

**TOWN OF SUDBURY
COUNCIL ON AGING
MINUTES OF MEETING
February 5, 2013**

WEBSITE <http://sudbury.ma.us/departments/CouncilOnAging/>

Present: John Beeler, Barry David, Bob Diefenbacher, Debra Galloway, Robert May, Jack Ryan, Sam Merra

Absent: Approved Absences: David Levington, Phyllis Bially.

Meeting called to order by Vice Chairperson: John Beeler

Visitors: Joe Bausk

Minutes: Minutes of the January 08, 2013 regular meeting were approved with several edits.

DIRECTOR'S REPORT

1. Town Manager will support an added 2.5 hours for our information specialist.
2. Director will appear on February 7 meeting of the Finance committee to discuss her budget request.
3. In May there will be a Volunteers Appreciation Luncheon.
4. Diabetes workshops will be sponsored in April and May.
5. Director gave a brief review of activities and programs for February and March.

Vice Chairman's Report

1. Annual planning meeting is now scheduled for May 4, 9-2pm at the Senior Center.
2. All of COA is encouraged to continue the efforts to be more visible in town guiding events. We want to build upon the successes our efforts have had in improving Sudbury during the last several years.
3. The Friends have taken responsibility for proposing to Jim Kelly some updating of the lounge and other areas within the Senior Center to improve first impressions.
4. The Our Common Place –Community Website was discussed, and COA involvement was also discussed. The COA will continue to monitor this and other new “social media” opportunities to share our views with Sudbury residents.

BayPath Liaison Report

1. Baypath is sponsoring new research as to the needs of the 55-65 age groups.

OLD BUSINESS

The date and time for the Second Annual COA planning meeting is May 4, 2013 from 9-2 pm.

Sam Merra presented the Senior Center Financial Report. (SEE EXHIBIT ATTACHED)

Nominations for new COA Board members are due by the April meeting to be approved at May meeting. Nominations for changes to the officers will be accomplished at the same meetings. Nomination committee is John Beeler, Bob Diefenbacher, and Barry David.

Fairbanks Study Committee progress was reviewed by Jack Ryan. At this time it is anticipated that the recommendation will be to repair the flat roof by summer, 2013 to avoid major long term damage and staff disruption for the K-8 team. Preliminary report will be given to Selectmen at their February meeting. Major design work for the long term will begin in 2013. See David Levington note of January 24, 2013 attached.

Community work program coordinator is retiring. Debra and Ed will be interviewing during February.

The director will be seeking the annual approval for the MWRT and COA Revolving Accounts at the annual town meeting.

Update from the Friends- Bob Diefenbacher

*The town building team has been made aware of the slipperiness of the blue-painted sloped walkways meant to aid folks crossing the street to and from the Park.

*A project has started to propose a plan for the upgrade of the Lounge area in the Senior Center.

NEW BUSINESS

We will try to connect with School Superintendent Wilson in the future to discuss shared issues.

Next meeting: The next meeting will be held on March 5, 2013 at 3:00 P.M. at the Senior Center. Note change in Time to 3:00 PM for all future meetings.

A vote for Adjournment was unanimous at 4:45 pm.

Submitted by:

Bob May, Secretary

Version 01.30.2013

Attachments: Attachment One: Future Items, Attachment two Senior Center Financial Report, Attachment three: David Levington notes on Senior Center Needs into the future.

ATTACHMENT 1

Possible Agenda Items for future COA meetings

UPDATED 02/20/2013

Carry Overs

<u>First discussed</u>	<u>Topic</u>
June, 2012	*Deb asked for assistance of the Board in putting together a personnel plan for future months and years ahead. This was suggested to be on the July meeting agenda as new business.
June, 2012	*Dave presented the “Over-85” report for review (copy attached). Approval will be requested at July meeting.
October 2, 2012	Town of Sudbury 325 th Anniversary. Postponed till 2013.
December 11	2012 EOEA report
December 11	Discuss how to respond to Cummins Grant requests.
January 08, 2013	Barry David and Sam Merra will discuss with Ron Riggert how to further ease the administrative burden of producing their routine reporting and come back to the COA at a future meeting.

