

LANCASTER COA MINUTES

September 20, 2017

Attendees: Alix Turner (Director), David James (Friends), Jay Moody (Chair), Nicole Kanis, Judie MacLean, Frank MacGrory, Michele Macdonald, Jo-Agnes Santangelo, Michele Jones, Melissa Pelletier (NM), Marilyn Largey (CSL), Denise Hurley (NM), Sheila Casey (NM).

Meeting Called to Order at 8:37 AM.

July Minutes approved. August Minutes approved with noted changes.

Friends Update: Dave reported that the change of the starting time from 7:00 AM to 8:00 AM for Tuesday Pancakes did not go over well. We've officially decided on a compromise serving time of 7:30 AM to 9:00 AM. As to the budget, Friends made \$3,062.96 for this year alone with a total of \$13,268.30 in the checking account. \$5,000.00 is still targeted for senior fitness. The cost of the Telegram and Gazette newspaper is expensive at \$350.00 per year. David recommended that someone bring in a copy. Jay volunteered to bring in his copy of the Telegram and Gazette the day after and David will bring in his copy of the Item on Fridays. There will be another Friends meeting once Deb returns.

Chairman's Update: Jay inquired about DFIB/CPR training. There were three re-certs last Thursday. The next training class is December 14, 2017 at 5:30 PM for new participants. Alix says to let Marilyn know if anyone is interested in signing up. Meals on Wheels: we're delivering ten or less meals. David is still the site manager until November. Alix reported that the Town Meeting will be October 2, 2017 at which time we'll ratify the budget. We want to meet beforehand to prepare. After deliberation, we decided on the date of Friday, September 29, 2017 at 3:00 PM. We will look at our budget and prioritize subcommittees. We discussed the fact that COA e-mails are public domain. A paper was passed around on which we updated our e-mail addresses. Jay spoke about the need for a COA Treasurer. Members were given an example of Fitchburg's COA Financial Report/Energy Use Comments for Fiscal Year 2017. It was agreed that this report seemed daunting. Alix reported that she had asked Cheryl for a policies manual and spreadsheet to use as an approved guide. Jay has someone experienced in mind for Treasurer. Jay read off his list of possible subcommittees, some of which were Buildings and Grounds, Finance, Newsletter, MOW, Public Relations and Events. Since there aren't enough COA members to form all these subcommittees, Jay suggested we ask others we know outside of the COA.

Health Fair: Set-up will be Tuesday, October 3, 2017 from 4:00 to 6:00 PM. Friends will have a table selling baked goods as a fundraiser. Alix is looking for members to bake for this. We're going to try to have a better location than the stage for flu shots. Banners and lawn signs will be ready and here to pick up either this Friday or Saturday. Several members volunteered to post them at various sites in Lancaster. Alix spoke to Peter at the *Sentinel* about covering the Health Fair. She asked if anyone would write letters to the editor of local papers about the Health Fair. Denise said that we have about 28 vendors.

At our next meeting we'll vote as to whether to hold our meetings at 8:30 AM instead of 9:00 AM. Judie asked if we could hold our COA meetings on the second Wednesday instead of the third Wednesday of the month. It was discussed and decided that this would not work.

Bigelow Gardens: Wanda at Bigelow Gardens may apply for a grant for heating and cooling improvements there. We discussed the ongoing problems of predatory towing at Bigelow Gardens. Some suggestions were signage on delivery cars and a 15 minute parking limit. Judie will bring up ideas at the next Bigelow Gardens meeting.

CSL Update: Marilyn has been here a year! She signed up several COA members for the CPR certification class to be held in December. This class will be offered twice a year. The Town Board of Health needed her to step in and help a hoarder. Marilyn offered her time and resources to help. Michele read the warrant for the Town Meeting of October 2, 2017. We compared the town's plans for Memorial School Building with what we might want. Michele suggested we talk on SLTV's health program about what LCC does relating to promoting good health.

Programming and Trips: We've been offering less trips. The town wants us to cut down on the number of trips, special events and exercise classes. Right now, no trips are scheduled. Jay recommends that seniors attend the Selectmen's Meeting as a group.

Gardening and Cooking: The Fall Ball is cancelled and instead we'll be having a Masquerade Ball on January 27, 2018. The menu will stay the same. Thanksgiving Dinner with Friends will be held on November 15, 2017 at 1:00PM. 4H and Boy Scouts will be helping us with that. Preparation and setup for the dinner will be November 14, 2017 from 7:00 to 8:00PM. The event subcommittee members are Michele, Nicole, Michelle, and probably Judie.

Clean Up: Jay spoke about the clutter out back on the patio. Alix reports that Orlando advised her to get volunteers. The Board felt that the town should take care of this. There's a lack of storage especially for the chairs. The Harvard grant will cover a building shed. Grounds maintenance is the job of the DPW. The prison work crew will be coming September 25 and 26, 2017. Alix will ask the DPW for a truck, dumpster and weed-wackers. A note needs to go out to the community gardeners about cleaning their gardens, putting away tools and throwing away water jugs.

Newsletter: Alix admitted it was her fault for the delay in getting the newsletter out.

Our next meeting is undetermined at this time. We'll decide on a date based on Jay's schedule.

Meeting Adjourned at 11:00AM.

Respectfully submitted,

Sheila Casey