

Foxborough Council on Aging and Human Services Board Meeting November 20, 2014

Present: Director-Vicki Lowe, Chairperson-Joanne Pratt, Wendy Haney, Betty Travers, Millie Greene, Collin Haney, Bob Murphy, and HESSCO Rep.-Helen Rice

Absent/Excused: Ann Alibrandi, Lloyd Gibbs, and Vivian Pitts

The meeting was called to order by Joanne Pratt at 5pm.

Minutes: The minutes from the October 16, 2014 meeting were approved as amended.

Budget Report:

The Operating Budget is in good shape. We have the reserve for a new furnace should we have to replace the old one.

FY'16 budgets are due on 12/12/14. Vicki does not see anything that is needed in terms of staffing or additional expenses for the operating budget at this point. She is going to request additional funds for Capital Outlay for the driveway project once Roger, from DPW, can give her some figures on cost. In preparation for the Centralized Maintenance Program, Randy will be meeting with each department to look at the maintenance items in their budgets which will be transferred to the Centralized Maintenance Program. Vicki's Ad Com meeting is tentatively scheduled for January 21st at 7:20pm. Vicki plans to ask for a car to replace the Car-Go through the CIP process. All budgets are finalized in March 2015.

Director's Report:

Staffing-There are two staff members out with serious issues. Tony from the school department has been helping us with substitute staff. We are alright with driver coverage through the end of December.

Holiday hours-The Senior Center is closing at 12:30pm on 11/26 and 2:00pm on 12/24. There will be a skeleton crew on 12/26.

Program Highlights:

*The Veteran's Day event was fully sponsored and staffed by the Foxboro Rotary. They arranged a catered breakfast and paid for the speaker.

*TRIAD had a guest speaker named John O'Connor who is a retired Secret Service agent. His program was very informative. One of the seniors had a medical event during the program and was taken to the hospital. That person is doing okay now.

Upcoming events:

- *The big trip for this year is to Nova Scotia. The trip presentation scheduled for Wednesday was rescheduled to Monday, November 11th.
- *December holiday parties are going to be Thursday, December 4th, at Lake Pearl in Wrentham and Thursday, December 11th, at the Senior Center. There are 144 people signed up for the Lake Pearl party. The Friends of Foxboro Seniors are paying for the refreshments and entertainment at the Senior Center. Vicki has ordered sandwiches and pastries from Roche Brothers and Gary Leanes is the entertainment.
- *There will be an intergenerational program at the Igo School. It will be a Holiday Hoedown on December 19th. Vicki is meeting with the PE teacher at the school to work out the details.

Human Services:

- *The Holiday Bereavement Group program flier is in the board members folders.
- *The staff has been busy with the new Fuel Assistance applications which started on November 1st. They have completed 17 applications in the last 2 1/2 weeks. Last year in the same time they had completed 12. These applications are long, detailed, and require a lot of documentation. They are also a screening tool for other programs which require more support and time.
- *Open Enrollment is running from October 15th through December 7th. The staff have been busy assisting clients make choices for their health insurance supplements. This includes Medicare Part D drug coverage which changes every year and requires seniors to be sure their prescriptions are still covered. Our SHINE counselors have added extra days at the Senior Center so they can assist seniors with Open Enrollment. Peg McDonough, regional director of SHINE, held a workshop on November 5th. There were about 45 people in attendance.

HESSCO Report:

Helen gave us the HESSCO report. She said that HESSCO was recently audited and came out with a clean bill of health. The nutritional program was also audited and came out fine. They were thinking of doing a labeling system for the Meals on Wheels program. HESSCO has made money for the second year in a row.

Old Business:

Vicki attended the last "Friend's" meeting and created a hand out to clarify where the Friend's funds were going and where they were supposed to be going according to their charter. A copy of the handout is in our folders. She asked the Friend's if they would consider paying the Council on Aging one thousand dollars a month to fund senior activities, the bulk of which would be used for exercise classes which would be free for seniors that could not afford them. The Friends voted this down, even though they gave

money to other organizations in town with no questions asked. Vicki had also requested the Friend's help in funding the cost of materials for a driveway project, the work being done by the town, to help with our over crowded parking situation. The Friends also would not consider it. Vicki is requesting the driveway project through her budget process. Bill Casbarra is working with an original plan for the building to project what the cost might be. Copies of the plan are in our folders. Paul Dumas, chairperson of the Friend's, stated at our meeting that the Friend's would continue to do business the way they have been doing it and if they find they have been doing it wrong they will try correct the process but it will take time.

New Business:

*Jeanne Bonneau had asked that the procedure for donating directly to the Senior Center be put on the agenda for this meeting. Vicki stated that we have a gift account that is used for donations made directly to the COA. When a donation is received, a form is submitted to the selectman. The donor can indicate a specific purpose for the donation or make a general use. There is a sample form and letter in our folders.

*Vicki stated that she would be away on December 18th, the date of our next meeting. The board took a vote to cancel the December meeting unless there was an urgent matter.

The meeting was adjourned at 5:45pm.

Respectfully submitted,

Wendy Haney