

Fairhaven Council on Aging  
Board meeting Minutes  
August 12, 2019

Present: Anne Silvia, Lee Allaire, Joan Mello, Bob Ryan, Jack Oliveira, Carol Burt and Francis Cox.

Absent: Erin Murphy

RECEIVED  
TOWN CLERK

2019 SEP 10 P 12:11

The meeting was legally posted on August 7, 2019.

The meeting was called to order by Francis Cox at 9:00am.

Motion to accept the July 2019 minutes made by Joan Mello and second by Lee Allaire.

FAIRHAVEN,  
MASS.

**FINANCIAL REPORT:**

**COA:**

July Expenditures: \$9511.21

YTD Expenditures: \$9511.21

**SOCIAL DAY:**

July Expenditures: \$5617.82

YTD Expenditures: \$5617.82

July Revenue: \$5908.00 (Coastline deposit has not been received)

YTD Revenue: \$5908.00

A question was raised as to whether a payroll was omitted from both the COA and Social Day financial reports since only 3 were posted for the month of July. The director stated she would check with the senior clerk.

Motion to accept the Financial Report made by Jack Oliveira and second by Carol Burt.

**OLD BUSINESS:**

The COA will not be receiving a donation to purchase mulch from the Fairhaven Improvement Association as previously mentioned by the COA director at the July board meeting. A member of the association explained to the COA director that members of the Fairhaven Improvement Association felt that mulch should come from the Town. The COA has never received mulch from the Town and has always purchased mulch from the COA Gift Account in past years. A motion was made by Joan Mello to purchase \$100.00 of mulch from the COA Gift Account and second by Lee Allaire.

Sign Logic, the company installing the new sign for the front yard, was not returning calls made by the COA director or Warren Rensehausen regarding when the installation would take place. It was originally scheduled for around July 22<sup>nd</sup>, but when none showed up, calls were made to the company by the Anne and Warren. Warren was finally able to connect with someone through facebook. A design for the sign was sent by the company and approved by Anne and Warren to proceed. The company stated last week that they applied for the permit from the Town but had not received it as of 8/12/19.

HVAC...Sub bids were received and opened August 7, 2019 and General bids are scheduled to be opened August 14, 2019. Submittal for equipment is scheduled for the middle of Sept. Equipment should be received by the middle of October and the project should be completed by the middle of November.

**NEW BUSINESS**

Van #3 broke down August 7 in front of Stop and Shop. It was towed to SRTA by Leach. Chris from SRTA was notified by the COA director. He stated he will call with report of what is wrong and what it will cost to repair. The director stated that this van received a new transmission last year costing the COA \$4,000.00 (\$1,000.00 from a MaRTAP grant was applied). The director expressed concern about putting any more significant amounts of money into the vans since the van is owned by SRTA.

The State approved a \$12.00 per senior rate for the Formula Grant for fy2020. The estimated amount for the 2019 Formula Grant would be approximately \$49,000 per the COA director.

Bob Ryan expressed concern about the excessive absenteeism of Erin Murphy. Since July 2018 to present, Erin has only attended 1 board meeting on June 10, 2019. Bob stated the By-Laws read that any board meeting member who misses four or more meetings shall be considered automatically resigned and the selectmen would be notified. Bob Ryan motioned that a request be made to the selectmen to remove Erin Murphy from the Fairhaven COA board and second by Joan Mello. The board will send a letter to the selectmen regarding this matter. The director stated that a Fairhaven senior has expressed interest in sitting on the board if an opportunity came about. The director will reach out to this person if Erin seat becomes available.

#### OTHER BUSINESS;

The board spoke of the passing of long time board member Al Borges. The director informed the board that the family will be having a private service for Al but as of the date of this board meeting no date has been decided by the family. The COA will have a memorial for Al and will be serving chow mein sandwiches, Al's favorite per suggestion of board member Jack Oliveira. Lee Allaire suggested that a plaque be placed on the COA new bench in memory of Al. Bob Ryan suggested to ask the Friends of the Fairhaven COA to pay for the plaque. The director stated that as soon as a date has been decided by the family, the Fairhaven selectmen and Town boards will be notified of the memorial service. Farewell dear friend.

