

**KINGSTON COUNCIL ON AGING ADVISORY BOARD MEETING**  
**MARCH 11, 2025**

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, Mary Harriman, Joan Hutchison (Zoom) and Kathy Studley. Those absent: Lucy Colletta, Associate Member.

**Other members present:** Holly Nighelli, Director, Kingston Council on Aging. Also, other guests present: Sharon Burgess, Irene Burke, Sue Nichols and Carol Lockwood.

**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 that the email of the COA Advisory Board is [coa-ab@Kingstonma.gov](mailto:coa-ab@Kingstonma.gov).

**Open Forum:** There was no discussion at open forum.

**Secretary Report:** Caty moved discussion to accept the February 11, 2025, Secretary Report to the next month's April meeting.

**New Business:**

1. Update regarding OCPC Age and Dementia Study Contract and BOS outcome: Holly updated our Advisory Board that at last Select Board meeting, Tuesday, February 25, 2025, this study was approved by them to have an approximate 12 member working group more flexible than a task force. It was also decided by them that the COA director and COA Advisory Board would work together and letters would be sent out designating specific members to be in this group as follows:
  - COA Advisory Board representative- Kathy Studley
  - Selectmen representative-Eric Crone
  - COA Director-Holly Nighelli
  - Town Planner/Town Clerk-Valerie Massard and Paul Gallagher
  - Emergency Response Representative-Heath Howell/COA Liaison
  - Board of Health Representative-Janet Wade, BOH Consultant-former BOH member
  - Representative from BID Plymouth-Karen Peterson, Manager, Community Benefits & Community Relations
  - Community member with knowledge of dementia-friendly efforts-Ellyn McSweeney
  - Kingston business Association representative-TBD
  - School Representative-Jill Proulx, Superintendent
  - Clergy/faith group-Tyler DeCost-Business Manager Sts. Mary and Joseph Collaborative (Kingston and Plymouth)
  - Housing Authority/Neighborworks Housing Solutions-Dede Riendeau, Executive Director Kingston Housing Authority and Julie Lane, Director of Lending, Neighborworks Housing Solutions-TBD

2. Age and Dementia Working group next steps: Holly told group that once we formalize the working group and all of the above contacts have accepted and are in agreement, our next step will be to work in conjunction with them to prepare a survey questionnaire to be sent to our community by mail, in house surveys, online access to survey, etc. Kathy Studley reminded our group to sign up for the AARP meeting at the COA, Tuesday, March 18, 2025, a great way to learn what this Age and Dementia Study is all about.
3. COA Hours Discussion: Holly told us she has reached out to the Town Administrator regarding a request to change the COA hours. Keith asked that our Board discuss, vote our recommendation and reply back to him. The current hours of COA are Monday, Wednesday, Thursday 8:30 a.m. – 4:30 p.m. Tuesday 8:30 a.m.-7:30 p.m. and Friday 8 a.m.-4:30 p.m. For consistency in regards to staffing so that all areas of the COA are adequately staffed during operating hours, Holly proposed that the COA amend hours. This aligns with many surrounding Senior centers in our area. This change would only affect one group that meets on Tuesday evenings which Holly could work with them to find another venue. Our Board discussed this change, and a motion was made by Mary Harriman to change COA hours and to be consistent Monday through Friday opened from 8:00 a.m. to 4:00 p.m. Maureen Elwood seconded, and all were in favor. This vote will be forwarded to the Select Board for approval on their March 25, 2025, meeting agenda.
4. Resignation of Board Member/Open seat: Caty informed our Board that Lucy Colletta expressed to her an interest in moving from Associate Member-Non Voting position to becoming a regular Board Member with voting rights to replace Mary Hayes who has resigned. A motion was made by Maureen Elwood to recommend Lucy to replace Mary Hayes and move her to Advisory Board Voting Position. Mary Harriman seconded, and all were in favor. Caty will forward this recommendation to the Select Board so that Lucy can appear on their March 25, 2025, agenda to be approved and appointed. Caty also informed guests at this meeting she was not returning after her term ends in June, so that another Board Member voting position will be open along with an Associate Member non-voting position.

**Director's Report:** See report attached. Holly Nighelli spoke about the following:

1. Upcoming programs at COA:
  - There will be Line Dancing class on Fridays at 10:00 a.m.
  - A St. Patrick's day lunch, March 13, 2025, with 60 signed up so far
  - On March 18, 2025 AARP Livable Communities presentation with all to register ahead
  - Train Your Brain-offered on 3<sup>rd</sup> Thursday of each month beginning April 17, 2025
  - A Volunteer Recognition event is being planned within next couple months
2. A write up is going in the April issue of the Anchor regarding the open positions for the COA Advisory Board.
3. Regarding staffing at COA, applications are being reviewed to fill two part-time van driver positions. There are currently 275 rides per month, with Patti doing a fantastic job scheduling and dispatching rides to medical and non medical destinations now being split between two drivers. Also, the Assistant Director of Elder Affairs position was posted, Friday, March 7, 2025.

**Chairman's Report:** Caty updated our Board on her experience with scams compromising her debit card. Her bank advised her to use a credit card instead of a debit card, to check credit card statements and to shop on secure sites. She was also advised to only call familiar bank numbers when any problems.

**Old Business:** All below tabled to future meetings ahead.

1. Board members term expiration dates and future planning
2. Friends Representative update
3. COA Building Usage Agreement (rental agreement) and application review

**Other Business:** Remembered, a special prayer to Marge Nelson, one of our seniors, for the loss of her husband who recently passed away.

**Next Regular Meeting:** Next regular COA Advisory Board meeting to be held on Tuesday, April 8, 2025, 11:30 a.m., at the Kingston Senior Center.

A motion was made to adjourn meeting at 12:22 p.m. by Mary Harriman, seconded by Maureen Elwood, and all were in favor.

Respectfully submitted,

Donna Weinberg, Vice Chair COA Advisory Board and Interim Secretary