

**KINGSTON COUNCIL ON AGING ADVISORY BOARD MEETING**  
**AUGUST 12, 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:** Donna Weinberg-Chair, Gail DeThomaso-Vice Chair, Lucy Colletta, Maureen Elwood, Kathy Studley and Deb Bruno (Associate Member).

**Other members present:** Holly Nighelli, Director, Kingston Council on Aging. Guests included Austin Sennett, Mary Hayes and Pauline Dodd.

**Announcements:** Donna Weinberg announced that there are several volunteer positions at the Kingston COA not limited to Meals on Wheels, Café help, Computer Skills and for the Senior Tax Work Off Program. If any are interested in being a volunteer, please reach out to the Director of the COA. For those who wish to contact our COA Advisory Board, please note our email: [coa-ab@Kingstonma.gov](mailto:coa-ab@Kingstonma.gov)

**Open Forum:** Mary Hayes, representing the Friends, announced that on Thursday, August 13, 2025, during the Lobster Lunch Event, there would be a Gift Shop Pop-Up Sale, all articles half-price or best offer. Also, she told the group about the two new Friends fundraising projects: Police and Fire Department Calendar for 2027 and a Cook Book.

**Secretary Report:** A motion was made by Maureen Elwood to accept the Secretary Report from the July 8, 2025, COA Advisory Board Meeting. This was seconded by Gail DeThomaso. All were in favor.

**New Business:**

1. Age and Dementia Study Update to be discussed under Holly's Director's Report.
2. Donna Weinberg reviewed the Council on Aging Code of Conduct, the Council on Aging Advisory Board Policies and Procedures, Open Meeting Law Guide and Educational Materials, and the Elements of an Effective COA Board. The Board had no questions or comments.
3. Deb Bruno had requested to move from an Associate Member (Non-Voting) to a Voting COA Board Member. After a round of discussion, Lucy Colletta made a motion to recommend Deb to move in to be a voting member, Gail DeThomaso seconded, and the other three Board members, Donna Weinberg, Maureen Elwood and Kathy Studley were not in favor. (2 in favor 3 opposed). After reconsideration, Gail DeThomaso made another motion again recommending Deb to move to a Voting Member. Lucy Colletta seconded, and finally all the entire Board voted in favor. The next step is to submit this vote result to Patricia Tucker at the Select Board Office, so that it can be placed on an upcoming Select Board Agenda for approval and appointment.
4. There was a discussion on the update of the COA Advisory Board Office Hours for August to help in distribution of the Livable Kingston Action Plan Survey resulting from the Age and Dementia Working Group. A motion was made by Lucy Colletta to keep our office hours from 10:30 to 11:30 a.m., the last Thursday of August and September. It was seconded by Maureen Elwood, and all were in favor.

5. Donna Weinberg announced that our November 11, 2025 COA Advisory Board meeting coincided with the Veteran's Day Holiday. A motion was made by Lucy Colletta to reschedule meeting to another Tuesday that month. Gail DeThomaso seconded and all were in favor. Holly will work out a date with Local Seen, possibly Tuesday, November 18, 2025, and get back to our group for confirmation at our next meeting in September.

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

- Kingston has launched a redesigned website going live today. Updated site more user friendly providing better user experience and easier navigation. Over past few months, all departments have been cleaning up their pages and updating information and contacts. As part of process, Holly updated meeting minutes from COA Advisory board from 2023 to current. PDF versions now searchable on website, and hard copies posted in Clerk's Office. Holly working with Janna to create fillable membership form submitted through website for people to join our COA. **The Emergency Alert system change is now CodeRed.**

Senior Tax Work Off Program:

- 2025 -2026 Senior Tax Work Off Program year is approaching, and we are getting ready to collect all requests from Town Departments for available positions. Applications for the new program year begins November 1, 2025, available mid-September. If currently working on this program, time sheets are due to office by October 31, 2025.

Grand Room Wall:

- At spring Town Meeting, approval given to replace panels of collapsible wall in Grand Room. This a capital planning project, requested by Facilities Department, completed by an outside vendor. Covering and trim are waiting installation date. Vendor anticipates a one-day installation, removing current panels. Existing track remains intact.

Age/Dementia Update:

- Working group met August 4, 2025. Town wide survey launching to public August 12, 2025, (today) closing approximately, October 3, 2025, with working group approval. We are using many sources to promote survey, Town Website, Facebook, SLR newsletters and events around Kingston. Print versions available as well as digital version accessed with QR Code. Working group discussed thoughts on which areas survey to focus on and general feedback on what they thought were major issues in Kingston. Holly passed out a Livable Kingston Outreach Guide explaining the survey, how to help distributing of survey, examples in person/phone, email, newsletter text, social media, and miscellaneous questions.

Transportation:

- Holly announced that we have two new van drivers both completing internal training, attending week long hands-on training at GATRA in Taunton. She thanked Patty Waitkevich, Transportation Coordinator, for her tremendous help these past months, for her help onboarding Deborah and Sean, and diligence both in hiring and training of these new drivers.

Outreach:

- Jenny Styers is continuing outreach efforts in community visiting Assisted Living facilities, Memory Care Centers and other organizations that the COA makes referrals to. She has distributed Farmer's Market coupons and is working on enhancements to our Grab and Go program, including toiletries and other special items that would be available once an month.

Café:

- Holly announced that In July, Café Evergreen served 367 meals.

**Chairman's Report:** None today at this meeting.

**Old Business:** None at this time

**Other Business:** No remembrances today at this meeting.

**Next Regular Meeting:** Next regular COA Advisory Board meeting to be held on Tuesday, September 9, 2025, 11:30 a.m., at the Kingston Senior Center.

Motion to adjourn meeting at 12:22 p.m. made by Maureen Elwood, seconded by Gail DeThomaso, and all were in favor.

Respectfully submitted, Donna Weinberg, Chair COA Advisory Board/Interim Secretary