

***Town of Hudson  
Council on Aging***

**Minutes for COA Board Meeting 11/6/19, Hudson Senior Center, 29 Church Street, Hudson, MA**

Meeting was called to order at 1:00pm by John Gill, Chair.

**Members who were in attendance:** John Gill, Chair; Nina Smith, Treasurer; Ed Silveira; Diane Durand, Anthony Monteiro; Charles Corley and Janice Long, Director.

**Members who were absent:** Patricia Desmond, Mellissa Esteves, Vinny Giombetti

**Guests:** none

John Gill asked for any additions/deletions to the **Agenda**. A motion was made by Ed Silveira to accept the agenda, seconded by Charlie Corley. The vote was unanimous to accept the motion.

John Gill asked for any corrections or additions to the **Minutes** of the 10/2/19 Board Meeting. A motion to accept the minutes was made by Charlie Corley and seconded by Diane Durand. The vote was unanimous to accept the motion.

The **Treasurer's Report** was presented by Nina and reported that we match with the town. A motion was made by Charlie Corley and seconded by Ed Silveira to accept the report. The vote to accept the report was unanimous.

The **Director's Report** was presented by Janice Long.

Janice mentioned that after discovering the bucket of enzymes in the **grease trap** was empty, Ray contacted Simplex to refill the enzymes. The rep was surprised to see that the enzymes were depleted so quickly and will now check the bucket every two months. The odor has since been dissipated.

Janice noted that Tom Moses states that the town has approved Assabet completing the **deck enclosure** project. He is waiting on the Project Manager securing a list of materials needed in order to move forward. No announcement of Assabet's involvement should be made at this time. John asked if the project will include steel or wood construction and it was determined that steel would be used.

Janice spoke with Ray regarding the appearance of the **handicapped ramp**. After researching the issue, Ray contacted Sikagard Flex Coat to make a recommendation as to a possible solution. The rep suggested an epoxy coating and would get back to Ray with an estimate. After much discussion and pending questions amongst Board members, it was decided to invite Ray to the next Board meeting to share his knowledge of the material being used and entertain questions.

Janice has sent a picture of the **broken bench** to the company which it was purchased so they can determine what is needed to repair it and its' cost.

Staff continue to be very busy with **Open Enrollment** appointments.

Janice stated that the Daybreak presentation at the **Mass Council On Aging Annual Conference** was well received. She, Kelly from Northborough and Trish from Marlborough have been asked to present again at next year's conference.

The **Lucie Blue Tremblay concert** at the Natick Community Center was attended by over 100 people.

The **Parkinson's Training** was very successful; 9 people attended and a \$25 donation was made.

Janice received a copy of the liability form used by the Town possibly for "**Adventure Club**" participants. Board members expressed several questions/concerns regarding having participants of any Senior Center activity signing a waiver resolving a liability issue in addition to persons in the leadership role of each activity being personally liable for any possible lawsuit. It was determined that this discussion would resume at next month's meeting so Janice could speak with other Center Directors which have similar programs to discover how they handle this issue and how she would like to move forward.

Acceptance of the **Director's Report** was moved by Charlie Corley, seconded by Ed Silveira and approved unanimously.

Janice reported that Monday nights continue to be very busy with Learn To Cope, Garden Club, Hoarding Support and Beginners Duplicate Bridge. Janice has been scheduling Open Enrollment appointments during this time as well. Acceptance of the **Outreach Report** was moved by Charlie Corley, seconded by Nina Smith and approved unanimously.

Janice mentioned that numbers are steady. Jim is on vacation with Walter and Tim filling in. Tony asked how the new bus gas usage compares to the old bus. Janice was not sure of the actual gas usage of the new bus but replied that the mileage is better than the old bus. Acceptance of the **Bus Driver's Report** was moved by Charlie Corley, seconded by Ed Silveira and approved unanimously.

**Friends' Report:** Janice disclosed that the Friends would be announcing the success of the Fall Fair their next meeting on Tuesday, Nov 12th.

**Correspondence:** none

**Old Business:** Tony asked if we needed to adopt the waiver form so it could be utilized by the Center. Charlie suggested Janice replace the words city/town with Hudson on the form. Much discussion ensued regarding whether to make the waiver form viable for one year from the date of signature and how to manage this. Janice will give an update at the next Board meeting.

**New Business:** John asked if members of the Facilities Committee could reconvene after the next Board meeting in December. Those members are John, Charlie, Tony, Ed and Doris Monteiro.

A motion to **adjourn the meeting** was made by Charlie Corley, seconded by Diane Durand and unanimously approved. Meeting adjourned at 1:40pm.

The next meeting will be held on December 4, 2019, at 1:00 pm.

Respectfully Submitted,  
Diane Durand, Acting Secretary

