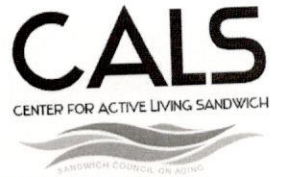




**SANDWICH COUNCIL ON AGING
BOARD OF DIRECTORS MEETING MINUTES**



**TOWN CLERK
TOWN OF SANDWICH**

AUG 01 2019

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Date: June 28, 2019

Time: 8:45 a.m.

Facilitator: Chairman, Neal O'Brien

The meeting was called to order at 8:55 a.m.

In Attendance

Michael Bondarek, Vice-Chair, Patricia Collins, Secretary, Members John Vibberts, Patricia Walsh, Judy Hendy, Karen Cotter, Mary-Jo French, Director Susan Marancik

Guests: Charlotte Kreutzer, Ellen Swain, Bob Deroeck

Approval of Minutes

The minutes of the May 24, 2019 COA Board of Directors meeting were read and approved.

Treasurer/Finance Report

Status quo.

Director's Report

The budget for fiscal year 2020 is complete. The budget included \$3,000 from the town's budget for programming. The Formula Grant has a zero balance. Most of the Formula Grant is used for staff. There are very strict guidelines regarding the use of Grant funds. They cannot be used for programs; they can be used for the newsletter. The center needs a third driver for 10 hours per week. We currently have a 12-passenger bus and an 8-passenger bus that are leased to us by the CCRTA. The 12-passenger bus will be replaced with a new 8-passenger vehicle in July.



Standing Committee Reports

- A. Finance and budget: Nothing to report.
- B. By Laws: Nothing to report.
- C. Nominating: Charlotte Kreutzer and Ellen Swain were nominated to the Council on Aging Board. The Board voted unanimously to recommend their appointments to the Board of Selectmen.

FSCOA Report

The FSCOA has not received the results of the June 8, 2019 Bocce Bash yet.

Old Business

Five candidates had expressed their interest in a seat on the Board. Charlotte Kreutzer and Ellen Swain's appointments were unanimously recommended. The other three candidates, Terry O'Connell, Michael Dwyer, and Sue Sloniger were unavailable.

Special Town Meeting – Building Project

Community Center for Active Living marketing/community education plan:

Board of Selectmen Chair, David Sampson, has offered to present the plan at the Senior Center in September. An announcement will be included in the September newsletter. Other parties to contact include: Tea Wolfe, Paul Gately, and Melinda Gallant. The product to be presented at the Special Town Meeting is the schematic plan with costs. If approved at Special Town Meeting, the town will then have to issue an RFQ to architects. Town Manager George Dunham and Assistant Town Manager Doug Lapp are working with John Caitlin on a contract to do the schematics with cost with and without a gymnasium and elevated walking track.

The Board agreed marketing to residents for support of the new center should begin six weeks prior to scheduled Special Town Meeting.

New Business

Charlotte Kreutzer and Ellen Swain were confirmed as recommended new members and the Board of Selectmen will vote on their appointments at their July 11, 2019 meeting.

Chairman Neal O'Brien and Patricia Walsh were thanked for their dedication to the goals of the COA. A luncheon will be held on July 11, 2019 in their honor.

Next Board Meeting

Tuesday, July 23, 2019 at 8:45 a.m.

Motion to adjourn was made at 10:00 a.m. and passed unanimously.

Respectfully submitted,
Patricia Collins, Secretary