

**MINUTES OF THE BELMONT COA BOARD OF DIRECTORS MEETING  
April 13, 2009**

Present: E. Hamann, J. Brusch, J. Kantor, H. Kazarian, A. Lougee, J. Semuels, N. Niv-Vogel, Executive Director,

Absent: D. Dick, N. Hegarty, J. Morrison, A. Santoro Mullin, P. Solomon

E. Hamann (chair) called the meeting to order at 7:30 p.m.

Acceptance of Minutes: The minutes of the March 2nd and March 31, 2008 meetings were reviewed. The March 2<sup>nd</sup> minutes were approved upon a motion and seconded with an amendment that the word "This" shall replace the word "These" in the fourth line from the bottom of the director's report section (so as not to confuse readers with the actual Director's Report). The March 31, 2009 minutes were approved after a motion was made and seconded.

Senior Citizens Concerns: Ms. Niv-Vogel reported that a prospective volunteer during the move was reported to be upset with the Volunteer Coordinator when she could not be given full-time volunteer work befitting her professional status. Ms. Niv-Vogel reported that she had explained the opportunities available at that time, which were clerical/telephone in nature or related to the move.

General Announcements: None.

Springwell: A report from Springwell, Inc. the regional Aging Services Access Point (ASAP) indicated that 18.6% of their service town population was over age 60; Belmont had over 21% over age 60; 5% were below the poverty line; the senior population was expected to grow 16% in the next 10 years. It was reported that there were no waiting lists for services. Springwell was looking for a Board member to replace Dr. David Alper who had been on the Board for 9 years. A suggestion was made to speak to Sallye Bleiberg of the Housing Authority for a possible Board member. Springwell is also doing a survey of Belmont elders to determine how many people would attend a meal site in the Senior Center. They need at least 15 people every day, Monday through Friday, for lunch, to justify the service. Ten people have responded so far. It was suggested that the survey be further targeted to underserved minority populations.

Director's Report: The director's report was sent in advance but there were several updates and discussion of items in the report. Pat Driscoll, COA secretary will be returning home after a course of medical treatments, Town funds that have been allocated for rent of the former eSenior Center are now going to the Buildings and Ground Department. That department is providing 2 hours a day of custodial services to the trailer COA location. The number of hours is expected to increase in the new Beech Street Center. Ms. Niv-Vogel also reported that the Town Treasurer has verified with the state Department of Revenue (by Memo issued) that Property Tax Work-Off monies

received by participating Belmont elders are not state taxable. They continue to be federally taxable. She also reported that it was discovered that the Belmont Elderly Citizens (B.E.C.) had voted to take over the Bingo license. At this point the only action required is to report a change in the location of the premises. She reported that the numbers of elders visiting the Senior Center have not changed since the move to the trailers.

Senior Center Building Committee: Ms. Niv-Vogel reported that the Senior Center building is moving along. Some seemingly minor aspects of the project, such as the mechanism to power the window shades, can take a surprising amount of time to resolve. Friends of the COA: Ms. Lougee reported that a committee was working on a 4 page newsletter to be sent to Friends, Inc. members, Town Meeting Members, the Selectmen, Town departments and Committees and representatives this spring. She also reported that the Friends, Inc. "Brick Campaign" has started receiving money and that there would be a brick order form inserted into the newsletter.

Fitness Room Policy Working Group: Joel Semuels gave the report for Ms. Solomon who was not able to attend. Mr. Semuels thanked the group, which included Ms. Solomon, Mr. Bruschi, Ms. Morrison and Mr. Semuels. Mr. Semuels went over the many facilities and Senior Center Fitness programs surveyed and concluded as follows from his own words:

"There appear to be five model options in my opinion. What is key in my opinion, is doctor approval of participation and kinds of machines, and oversight/supervision by a certified trainer when the machines are being used. This takes money, staff time and oversight/ Options:

1/ Have a fitness center and program with cost to the client, application with a release of liability to the town, release of information to a doctor, doctor approval of certain exercises or machines, review of the doctor's information by a nurse and fitness coordinator, use an exercise plan monitored by a certified trainer or volunteer; or

2/ Have weight and strength classes; have a release form; doctor approval; use set times; have the seniors pay an instructor/trainer who has liability insurance directly; or

3/ Use a COA revolving account to pay a contract instructor/trainer who has insurance, use set times; waiver/medical clearance; seniors pay a fee monthly or annually to senior center;

4/ Coordinate with the recreation department to run the program with their staff, if possible; or

5/ Contract with a fitness company to handle everything ."

A copy of the complete report was distributed at the meeting.

Budget Working Group: The budget working group is working on a transportation report. The group is made up of Mr. Hegarty, Ms. Dick, Ms. Morrison, Ms. Santoro Mullin and He Sung, the COA's Boston College intern. Ms. Haesang Jeon has gotten a transportation survey out and responses have already been received. The tentative conclusion from the study thus far is that Belmont's COA transportation system has been developed in accordance with the Town's needs. Regionalizing senior transportation would be difficult. An interesting finding from the study is that many seniors state that they drive, but say they may need transportation in the future.

After Hours Use of Beech Street Center Policy Recommendations Working Group:

Mr. Kazarian reviewed the conclusions of the group as follows, which should be presented to the Town's Warrant Committee:

1/ Liability issues; 2/ custodial issues; 3/ after hours activity nights, weekends, outside rentals, municipal meetings; 4/ neighborhood input on after hours use, i.e. how late to allow rentals and meetings; 5/ parking; 6/ when used after hours, make sure senior citizen items and materials are secure and not disturbed, doors are locked when necessary; 7/ have a fixed hourly rate for rentals; 8/ the food pantry has requested a permanent place at the Beech Street Center.

Other Business: Mr. Kazarian mentioned that Town Meeting would be taking up an issue related to a proposed Town payment to the V.F.W. ( I thought this was the American Legion) of \$7500 related to a space issue. He stated that it is possible that a question will come up at the April Town Meeting regarding space availability in the new Senior Center. Ms. Niv-Vogel stated that because of the move to the trailers, she is looking for a space to hold the annual C.O.A. Volunteer Appreciation Luncheon. A suggestion was made to contact Jim Staton, the Friends, Inc. President regarding possible use of the Unitarian Church for this purpose. She also stated that the transportation communications systems of the Senior Center need to be updated. This could be paid for by the Friends, Inc.

Executive Session: A motion was then made and seconded to go into Executive Session to discuss a personnel matter. The Board then individually and unanimously voted to go into Executive Session. Upon completion of the Executive Session, the Board voted to come out of Executive Session.

Adjournment: The meeting was adjourned at 9:40 p.m. The next COA Board Meeting will be held on Monday, May 4, 2009 at the temporary COA site located behind the Belmont High School.

Respectfully Submitted:

Joel Semuels, Revolving Recording Secretary