

HOLLISTON COUNCIL ON AGING  
Minutes of Regular Monthly Meeting  
October 12, 2022 – 2:00 PM

Members Present: Yvette Cain, Kathy Anguish, Carmen Chiango, Lynn Bajdek, Millie Bedard and Georgia Papavasiliou (remote).

Staff Present: Lisa Borchetta, Amanda Boralessa-Looper, Melicia DaCosta and Debbie Dupuis.

Associate Members Present: Janet Alexander, Peter Eagan.

Guests: Chris Cain (Holliston Reporter) (remote)

Call to Order:

The hybrid meeting was conducted in person in the Senior Center classroom, with masks being optional, as well as online via Zoom. Yvette took an audio roll call, and with a quorum being present, called the meeting to order at 2:05 PM.

Minutes for September 14, 2022 Meeting. Minutes were unanimously approved (moved by Kathy, seconded by Lynn).

Comments:

Public Comments: None

Staff Comments:

- Amanda is currently working on the November/December newsletter and coordinating activities with guest presenters such as Gary Hylander and the Holliston Historical Society.
- Melicia stated that the Fuel Assistance Program is available not only for seniors but for all Holliston residents. She reported receiving calls from victims of verbal abuse and is working with the police department to schedule home visits and follow up.
- Debbie has seen an increase in new riders bringing the numbers somewhat back to normal since Covid.
- Lisa announced that Debbie is back to full-time now and is happy to have her fulfill her role as Van Driver and Administrative Assistant.

Member Comments:

- Yvette commented that the over 55+ Survey will be closing on Friday, October 14 and the participation rate has been good.
- She acknowledged Carmen's work in getting additional parking spaces for seniors at the front of the High School for town related activities. Senior parking space passes may be applied for at the senior center. Lisa will notify the police department who will then issue and deliver the parking passes to the recipient.
- Printed copies of the Town Warrant for Monday, October 17, are available online and at the Senior Center.
- Covid boosters are now available at many local pharmacies. The Senior Center van is available for rides, if needed.

- The proceeds from this year's Fall Fair are in line with last year. Actual figures are still being calculated. Neil Svendsen, Chair, is looking for a co-chair for help in planning next year's event. Planning generally starts in May/June.

#### Senior Center Director's Report Lisa Borchetta:

- Building Issues:
  - Facilities removed the outdoor tent.
  - The wooden ramp in the back of the Center has been replaced. The drainage issue near the garage is still on schedule to be addressed this fall.
  - Deep cleaning of the kitchen floor and mats was completed with good results.
  - A permanent art display system will be installed highlighting rotating art projects created by patrons.
- Grants:
  - UMass Boston 55+ Survey closes on Friday, October 14. The UMass Boston Research team will present the results to the Select Board on Monday, January 9.
  - Habitat for Humanity/ARPA – Home Repair Program. Out of 15 applications, 4 were cancelled, 7 were ineligible, 2 were not completed, 2 are pending and 2 were completed and approved. The approved applications were for roofing and entrance way (ramp). Additional money is being explored to address a squirrel problem.
  - Waiting to hear back from the MA Development Finance Agency regarding a \$21,500 taxi grant request.
- Covid 19:
  - The Senior Center has given out 342 boxes of Covid test kits so far and has another 360 boxes to distribute to residents. All kits are free and good until January 28, 2023.
- Staff Training:
 

Ongoing staff training, sponsored by the town, includes classes in Cyber Security Training, and Pryor Learning Services (Administration, Microsoft applications, conflict management, etc.). Amanda will also be attending the MetroWest Leadership Academy and Lisa will be attending the MCOA Annual Conference.
- SSF Requests:
  - Motion to approve the SSF Credit Card/Cash Requests below (adding up to \$1995) was unanimously approved (moved by Kathy; seconded by Carmen).
 

▪ Coffee with Holliston Police (Dec - Jan)	\$50
▪ Bingo (Dec - Jan)	\$80 (Cash)
▪ Veteran's Coffee Hour (Dec - Jan)	\$50
▪ Select Chat (Dec - Jan)	\$50
▪ Thanksgiving (Treat Bags, Paper Goods, Drinks)	\$300
▪ Thanksgiving Entertainment	\$350
▪ Newsletter Folding (December)	\$100
▪ Winter Holidays (Treat bags, paper goods, drinks)	\$300
▪ Lunch and Movie (November)	\$175
▪ Gifts for Seniors	\$500

Peter Eagan inquired if the Center was available for outside groups to use. Specifically, his condo community. Lisa advised that the Center rents space to non-profit groups after hours but will look into the usage of meeting space to Holliston residents.

New Business:

Principles for Enjoying the Senior Center. In conjunction with the Town's review of their Code of Conduct roles and responsibilities for members, Lisa requested that the COA committee evaluate and update the existing Principles that govern parameters and behavior of people while engaging with staff, volunteers and visitors at the Senior Center. Lisa commented that everyone needs to feel safe and welcomed. However, there have been some recent issues including, but not limited to, personal space, suggestive comments to staff, and inappropriate behavior on vans. There are two large framed prints of the Principles for Enjoying the Senior Center at each entrance to the Senior Center, but more awareness is needed. Some ideas that surfaced from the group were emailing or sending out copies of the Principles to each member, requesting that new members sign an acceptance of the Principles when joining, adding additional copies to bulletin boards, and/or having a "pop-up" window on the computer screen confirming acceptance of the Principles upon sign in. In addition, Lisa would like to address consequences of misconduct and empower the staff with authority to remove individuals from the Center or activities by assigning temporary or permanent periods of suspension. Georgia has agreed to help Lisa create and broadcast revised standard guidelines. Lisa will discuss guidelines for creating, revising and broadcasting a code of conduct with town officials, Directors of neighboring senior centers, and participants at the MCOA annual conference.

Creation of statement of thanks for MA Budget. On behalf of the Council on Aging, Yvette drafted a thank you acknowledging the Massachusetts legislators who developed and aided the passage of the MA Final Budget FY23. A Motion to accept the thank you and post it in the January/February newsletter was unanimously approved (moved by Kathy; seconded by Millie).

Request for membership by Janet Alexander. The Board unanimously approved Janet's request for full membership (moved by Kathy; seconded by Lynn). After Janet's acceptance as a candidate for COA Secretary was recorded, a Motion to approve Janet as COA Secretary was moved by Kathy and seconded by Carmen. The Motion was approved unanimously.

Adjournment:

Yvette asked for a Motion to Adjourn (Kathy moved; Millie seconded). Motion was approved unanimously. Next Meeting is scheduled for November 9, 2022 at 2:00 PM. Meeting adjourned at 2:55 PM.

Respectfully submitted,

Janet Alexander