

Holliston Council on Aging

Minutes of the Special Meeting

Date: January 27, 2021

Time: 2:00 PM

By Teleconference (Zoom: 81177139113)

Members present by roll call:

Kathy Anguish

Yvette Cain

Frank Caron

Carmen Chiango

Bob Hopkins

Staff Present:

Linda Marshall

Bryan Perkins

Marty Schneier

Bob Hopkins, Assistant Chair, called the meeting to order at 2:00 PM

Linda Marshall read the statement regarding the suspension of certain provisions of the Open Meeting Law and the authorized use of remote participation. She noted that a roll call of attendance will be taken; that all votes during the meeting will be by roll call, and that any motions, seconds, or discussion should be preceded by the member's announcement of his/her name. Bob Hopkins took attendance by roll-call.

The first item on the agenda was the reading of the Director's Report by Linda Marshall. The report began with Programming at the Senior Center:

- Tablets for Seniors program has begun, and John Conroy has been hired as a Technology Assistant. Conroy has set up 25 purchased tablets and is presently getting these out to seniors. Seniors may borrow a tablet for as long as needed providing they are enrolled in at least one Senior Center program.
- The amount of AARP tax preparation assistance for lower income seniors will be limited. Additionally, the process has been altered due to COVID restrictions. Clients will drop off their paperwork, preparation will take place off-site, and the client will then pick up to review and sign their taxes.
- Approximately 40 participants of home-delivered meals received shelf-stable meals for days when delivery cannot occur.

Requests for CARES Act Funding included:

- \$5,100 was approved retroactively to cover the cost of driver hours for meal delivery from July 1 to December 31, 2020. More funding may be requested if needed going forward.
- \$3500 (limit) was approved to compensate for purchased packing materials and related supplies for hot meal delivery.

A motion to accept the Director's Report was made by Carmen Chiango and seconded by Frank Caron and the motions was approved by unanimous roll-call vote.

Bob Hopkins asked Linda Marshall to present the FY2021-2022 Council on Aging Budget, agenda item 2. Linda Marshall had prepared the budget. Marshall explained that the budget reflected no assumption of CARES Act funding. Guidelines for the preparation of

the budget were that it reflect a 0% budget over FY2020-2021. Marshall explained how savings in some areas (namely as energy savings) were used for other areas of need (such as drivers and vehicle supplies). The total budget is \$245,226. This number reflects a change of -4.90% under the FY2020-2021 budget of \$245,226.

A motion was made by Yvette Cain and seconded by Carmen Chaingo to accept the budget, and a roll-call vote of unanimous acceptance was made.

No public participation or public comment.

The meeting adjourned by motion of Frank Caron and second of Kathy Anguish, with unanimous roll-call vote at 2:34 PM.

Minutes prepared and respectfully submitted,

Yvette Cain