

City of Chicopee  
Council on Aging  
January 10, 2017

**Members Present:** C. Gemme, S. Michalik, S. Tawrel, E. Laflamme, S. Gelinas, K. Rousseau, E. Laflamme, & Joe Lukasik, & C. Supple

**Staff:** S. Lapollo, S. Manyak

**Excused:** S. Phillips, E. Doucette, May Moge,

**Absent** – R. Chapdelaine, S. Alvera, H. Lenhart

**Guest:** Joe Croteau

**I. Call to order**

- The meeting was called to order at 4:45pm. There was no request to record the meeting.
- Sherry Manyak was introduced as the new director for RiverMills beginning 1/17/2017.
- Courtney Supple was introduced as a new member of the board

**II. Public input**

- A. Pinciak announced that Saturday 1/13/2017 is Claire Gemme's birthday.

**III. Review of minutes**

- Minutes were reviewed from 12/13/2016 and accepted as written.
- Minutes from 12/20/2016 were reviewed and accepted as written.

**IV. Maintenance Department Report**

- J. Croteau circulated a summary report regarding building maintenance. Key points include:
  - Electricity is being installed to the storage shed.
  - HVAC work related to the new coil that was installed the end of 2016. This should be completed 1/13/17. Additionally glycol will be introduced to the system.
    - Heating issues in the Garden room and kitchen are being assessed on 1/17/17

- Defective light ballasts were replaced by vocational students. The ballasts had been during out after the end of the warranty and the contractor had donated 25.
  - E. Laflamme noted that the ballasts were defected from the beginning and the electrical contractor should have installed the ballasts.
- A larger water filter has been delivered and will be installed soon. It was discovered that there was never a filter installed in the unit.
- Kids have been noted to be on the roof so fencing was added to limit access.
  - A question was raised as to whether the cameras in the parking lot are functional. S. Lapollo reported they are not functional. They need to be installed. J. Croteau will discuss the issue with B. Liswell.
- Report was accepted as written.

#### **V. Financial Report**

- The director circulated the financial report
- The formula grant was signed and sent into the Elder Affairs the end of December. The signed contract has not been returned from Elder Affairs. S. Lapollo has contacted Elder Affairs inquiring about the process.
  - Once the signed contract is received the nurse can have her hours extended to 20.5 hours per week.
  - A request was made to have the nurse attend a COA meeting to update the board.
- Financial report was unanimously accepted as circulated.

#### **V. Director's Report**

- The Director's Report was distributed.
  - The Aging Mastery Program from MCOA has released a RFP. Chicopee can apply for \$3750 for the offering of the programming. S. Lapollo has attended an informational call and is suggesting the nurse would be able to facilitate this group. It is a way of bringing new people into the senior center.
    - It was noted that this programming is more flexible than the evidence based programming and the participants can choose the topics.

- S. Lapollo will be working to write and submit the grant.
- It was noted that the activities have to be conducted and then the center would be reimbursed. Funding can be used from the Grandparents as Parents funds, which can be later reimbursed.
- The program must be completed by the end of June 2017.

A motion was approved to request the director to apply for this grant funding.

- The Property Tax program will have an orientation 2/1/17. This program allows residents to apply for funding to assist with property taxes and requires the recipients provide some work hours. There have been some changes to income qualifications for applications. Colleen Aberdale is working with S. Lapollo to set up the program for 2017. The Assessor's office contacts candidates.

#### **VI. SALT Report**

- S. Michalik reported the next SALT meeting is 1/13/17
- S. Michalik circulated a report on transportation for 2015 vs 2016. It was noted that there are fewer drivers so availability has decreased. However it was also noted that there have often been cancellations.
  - There is a real need for more volunteer drivers because a number of the volunteers travel to Florida in the winter months. There is a call for more volunteers in Lifetimes but drivers are primarily recruited by word of mouth.
  - It was suggested that press releases and outreach to area churches.
- Next meeting is January 13, 2017.

#### **VII Chairperson Update**

- C. Gemme reported that S. Manyak will be working S. Lapollo with 1/17, 18, and 19 to help with her transition. An orientation is being planned to include introductions to various department management.
- A reception for S. Lapollo is being planned from 11 – 3 Thursday 1/12/17, and there will be some speakers from 12 – 1pm. Many department heads will be coming to bid Sandra farewell. S. Tawrel, Violette, Al. Picard and Holly have been part of the planning committee. Light refreshments will be provided. D. Stevens from MCOA will also be attending.
- There are a number of people volunteering to help with the event.

- C. Gemme asked that with the New Year that all members provide suggestions for new programming.
- A question was raised as to the status of the Vin Ronghi report. A formal report has not been received. C. Gemme will follow-up.

#### **VIII. New Business**

- CBDG grant
  - S. Lapollo reported on the senior companions and the CBDG block grant. It is a way of keeping some seniors at home. The companions can bring the seniors to the center, to the doctor, the grocery store and a wide range of activities.
  - This program is run through the VOC.
  - The volunteers provide a valuable service because they provide some information about the status of the senior.
  - A motion to request the request the director to apply for the CBDG funding when it is available.
  - COA board membership limits members to miss 3 meetings with an excuse. It was noted that R. Chapdelaine has not attended a number of meetings and has not contacted the chair regarding absences. This information will be relayed to the Mayor to inquire his connection to the board.

#### **XI. Meeting adjourned at 5:50 pm.**

- The next meeting is February 14, 2017 at 4:45.

Submitted by



Karen S. Rousseau