

TOWN OF SUDBURY
COUNCIL ON AGING
MINUTES OF MEETING

January 15, 2020

2:00 PM

ALL COA MEETINGS ARE NOW RECORDED AND

AVAILABLE ON SUDBURYTV.ORG

PLEASE NOTE THE RETURN TO SECOND TUESDAY MEETING DAY

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

Present: Chairman: Jeff Levine

Members Present: Patricia Tabloski, Sandy Lasky, Bob May, Peg Espinola, Carmine Gentile.

Excused: John Beeler; Bob Lieberman; Pat Lewis

Also Attending: Debra Galloway, Director of Senior Center

Guests via Video: Lynn Puorro (Sudbury TV resource)

Meeting called to order by Chairman Jeff Levine at 2:06 PM

Attendance by all those members above confirmed by roll-call affirmation.

Purpose: Review Senior Center Budget and approve needed warrant articles for the Revolving accounts.

Director's Report: (Galloway) A brief summary of the Senior Center Budget.

Supplement 1, Supplement 2 are attached (Budget forms) .

Revolving Account Approvals:

Warrant Article for COA Program Account – Spending Limit \$65,000. Motion made, seconded. Approved by unanimous roll-call vote.

Warrant Article for MWRTA Revolving Account – which includes reimbursement to Town of all fees and any direct van operation expenses and paying the costs of van service to not exceed the amount of \$175,000 Motion made, seconded. Approved by unanimous roll-call vote.

Discussion of vaccination process-- its progress to date and remaining issues for seniors. — COA briefly discussed experiences to date and concerns.

Motion was made by Carmine to adjourn. Seconded by Sandy. Unanimous approval by roll-call vote. Adjourned at 2:50pm.

The next meeting will be scheduled for February 09, 2021 at 2PM via Zoom.

Meeting adjourned by Chairman Levine at approximately 2.35pm.

Respectfully submitted by

Robert May

COA Secretary

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PROPOSED BUDGET

Supplement 1 FY22-FORM 1	FY20	FY21	FY22
	Actual	Appropriated	Requested
COUNCIL ON AGING			
Director	96,976	98,572	99,551
Program Coordinator	87,878	104,658	109,154
Clerical	57,855	58,715	59,297
Information/Reference	56,000	58,215	58,797
Sub Total: Personal Services	298,709	320,160	326,799
General Expense	6,941	15,000	29,400
Prior Year Encumbrances	2,052		
Sub Total: Expenses	8,993	15,000	29,400
Total: Council on Aging	307,702	335,160	356,199

Notes:

The Program Coordinator position covers both the Program Coordinator and the Volunteer Program Coordinator.

General Expense line:

Includes \$12,000 request for Mailing of Newsletter
Expense budget also includes \$15,000 for supplies/software,
\$400 for credit card transaction pad, \$2,000 for training.

As of 1/12/21, I offered to decrease my request by \$12,000. I hope to utilize the State Aid/Formula Grant to cover this cost.

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PROPOSED BUDGET

Supplement 2

FY22 BUDGET

FORM 2. PERSONAL SERVICES - STRAIGHT TIME

COUNCIL ON AGING

LINE ITEM	FTE COUNT	Budget FY21	Estimate FY22	FY22-FY21 Diff
511000	1.00	98,572	99,551	979
511101	2.00	104,658	109,154	4,496
511300	1.00	58,715	59,297	582
511400	1.00	58,215	58,797	582
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Grand Total	5.00	320,160	326,799	6,639