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LUNENBURG TOWN
CLERK OFFICE

Lunenburg Council on Aging
Meeting Minutes
May 16, 2023

Unanimously approved by COA at
June 13, 2023 meeting.

CALL TO ORDER: 9:30 a.m.

Present: Director Sue Doherty, Chairperson Deb Lincoln, Vice-Chairperson Jane Rabbitt, Pete Lincoln, Judy Tarbell, Cathy Beale, Jim McGuigan, Susan O'Sullivan

Absent: Betty DiGiacomo, Cheryl Moisan, Diane Nowd, George Martin

GUESTS: Eagle House Supporters President Pat Kennedy, Select Board Member Lou Franco, Lunenburg resident Helen Balcom

ANNOUNCEMENTS: Ms. Lincoln informed the board that Ms. Balcom submitted a Talent Bank Form expressing interest in the open seat on the COA.

PUBLIC COMMENT: None

MINUTES APPROVAL: Mr. Lincoln motioned to approve the minutes from the April 11, 2023 meeting. Mr. McGuigan seconded. On vote, motion carried unanimously.

NEW BUSINESS:

1. **Lunenburg Master Plan:** Ms. Lincoln read a letter from Land Use Director Adam Burney requesting representation from the COA on the Master Plan Steering Committee. Ms. Lincoln volunteered to serve on that committee.
2. **Nomination of Council on Aging Board Officers FY24:** Ms. Beale nominated Ms. Lincoln to serve as chairperson, and Ms. Rabbit to serve as Vice-Chairperson. Ms. O'Sullivan seconded. On vote, motion carried. The board will vote on officers at their Annual Meeting June 13, 2023.
3. **Council on Aging July Meeting Date Change:** The July meeting will be held on Tuesday, July 18, 2023 at 9:30 a.m. at the Lunenburg Adult Activity Center.

CURRENT BUSINESS:

1. **Communication with Lunenburg Residents:** Ms. Doherty reported the informational post cards with new name and new hours will go out at the end of June.
2. **Lunenburg Senior Tax Relief:** Mr. Franco explained that the approval of senior tax relief at Annual Town Meeting has given the power to the Select Board to petition the Massachusetts General Court (a.k.a. State Legislature). The legislature will pass the petition through various committees and consult with the Select Board. The process takes between 18 and 24 months.
3. **New COA Board Member Orientation Packet:** The board finalized changes to the last draft of the packet. A new title page, and edits to two other pages will be handed out at the next meeting, and the packet will be complete. Ms. O'Sullivan motioned to approve the COA

Board Member Orientation packet, Mr. Lincoln seconded. On vote, motion carried unanimously.

4. **COA Town Email:** All but one member has established their new town email account.
5. **Lunenburg 300th Celebration:** Board members brainstormed ideas on how to involve the COA and the activity center in the celebration.

DIRECTOR'S REPORT:

- **Capital Plan:** Ms. Doherty reported that the Facilities Manager is working on finding vendors for the back-up generator for the activity center. Monty Tech students will begin working on the kitchen in the new school year. The town received two bids on the patio project. The project was awarded to Diversified Construction out of Amherst, Mass. The patio should be finished by September 2023, with a ribbon cutting ceremony in October.
- **Upcoming Events:** Ms. Doherty reminded board members of the MCOA board member training scheduled for May 18, 2023 at the Fitchburg Senior Center. Ms. Doherty also talked about prospective programs for evening hours beginning in July.

EAGLE HOUSE SUPPORTERS REPORT: Ms. Kennedy reported that the clothing drive for the Epilepsy Foundation brought in \$2,557.20 for the Eagle House Supporters. The next fundraiser is selling a raffle calendar for the month of June. Proceeds will be split between the Supporters and the Lunenburg Skate Park.

ADJOURNMENT At 10:39 a.m. Mr. Lincoln motioned to adjourn. Ms. O'Sullivan seconded. On vote, motion carried.

UPCOMING MEETING SCHEDULE Annual Meeting, June 13, 2023 at 9:30 a.m.