

**COUNCIL ON AGING**  
**Cafeteria, 18 Jacobs Road**  
**Meeting Minutes Thursday, November 4, 2021**

**Present:** Victoria Burrington, Margaret Freeman, Donna Hyytinen, Sue Lively, Cathy Tallen

The meeting was called to order at 2:08 p.m.

M/S/P Cathy, Sue, unanimous: to approve the 10/28 minutes as written.

**Survey:** Results from returned surveys were presented. Cathy, Donna, and Victoria will send tally totals of returns by age group to Margaret for recording and all comments made to Cathy for compiling. Information from surveys still coming in to be sent to Margaret for add to the results. She agreed to draft a preliminary schedule for analyzing the surveys, including details of what would be needed to deal with certain issues like transportation and food service needs, to bring to the next meeting. Still to be complied are the changes to the senior list because of moves, deaths, additions, etc.

Donna noted the misconception that exists over identifying the Community Hall as the Senior Center. The five-year grant for creating the Senior Center stipulated that the Community Hall was reserved for the Senior Center for the period of the grant, with the Senior Center authorized to rent space, after which the Community Hall would resort to general use. Senior activities may therefore use whatever facilities are best suited for particular needs.

**Thankyou notes:** Victoria distributed the Fred Burrington art cards to members to send by USPS to their volunteers. Wording for the notes was determined, and Margaret agreed to send the wording and mailing addresses needed to each member.

On behalf of the Select Board, Sue invited the COA to attend its meeting on November 16 to report on the survey concerning our first steps in terms of setting priorities and starting activities and to discuss procedures for advertising and financial issues for the Senior Program Coordinator position. Victoria agreed to post the meeting in case COA has a quorum at the meeting.

**Heath Herald article:** Victoria distributed the draft of wording for the survey article to appear in the December issue.

M/S/P Donna, Cathy, unanimous: to approve the Heath Herald article as amended.

**Any Other Business:** Victoria and Margaret will work on next steps for using Grant Station, and Margaret will contact Pat McGahan to see if Heath Connects will run senior program offerings available through LifePath.

M/S/P Sue, Cathy, unanimous: to adjourn at 3:35 p.m.