

KINGSTON COUNCIL ON AGING ADVISORY BOARD MEETING
OCTOBER 8, 2024

Meeting called to order at 11:30 a.m. at the Kingston Senior Center and broadcast on Local Seen with Zoom available for those not able to attend. Pledge of Allegiance was recited.

Board Members Present: Caty Starr-Chairman, Donna Weinberg-Vice Chair, Maureen Elwood, Kathy Studley, Mary Hayes and Associate Member, Lucy Colletta.

Other members present: Holly Nighelli, Interim Director, Kingston Council on Aging, Keith Hickey, Kingston Town Administrator.

Announcements: Chairman Caty Starr announced that there are several volunteer positions at the Kingston Council on Aging for Meals on Wheels, Café help, Computer Skills and for the new season of the Senior Tax Write Off Program. Reach out to the Director of the COA, if interested. Reminder of COA Advisory Board email: coa-ab@Kingstonma.gov.

Open Forum: There was no discussion at open forum.

Secretary Report: All in favor to move the September 10, 2024 Secretary Report to the next November Advisory Board meeting for review. Donna Weinberg-Vice Chair has agreed to continue being the Interim Secretary moving forward.

New and Old business:

The Town of Kingston has just been awarded \$35,000.00 through the Commonwealth Compact Grant and has been approved for the Needs Assessment for the Age and Dementia Friendly Study. We have decided to work with OCPC. Holly Nighelli will be contacting Joanne Zygmunt, Senior Planner at OCPC, author of this program, and invite her to attend an upcoming Advisory Board meeting to discuss the necessary steps needed to begin the initial phase of this study. This study will take a few years to be completed. Keith Hickey commented that this Grant will be available for our COA to use throughout all the phases to the final completion of this study.

Keith Hickey also mentioned that at the Select Board meeting tonight, the CHEF Donation and Grant of \$5,800.00 for COA Kitchen Improvements will be reviewed for approval and voted upon.

The COA Code of Conduct Policy revision by the Town Lawyer has been approved and was voted upon at the September 24, 2024 Select Board Meeting. After discussion today, our Advisory Board all agreed not to make any more changes to this policy at this time. In the future, if necessary, this policy will be revisited.

Today our Board reviewed and discussed the existing COA Director Job Description. A few adjustments were made and Caty Starr will submit them to Keith Hickey for his review and he will forward to Select Board for their approval and vote. At that time, the Town will post this job and wait for applicants to apply and start the interview process.

Under Old Business, the final draft of the Kingston Senior Center Building Usage Agreement, discussed at the September meeting, will be reviewed by Holly Nighelli and final copy handed out at our November meeting, along with the participant application for further discussion and possible vote.

Any other Old Business moved to a future meeting.

Director's Report: No Report. Holly Nighelli remarked that under her position as Interim Director that she is continuing business as usual at our COA with all regular programs in place moving forward.

Chairman's Report: No Report.

Other Business: Remembered. Kathy Studley asked that we remember all the Hurricane victims in Florida and pray for the safety of all their families.

Next regular COA Advisory Board to be held on Tuesday, November 12, 2024, 11:30 a.m. at Senior Center.

Motion made to adjourn meeting at 12:14 p.m. by Donna Weinberg and Maureen Elwood seconded. All in favor.

Respectfully submitted,

Donna Weinberg, Vice Chair COA Advisory Board, Interim Secretary