

Town of Bolton C.O.A. Meeting
February 8, 2022

ZOOM meeting

Members Present: Panny Gerken, Chair; Barbara Brown, Tom Byron, Shirley Sefton, Corinne Mackie, Alice Roemer, Janet Smith
COA Director Lisa D'Eon, Program Coordinator Heather Goodsell
Guests: Mary Cuimmo

The meeting opened about 10:00 AM.
The minutes from the January COA meeting were approved as amended.

Lisa reported the financials. Bills all are ok.

FOBS input: Zooms: February, Historical Picture Show. March 15 meatloaf meal, volunteers needed at Town Common. May, Senior Appreciation Month, theme ageing in place: "Age My Way". Shaws in Clinton donates \$1 to FOBS for every reusable bag bought in February.
Summer: Cookout at Slaters again?

Heather reports: Lots of outreach this month. With Senior Center closed, other places are in use. Fuel assistance use is slow this year, perhaps because of changes in the application process. Spring and Summer trips – committee is in favor of them. \$85 in donations in memory of Flo: perhaps a cooking thing at Davis Hall, filmed by BATCO. Bolton firefighters will provide Smoke Detectors and CO detectors, and will change batteries, but requests should go thru Heather and Lisa. There is talk about a replacement for Qride, Reports are being done the old way for now. A Cultural Council grant has been approved for May. The Lions Club will hand out Valentine's baskets.

Corrine had a shout out for the Clinton Senior Center, to acknowledge their helpfulness and supply of handicap equipment to assist her.

Annual Report: Perhaps the first couple paragraphs should be sent to newspapers, or mailed. We must be constantly out there with information and publicity about the COA. The Annual Report was approved.

Lisa: the '23 budget has been sent to Advisory. It's consistent and similar to last year's submission. Folks who live at the Manor are feeling punished during Covid, due to the strong restrictions. Management has eased some things when this was pointed out. There's a steady stream of phone calls. Qride is terrible, but we must go onward and upward.

Panny: Lisa's hours will be increased in next year's budget.

Next COA meeting March 8, via Zoom or at Houghton.
The meeting adjourned at 11:20.

Respectfully submitted: Tom Byron

COA Monthly Bills FY22

Warrant 7/14/21 –

POS – Lisa D'Eon - \$110.00 – Stamps for Newsletter

MPLC – Movie License - \$225.00

Software Support - \$1190.00

Building Lease (RCAP rent) – July/August - \$720

Warrant 7/28/21 –

POS – WB Mason – Office Supplies – \$55.98

AA Limousine – Maine Bus Trip - \$600

Davis Bates, Storyteller – Senior Cookout - \$175.00

TPX Phone – \$39.59

Comcast - \$86.73

Building Lease (RCAP rent) – September - \$360.00

Grant – MCOA – Dues - \$265.00

Fitness – \$400

Warrant 8/25/21 –

POS – Bolton Orchard gift card for newsletter contest winner - \$25

Comcast – \$93.67

Supplies – Market Basket – \$86.98

Building Lease (RCAP Rent) – October - \$360

Grant – Fitness - \$410.00

Warrant 9/8/21 –

TPX Phone - \$39.59

Supplies – Postage for newsletters - \$69.59

Bolton Orchards gift cards for Bingo - \$20.16

Dunkin Donut gift cards for Bingo - \$25.00

Grant – Fitness - \$160.00

Warrant 9/22/21 –
TPX Phone - \$39.59
Comcast - \$93.67
Supplies – WB Mason – Office Supplies – 92.65
Building Lease (RCAP Rent) – November/December- \$720
Grant – Fitness - \$200

Warrant 10/6/21 –
Supplies –
 Market Basket – Senior Center Snacks/Water - \$36.96
 Heather - Bolton Orchards – Coffee Creamer and Gift Card - \$28.99
 Lisa – USPS – Newsletter Postage – \$116.00
Grant – Fitness - \$250

Warrant 10/20/21 –
POS – Painting Class - \$78.00
TPX Phone - \$39.59
Supplies – Market Basket/WB Mason – 211.86
Building Lease - \$360.00
Grant – Fitness - \$160.00

Warrant 11/3/21 –
Supplies – Postage/ Shaws - \$103.99

Warrant 12/1/21 –
POS – Honey for volunteers - \$185
TPX Phone - \$39.59
Comcast – \$93.67
Supplies- Market Basket, Walmart (craft supplies),
 Amazon(Halloween parade supplies)- \$315.57
Building Lease - \$360.00
Grant – Fitness - \$360.00

Warrant 12/15/21-
POS - Painting Class and Make/Take Sign Craft – \$202.00
Supplies – Senior Center/Office Supplies and postage - \$250.00

Warrant 12/29/21 –

POS- Holiday party supplies and postage - \$124.32

TPX Phone - \$39.59

Comcast – 2 months - \$187.34

Grant – Fitness -\$160

Warrant 1/12/22 –

POS – Office/Senior Center supplies, holiday concert and luncheon food-\$429.44

Supplies – Amazon(Bunn coffee filters) - \$16.99

Building Lease – March/April 2022 Rent - \$720

Warrant 1/26/22 –

TPX Phone - \$39.59

Comcast – \$93.98

Grant – Fitness - \$550 (Invoices from Nov.- Jan.)

