at the COA office.
- d. **Conduct on COA Vehicles** – Tabled until June meeting.

4. **NEW BUSINESS:**

a.

5. **UNANTICIPATED NEW BUSINESS:**

6. **Senior Tax Write off Program** – Jane reported that she attended a meeting with the Town Administrator, Assessors' Assistant, and Treasurer about the Tax Write off Program. There are no guidelines or criteria voted on by the BOS since the program was put in place in 2010. The Town Administrator did mention that it was voted on at Town Meeting for \$750.00 and they could not find any where in the minutes where Town meeting voted to increase it to \$1000.00. It will be voted on at Town Meeting this month to increase to \$1500.00. Jane would like to see certain guidelines put in place as other towns have so this is not a burden to the tax payers as they are the ones who pick up the write off amount. She will be attending another meeting on May 18th to hopefully recommend the guidelines for the BOS to vote in place.
7. **Floors** - The downstairs were stripped and waxed over the weekend on April 30/May 1st. They were so bad it took longer than they thought to strip and clean them, thus the reason they need to be done twice a year as it has been in the contract. They came out nice. Hopefully they will be kept up now.

8. **ADJOURNMENT:**

A motion was made by Jill Tucker, and 2nd by Amanda Zygmunt to adjourn the meeting. So moved.
Meeting adjourned at 10:45 AM.

Respectfully submitted,



Jane Betsold, Recording Secretary