COA BOARD MEETING MINUTES

MONDAY JUNE 10, 2019 AT 1:30 PM
ROOM 103, 37 SHATTUCK STREET,
LITTLETON, MA 01460

1. Meeting called to Order at 1:30 p.m.
   Members present: Mary Catalanotto, Marge Payne, Bob Stetson, Anne Lee Ellis, Maureen Donnelly, Mary Pickard, David Sill, Paddie Hunt
   A Quorum is present
   Staff present: Liz Tretiak, Nina Nazarian, Nicole Lorenson
   Open Meeting Law Reminder

2. Announcements: It was approved by the planning Board to build at Webber Village 8 single units and 8 family units near the high school, and at Jones Meadow 17 units. Memory Café at the Baptist Church is going well. The Littleton Café is now charging $5 for Tuesday lunch for Seniors. Jamie Cruz is again discounting a bag of Fresh vegetables $20 worth for $14 for seniors on Tuesdays. She appreciates return of the containers. Cable TV has an open house June 19. Mary Catalanotto is stepping down from the Board after 32 years. We express our thanks. Bob Stetson is stepping down as Secretary but remains on the Board. The Board stated best wishes to Nicole on her upcoming marriage and her new position with Human and Elder services.

3. Accept Minutes: It was voted to accept the minutes of the May 13 2019 meeting as corrected.

4. Friends Report: The Friends are looking forward to the new year. Come in and use our Thrift Shop. First luncheon is Sept 18 with a 50’s theme. Reservations will be taken at the COA office after September 1. Cost will be $5. Friends have a new board manager Sandra Casale who is the new thrift shop manager. We appreciate all the money gifts for the new senior center.

5. Old Business:
   a. Update: Town Building & Space Needs Analysis Working Group. They are still working and reorganizing.
      We are fortunate to have Nina as the new town Director. She is very supportive.

6. New Business:
   a. PRCE Director made a presentation to the Board: There is a petition to be voted on at a special town meeting on June 26. The following comments and issues were offered: for Line 2 of the petition/article: 1. that the petition establishes a hierarchy that puts Non-profits above all other users. 2. Community groups is vague, residency status? 3. Focuses on “groups which serve the needs of youth”, can be perceived as Ageist.
      “Regional” use for Town-owned, Tax payer funded property. For Line 3: 1. The School committee has 100% control of the school facilities. 2. The MOU is an agreement between LPS, BOS and the Park Commission. The agreement for the use of indoor space at the Schools by PRCE and in exchange PRCE cares for the athletic fields. For Line 4: 1. The sentence is completely contradictory of itself. 2. This directly singles out the PRCE Department and is a non-conclusive article. 3. This change could have serious consequences for ALL boards and committees and is a dangerous precedent for usage of future buildings that may be built to house Elder and Human Services and the Rueben Hoar Library. The Town Solicitor has been involved with the Selectmen in executive session and the Selectmen do not endorse the petition/article.
It was moved by Maureen Donnelly and seconded by David Sill that the Council on Aging Board vote not to support the Article being presented at the Special Town meeting June 26. The vote was unanimously. The Board does not support the article.

b. Appoint Affordable Housing Trust representative: Maureen Donnelly is appointed our rep and the Trust is just getting organized.

c. Rules & Regulations Review: see attached
   It was moved seconded, and voted to approve the following changes to the Rules and Regulations
   1) Article II add “The COA Board supports the Director of Elder and Human Services in the mission of the department.”
   2) Article III 3.1. Change sentence two to “Shall serve staggered three year terms. No member may serve more than three [3] consecutive three year terms. (one opposed)
   3) Article III 3.1.2 remove “Members of the Council’ and replace with “Members of the COA Board” and shall serve as “Board” members of the Friends…
      add “Board’ members of the Friends
   4) Article 3.3 added in entirety: “As a matter of policy, regular attendance is expected of all members. In the event of absence of any member for three [3] consecutive meetings, except for reasons of health or extenuating circumstances as duly reported to the Chair in advance of the COA meetings, the COA Board shall request resignation of that member through the Board of Selectmen. On the occasion of six [6] absences during any calendar year, the COA board shall recommend the appointing authority dismiss such a member from the COA Board.
   5) Article 6.1.1 shall add ‘and’ between Chairperson and Vice-Chairperson and remove “and a Secretary”
   6) Article 6.3 add “The Vice Chair shall participate in agenda setting meetings with the Board Chair and the Director
   7) Article 6.4 remove the first sentence “The Secretary shall record the minutes of the COA meeting.” And add that “draft” minutes are filed with the Town Clerk “within 2 weeks of the meeting, and approved minutes submitted to the Town Clerk within 2 days of the Board meeting.

d. Revenue member candidates: (See resume’s) Interviews were held with each candidate prior to a vote.
   a) Susan Melander
   b) Anita Harding
   c) Marilyn Fedele
   d) Mary P. Hunt
      It was voted to recommend Mary Hunt 8, Susan Melander 7, Anita Harding 5, and Marilyn Fedele 4 in the above order to the Board of Selectmen for appointment of three members.

e. Discuss July meeting: It was moved and seconded and voted not to have meeting in July.

f. Report from Nominating Committee: The Nominating Committee nominated for Chair Marge Payne, and for Vice Chair Mary Hunt. There were no other nominations. The Board voted affirmatively for the nominees. Marge Payne was elected Chairperson, Mary Hunt was elected Vice Chairperson.

g. Donation: The $2500 donation from Eunice B. Morrison Charitable Foundation was voted to be accepted and applied to the Tread Fund.

7. Reports:
   It was voted to accept the reports. (see attached)
   a. Director’s Report
   b. Outreach Coordinator’s Monthly Report

8. Any Other Business that may properly come before the Board.

9. The Board moved, seconded and voted to adjourn at 3:55 p.m.

Next Meeting: August 12 (Please mail suggested agenda topics to chair 7 days prior to meeting) It was suggested that the procedure for nominating committee be reviewed at the next meeting.

Respectfully submitted
Robert E. Stetson, Secretary

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