Warrant 2/9/22

POS - Holiday Luncheon – \$876.55

POS - Lisa D'Eon - Newsletter Postage - \$116

Grant - Fitness - \$200

Bolton Council on Aging
FY22 Monthly Financial Report - February 2022

<u>Category</u>	<u>Year-To-Date</u>	<u>----Actual---</u> %	<u>Total Year</u> <u>Budget</u>	<u>Remaining</u> %	<u>Balance</u> <u>Remaining</u>
<u>Town Warrant</u>					
<u>Fixed</u>					
Salary	26,377.50	59.81%	44103.18	40.19%	17725.68
Wages	18972	59.39%	31946.4	40.61%	12974.4
Software Support	1190	100.00%	1190	0.00%	0
Building Lease	3600	83.33%	4320	16.67%	720
Cable/DSL	663.24	50.55%	1312	49.45%	648.76
Telephone	277.13	52.49%	528	47.51%	250.87
Subtotal-Fixed	51079.87		83399.58		32319.71
<u>Discretionary</u>					
Purchased Services	3202.29	39.78%	8050	60.22%	4847.71
Supplies	1271.19	68.71%	1850	31.29%	578.81
Subtotal-Discretionary	4473.48		9900		5426.52
Total Warrant Spending	55,553.35		93,299.58		37,746.23
<u>Grant</u>					
To be determined	942.6	13.94%	6763	86.06%	5820.40
Fitness/Balance	800	100.00%	800	0.00%	0.00
Reflexology/Wellness	1240	100.00%	1240	0.00%	0.00
MCOA Dues	265	94.64%	280	5.36%	15.00
Transportation	0	0.00%	85	100.00%	85.00
Total Grant Spending	3247.6	35.42%	9168	64.58%	5920.40

February 2022 COA Meeting

Outreach/Programs Minutes

January numbers are not available, the data entry volunteer has not been in to enter the data into My Senior Center.

Upcoming February Programs-

Heart to Home Luncheon-This Thursday at Davis Hall- RSVP by today.

All 3 fitness classes are still being held in person at Davis Hall.

Creativity Zoom with Henry Quinlan is Wednesday. We have had no one sign up, so I will see what Henry's cancellation policy is.

Identity Theft and Fraud Prevention, this is being held via Zoom with other local towns. Robin Putman from the Office of Consumer Affairs is hosting/presenting.

Both art classes are back in person at Houghton Building.

We have 3 van trips this month, 2 for lunch and one to Christmas Tree Shoppe.

Valentine's Day Drive Thru is going to be at 1PM on 2/14. RSVPs are due this week.

Blue Cross Blue Shield is offering 30-minute wellness webinars now through June. They are free to attend and are on many different topics. Februarys are Nutrition and Healthy Dividends & Boost Your Health with Better Sleep.

Newsletter- Submissions for the March newsletter are due to me by Monday, 2/14.

Fuel Assistance- Application have been very slow to come in this year. 16 were sent out, only 8 have been returned. Donations have also been slow to come in, but we have more than enough money in the FA fund to help many more seniors.

Spring/Summer Trips- It is time to start thinking about whether or not we want to proceed with spring and summer day trips. Things book up quick, so if we are going to plan a few, we should do it sooner than later. How does everyone feel about this?

Donations in Memory of Flo- So far \$185 has been donated in Flo's memory. Dave from Therapy Garden's offers a class on "How to Become a Soup Master", I thought this workshop would be the most perfect way to honor Flo. Does the board agree? If not, does anyone have any other ideas?

Bolton Volunteer Fire Assoc.- The BVFA is still delivering sand to seniors. They have also reached out to me to let me know that they have smoke and co2 detectors free of charge for seniors who need them at their homes. Details will be in the March newsletter, but if you or someone you know could use a smoke/co2 detector, please reach out to me.

MART- The Mart pilot program has been status quo this month. I am still using QRyde for day-to-day activity, but have resorted back to the "old" way of reporting to Mart at the end of the month. Other COA's have stopped using QRyde altogether, but Lisa and I talked and if we are going to be using the tablet for any other program, it just makes sense for the drivers to continue to stay consistent.

Cultural Council Grant- I only applied for 2 CC grants this year, just because safely scheduling large events can be tough these days. So far I have heard that I was approved. Howie Newman will be doing a Musical Baseball show at the common in May. We will plan the details as it gets closer.

Other Programs- I am working with a company called Beeyonder to offer virtual in real time tours around the world. It seems like a fascinating concept and might bring in new participants.

Nashoba Park will be hosting a lunch drive thru in March with is.

BCBS is doing a Medicare basics zoom for us in March.

Lion's Club- Lion's will be delivering their Valentine's baskets to homebound or isolated seniors this weekend. It is wonderful that they have continued this, I know people really love being thought of.