



Town of Georgetown

MINUTES

Committee: Georgetown Council on Aging_____

Date: November 26, 2019_____

Time: __12:45 p.m._____

Location: Georgetown Senior Community Center_____

Members & Staff present: Esther Palardy, Sue Clay, Carol Westhaver, Martha Lucius, Jean Perley Jill Benas, and
COA Director Colleen Ranshaw-Fiorello

Members not present: _Diane Klibansky, Jeanne Robertson, Darcy Norton and Diane Prescott _____

The meeting was called to order at: _12:52 p.m._____

Minutes from the October 22, 2019_____ Meeting were reviewed and approved with no adjustments.

(Date)

Meeting Motions / Actions and Summary of Discussions:

In an update of the Georgetown Senior Community Center building, Colleen reported that the October repair to the AC/heater unit in the pool room cost \$1,475 and has been paid. The COA Van passed inspection, had an oil change and tires rotated in October. Last week, the van's starter motor failed while the van, driver and passengers were at Westgate Plaza in Haverhill. A mechanic was dispatched from Lakeside Motors in Haverhill who was able to identify the problem, order a part to be delivered to the van and install the part. The repair work was \$466 and was accomplished within one hour. Passengers were able to wait comfortably at Market Basket and were all safely returned home. The upright freezer in the kitchen stopped working over a recent weekend. Food spoiled and needed to be thrown away. The repair should not be expensive and parts have been ordered. Town Administrator Michael Farrell has signed the contract for the \$17,136 FY20 state Formula Grant. Colleen has mailed the contract to the EOE. Colleen has filed three Capital Improvement Planning Budget requests with Town Administrator Michael Farrell. In FY21, Colleen has proposed the \$8,000 purchase and installation of a cell phone repeater. Since the estimate is less than \$10,000, Town Administrator Mike Farrell has asked Colleen to submit the proposal as an FY21 COA Expense. Colleen has also proposed the FY21 \$23,660 purchase and installation of 7 automatic low energy door openers for the bathrooms and rear exits at the Senior Center. Community Preservation Community funds might be available for the project. Colleen has filed the request with CPC Committee. Colleen also submitted a \$65,000 FY23 CIP request for the purchase of a new van. At that time, the possibility of grant money may also be explored. Based on the steady increase of participants in COA programs and services, Colleen will seek the addition of a third full-time position at the Senior Center as part of the COA's FY21 personnel budget. Colleen also reported that the 2019 Tax Incentive Program is complete and applications will be ready on December 2 for individuals seeking to participate in the 2020 Tax Incentive Program. All new applicants will be placed in the program but a lottery for returning participants may be needed if the total number of applicants exceeds the 30 positions available. Board members agreed to hold the December board meeting on Tuesday Dec. 17. In a motion by Carol Westhaver with a second by Jill Benas, board members accepted the Treasurer's Report. In a motion by Jean Perley with a second by Carol Westhaver, board members accepted the Director's Report.

List of Documents and Other Exhibits used at Meeting:

- Secretary's Report for October 22, 2019
- Treasurer's Report to date November 26, 2019
- Director's Report for October 2019

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

(Office)

Meeting was adjourned at: __1:55 p.m._____

Next meeting: Date: December 17, 2019_____

Time: __12:45 p.m._____

Place: Georgetown Senior Community Center_____

Respectfully submitted: Chairman: Sue Clay

(Signature)

Minutes approved by Committee on: __ December 23, 2019_____

(Date)