The 2 dead trees have been removed from the 2 islands on the COA side of the parking area. The Fairhaven Tree Warden removed them per the COA directors request.

### Social Day July 2019 Monthly Report

Activities: Exercise, Musical Bingo, Bingo, Keno, Rosary, Trivia, Current Events, Reminisce, Movie, Crafts, Puzzle Group, Card Group, Horse Race Game, Beat the clock bingo, Dice & Strike game, Bean Bag Toss, Tap -n-Time, Chair Zumba, Let's Chat Group, Baking Group, Walking Group, Manicures, Knitting, Music w/ D&D Music w/ Ray J, Karaoke w/Rick, Birthday Party.

#### Notes:

1. 7/10- Cookout for the month of July.

#### Upcoming Events:

1. 8/14- Cookout for the month of August.

Total units serviced for the month was 362 with a client average of 17.

Social Day was closed 2 days during the month of July.

FAIRHAVEN COUNCIL ON AGING  
DIRECTORS REPORT  
AUGUST 12, 2019

#### IN-HOUSE EVENTS

- 8/6 Single Senior Supper Club 4:00-6:00 Residents at Cedar Dell providing Ice Cream Sundaes.
- 8/13 Greater Boston Food bank Delivery
- 8/14 Greater Boston Food Bank Audit

8/15 Barbara Canuel Healthy Eating 10:00  
8/20 Memory Café  
8/21 National Ice Cream Day Navacare providing ice cream  
8/23 All American Lunch and Learn 11:30-12:30  
8/28 South Coast LGBT Seniors Supper Club 5:00-7:00 Guest Speaker Zach Boyer Mass Senior Action

#### OUTSIDE EVENTS

8/14 Breakfast at Oxford Terrace 9:00

1. Sign Logic has sent a design of the signage for the front yard. It was agreed by this director and Warren Rensehausen to proceed with the design. Warren reminded the company that a permit must be obtained by the Town Building Dept for the installation of the sign which Sign Logic has not yet applied for. A new digitalized Town logo was created by Derek Frates and shared with Design Logic.
2. The COA will not be receiving a donation from the Fairhaven Improvement Association to be used to purchase mulch for the island in the parking lot as previously mentioned. It was explained to this director by a Fairhaven Improvement Association member that the board members felt that money should not be donated for something the Town should be responsible for. To clarify, the Town has never been responsible to supplying mulch to the COA. In past years, the COA has purchased mulch with money from the COA Gift Account. The mulch that was laid in 2 of the islands in the parking lot was donated by Keith Silvia last month. Three more islands need to be done.
3. Bids have been submitted for the new HVAC system. The tentative schedule is listed below:  
August 1<sup>st</sup>-contractors walk through.  
Bids due August 7<sup>th</sup> for Subs and August 14<sup>th</sup> for Generals.  
Submittal for equipment around the middle of Sept.  
Receive equipment middle of October.  
Completion of project middle of November.  
Social Day will have to be relocated for a few days and some COA activities may be cancelled during the installation as workers will need access through the ceilings.
4. Van #3 is off the road. It was towed to SRTA for repair after breaking down at Stop and Shop. As of now, no word from SRTA as to what the van will need.
5. It has been reported that the state has approved a rate of \$12.00 per senior for the Formula Grant which is the same rate as last year. Last year's grant was for \$49,976.74. The 2019 Formula Grant will be submitted as soon as the grant paperwork is made available to the COA director which should be soon.
6. Three new activity tables, 3 new card tables and 11 digital clocks were purchased and received and paid for with monies remaining in the 2018 Formula Grant. A beautiful new bench installed by the DPW at the front entrance was also purchased with remaining Formula Grant money.

Next meeting will be held on Monday, September 9, 2019 at 9:00am.

Meeting was adjourned at 9:45am.

Respectfully Submitted,

Lee Allaire, Secretary