

TOWN OF SHEFFIELD
COUNCIL ON AGING
August 4, 2017
SHEFFIELD SENIOR CENTER
3:00 pm

Board Members Present: David Steindler, Acting Chairman
Dorris Van Deusen
Helen Johnston
Richard Magenis
Patricia Hardisty

Others Present: Jennifer Goewey, Executive Director
Claudia Martin, Interim Director
Madonna Meagher, Assistant Director

Board Members Absent: John Gilligan
Michelle Harwood
David Smith Jr.

Members of the Public: Rhonda LaBombard, Town Administrator
Nadine Hawver, Board of Selectmen
Kathy Staropoli

Acting Chairman Steindler called the meeting to order at 3:00 pm.

REORGANIZATION:

Acting Chairman Steindler suggested postponing the reorganization of the board due to the resignation of the Chairman Kathy Staropoli from the board and three board members currently absent for this meeting. Member Richard Magenis asked what the reorganization entailed. Acting Chairman Steindler responded that the board would need to choose a new Chairman and Vice Chairman.

APPROVAL OF MINUTES:

Richard Magenis moved to approve the July 11, 2017 minutes as presented, seconded by Patricia Hardisty. The motion carried unanimously.

TRANSITION UPDATE:

Director Goewey reported that the Board of Selectmen hired Claudia Martin as interim director of the Center until a permanent replacement can be hired. She reported that there is a fully staffed schedule for the month of August and the first week of September. Additionally, transportation rides have been scheduled for the regular clients through September. Discussion ensued regarding volunteer staffing at the center. Member Magenis and Selectman Hawver made themselves available for last minute staffing if needed.

EXECUTIVE DIRECTOR ITEMS:

Director Goewey thanked the entire COA board for all their hard work and how they have touched her life with their support of her directorship at the center. Director Goewey reported that the State Formula Grant amount has not been set, but that she is hopeful it will be level funded. Director Goewey updated the board that the new van is in Pittsfield, the new lease has been signed by the Town Administrator and the insurance paperwork has been completed. The new van will be delivered soon. Discussion ensued about specialized purchasing of holders for oxygen tanks and groceries once we physically have the van at the center.

Director Goewey presented the COA Budget for FY18. There was a \$90 discrepancy on the Town Administrator's FY18 budget worksheet that is used to create the overall town budget. Director Goewey also made note that the incoming director of the center will have to get an accurate beginning balance from the town accountant for the transportation revolving account starting July 1, 2017.

CHAIRMAN ITEMS:

Acting Chairman Steindler asked the board to contact him if they had any interest in serving as Chairman or Vice Chairman.

PUBLIC COMMENT:

Former COA Chairman, Kathy Staropoli thanked the board for all their hard work and for the support they gave her as Chairman. She said it was wonderful working with such a fine group of people. Ms. Staropoli wished Director Goewey well in her new job.

Selectman Hawver stated that the Board of Selectmen will support the COA. She reported that there have been many applications for the director position and that the Board of Selectmen would be meeting on Tuesday, August 8, 2017 to review applications. Ms. Staropoli asked Selectman Hawver if Acting Chairman David Steindler would be part of the interviewing process just as it has always been for her to be at the interviews for other candidates who have applied to the COA. Selectman Hawver stated that she would take that request back to the Board of Selectmen. Acting Chairman Steindler encouraged board members to contact Selectman Hawver about being part of the process of reviewing applications and interviewing applicants.

Ms. Martin reported that an open house to say farewell to Director Goewey would be held on Monday, August 7th at 2:30 p.m.

Dorris Van Deusen moved to adjourn the meeting at 3:25 pm, seconded by Dick Magenis. The motion carried unanimously.

Respectfully submitted by,

Madonna Meagher
Assistant to the Director

Documents Reviewed:

Minutes, August personnel/volunteer schedule, FY18 COA Budget, COA Budget Breakdown