

Lunenburg Council on Aging  
Meeting Minutes  
October 11, 2016

Unanimously approved by the  
Lunenburg C.O.A. at the 11/15/16  
meeting.

**CALL TO ORDER:** Chairperson Pete Lincoln called the meeting to order at 9:32 a.m.

**PRESENT:** Chairperson Pete Lincoln, Director Susan Doherty, Jane Rabbitt, Cheryl Moisan, Betty DiGiacomo, Diane Nowd, Deb Lincoln, Sarah Grant, Kevin McNally, and Jacquelyn Dwyer

**ABSENT:** Brian Guenard, Judy Tarbell

**GUESTS:** Cheryl Aubuchon, Eagle House Supporters

**ANNOUNCEMENTS:** Ms. Lincoln announced that the 2<sup>nd</sup> Annual Eagle House Tea Party raised \$1,000 for the Eagle House Supporters Inc.

**MINUTES APPROVAL:** Ms. DiGiacomo motioned to approve the minutes from the Sept. 13, 2016 COA meeting, Ms. Dwyer seconded. On vote, motion carried unanimously.

**CURRENT BUSINESS:**

**1. Director's Report**

- **MART:** Ms. Doherty reported that as MART was going over their contract requirements with Selectman Phyllis Luck, who is the liaison between MART and the town, unresolved incidents with the COA van have surfaced. Ms. Doherty pointed out that there was significant damage done to the van in 2014, and no action has been taken by the town or MART to repair that damage. Ms. Doherty reported that MART wants the town to take over the insurance cost for the COA van, and that Ms. Luck and the Interim Town Manager David Marciello have expressed their concern over liability concerning the van, and incidents that have happened in the past. Several board members opined that there are several liability issues to be concerned about in the town, and questioned why the Interim Town Manager would begin with the COA van. According to Ms. Doherty, Mr. Marciello will work with her to develop and implement new policies and procedures that will hold van drivers accountable for their responsibilities, and safety violations. Ms. Doherty has been researching defensive driving courses for the van drivers, and has also inquired with other COA's in surrounding areas to find out if they're interested in training their van drivers as well. Ms. Grant motioned to have Mr. Lincoln write a letter on behalf of the board supporting the suggestion that Ms. Doherty be given one year to implement new policies and procedures, and continue use of the COA van by the town, and not turn the service over to MART, suggesting that the town's seniors deserve the personal service, familiarity, and socialization aspects the van provides. Ms. DiGiacomo seconded. On vote, motion carried unanimously.
- **Capital Plan:** Ms. Doherty invited DPW Director Jack Rodriquenz to the meeting to explain the process of how he decides what to present to the Capital Planning Committee as the Eagle House and the Lunenburg Public Library fall under his charge for capital plan requests. Mr. Rodriquenz was not present at the meeting.

- **Building Report:** Ms. Doherty reported that the washer/dryer unit has been ordered and that it was more expensive than she thought because of the voltage.
- **Recreation Area:** Ms. Doherty reported that the benches have arrived, and they were set up next to the bocce and shuffle board courts.
- **MCOA Fall Conference:** Ms. Doherty reported that she and Outreach Coordinator Faith Anderson are attending the conference at the end of October.
- **ServeSafe:** Ms. Doherty reported she will be attending ServeSafe training so there will always be someone in-house who is certified.
- **Upcoming Events:** Ms. Doherty briefly described upcoming events at the Eagle House.

#### **NOTICES AND COMMUNICATIONS**

Ms. Doherty reported that she is working on getting a CPR training course for staff at the Eagle House.

#### **BOARD COMMENT**

Mr. Lincoln said he'd work on getting some seating pads for the new benches outside.

#### **PUBLIC COMMENT**

Ms. Doherty said she left a message with Logan Marshall about finishing the handicap accessible ramp, but she hasn't heard back from him yet. Mr. Lincoln commented that perhaps the DPW could finish the job if Mr. Marshall can't.

#### **ADJOURNMENT**

Ms. DiGiacomo motioned to adjourn, Ms. Dwyer seconded. On vote, motion carried unanimously. Meeting adjourned at 10:22 a.m.

#### **UPCOMING MEETING SCHEDULE**

Tuesday, Nov. 15, 2016