

TOWN OF SUDBURY  
COUNCIL ON AGING  
MINUTES OF MEETING

January 11, 2023

3:30 PM

ALL COA MEETINGS ARE NOW RECORDED AND  
AVAILABLE ON SUDBURYTV.ORG

**COA meetings done over Town Zoom video  
Conference Account**

WEBSITE: <http://sudbury.ma.us/departments/CouncilOnAging/>  
Meeting Conducted Via Zoom

**Present:** Chairman: Jeff Levine

**Members Present:** Anna Newberg, Bob Lieberman, Marilyn Tromer, Colin Warwick, Paul Marotta, Carmine Gentile and Don Sherman (joined at 4:10 PM)

**Members Absent: None**

**Also Attending:** Debra Galloway Director of Sr. Center

**Guests via Video:** Lynn Puorro (Sudbury TV resource), Kay Bell (Chairperson of Commission on Disabilities)

**Meeting called to order** by Chairman Jeff Levine at 3:34 PM

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

**Approval of Minutes** from COA Meeting of December 12, 2022 –The COA unanimously approved by roll-call vote the minutes as submitted with amendments

**Director's Report: (Debra Galloway):** The Veterans Appreciation Day event was held at the American Heritage Museum located in Hudson MA which was well attended and acknowledged by those present. Programs and events throughout the month included 1) Recognition of the Dementia Friendly team, 2) Caregivers and community discussion including effects on family and friends, 3) Heart to home luncheon, 4) Sudbury Garden Club Craft -5) Festive Soups workshop with recipes and samples, 5) Gym walking classes available, 6) Get well gift and go provisions for those who may have contracted the flu, 7) Mindful meditation class trial, 8) Look into an instructor for Zumba Gold as a possible class and 9) investigation -of a senior learning network for classes that will be reviewed on a monthly basis.

In February the AARP certified Tax Return Aides will once again be available to assist in tax return preparation.

In follow up to last month's COA request, the Select Board approved the rate increase to \$15 per hour for those individuals who participate in the Property Tax work off program. Community Center

Jeff Levine gave an update on the Fairbanks Community Center construction project with specific reference to the ongoing Audio Visual and Furniture and Fixture funding issue. It was noted that discussions with Sandra Duran, combined (Sudbury Schools and Town) Facilities Director is in process of collecting information to determine the amount of funding available to support any shortfall in financing. At that point a determination can be made where we can go for potential additional funding or seek contingency funds the Town might have. It was further noted that the design specifications did not have adequate hearing assistance equipment with a need for speakers and microphones throughout the program rooms. The focus remains that the Town builds a state-of-the-art building for all residents to enjoy.

**Transportation Committee Report (Debra Galloway/Bob Lieberman):** Bob Lieberman gave an update of the recent Transportation Committee meeting which focused on the finances of the program and how the Town could reduce the current monthly spending. It was noted that the current average monthly spend for both Taxi and Uber rides was approximately \$11,900 per month. Based on the balance on hand the program will run out of money by the end of February 2023. Based on this information, the committee unanimously voted effective February 1, 2023, that the number of Taxi rides be reduced from 20 one-way rides to six one way rides per month and the Uber rides to be reduced from 20 monthly one way rides to four. The committee did recognize that this was somewhat of a drastic measure but noted the need to sustain the program for a longer period of time. It was mentioned that the Town was awarded a Mass Development Grant and was awaiting funding . These grant monies can only be used for the Taxi program. Carmine Gentile raised the question of eligibility for the program and if “means testing” was a parameter. Debra Galloway reviewed the current eligibility requirements for the program. The Town is considering a staff position for the program but not until the next fiscal year. There will be a warrant article this spring to be presented at Town meeting in the amount of \$150,000 to fund the program for the next fiscal year.

**Commission on Disability Report (Marilyn Tromer):** This month’s update report was deferred until the next COA board meeting.

**Town Meeting Articles (Debra Galloway):** Two articles were presented for consideration of which the first included approval to set the program expenditure limit ~~fund~~ the MWRTA ~~program account~~ in the amount of \$135,000. A motion was raised by Paul Marotta and second by Carmine Gentile. Unanimously approved by roll-call vote. The second article was to set the expenditure limit for ~~fund~~ the annual COA Program revolving account in the amount of \$65,000. A motion was raised by Carmine Gentile and second by Marilyn Tromer. Unanimously approved by roll-call vote. It should be noted that both accounts are revenue/ cost neutral to the Town.

**Annual Report (Debra Galloway):** A draft of the Sudbury Senior Center Annual Report was distributed for review by the committee members. Comments and proposed edits will

be submitted directly back to Debra Galloway and Jeff Levine for inclusion in the report which is due January 27, 2023.

**Program Leadership (Jeff Levine):** Discussion identifying current programs and individuals who lead these initiatives. Follow up for next meeting included COA ideas/responsibilities to enhance participation

**Policies and Procedures (Jeff Levine):** Need an updated review and proposed edits/comments to existing documents. Debra Galloway distributed a package containing 1) Fiscal Procedures, 2) Standards for Senior Center Participation, 3) Policies and Procedures Responsibilities and Operations. Specific committee members will review these areas, meet with staff for input and submit comments. Discussion continued on program availability, need for tech support and development of curriculum for potential learning aids.

**COA Bylaws (Jeff Levine):** Discussion was deferred until committee chair can review documents and then circulate for further review. It was noted that there will be open committee positions for Chairperson, Vice-Chairperson and Secretary that need to be considered during the upcoming April/May committee meetings.

**Motion was made by Jeff Levine to adjourn.** Second by Colin Warwick. Unanimously approved by roll-call vote. Adjourned at 5:10 PM.

**The next regular meeting** is scheduled for 3:00PM on March 13, 2023, at the Senior Center with the agreement of all board members. Otherwise, the meeting will be hybrid via zoom. Viewable later on Sudbury TV (SudburyTV.org).

Respectfully submitted by  
Robert Lieberman  
COA Secretary