Senior Center Major Projects

- *Bay Path Grant for Healthy Aging Status
- *Support staff planning. See Deb request above.
- *Volunteers, Volunteers!

COA Responsibilities

- * More budget from the Town for the Center: ACTION: Approved at 12/11 meeting. **Town manager took no action for 2013-2014 budget.**
- * Center support staff plan—See Deb request above
- * Long Range Funding plan—Barry and Bob M with Friends
- * July 4th Float- Phyllis, Barry
- * May 2013 Planning meeting. Now Scheduled
- * Facility short range updates—
 - Lobby redesign- Friends to recommend changes to be complete by summer, 2013
- * Participation of younger generation from Sudbury

Version 02/20/2013

SUDBURY COUNCIL ON AGING/SUDBURY SENIOR CENTER						
FINANCIAL REPORT FOR Q2FY2013(OCTOBER-DECEMBER 2012)						
PROGRAM REVOLVING ACCOUNT						
ACTIVITY	BEG.BAL.	RECEIPTS	EXPENSES	NET	BAL.Y.T.D.	NOTES
Better Bones		\$ 1,534.00	\$ 990.00	\$ 544.00	\$ 544.00	
Fit For the Future		\$ 1,010.00	\$ 2,200.00	\$ (1,190.00)	\$ (1,190.00)	
Watercolors		\$ 1,280.00	\$ 1,120.00	\$ 160.00	\$ 160.00	
Yoga I		\$ 1,120.00	\$ 1,080.00	\$ 40.00	\$ 40.00	
Yoga II		\$ 1,008.00	\$ 1,080.00	\$ (72.00)	\$ (72.00)	
Zumba		\$ 203.00	\$ 520.00	\$ (317.00)	\$ (317.00)	
Tap		\$ 385.00	\$ 560.00	\$ (175.00)	\$ (175.00)	
Room User Fee						
Account Total	\$ 8,687.27			\$ (1,010.00)	\$ 7,677.27	
MWRTA REVOLVING	BEG. BAL.	RECEIPTS	EXPENSES	NET	BAL.Y.T.D.	NOTES
MWRTA Salaries			\$ 10,860.16	\$ (10,860.16)	\$ (10,860.16)	
General Expense			\$ 2,168.40	\$ (2,168.40)	\$ (2,168.40)	
Fees		\$ 11,128.18		\$ 11,128.18	\$ 11,128.18	
Account Total	\$ 26,132.84			\$ (1,900.38)	\$ 24,232.46	
GENERAL EXPENSE	BEG. BAL.	RECEIPTS	EXPENSES	NET	BAL. Y.T.D.	NOTES
Postage			\$ 137.70	\$ (137.70)	\$ (137.70)	
Office Supplies			\$ 314.07	\$ (314.07)	\$ (314.07)	
Copier			\$ 168.55	\$ (168.55)	\$ (168.55)	
Receptionist			\$ 1,896.25	\$ (1,896.25)	\$ (1,896.25)	
FISH			\$ 900.00	\$ (900.00)	\$ (900.00)	
I&R Travel Expense			\$ 115.57	\$ (115.57)	\$ (115.57)	
SSCWP			\$ 300.00	\$ (300.00)	\$ (300.00)	
Account Total	\$ 4,847.25			\$ (3,832.14)	\$ 1,015.11	
STATE AID	BEG. BAL.	RECEIPTS	EXPENSES	NET	BAL. Y.T.D.	NOTES
SSCWP		\$ 122.20	\$ 150.00	\$ (27.80)	\$ (27.80)	
Account Total	\$ 57.80			\$ (27.80)	\$ 30.00	
FRIENDS	BEG. BAL.	RECEIPTS	EXPENSES	NET	BAL. Y.T.D.	NOTES
SSCWP Coordinator						
Receptionist			\$ 738.00	\$ (738.00)	\$ (738.00)	
Journal Entry			\$ 122.20	\$ (122.20)	\$ (122.20)	
FISH			\$ 900.00	\$ (900.00)	\$ (900.00)	
Account Total	\$ 2,002.27			\$ (1,760.20)	\$ 242.07	
CAMCORDER	BEG.BAL.	RECEIPTS	EXPENSES	NET	BAL.Y.T.D.	NOTES
Account Total	\$159.97				\$ 159.97	
LEP-VIP GIFT	BEG.BAL.	RECEIPTS	EXPENSES	NET	BAL.Y.T.D.	NOTES
Account Total	\$ 31.34				31.34	
BAYPATH ELDER	BEG.BAL.	RECEIPTS	EXPENSES	NET	BAL.Y.T.D.	NOTES
Account Total	\$ 547.67				547.67	

