COUNCIL ON AGING BOARD MEETING MINUTES

THURSDAY, JANUARY 6, 2022

9:00 A.M.

PRINCETON SENIOR CENTER, 206 WORCESTER ROAD

PRESENT: BOARD MEMBERS: Barbara Guthrie, William Lindquist, Donna MacKenzie, Wendy

 Pape, Susan Stolberg, Terry Thompson, Michael Warren

 BOARD ALTERNATES: Jane Giumette, Fran Thomas

 DIRECTOR: Judith Webster

 GUEST: Jennifer Greene, Town Advisory Committee Liaison

ABSENT ADMIN. ASSISTANT: Nickole Boardman

**Minutes** of the December 2, 2021 meeting were approved as presented.

**Financial Update.** Spending for FY22 appears to be on target. Telecomm and electricity charges will be over budget but other line items will be underspent. Actuals will be more realistic this year as the Center has been more operational this year.

A draft of the FY23 budget was reviewed. The total operating budget (not including salaries) is less than a one percent increase over the FY22 budget. Salary expense shows a 2 percent increase plus a four hour increase in hours for Nickole which provides on site staffing of 35 hours/week. Funding for the access control system may go into a capital operating line item for one year only.

Judith noted that rental income goes directly to the town. It does not affect the COA budget. However, program money needs to go to the COA budget as the COA absorbs those expenses. Donations go directly to the COA budget. The board voted to accept the FY23 operating (excluding salaries) budget as presented. Wendy will write a letter of support for the budget when it is submitted to the town. No date has been set for presenting the budget to the Select Board.

**Grab & Go.** The January Grab & Go will be held on Tuesday, January 25th. The meal will be prepared by Judy Breen. “File of Life” packets will be included with the meals (medical information with emergency contacts). Fran will contact Judy to see if she needs any additional help with the meal preparation. In February, holiday breads will be distributed on February 11th. Barbara, Terry and Lynn will assist with the food distribution. Fran and Donna will bake the breads.

Discussion was held about the possibility of finding sponsors for possible future Grab and Go’s. Judith will talk with Fidelity Bank about the possibility of sponsoring a St. Patrick’s Day themed Grab & Go luncheon for March. She noted that the Grab & Go’s provide a good outreach activity for Princeton seniors. The Board will continue to discuss the continuation of the Grab & Go program at future board meetings.

Judith noted the Board of Health made their annual inspection of the kitchen in December which went well.

**Programming Update/Omicron Operations.** Discussion was held on how in person programming should continue during this period of increasing COVID cases. Several local COA’s have temporarily closed. Sterling has added a mask mandate. Judith expressed concern about groups who participate in activities that require close seating (i.e. games)and suggested they be temporarily shut down. Bridge has already done so and they are now playing on line. Mahjong will stop for a couple of weeks. Other activities will be limited in size. Judith noted that the Omicron strain is reportedly supposed to peak somewhere around 1/17 so that the situation will be revisited at that time.

In the meantime, a Tai Chi instructor has been found. He will be teaching on Wednesdays beginning the week after Martin Luther King day. A Memory Training class will begin on January 24th and will run for 4 consecutive Mondays. The program is open to 15 people. Cost will be $20.

**Update on Overall Facility Usage.** In regard to the Center being open for community groups, Judith noted that the Princeton Arts Society program in December went well. The Wachusett Garden Club will be using the space in January-April. The Parks & Recreation Board was to hold a meeting recently. However, it was cancelled as a water pump in the building broke. The town Environmental Action Committee meets at the Center the third Thursday of the month. A pediatric and adult vaccination clinic is planned for the near future.

**New Business.** Fran reported that the Housing Committee will be sending out a survey to town residents in the near future. The committee, chaired by Carla Zottoli, meets via zoom. Their next meeting will be held on January 10th.

There has been some positive feedback by residents who received Christmas cards from the COA. Fran noted she has been sending sympathy cards to families who have had someone pass.

It was suggested that sandbags be used to weigh down the COA sign by the road as it keeps blowing over. Discussion was held about the need/desire to have information available at the COA to give out to people who are in need of help with raking leaves, shoveling snow and or sanding/salting driveways/walkways.

A meeting will be held soon to review the access control panel proposals. The proposals need to be redone so that they are comparable.

Judith noted that crockpot/soup recipes are needed.

Meeting was adjourned at 10:40 a.m.

**NEXT MEETING: THURSDAY, FEBRUARY 3, 2022, 9:00 A.M.**