

## HATFIELD COUNCIL ON AGING MEETING MINUTES

### March 7, 2018

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

1. a. A motion was made by Amanda Zygmunt, and 2<sup>nd</sup> by Jill Tucker, to accept the minutes of the February 7, 2018 meeting. So moved.
2. b. Next Council on Aging Meeting to be held on April 4, 2018 at 9:00 AM.

### 3. COMMITTEE REPORTS:

#### a. Van Transportation Reports:

1. 2011 Van – Running fine, no problems except tall clients hitting their heads on the ceiling.
2. 2013 Van – Sticker expired end of February. Mechanic took it March 2<sup>nd</sup>. All set.
3. Waiting for paperwork from Town Mechanic for last 4 services on vans for our files.

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

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1. Hatfield Nutrition Program – Hatfield BOH Agent inspected our kitchen area. It is all set, no violations.
2. Hatfield Project Council Report – No meeting, Past report on file.

#### c. Programs & Activities:

1. Exercise Program – With mention of using the upstairs meeting room in Town Hall for our program we held a class on March 21<sup>st</sup> to assess the size of the room versus the size of the class to see if it would work. A survey was distributed to all participants. Most feel if there were no other option, it would work but be very cramped for space. It will fill the need if there is no other alternative but would prefer some place with more room.

### 3: OLD BUSINESS:

- a. Town Hall Renovations - We received notice that there will be a Meeting with the Architect on March 13<sup>th</sup> at 1:00 PM to discuss the current status of the time frame for renovations. Hopefully we will have an idea at this point what exactly the process is going to be for the downstairs and the effect is going to have on the COA and our programs, activities and services.
- b. FY'19 Budget – The Board submitted the Budget at the BOS/Finance Committee meeting. We were informed that everyone could be looking at a level funded budget.

4. **NEW BUSINESS:**

- a. **COA Space Options During Renovations** – Jane provided the Board with what options she has researched and would/would not be available in the community for our office, programs and activities. Recent conversation with the Town Administrator suggested that we move upstairs in the present DPW office, possibly sharing space with the Board of Health. This would work out fine. The DPW would be relocated to the Town Garage building. We first contacted the Congregational Church for use of our daily programs however, the space is already committed 3 days a week and would not work for us. We have booked our Volunteer Recognition on April 19 there. The lunch program has a couple of options. We have been approved by the Masonic Lodge on West Street and it has been inspected and approved by the Board of Health and handicap accessible. Another option we are looking at is the using the Hatfield Elementary School. This option has some questions, enough space, CORI checks for participants due to merging with the school children. The time frame may not work. Jane will be visiting the school March 12th to access their lunch frame. A third option is using Our Lady of Grace Church on School Street. Jane has been in contact with Fr. Coonan, the Parish Counsel, Finance and the Diocese in Springfield for approval to use the downstairs of the Church. A letter was sent on February 26<sup>th</sup> giving the details of our use to all. Liability was an issue that would have to be worked out with the town and church. We are waiting for a response from them. This space would work best as we would be able to provide our Lunch Program, Exercise and bingo all in one place making it easier for everyone. It is not handicap accessible however it is not a public building and we would have to publicize this fact before using it. Also, the Emergency services building will be used for the Brown Bag Distribution Program and Misc. Health & Foot Clinic. Jill suggested inquiring if we could possibly use the Hatfield Housing Community Room for Bingo. We did consider this space for other programs, but it is not large enough, but might work for bingo if needed. Our SNAP program will move to the Western Mass Food Bank during renovation. The SHINE Program along with a few other programs will need to be addressed once we find out where we are going.
- b. **Occupational Therapy Bridge Program Student** – We were contacted by a student from Bay Path University in the Masters of Occupational Therapy Bridge Program. As part of her Level I Mental Health Fieldwork requirements she was inquiring as to whether she could work with the COA to provide a student-led activity program that emphasizes on mental health and wellness, or some type of program/activity we think the community would benefit from. After discussing the time frame of her request and the uncertainty of our relocation for the COA programs and activities, it was regretfully decided by the Board that this would not be a good time to commit to working together with her. We cannot provide anything definite at this time and do not know when we would be able to. It was suggested that we recommend she contact Shawn Robinson with Service Net in Hatfield, as they have similar programs/activities that she might benefit from and provide them with. Jane will email her with the Boards decision and recommendation.

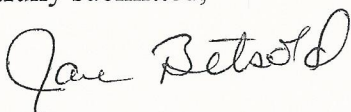
5. **UNANTICIPATED NEW BUSINESS:**

a. NONE

6. **ADJOURNMENT:**

A motion was made by Amanda Zygmunt, and 2<sup>nd</sup> by Judy Zahn, to adjourn the meeting. So moved. Meeting adjourned at 9:55 AM.

Respectfully submitted,



Jane Betsold, Recording Secretary