



**TOWN OF SHREWSBURY
COUNCIL ON AGING
98 Maple Avenue,
Shrewsbury, MA. 01545**

Council on Aging (COA) Board Meeting

Wednesday, March 10, 9:30 AM

MINUTES

Important Notice: Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, **this meeting of the Shrewsbury Council on Aging Board will be conducted via remote participation to the greatest extent possible.** Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the town's website, at www.shrewsburyma.gov/coronavirus. For this meeting, members of the public who wish to listen or watch the meeting may do so by visiting <https://www.shrewsburymediaconnection.org/>. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the town's website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting. To participate in a scheduled public hearing, dial 1-304-810-2258 and enter the following pin: 580-321-286#. Please mute your device until the Chair of the Board addresses your agenda item or opens the meeting to public comment.

Members in attendance: Board Chairperson- Shashi Menon, Vice Chairperson - Zoya Mehta, Recording Secretary - Barbara DePalo, Norma Giumentaro, Louise Russell, Virginia Leonard.

Staff in attendance: COA Director - Hollie Lucht, Administrative Assistant- Christine Moriarty, Elisabeth Peterleitner, Outreach Coordinator, and Marc Serra

1. The March meeting was called to order at 9:30 AM. This was followed by a roll call to confirm remote participation. The Remote Participation Script was read verbatim.
2. The February Minutes were accepted with an unanimous vote.

3. Christine Moriarty reviewed the Financial Reports.

- The Gift Account has a balance of \$41,123.09
- The Formula Grant - current expenses: \$36,285.33
- The Revolving Account has a balance of \$21,868.76
- The DOT Account has a balance of \$14,883.43
- The General Fund - Operating Expenses: \$ 13,538.54

As of 3/8/2021 we have paid NEIT \$7048.90. Starting November 2020 our monthly fee was reduced from \$295 to \$40 while the Senior Center is closed to the public, saving the COA \$1,020 to date.

The Finance Committee FY22 Budget Report was discussed.

Louise asked about keeping a separate chart on the different programs that are using the Gift Fund so that we will know how much we will need next year. Hollie explained that the gifts for seniors was just for the holiday program for this CORVID time. We would have usually had events in the Senior Center if not for CORVID.

Hollie will have a proposal on how we divide the Gift Account into categories for our next meeting.

4. Update from Outreach Coordinator: Elisabeth Peterleitner

(a) Vaccine Program: Elisabeth and staff are continuing to work on securing vaccine appointments for our Seniors.

(b) Intergenerational Programs:

The Council on Aging staff is presently working on an AARP Community Challenge Grant that will be submitted and announced in April. This will support the YAHOO program and Small Home Repairs.

(YAHOO , Young Adults Helping Out Others, is a program for students grade 7-12 to help Seniors in the Spring and Fall with yard clean ups. This program will also include the Shovel Program which will help Seniors with shovels, sand, salt and anything else that might be needed to help clean out the snow.)

The Shrewsbury Senior Center was awarded \$45,000 from the Shared Winter Streets Grant to support the Shrewsbury Senior Center/COA to establish and provide a Senior Salt program to their residents. This will include salt, buckets and basic snow removal equipment, as well as installing benches to encourage safer all-season walking throughout the downtown, park and recreation, and school facilities throughout town. These funds need to be used by May 31, 2021.

5. Hollie Lucht presented the Director's Report. The items listed below were discussed.

(a) Taxi and Livery Grant: Hollie announced that the COA was awarded the Taxi, Livery and Hackney Transportation Grant for \$40,000. This will come in two deposits, one for \$20,000 the first few months and the final for \$20,000 will follow. These funds will be used to extend transportation beyond our scheduled work hours, which includes nights and weekends from April through December 31, 2021. We will also be able to offer transportation for seniors, to go and come back home from vaccine appointments, within the boundaries of Yellow Cab and Safeway Luxury Transportation. This grant will help us to keep some of the funds we would usually use from our Revolving and DOT accounts for rides.

(b) MCOA Grant: The MCOA Field Demonstration Project Grant has also been awarded to the COA for \$4,981.50 to be used in the food pantry nutrition program. When the COA receives the funds Hollie hopes to order Microwaves for Seniors who participate with Meals on Wheels that are in need of a microwave to heat up their meals. She will also purchase a Refrigerator to help keep food safe, materials to bag the food and materials to handle the food safely. Funds will also be used to replenish the Heart to Home frozen meals for a six month supply.

(c) Food insecurity: When a Senior calls in for a food need they receive 3 days of food, which include 3 meals for each day. This is separate and apart from Meals on Wheels or Grab and Go meals. The meals/food can be delivered to the Senior. These meals/food items are usually from Heart to Home and St Annes Church Food Pantry. We do not accept food from anyone who we can not be sure has handled the food in a safe way before we receive it.

(d) Nutrition/Meals: 75% of our staff is now certified in the Serve Safe Program. The COA is still paying for the Grab and Go meals until April 30. The meals usually cost \$2.50 each. On average the Center gives out about 65 meals a week with a total at 257 for January.

(e) St Patrick's Day Meal: With the donations from Feed a Senior and in collaboration with Dean Park Pizza, 50 precooked corned beef meals were pre-purchased and will be passed out to the people who signed up for them. The meals will come with instructions on how to heat them up and will cost the Senior Center \$14.95 a meal, but will be cost free to any Senior who receives one. 15 of the meals will be delivered by a van and the rest will be picked up at the Senior Center on March 17. Meals will be delivered by Leprechaun!

(f)Tax Preparation: The Senior Center has received aid from AARP to offer assistance with tax preparation at the Center on Thursdays from 9:00 to 3:00. Seniors who had called for this program were contacted and all slots are presently full.

6. Transportation

(a) Transportation requests have gone down because people are probably worried about virus exposure. There are 4 vans available and 8 drivers. (Requests should be made 48 hours before the need.) The vans go to Northboro, Westboro, Worcester, Southborough, and Shrewsbury. When Shrewsbury schools cancel school the Vans will also cancel rides. The COA will resume the collection of fees on July 1, 2021.

7. The COA will review the Vision Statement, Staffing Plan and the COA Policy/ User Procedure Review at our next meeting in April.

8. A roll call vote was taken on a motion to adjourn; the motion was made by Zoya Mehta and seconded by Louise Russell. The meeting was adjourned at 11:30 AM.

Respectfully submitted,
Barbara DePalo,
Recording Secretary,
Council on Aging Board.