

Glenn J. Doster
 ASSISTANT TOWN CLERK

MINUTES FOR HATFIELD COUNCIL ON AGING MEETING
December 6, 2017

Meeting called to order at 9:00 AM by Chairperson, Kerry Flaherty, with members Amanda Zygmunt, Susan Hurley, Judy Zahn, Jill Tucker and Director Jane Betsold present. Also present was BOS liaison, Cindy Doty.

1. a. A motion was made by Amanda Zygmunt, and 2nd by Jill Tucker, to accept the minutes of the November 1, 2017 meeting. So moved.
- b. Next Council on Aging Meeting to be held on January 3, 2018 at 9:00 AM.

2. COMMITTEE REPORTS:

JAN 10 18 3:41 PM

a. **Van Transportation Reports:**

1. **2011 Van** – The heater in the van needs to be checked, not working properly in this cold. Jane will set up with new mechanic. Discussed was whether our van is need of replacement.
2. **2013 Van** – Van needs service, Jane will be scheduling with new mechanic.
3. **New Town Mechanic** – The new town mechanic has been hired, Don Vollinger. Kerry will check about wheelchair seat belts with Bob Flaherty for the van drivers.

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

1. **Hatfield Nutrition Program** – Running well, consistent. Discussed was where are we going when renovations start.
2. **Hatfield Project Council Report** – On File.
3. **HVES Board of Directors Meeting** – No report.

c. **Programs & Activities:**

1. **Holiday Party** – Party details were discussed for the party on December 20th from 11:00 AM to 1:30 PM. Cookies plates looking for people to bake, calendars and flowers for tables. Door prizes. HES chorus to sing. Volunteers needed for party.

3: OLD BUSINESS:

- a. **Town Hall Renovations** – November 15th BOS meeting Architect made a presentation. Work will begin in March through December. There is still no plan of where our office will be relocated to. First week in March will begin the Fire Suppression system.

4. NEW BUSINESS:

- a. **Sub Van Driver** – John Grich filled out an application to be a substitute van driver to replace Christine Doty, who was never replaced 2 years ago. He has been CORI checked, has a letter from his physician, and is ready to drive when needed. Judy Zahn made a motion to hire John Grich as a substitute van driver for the COA, effective immediately. 2nd by Jill Tucker, so moved. Jane will bring him to the Town Clerk and Payroll Clerk for paperwork to be filled out. He will be put into the schedule with Glenn to train and then start driving the end of the month.

- b. **FY'19 Budget** – The Budget was discussed. A motion was made by Judy Zahn, and 2nd by Jill Tucker to submit the FY'19 Budget to the BOS & Finance Committee. The Expense line item, which was level funded in FY'18 will increase from \$3725.00 to \$4150.00. The Van driver salaries are level funded at \$38,023.00. The COA Director salary has been increased to \$25.38 per hour, 52,790.40. The Administrative Assistant salary was level funded at \$4258.80. So moved.
- c. **Donations** – Betty & Peter Kotch - \$20.00; Tillie Pelis - \$50.00; Roberta Slys - \$50.00.

5. **UNANTICIPATED NEW BUSINESS:** NONE

6. **ADJOURNMENT:**

A motion was made by Judy Zahn, and 2nd by Jill Tucker to adjourn the meeting. So moved.
Meeting adjourned at 10:35 AM.

Respectfully submitted,



Jane Betsold, Recording Secretary