

LANCASTER COA MINUTES

March 21, 2018

Attendees: Alix Turner (Director), Jay Moody (Chairman), Michele Macdonald, Judie MacLean, Jo-Agnes Santangelo, Marilyn Largey (CSL), David James (Friends), Beverly Fiske (NM), Deb Ducharme (NM), Sheila Casey (NM), Marie Espinola (NM).

Meeting Called to Order at 9:15 AM.

Chairman's Statements: *Anonymous communication from Bigelow Gardens:* First, we discussed a letter in the Item, which thanked the Center for providing coffee and doughnuts to the Bigelow Gardens Residence during the last power outage.

Next was the anonymous letter saying that Bigelow Gardens residents are not being informed with what is going on at the Center and that Alix, "is holding the newsletter hostage". Alix said that many residents don't realize that the newsletter comes every two months. The Board agreed that the residents need to take responsibility for getting information. There are a lot of things put forth in this anonymous letter that are not factual. Jo-Agnes suggested that we post the letter with our reply in the common room of Bigelow Gardens. Alix will draft a letter and Jay will approve it.

Approval of COA Minutes from December 20, 2017: The minutes were approved with the addition of Michele Macdonald's name as an attendee.

Chairman's Statements: Due to weather-related postponements, we are now back to our response to the letter of complaint which we discussed at our December 20, 2017 COA meeting. The Board voted to send out Draft #2.

Policies: Jay spoke up about the need to write up policies regarding food storage, plant care and medical equipment storage. We discussed the location of medical equipment storage and limiting the quantity of items to keep. Discussion as to who would pick up the medical equipment and to which organization it would be taken. Orlando has shown interest in doing this.

Fire Department List: We need to refresh our list of improvements. We've made a lot of progress in this thanks to Deb and Rick.

AARP Tax Training: Marilyn will get us more information regarding the dates and locations of training to anyone interested in volunteering to help others do their taxes.

Meals on Wheels: Right now, we serve nine people here in Lancaster. MOC is increasingly difficult to work with and it gets complicated when we have another town (Bolton) coming in. Should we move away from MOC, maybe we could use Growing Places in conjunction with MOW to get more nutritious food to seniors?

The kitchen is supposed to be finished by June. Orlando would like it to be used exclusively by World Farmers but what we have been needing most for a long time has been MORE SPACE and we need use

of the kitchen, too. We need to address our nutrition concerns to Orlando and the Selectmen. Options: 1) A letter? 2) Get on the Selectmen's agenda? 3) Meet with Orlando? Alix spoke with Orlando about getting a small emergency generator for the center. Estimated cost would be about \$5,000.00. We discussed the possibility of the Center being used as a cooling/heating center. Since we know it doesn't qualify as an emergency shelter (No showers here!) the Board feels that Lancaster's emergency plan should be accessible to the public. Members were each given a flyer advertising a workshop titled, Open Law Regional Training to be offered to anyone interested free of charge on Tuesday April 24, 2018 at the Leominster Public Library from 5:30 to 7:30 PM. Registration is required.

Trips: This Friday we'll be going to the Peabody Essex Museum and Joe Fish restaurant for lunch. We should be back before 5:00 PM. On May 11, 2018 we'll be getting a 90 minute bus tour of the Arnold Arboretum, well timed to enjoy the lilacs. An overnight stay at the Portland Spa Hotel is planned for May 31-June 01, 2018. We will be picked up in a private coach and enjoy a walk around Old Town Portland.

Health Fair: Alix sent out an e-mail to vendors.

Gardening: Sandy Reardon will become the garden program coordinator. She'll be here Tuesday and Thursday mornings.

This is the last year of the Harvard Community Health Foundation Grant.

Building Status: Poor. Building continues to leak. On the personnel side, Scott is mostly cleaning the Old Town Hall.

The Prescott Building is being cleaned by a cleaning company.

Intergenerational: Our February Fun Days were successful. It's a lot of work. We need more staff and volunteers for our upcoming April Fun Days.

New Business: A reception garden party to celebrate our work with Harvard Community Health will be held in late spring on a Monday or Tuesday night, possibly June 20, 2018. Would there be Summer Solstice celebrations as well?

Friends Update: We're \$1,400.00 up this year. We have \$15,520.00 in the account with \$5,000.00 allotted to fitness.

We're planning a Flea Market to be held Sunday April 22, 2018 from 9:00AM to 2:00PM. Setup will be Saturday April 21, 2018 after 3:00PM. Spaces for vendors sell for \$25.00. Once we finalize the flyer, we will start to advertise. We'd like donations of cookies or brownies which we'll sell at the Flea Market.

Meeting Adjourned at 11:22AM.

Next meeting will be April 18, 2018.

Respectfully submitted,

Sheila Casey