

**STOCKBRIDGE Council on Aging
BOARD OF COMMISSIONERS
MINUTES
Wednesday, October 26, 2022 10:00 A.M.**

- 1. Members Present:** Christina McCarthy, Chairman; Jack Gremli, Diane Sheridan, Ron Muir. **Members Absent; Nancy O'Brien Others Present:** Michael Canales, Town Administrator and Andrea Lindsay, Stockbridge Housing Authority

The Chairman called the meeting to order at 10:00 a.m.

- 2. Minutes: Approval of the Minutes from meeting on _____.**

Minutes reviewed. **Jack Gremli points out that the date of the September event is noted incorrectly as October 21, 2022. Minutes to be corrected and resubmitted at next meeting.**

- 3. Review of Grand Re-opening Event;** 81 attendees including volunteers.

Event well received and enjoyed. Leftover Mazzeo's luncheon shared with Police, Fire, Town Hall and Heaton Court. The results of the survey handed out at the event are; #1 Day Trips, #2 Bridge, #3 Yoga, #4 Cribbage and Zumba. Contact will be made to the "sisters" that are willing to teach the bridge class. Yoga is currently being offered. Other suggestions will be researched. Michael Canales, Town Administrator notes that the Senior Center room will now be used only for SC events and programs.

4. Review of October 19th event with the Police Department. Six attendees, it went well, pizza was appreciated. Discussion on how to attract more participants. **5. Communication Plan;** CM would like to send flyers to the registered voters prior to the next event on November 16th @ 3 PM. M. Canales provides input on the cost of the mailings if they were to be sent for every event and suggests the Board look into alternatives. M Canales further states that it will be suggested to the other Town Boards to make COA event announcements at their meetings, He also offers to do official press releases. Church newsletters. The Congregational Church was utilized for the re-opening event. Ron Muir suggests St. Paul's Parish. Laurel Association and the Library also have databases that might be able to send along event flyers. Heaton Court could be emailed the flyer for distribution to the residents. Andrea Lindsay asks if a listing had been kept of those that had attended the grand re-opening and could those individuals be targeted with a home mailer / email to start.

- 6. Upcoming November 16th Event;** Christina McCarthy reports that the affair on November 16th will host Joshua from the library who is a Curator and Genealogist. Followed by a Stockbridge Thanksgiving with a community sing along of Alices Restaurant, produced by Jack Gremli. Apple and pumpkin pie will be served for dessert. A vote was requested to approve this event. Jack Gremli makes the motion and is seconded by Diane Sheridan. All are in favor.

- 7. Upcoming events and programming;** Red Lion Inn Luncheon. Those interested will have to reserve tickets and up to two will be allowed. Eighty-eight (88) tickets available. Fire Chief and Safety Management Director for December meeting / luncheon. A. Lindsay asks to address the Board about individuals that

have contacted her for event ideas. Leslie Klein, Poetry reading and slideshow presentation on her artwork. Nanette Wells for possible crafting classes, and a professional piano player Mary Minetti. A. Lindsay asks if the COA will continue to subsidize the events @ Heaton Court. M. Canales states that it can be decided by the Board to contribute to paying for the events if they choose. Discussed the poetry meeting and art presentation for an upcoming Wednesday event / luncheon. R. Muir asks if calendars can be prepared and posted in advance so

people will know about upcoming events. Upcoming indoor walking group. CM feels a leader is needed for that and will start off as the leader with others substituting for her when necessary. Suggestion that programming be weekly, not bi-weekly, and not every 2nd and 4th Wednesday of the month as it has been confusing. There is one program that currently has this type of scheduling, it will be reviewed and changes possibly implemented in January. J. Gremler asks about the budget, what it is and how are funds spent and allocated. M. Canales did not have a readily available number, but said the budget was sufficient as there has been no spending for the last two years due to COVID.

7. By-laws; The discussion turns to whether the COA needs their own set of by laws. M. Canales offers to provide information on the open meeting law for guidance. Also, states that this board can develop an operational plan and policies for the COA. Jack G will investigate with Lee/ Lenox and GB on how the COA's are structured in those Towns.

8. Job Description Review; M. Canales points out that the only change to the original job description is in relation to the transportation aspect, previously provided by the Town. Stockbridge no longer provides this service and has contracted with Great Barrington Senior Center for the transportation aspect. He asked if anyone had any other suggestions or comments. C. McCarthy asks about rate of pay and hours. 18 hours per week, with pay starting between \$20.00 to \$25.00 per hour, based upon experience and certifications. J. Gremler asks for time to read overnight and reflect. R Muir asks for it to be tabled until next meeting. M. Canales suggests a meeting next week to decide on the job description so it can be posted and advertised ASAP.

9. Next Meeting; Scheduled for Wednesday, November 2, 2022 @ 10:00 AM. **Note: M Canales left meeting at 11:18 AM**

10. Adjournment; A motion was made to adjourn @ 11:19 AM by R. Muir and it was seconded by J. Gremler. All in favor 4-0

Respectfully submitted,

Secretary of the Board