

## **STOCKBRIDGE Council on Aging BOARD OF COMMISSIONERS MINUTES Wednesday, March 8, 2023 10:00A.M.**

**1. Members Present:** Christina McCarthy, Chairman; Jack Gremli, Ron Muir, Diane Sheridan **Members Absent:** Nancy O'Brien **Others Present:** Roxanne McCaffrey – COA Director, Michael Canales - Town Administrator, Patrick White – Board of Selectmen Chair (via Zoom)

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

**2. Minutes: Approval of the Minutes from meeting on February 8, 2023.** Minutes reviewed. Diane Sheridan motioned for approval, Ron Muir 2<sup>nd</sup>. **All in favor 4-0**

**3. COA Operational guidelines:** Jack Gremli commented that the final paragraph of the document regarding the vote for approval was corrected, a final edit for typos was completed and the document in his opinion was ready for an approval vote. Diane Sheridan motioned a vote for approval. It was seconded by Ron Muir. **All in favor 4-0**

**4. Report of February Event:** Jack Gremli announced that the event was quite successful with about 42 persons in attendance. JG and Ron Muir headed the event with great assistance from Theresa Zanetti, Joann Flynn and Susan Morris. Special "Thanks" was given to the three volunteers and notes of appreciation will be sent.

**5. Director's Report:** Chris McCarthy introduced Roxanne McCaffrey to everyone and said the Board was prepared to work with her to support her work and they were looking forward to her report.

Roxanne announced that so far twenty-five (25) people had RSVPed to the upcoming March event. She noted that Chris McCarthy and Jack Gremli were not to be at the event, but she hoped that Diane Sheridan and Ron Muir were able to attend, DS stated that presently she had another commitment that she would attempt to change.

Roxanne M. announced that she was currently using her personal computer for work and that it was set up and functioning. Michael Canales added that he is ready to help with office and computer set up.

Research for the April event is under way. Roxanne M. is attempting to contact Brian Cruey from Naumkeg. Chris McCarthy asked why Roxanne had not followed up with the person with whom Chris M. had made contact. RM replied that she felt her contact is known by her.

Roxanne M. reported that a senior citizen phoned the office with a transportation question regarding same-day service and protocol for COVID-19 transportation. Roxanne M. announced that she had contacted Charlie Kenny of the Stockbridge Board of Health and reported that Dr. Kenny stated "basically, if you're asymptomatic, right now the protocol would be masks if you need to go. And the safest bet would be to ride alone, however he did point out that some people are at risk so they would not want to be in the same vehicle, however, there might be people who want to be in the same vehicle, because, in his opinion, everybody should get COVID at this point to get natural immunity..." When questioned by Chris M. whether that was Dr. Kenny's opinion,

Roxanne M. stated that it was his opinion.

Roxanne M. shared her thoughts regarding building a data base of non-government related citizens who could supply transportation for other Stockbridge seniors.

Roxanne M. reported that the March luncheon event would be a St. Patrick's Day celebration. She asked how sandwiches were previously supplied for luncheon events. Chris McCarthy replied that she has made inquiries with the Big Y manager and had previously shared that information with Roxanne.

A discussion followed regarding financing COA events. Michael Canales reported that until now many decisions of the COA have been made by him due to redeveloping of the COA. He hoped that procedures now approved by the board would serve as a more formal means of operating with the board setting guidelines and the director running day-to-day operations and presenting options to the board for its approval.

Ron Muir requested that a monthly financial report be a part of the Director's report. Roxanne M. stated that she is looking for financial advice for the March luncheon menu. Michael C. advised that finger food or sandwiches is preferred to the event being fully catered. Chris McCarthy gave several suggestions as to how preparation for the luncheons should be approached. It was suggested by Jack Gremli that long-term planning for the operations of the board in general and specifically for luncheon planning be placed on the agenda and discussed at the April meeting of the board.

Roxanne M. reported that the COA first floor office and the first-floor kitchen are in need of organization and she has begun that work. In particular, the electric strips situation in the kitchen needs attention. Michael Canales stated he would look into it.

Dessert for the March event is being looked into. Currently, an unnamed volunteer has said that she would make a dessert yet to be decided.

Roxanne concluded her report by stating that she feels she is making progress on settling in to the director's position. Chris McCarthy requested that a written outline for future Director reports be forwarded to the board members prior to board meetings then asked for questions from the board.

Jack Gremli asked for clarification of the possibility of same-day transportation for seniors. Roxanne M. reported that same-day service is possible if available and stated that non-government connected citizen drivers would help the transportation availability. A discussion ensued regarding reliability and liability of a citizen-based transportation data base. Patrick White stated that this meeting is probably not the appropriate forum for a liability or COVID-19 protocols discussion. Roxanne M. stated that she would look into existing COVID-19 policy of the Stockbridge Board of Health and Tri-Town Health to be followed as well as the possibility of a "Good Neighbor" transportation program.

## **6. New Business: N/A**

## **7. Open Forum; N/A**

## **8. Next Meeting; Next meeting will be Wednesday April 12th at 10:00 am.**

**Adjournment; A motion was made to adjourn @ 10:43 AM by J. Gremli and it was seconded by D. Sheridan. All in favor 4-0**

Respectfully submitted,

Jack L. Gremli, Ed.D.