



Town of Georgetown

MINUTES

Committee: Georgetown Council on Aging_____

Date: August 22, 2023_____

Time: __12:45 p.m._____

Location: Georgetown Senior Community Center, 51 North Street, Georgetown, MA

Members & Staff present: Jean Perley, Jeanne Robertson, Sue Gardiner, Darcy Norton, Esther Palardy, Diane Prescott,

Jill Benas, Martha Lucius and COA Director Colleen Ranshaw-Fiorello. Guests: Julie Pasquale and Orlando Pacheco

Members not present: Sue Clay, Diane Klibansky____

The meeting was called to order at: __12:45p.m._____

Minutes from the June 27, 2023_____Meeting minutes were reviewed and approved with one correction

(Date)

Meeting Motions / Actions and Summary of Discussions:

Town Administrator Orlando Pacheco updated the COA on the search for a Program and Activities Assistant as well as for a COA Director. The Assistant position has been posted on the Town's website, MCOA, MMA, emailed to all MVCOA Directors, AgeSpan and Town Departments. Orlando will check that the position is posted on Indeed.com. One application has been received so far. Interviews will be held after more applications are received. Orlando notified the Select Board individually about Colleen's retirement. Her retirement will be announced at the next Select Board meeting. Board members reviewed a draft of the job posting, which will be posted next week. Colleen will post with AgeSpan, MCOA and MVCOA. Orlando said a 2-week overlap will be planned as a transition. A Search Committee is planned with Orlando and a representative from public safety, board members and a staff member. Oct. 6 was the application deadline. Colleen's last day is Nov. 2. The single door freezer has stopped working. The cost to replace the freezer is \$5,200. Finance Committee Chair Ed Dobie and Orlando are working on a finance reserve fund transfer to pay for the new freezer. The freezer is needed for the COA food insecurity programs. Orlando reported the Town's recent ADA report notes minor changes needed at the Senior Center. He is seeking funding for ADA upgrades for the Town's buildings and properties. The Georgetown COA received a \$5,000 Digital Literacy grant that will be used to purchase laptops and tablets for use at the Senior Center. Volunteer trainers will be planned. Veterans' Agent Karen Tyler has left the regional position for another position. A search for a Veterans' Agent is underway. Upcoming events include Delvena Theater, Traveling Chef with music by the Classics in Sept. Colleen reported case management continues to increase as more people age in place. Colleen has prepared a 3-year budget forecast for the Finance Com. and will complete state and local annual reports. The COA Friends will hold a Women's Harvest Breakfast on Oct. 31. Town Clerk Kerri McManus and state Rep. Kristin Kassner will be guest speakers. The Friends will assist with Delvena Theater and the Traveling Chef in Sept. They purchased tablecloths and will pay \$50 toward the Richa Alradi concert in Nov. In a motion by Sue Gardiner with a second by Jeanne Robertson, board members accepted the Treasurer's report. In a motion by Jean Perley with a second by Esther Palardy, board members accepted the Director's report.

List of Documents and Other Exhibits used at Meeting:

- Secretary's Report for June 27, 2023
- Treasurer's Report to date August 9, 2023
- Director's Report for August 2023

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

(Office)

Meeting was adjourned at: __1:43 p.m._____

Next meeting: Date: Sept. 26, 2023_____

Time: __12:45 p.m._____

Place: Georgetown Senior Community Center, 51 North Street, Georgetown, MA

Respectfully submitted: Chairman: Darcy Norton (Signature)

Minutes approved by Committee on: __ Sept. 26, 2023_____

(Date)