**Town of Boylston**

**Council on Aging**

**Meeting Minutes**

**Date of Meeting:** Wednesday, November 6, 2019

**Location:** COA Office, 221 Main Street, Boylston, MA 01505

**Time:** 6:03 pm

**Members Present:** Dennis Goguen, Chairperson; Deb Goodrich, Member; Warren Leach, Member; Ed MacDonald, Member; Laura Susanin, COA Coordinator; David Wheeler, Member

**Absent:** Ozzie Sauer, Member

**Guests:** Janet Sargood, videographer

**Minutes Approval:** September minutes approved

**Announcements:** Senior Citizens Society will be meeting on Monday, November 11 at 10:30am and will have a Veteran’s Day celebration and bingo. Warren asks about assistance for set up for seniors meetings and check for holiday lunch.

**Old Business:** Deb Goodrich has been sworn in to the board. Laura will touch base with board members about specific Conflict of Interest paperwork/training. Currently, no other interest expressed in joining the board. Van has new snow tires, back up camera and roof has been re-caulked for leak and will need new tires come spring. SHINE appointments for residents were successful.

**Program Updates:**

**Budget and Expenses:** Van will need new tires in the spring - Dennis recommends getting quotes or working with highway department for prices.

**Van policies and procedures:** Laura and Kathy will update van policies and meet with drivers to go over. April Steward checked with legal regarding van stops – recommends making list of essential van services and having any other stops be at the discretion of the COA director.

**Comments:**

**Next Meeting:** Wednesday, December 4 at 6pm

**Adjournment:** 6:49 PM