ATTACHMENT THREE

January 24, 2013

Dear Jack,

I'm sorry I can't participate more in the work of the "Fairbank Committee". I think I have a "Larger" vision of a Sudbury Community Center than most people; much more than just a larger version of the combined current Senior Center and Fairbank Community Center.

It is true that each of the current programs is limited, and deserves more and better spaces in order to properly serve our Town and our citizens. But a true Community Center can and should be much more.

My vision would have, at the entrance, a large open area; you could call it an arcade, or a mall, or, better yet, a village. It would be a bright, welcoming area where anyone would feel comfortable sitting around, maybe waiting for a friend or family member. You could get a soft drink, a sandwich or coffee; there would be comfortable tables.

From there you would enter that various areas where classes, studios, and sports activities take place, but nearby would be all or some of the following, which are not part of either of the present facilities:

1. A health facility, perhaps run by Parmenter. In addition to providing the kinds of health services that seniors and athletes need (blood pressure, flu shots, podiatrists, physical exams for sports, this could also be a mini-clinic such as CVS and Walgreen are developing. Everyone would know that this is a convenient place to come for scrapes and bruises, aches and pains, etc. This could be a very attractive (and self-supporting!) community asset.
2. A gift shop, where local crafts are sold. Lincoln and Wayland each have such shops that operate independently and at no cost to the town. The Sudbury Art Association has shown that we have loads of talented local artists and craftsmen who could run and benefit from such an outlet.
3. A Reading Room, hopefully including a Goodnow Library desk, where folks could order and/or pick up books; an inviting area to sit around and catch up with current newspapers and magazines.
4. A Credit Union Office. Every bank in the world seems to want to open an office in Sudbury, and yet we hide our very own Credit Union in a back office at the Flynn Building. It should be easy to price out a car-loan, or a home-improvement loan from our own non-profit credit union.
5. An Art Gallery area. This could be a very flexible activity, using available wall space and perhaps movable panels. The display area at the Goodnow is fabulously successful, so much so that there is usually a years-long waiting list for artists wishing to display their work.
6. A mini-museum. Our Historical Society has a wealth of wonderful Sudbury artifacts that are usually hidden away. Once the Town Hall is re-designed, there will be a need for a place for our history to be shared.
7. One or two retail shops. These could be seasonal places for parents to swap out-grown kids stuff, special holiday shops, athletic gear swaps, areas for Sudbury and L-S team-wear. One attractive area that Needham has perfected is a local "Goodwill" Shop. The Needham shop is very popular, run by volunteers, and **MAKES MONEY!**

8. Offices. Our Town Nurse should be here, perhaps in the facility listed above. Also it should be easy for folks to find our Veterans Agents, Town Social Worker and probably others. Bringing these direct-service professionals to an open and inviting environment should make their work easier, more enjoyable, and more valuable.

Jack, very little, if any of this is directly within the mission of your committee, and I realize you all have plenty of challenges. However this is pertinent to your work in one way: if the Committee thinks that some or all of these ideas are worth consideration, it should suggest that the planning process which I expect you to recommend should be very comprehensive; not a one-shot expansion of the existing, but a plan for the future. I hope that the planning process you all recommend will consider all these possibilities, as well as assessing the town's need for the performing arts, both music and drama.

Regards to all

Dave Levington