



# MINUTES

## TOWN OF NORTON

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### Council of Aging

Meeting Date: October 8, 2015 Time: 3:00 PM

Meeting Location: 55 West Main St. Norton

Members & Staff Present: Joan DeCosta, Tom Burke, Carol McLaughlin, Betty Fogarty, Tim O'Connell and Natalie Lima

The meeting was called to order at 3 PM and adjourned at 3:35 PM

Minutes from the September Meeting were reviewed & Approved as written

*Meeting Motions / Actions and Summary of Discussions:*

#### *NEW BUSINESS:*

*2<sup>nd</sup> Yoga/Balance Class to be added @ 12:30 on Mondays- will start in January. Approved by Natalie and seconded by Tom.*

*COA Christmas Party will be on December 12, with music and a free lunch.*

*COA Bylaws at the Town Hall do not include allowance for alternate members. Joan will check with Danielle to see if she has a newer copy of the bylaws, including that addendum.*

*Minutes of the COA meetings will be e-mailed to all members to facilitate the approval of the secretary's report at the upcoming meeting. Approved by Natalie and seconded by Tom.*

*Posting of non-COA trips on our bulletin board will be allowed for this month and reviewed again at the next meeting. Approved by Tim and seconded by Tom.*

*Closed December 24- Approved by Tom and seconded by Tim.*

*Petty Cash account will remain unchanged. Approved by Natalie and seconded by Tim.*

*Revolving Account will be reviewed in November.*

*October 25 will be the Halloween Parade. Betty has provided truck and driver. Carol Cord will put out sign-up sheet for volunteers.*

#### *DIRECTOR'S REPORT / HUMAN SERVICES:*

*September activities and trips were well attended and enjoyed.*

*Upcoming Special Events are listed in the October calendar.*

*The Community Supplementary Food Program will deliver food monthly to 12 eligible residents from Norton housing.*

*Medicare Open Enrollment will be very busy through December 7.*

*We are accepting names for Thanksgiving Baskets until 10/23.*

Beth is coordinating names until 11/7 for cooked Turkey Dinners.  
Many seniors are meeting with Beth to apply for Fuel Assistance.  
On November 14 , the Middle School Volunteer Club will rake leaves for 3 seniors.

*Facility:*

Door Concepts adjusted the sticky front door and shortened the close time for the winter.  
Please water the fall flowers in the planters and window boxes.  
Archer Electric has not called concerning our requests.  
Converting the front closet into office space and lack of parking were discussed. Conversion of office should be explored. Approved by Natalie and seconded by Tom.  
Active Participation Statistics reviewed.

*Personnel:*

Kathy and Pat attended training for elder affairs.  
Beth attended MCOA ;Fall Conference  
NHS intern, Sara to volunteer Wednesdays and Fridays from 1- 2pm.  
Request for replacement flag will be made to the VFW. The Friends will be asked next.

*Financial Report:*

Town Account \$6440.86  
Grant Money \$22,461.12  
Gift Account \$1590.36  
Revolving Account \$568.47

**List of Documents and Other Exhibits used at Meeting:**

- **Statistic Report**
- **Finanancial Report**

NEXT MEETING: 11/12/2015 @3:00 PM

Minutes respectfully submitted by: Carol McLaughlin

Minutes Approved by Committee on:

11/12/2015

Chairman Signature:

Joan D De Costa