

TOWN OF SHEFFIELD  
COUNCIL ON AGING  
APRIL 10, 2018  
SHEFFIELD SENIOR CENTER  
6:30 pm

Board Members Present: David Steindler, Chairman  
Patricia Hardisty, Vice Chairman  
Richard (Dick) Magenis  
Marion Consaul  
John Gilligan  
David Smith Jr.  
Michelle Harwood

Board Members Absent: Dorris Van Deusen

Others Present: Kathie Loring, Executive Director

Members of the Public: Rhonda LaBombard, Town Administrator  
Kathy Staropoli  
Madonna Meagher, Assistant to the Director

Chairman Steindler called the meeting to order at 6:30 pm.

**APPROVAL OF MINUTES:** David Smith Jr. moved to approve the January 9, 2018 minutes with one correction, seconded by Dick Magenis. The motion was unanimously approved by the board.

**FY 19 BUDGET:**

Executive Director Loring passed out a copy of the proposed FY19 COA budget. Chairman Steindler asked if the budget was approved by the finance committee and Town Administrator LaBombard said that the \$97,492 budget was presented to the finance committee and it was approved. Chairman Steindler asked the board if they had any questions about the COA budget as presented from Executive Director Loring. There were no questions from the board.

**EXECUTIVE DIRECTOR ITEMS:**

Executive Director Loring reported on several items:

**Programming & Event Update:** The men's breakfast continues to be popular having 29 participants in January, 26 in February and 15 in March. June will feature a car show with Rick McDowell and will be a men's lunch instead of breakfast. Richard Magenis commented that the breakfasts are going well and wanted to thank Frank Clarke, Tony Carlotto, and Paul O'Brien. A new exercise class will begin on Fridays as an extension of Berkshire Health Systems program "A Matter of Balance". A 90<sup>th</sup> birthday celebration is being planned for June. A Blue Cross/Blue Shield information sessions on Medicare options and will take place on May 10. A watercolor workshop of Monet's waterlilies is being presented on Saturday April 14 and Big Y will do a follow up on their programs with a brown bag lunch in June.

There are trips planned. On May 8 a trip to Albany to see the tulips has been planned by Madonna. A June trip is planned to the Museum of Russian Icons. A Lake George Trip in August. We are also looking to have a trip to The Mount in June for a Free Friday the 29th.

**Exercise & Transportation Fees:** Director Loring explained that there is a deficit in the programs. Director Loring suggested increasing the suggested fees for exercise to \$4 a class starting in July. Additionally, she reported that regarding transportation, \$677 has been spent on mileage reimbursement for personal drivers and that money is not offset by donations so it comes directly from the budget. Director Loring mentioned that there are a few van riders who cannot afford the minimal suggested fare of \$4 round trip. Discussion ensued about asking riders using personal vehicles to make donations as if they were on the van. Director Loring was concerned that if riders in personal vehicles made a donation would the driver and/or the COA be liable if there was an accident because it was no longer doing someone a favor. Chairman Steindler mentioned that because we have linked the rider with a volunteer driver the COA/Senior Center is already involved. Chairman Steindler suggested that Director Loring have Town Counsel make a determination about the service we provide using personal vehicles in case there is an accident. If riders are using wheelchairs then there is a charge for using the van whereas no fee is accepted for ambulatory personal vehicle use, could that be discriminatory? Discussion ensued about voluntary contributions and it was pointed out that there are envelopes for van riders but not for private drivers to give riders. Chairman Steindler interpreted Director Loring's suggestion that the suggested donation for a van ride be \$5 round trip (still a bargain) to help off-set the deficit. Looking over the FY18 budget, Chairman Steindler noted that the deficit money for transportation might be used from the Formula Grant money since that has to be used by the end of the fiscal year.

Chairman Steindler commented on the programming deficit in the FY18 budget. Director Loring reported that most of the deficit is from exercise classes where we pay out to teachers more than the payments for taking the classes. Director Loring reported that some classes are fairly well attended but others are sparsely attended (could be weather related). Instructors are paid by the class whether there are few or many participants. Michelle Harwood suggested that if the single class fee is raised to \$4 then it might be good to increase the monthly rate as well and increase it by \$5 a month. Discussion ensued about scaling back on exercise programs if they are costing too much of the programming budget. Michelle Harwood stated in that in her opinion, she'd rather have exercise program fees come out of the programming budget rather than listening to music programs which also come out of the programming budget because it's healthier to have exercise programs than entertainment programs. Director Loring stated that she has increased the posters about programs in the community in hopes of attracting more participants. Chairman Steindler asked Director Loring if the exercise instructors would consider reducing their fees per class and Director Loring stated that most instructors would like an increase in their per class fee.

