

Council on Aging Board Meeting
Milano Center
January 20, 2022, 9:30 a.m.

ATTENDEES

Chairperson John Capuano, Board Members Eileen Lyle, Susan Doherty Fernandes, Greg DeLaurier, Secretary Nancy Messina, COA Director Stacey Minchello and Friends Board Member Joan Cassidy, David Kourtz was excused absent.

*This meeting started at 9:40.

The minutes of the December 16, 2021 Board meeting were accepted, seconded and approved.

EXECUTIVE DIRECTOR'S REPORT

Budget

- The FY23 Budget Request has been submitted to City Hall. The budget and narrative were presented at the meeting, and budget items were discussed.
- The Formula Grant was discussed.

Milano Center

- HVAC Project - Carpentry is 90% finished. Cleaning needs to be done. Stacey has applied for the Fire Certificate. Erica is working on the Elevator Certificate. All Occupancy Certificates should be ready by opening, which has been delayed due to a frozen pipe bursting. (Insurance Claim has been submitted.) There was a discussion regarding the frozen pipe and the damage it caused.
- Earmark Project – The funds (50K), which Kate Lipper-Garabedian obtained for us, will be used for the Patio Project. John suggested we get two more bids for the patio awning. Currently, we have one bid.

Council on Aging

- Statistics – Deb and Erica are cleaning up the My Senior Center records.
- Strategic Planning – The first meeting will be held on February 3, 2022. Dave is chairing this committee. John will get together with Dave and fill him in on what we have discussed so far.

Old Business

- John discussed the mandatory training for City board members that was held last evening, and told us about a separate training for heads of boards that he attended, regarding elections of officers.

New Business

- Covid Booster Shots – Melrose administered 2000 booster shots at a recent one day clinic (1200 Pfizer, 800 Moderna).

Meeting adjourned at 10:55 am.

Submitted by Nancy Messina