

HATFIELD COUNCIL ON AGING MEETING MINUTES

April 12, 2017

Reviewed and Filed
[Signature]
Town Clerk

Meeting called to order at 9:01 AM by Chairperson, Kerry Flaherty, with members Amanda Zygmunt, Susan Hurley, Judy Zahn, Jill Tucker and Director Jane Betsold present.

1. a. A motion was made by Amanda Zygmunt, and 2nd by Judy Zahn, to accept the minutes of the February 1, 2017 meeting. So moved.

A motion was made by Amanda Zygmunt, and 2nd by Judy Zahn, to accept the minutes of the February 28, 2017 meeting. So moved.

- b. Next Council on Aging Meeting to be held on April 18th @ 5:30 PM with the Board of Selectmen and May 3, 2017 @ 9:00 AM for our monthly meeting.

2. COMMITTEE REPORTS:

a. Van Transportation Reports:

1. 2011 Van – Running Fine
2. 2013 Van – Running Fine

b. HVES Nutrition Program :

1. Hatfield Nutrition Program – Alternate options for lunch will be offered on a trial basis to see how participants like having more salad options.

2. Hatfield Project Council Report – Monthly reports on file at COA.

3. HVES Board of Directors Meeting – No report.

3. Programs & Activities:

- b. Volunteer Recognition- Our Volunteer Recognition on April 27th is all set. We will provide hot & cold appetizers, cake and coffee for dessert. Entertainment by Steve Henderson, Sponsored by the Hatfield Cultural Council. All of the gifts and certificates are ready for the Volunteers. We have invited the BOS, RSVP and HVES representatives to attend also. Board members will help out with various parts of set up, serving, and clean up.

3: OLD BUSINESS:

- a. FY'18 Budget – Kerry reported that she attended the recent meeting on April 11 and the budgets have been level funded with the exception of the Town Administrator and Town Clerk budgets for more hours and help. She also said that our expenses should have \$325.00 more but salaries are only COLA increases like the other departments.
- b. CPR Training – We need to set up training after May 21. Kerry and Jane will find what dates are available for the van drivers and the instructor.
- c. COA Needs – Senior Center Space – Shawn Robinson, Chris Smith and Ed Jaworski attended the meeting to discuss the needs of the COA and future space. Jane distributed the COA survey that was done in 2014 because there were parts of the survey pertaining to the COA and Senior Center space being used and the need for more space in the future for informational purposes. The Board discussed options for where the best place for the Senior Center should be. They also feel that the community should decide that and where it would be less costly to the town. Chris offered his input on behalf of the HRA, Shawn and Ed on behalf of their town positions. Three options were discussed: 1) Stay in the current location, basement of Town Hall and renovate. 2) Move to the closed church on Main Street. 3) Purchase a building to fit the COA needs. Shawn mentioning one for sale behind the Center store on Main Street. Where ever we go we need enough room to expand our services and programs for the future at a reasonable price to the community.

4. **NEW BUSINESS:**

- a. **Town Report** – Jane handed out the Annual Town report to the Board.
- b. **HVES GRANT** – Jane reported that the Accountant had a balance in our HVES Grant account of \$2.00 in which he will transfer over to our Donations Account. We no longer have grant funding from HVES so we do not need the account.
- c. **Conduct on COA Vehicles** – Jane reported to the Board that we have received a notice from a van client reporting that he need not use a seat belt while riding on our vans. She checked with the local police, Town Administrator and though it is legal for a private vehicle for a municipal vehicle with a policy in place, it is required that everyone where seat belts. Jane will check further with the van client and also the Town Administrator as the note is 10 years old and from an unlicensed, retired physician, and we would need an updated note to have our town attorney look into. We also need to discuss setting in place a conduct on the COA Vehicles policy as we do not have one in place. This will be discussed at future meetings.

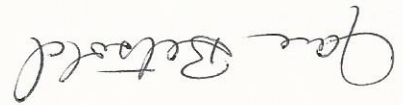
5. **UNANTICIPATED NEW BUSINESS:**

- a. Donations – A donation of \$25.00 was received in memory of Jean Symanski.

6. **ADJOURNMENT:**

A motion was made by Judy Zahn, and 2nd by Amanda Zygmunt, to adjourn the meeting. So moved. Meeting adjourned at 11:05 AM.

Respectfully submitted,



Jane Bettsold, Recording Secretary