

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

**Minutes for COA Board Meeting 12/4/19, 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; Melissa Esteves, Secretary; Ed Silveira; Anthony Monteiro; Charles Corley; Trisha Desmond and Janice Long, Director.

**Members who were absent:** Diane Durand, Vinny Giombetti

**Guests:** none

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

John Gill asked for any corrections or additions to the **Minutes** of the 11/6/19 Board Meeting. A motion to accept the minutes was made by Trisha Desmond and seconded by Charlie Corley. 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 Revolving Fund is difficult to match up with the Town, as the timing is off. Up to September 2019 we match to the penny. Waiting for the October deposit. Janice and Nina looking at a different program for budgeting and tracking. The vote to accept the report was unanimous.

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

Ray will report on the **ramp coating** at the next meeting.

The **smell in the basement** is better with the enzyme treatment, but there is still an odor. Charlie Corley suggested taking the ceiling tiles out to see what is up there, and if it is sealed properly. There is also the question of needing a new grease trap. Ray will also talk more about this next month.

A meeting was held with Jeff Wood about the **deck enclosure**. The architect will get the permits and specs to Jeff Wood. The Assabet students will be starting the project hopefully in January.

**Thanksgiving dinner** by Mr. Dannis and crew was attended by 103 people. Next year will encourage additional help.

The Senior Center is one of 329 grant requests for the Cummings Foundation for a \$100,000.00 grant. Acceptance of the **Director's Report** was moved by Ed Silveira, seconded by Nina Smith and approved unanimously.

Janice reported that **Outreach** has been very busy as it is open enrollment season. 526 people were served, mostly for SHINE. The new enrollment program has not had too many glitches. Acceptance of the **Outreach Report** was moved by Charlie Corley, seconded by Nina Smith and approved unanimously.

Janice met with Kenny at the DPW about the mileage per gallon for the new bus, which is between 8.5-10 mpg. There are now 2 dialysis patients needing transportation, so will try to get them on the same schedule. Acceptance of the **Bus Driver's Report** was moved by John Gill, seconded by Nina Smith and approved unanimously.

**Friends' Report:** Waiting for the final number from the Fair proceeds. They are selling tickets for the calendar raffle now.

**Correspondence:** Cummings grant letter

**Old Business:** **Deck Enclosure** update in Directors report.

**Smell in basement** addressed in Directors Report.

**Insurance coverage-** most centers have people sign a form one time that is used for all programs (see Directors report). Cabot responded that volunteers are covered as employees. The center will have everyone sign a "Hold Harmless" form when they start at the center.

**New Business:** A motion was made by Charlie Corley to **change the date** of the January 2020 meeting from 1/1/20 to 1/8/20. This was seconded by Nina Smith, and approved unanimously.

A motion to **adjourn the meeting** was made by Charlie Corley, seconded by Nina Smith and unanimously approved. Meeting adjourned at 1:42pm.

The next meeting will be held on January 8, 2020, at 1:00 pm.

Respectfully Submitted,  
Melissa Esteves  
Secretary