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### **Present:**

Fran Desmarais, Alicia Gomez, Vinnie Maloney, Stephanie Leclerc, Roseanne O'Toole, Louise Tremblay, Ashley Grimes, Diane Dean, Michelle Demange and Jacqueline Chausse.

## **10:00 – Vinnie Call Meeting to Order**

### **Approval of Minutes**

June 24, 2025 minutes accepted.

### **Monthly Review and Update**

#### **Services**

- Stephanie is preparing for the Health Fair on October 22<sup>nd</sup>
- Flu shot clinic on September 9<sup>th</sup> is still in development
- Stephanie is working with securing another vendor like CVS to provide a flu shot clinic
- Farmer Market coupons are going out on Aug 8<sup>th</sup>
- September 5<sup>th</sup> BC/BS will provide information about healthcare options for seniors
- September 16<sup>th</sup> BC/BS will be back to provide a seminar on planning for Medicare
- Stephanie is trying to secure dinner post BC/BS seminar
- Waiting for information about fuel assistances from CTI

#### **Activities**

- Stephanie provided a general overview of the activities listed in the August Newsletter.
- Due to driver shortage the trip to the Clam Box has been cancelled
- Donna Campbell provided free genealogy services for the Senior Center
- Stephanie will be overseeing the activities bulletin going forward

#### **Accounts**

- Ashley provided a breakdown of all the accounts under the COA for the new fiscal year
- COA R and M Auto line item is for the maintenance of LRTA buses

### **Old Business**

- Stephanie is pursuing her certification to drive the COA van
- No new updates on the potential full-service kitchen renovations
- Lack of sufficient number of handicap parking spots
- Town engineer would need to survey the parking lot for adjustments to handicap parking
- Some cars are taking two spots in the handicap spots, COA will monitor
- Board out in a change to the election of officers to be held at the regularly scheduled Board meeting each year. The correction has not come out yet to be placed in the By laws.

The matters listed above are those reasonably anticipated by the Chair that may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

## New Business

- Complaints from Seniors about AgeSpan lunch staff not using hairnets
- Continued desire to expand lunchtime so seniors have time to eat. This is a concern mostly when another activity is booked directly after lunch.
- Extending lunchtime will be brought up again for review at a following Board meeting.
- In the next bulletin, mention the cooling site locations
- The COA is a cooling center-Town Manager provided this clarification
- The Town Manager provided an update on recent COA resignations
- Consolidation of some Town and COA roles
- The opportunity for later hour and types of activities are possible
- Job description is being finalized for the Human Services Director position and should be a Social Worker with a Master's degree
- Request for a Board member from the COA be a part of the interview process
- Stephanie Leclerc is in charge while the former COA Director position is vacant
- Could the COA be used by other organizations or groups for a minimal fee
- Increase community activities at the COA
- Board members need to review the "A Guide for COA Board Members"

## Open Discussion

- Request to have Board minutes sent out to members a week before the next meeting
- COA Board minutes need to be posted on the Town website
- Any funds left in the Helen Connerton Fund? - The treasurer is working on the end of the year balance sheets completed.
- The Friends provided funds to pay for a bus to take the seniors to York Beach

## Public Comments

- None

## Adjourn Meeting

The matters listed above are those reasonably anticipated by the Chair that may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.