

HATFIELD COUNCIL ON AGING MEETING MINUTES
October 4, 2017

Approved and Filed
[Signature]
Town Clerk 11-6-17

Meeting called to order at 9:00 AM by Chairperson, Kerry Flaherty, with members Amanda Zygmunt, Susan Hurley, Judy Zahn and Director Jane Betsold present. Jill Tucker was absent due to work conflict.

1. a. A motion was made by Judy Zahn, and 2nd by Amanda Zygmunt, to accept the minutes of the September 6, 2017 meeting. So moved.
Minutes for the September 12, 2017 joint meeting with the Select Board will be available at next meeting.
- b. Next Council on Aging Meeting to be held on November 1, 2017 at 9:00 AM.
- c.

2. COMMITTEE REPORTS:

a. **Van Transportation Reports:**

1. **2011 Van** – Van needs service soon, Jane will contact Adam to set up an appointment.
2. **2013 Van** – All set for now, another month will need service. Jane will speak to Adam as to what needs to be done about any winterizing of both vehicles.

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

1. **Hatfield Nutrition Program** – Cooky attended the Nutrition Council meeting on Sept. 21, 2017. HVES is now offering a menu choice every day. This is an attempt to increase participation. The participants like having a choice for lunch. Paperwork is in the working stage but once we get a system in place should not be too hard to work with. The entry light in the handicap bathroom has finally been fixed after one year of not working properly.
2. **Hatfield Project Council Report** – June report is on file. Would like a representative from Hatfield on the Council.
3. **HVES Board of Directors Meeting** – Jane emailed Shawn Robinson about his interest/participation in HVES this next year. Have not received any response from him.

c. **Programs & Activities:**

1. **Flu Clinic** – Kerry has set up the Rite Aid Flu clinic for October 24, 2017 from 12:00 – 3:00 PM and 5:00 – 6:30 PM. This was publicized in our newsletter, Jane contacted the schools and flyers have been posted around town to anyone wishing to receive it.
2. **Holiday Party** – Update for Holiday Party, as soon as we have the menu from HVES Jane will post date & detailed information.
3. **ART Class** – Marion started the class up again on September 25, 2017. We have a detailed list for each class so people will know ahead of time what each class will be and whether or not they are interested in attending.
4. **Foot Clinic** – Deb Deane said the space in the BOH office was not large enough room so we discussed just leaving the clinic in the back hallway behind the divider. There are no other activities going on Thursday mornings so privacy is not an issue.

3: OLD BUSINESS:

a. **Town Hall Renovations/BOS Meeting Sept. 12, 2017-**

Jane had a meeting with Lunch Director Amy from HES on September 20, 2017. Amy stayed and observed the entire lunch process of ours to determine whether or not they would be able to accommodate us during the renovation process. She will get back to us. The project will be starting in March sometime. NO other details right now.

b. **RSVP Luncheon-**

The RSVP luncheon was a wonderful tribute to all the volunteers in Hampshire/Franklin and Hampden Counties. Over 500 people attended the event. Donations of gift cards/certificates were made by Judy Zahn, Fish Tales, and Double D's. The COA donated 2 Mums and volunteer bags to put with the gift cards. Jane will send a thank you to the businesses for their donations.

4. **NEW BUSINESS:**

- a. **Donations** – No donations at this time.
- b.

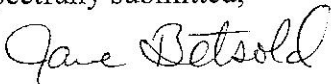
5. **UNANTICIPATED NEW BUSINESS:**

- a. **CORI CHECKS** – Jane is updating all the CORI checks for Volunteers who have access to any personal information through their positions at the COA. All staff have had a CORI last year.
- b. **Town Hall Cleaning** – Kerry reported that the current cleaning company's contract has expired and they are in the process of hiring someone else.
- c. **FY'15 Formula Grant Funding** – Jane has been in contact with EOEa and the Town Treasurer about our FY'15 Grant funding. The funding has been received/sent back several times and as of now it is in Unclaimed money with the State. The Treasurer has received an email saying the money is being sent and will notify us when she receives it.
- d. **FY'19 Capital Budget** – Capital Planning Budget was discussed. The COA has nothing to add, however it is up to the DPW Director to determine whether or not our vans need to put into the 5 year plan. The 2011 van was supposed to be replaced in 2016 but was not. The 2013 van would be due for replacement this year and was not.
- e. **Fuel Assistance Program** – Jane attended the training for Fuel Assistance through Community Action. They gave a review of the program, what is available this year, what to expect, handed out the new applications and told everyone we could start accepting new applications any time. She has already done 8 recerts for people.
- f. **FY'18 Formula Grant Funding** – The state still does not have a budget set in place for FY'18. As soon as they receive word we will be able to submit our budgets for our grant funding.

6. **ADJOURNMENT:**

A motion was made by Judy Zahn, and 2nd by Susan Hurley, to adjourn the meeting. So moved. Meeting adjourned at 11:00 AM.

Respectfully submitted,



Jane Betsold, Recording Secretary