



Town of Georgetown

MINUTES

Committee: Georgetown Council on Aging_____

Date: August 28, 2018_____

Time: __12:45 p.m._____

Location: Georgetown Senior Community Center_____

Members & Staff present: Esther Palardy, Jean Perley, Darcy Norton, Diane Klibansky, Jill Benas, Sue Clay, Diane

Prescott and COA Director Colleen Ranshaw-Fiorello.

Members not present: _Carol Sheehan and Nancy Thompson_____

The meeting was called to order at: __12:55 p.m._____

Minutes from the June 21, 2018_____ Meeting were reviewed and approved with no adjustments.

(Date)

Meeting Motions / Actions and Summary of Discussions:

In correspondence, board members reviewed a letter of resignation from long-time board member Carol Sheehan as well as a thank you note from Outreach Worker Kirsten Klueber for flowers sent by board members at the time of her father's funeral. The water pump in the HVAC unit in the Bingo/Library Room required a replacement. The \$1,500 repair may be covered under the maintenance agreement between COA and School Dept. The COA paid the annual \$10,973 invoice for custodial and maintenance services provided by the School Dept. COA office telephone service was disrupted last week by a failed battery in the School Dept.'s equipment room. The battery was replaced and phones are back in service. The Town's IT Dept. resolved a browser issue on two of the office computers. A network issue would not allow the COA key FOBs to unlock the doors earlier this week. The School Dept. quickly resolved the issue. Colleen will check on the status of board reappointments including a recommendation that Alternate board members Diane Klibansky and Darcy Norton be appointed to two vacant 3-year terms. With regret, board members accepted Carol Sheehan's resignation. Board members reviewed applications for the two vacant alternate positions from Carol Westhaver and Jeanne Robertson. In motion by Esther Palardy with a second by Jill Benas, board members agreed to recommend that Carol Westhaver and Jeanne Robertson be appointed to the alternate positions. In a motion by Darcy Norton with a second by Jean Perley, board members approved a Durable Medical Equipment Policy. A MARTAP grant has been used to fund the purchase of a desk top printer to be used in the preparation of COA Van documentation. Colleen reported that Town Department Heads have been issued purchasing (credit) cards to use in some department purchases. State formula grant budget and annual EOEA report should be finalized for the board to review at their Sept. 25 meeting. Colleen provided an update on a proposed Teen Recreation Center to be located in the third floor of the Perley School as well as Senior Center parking and traffic issues. Board members discussed a recommendation from board member Jill Benas to use non-Styrofoam coffee cups in the future. In a motion by Esther Palardy with a second by Sue Clay, board members accepted the Treasurer's Report. In a motion by Sue Clay with a second by Diane Klibansky, board members accepted the Director's Report.

List of Documents and Other Exhibits used at Meeting:

- Secretary's Report for June 21, 2018
- Treasurer's Report to date August 28, 2018
- Director's Report for June and July 2018

Documents and Other Exhibits used at meeting will be available for review at: Council on Aging_____

(Office)

Meeting was adjourned at: __2:10 p.m._____

Next meeting: Date: __September 25, 2018_____

Time: __12:45 p.m._____

Place: Georgetown Senior Community Center_____

Respectfully submitted: Vice Chairman: Sue Clay

(Signature)

Minutes approved by Committee on: __September 25, 2018_____

(Date)