*John Gilligan moved to increase the suggested donation of exercise fees from \$3 to \$4 per class and \$20 to \$25 for monthly fees, seconded by Dick Magenis. The motion was unanimously approved by the board.*

**Main Room Mural Repair:** The mural in the main room has separated at the bottom. Discussion ensued if it should be relocated or fixed. Chairman Steindler pointed out that the

painting is mounted to wooden strips by Velcro that needs to be re-adhered. Discussion ensued about art display space in the great room. Dick Magenis praised Grace Campbell for all her generosity to the center.

6:57 P.M. David Smith Jr. left the meeting

**CPR/AED Class:** Town Administrator LaBombard reported that the CPR/AED training class would be held soon but no date has been finalized. Shawn Godfrey will be the instructor from the Southern Berkshire Ambulance Squad. Director Loring mentioned that van drivers John Henry, David Steindler and Assistant to the Director, Madonna Meagher had completed the training already.

**Area COA Directors Meeting Update:** Patricia Hardisty, Marion Consaul and Dorris Van Deusen attended the meeting with Smitty Pignatelli at the Gt. Barrington Senior Center. It was a group discussion with Emmitt from Elder Services and Representative Pignatelli about transportation, affordable housing, funding and general concerns for elders.

Volunteer Appreciation Dinner will be held on May 22 @ 5:30 p.m. at the American Legion hall. Invitations have gone out.

#### **CHAIRMAN ITEMS:**

Chairman Steindler asked the board if the COA meeting time of 6:30 p.m. was still viable. Discussion ensued and it was generally an acceptable time to meet. Chairman Steindler suggested that since the COA Board is only an advisory group, perhaps meeting monthly is not necessary and would meeting every two months be acceptable unless there is something of urgency from the town administration or Director Loring that needs discussion and board action. No COA board members had an objection to meeting bi-monthly.

Next meeting: June 12, 2018 @ 6:30 p.m.

Chairman Steindler asked the board to look at the handout that Director Loring included in the packet. The school age children and senior percent of town population from 1980 until 2020 for the town of Foxborough and Longmeadow. It was clear that the elder population trend is rising and the school age population is declining.

#### **PUBLIC COMMENTS:**

Kathy Staropoli commented on the transportation discussion because she is one of the volunteer drivers. Ms. Staropoli asked Director Loring what period of time was included in the \$677 deficit that Director Loring singled out in the board discussion. Director Loring stated it was from the beginning of the FY18 fiscal year, July 1, 2017 until the end of March 2018. Ms. Staropoli asked how many rides were part of that \$677 and Director Loring did not have that statistic. Ms. Staropoli remarked that a deficit amount of \$677 seemed reasonable as a deficit figure assuming that there were many rides reflected in that figure. Ms. Staropoli stated she would feel uncomfortable asking one of her riders to make a donation of any kind, right now it continues to be a "neighbor to neighbor" like agreement and she hoped it would continue to be that kind of service. Ms. Staropoli suggested that whenever and wherever possible, make the

trips as efficient as possible with the use of the van and limit the personal rides. Director Loring clarified that she wasn't suggesting to ask personal riders for a donation.

Discussion ensued about riders in personal vehicles wanting to give donations. Ms. Staropoli stated that she has suggested that if they wanted to make a donation to the transportation program that was entirely up to them but she would not want to have envelopes to hand to them. Chairman Steindler suggested that more discussion might be needed on this subject.

**MEMBER ITEMS:** Patricia Hardisty asked that she step down and be taken off the driver list for the van. She informed the board that she works virtually full time and has not been an active van driver for some time. She felt that it would save the center in fees for her certifications and drug testing.

Michelle Harwood moved to adjourn the meeting at 6:55 pm, seconded by Richard Magenis.  
The motion carried unanimously.

Respectfully submitted by,

Madonna Meagher  
Assistant to the Director

Documents Reviewed:

Minutes, Sheffield COA Budget Proposal FY19, FY 18 budget, School Age Children and Senior % of town population 1980-2020.