

Meeting Minutes
Nahant Council on Aging

Date of Meeting: Wednesday, May 10, 2023

Location and Time of meeting: Town Hall, Tiffany Room, 10 am

Board members attendance: (P=Present, N= Absent with Notice, or W=Absent without Notice)

Bonin Ennis P Hambleton N Jenkins A Potts P Sanphy P
Steinberg A Taylor P Van Meter P

Opened: 10:03 am

Meeting minutes to be approved (include approved edits):
April 12, 2023

Votes taken during meeting:
(Y=Yes, N=No, A=Abstaining)

Vote#1

Motion: To approve meeting minutes

Motion made by: Lollie Seconded by: Emily

Discussion: None

Roll call vote: Motioned, seconded, voted unanimously

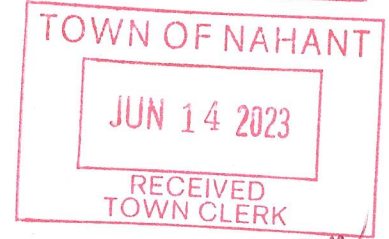
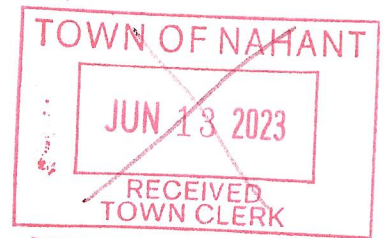
Bonin Ennis Hambleton Jenkins Potts Sanphy
Steinberg Taylor Van Meter

Vote #2

Motion: To accept the Treasurer's Report

Motion made by: Janet Seconded by: Lollie

Discussion: We are in good shape – 27% of the budget remains with 16% of the fiscal year remaining. Mary is looking into



- purchasing a new printer.

Roll call vote: Motioned, seconded, voted unanimously

Bonin__Ennis__Hambleton__Jenkins__Potts__Sanphy__
__Steinberg__Taylor__Van Meter__

Vote #3:

Motion: To accept Director's Report

Motion made by: Emily Seconded by: Lollie

Discussion: Participation is increasing. Kitchen renovations pending approval from Historical Commission. Article to approve \$50,000 for kitchen renovations going to town vote on May 20. New concrete and flowers at entrance by DPW and Garden Club. New air conditioner may be needed soon.

Roll call vote: Motioned, seconded, voted unanimously

Bonin__Ennis__Hambleton__Jenkins__Potts__Sanphy__
__Steinberg__Taylor__Van Meter__

Adjourned 10:50 am

Respectfully submitted Janet Taylor

Approved at meeting on June 14, 2023

Angela Haven Bonin
Chair

Mary Miner

From: Calvin Hastings <calhast@hotmail.com>
Sent: Sunday, June 4, 2023 5:14 PM
To: Mary Miner
Cc: bill crawford; Scott Elliott
Subject: COA AT NVC

Hi Mary,
Good to see you on Friday.

The Trustees of NVC meet a week from Tuesday and will want to discuss the possibility of the COA having lunches and other activities at the church while the COA kitchen is being renovated. Current thinking is that it will probably start in September and go through the rest of the year. As we discussed, there are a couple of dates where we will need the hall but we will provide you with a schedule of those activities and dates.

In principal, we agreed that the COA will be responsible for all additional costs for utilities that the church incurs. We plan to do this by comparing last year's usage to current monthly usage when the COA is at NVC. According to our insurance company, there will be no additional insurance costs. However, NVC will need a certificate of liability from the Town or the COA (if it is a separate entity) naming the church as an additional insured on their policy. In addition, we will ask the COA or Town to sign a waiver saying that the COA and individuals using our facilities are aware of the lack of ADA compliant access and they agree to use it despite that.

The COA will be arrange for the cleanup of our social hall and kitchen after usage each day.

Modifications to our existing stairways are impractical -- we talked about the COA having a designated person at NVC while the COA is using it to assist individuals with limited mobility navigate those stairs.

Please let me know if I have left anything out. It would be great to get closure at the next Trustees meeting so that we can make plans accordingly.

Marrit

Town of Nahant
Statement of Revenues and Expenditures - FY23 Summary Management Report
01 - General Fund
From 7/1/2022 Through 6/9/2023

Expenditures	Appropriations	Transfers	MTD	YTD	Available Balance	Percent Total Budget Remaining - Revised
541 Council on Aging						
510 Personal Services						
511003 Regular Full-Time Employees	20,235.00	0.00	15,995.34	15,995.34	4,239.66	20.95%
511004 Regular Part-Time Employees	12,480.00	0.00	9,104.26	9,104.26	3,375.74	27.05%
512010 Transportation Wages	17,384.00	0.00	13,410.29	13,410.29	3,973.71	22.86%
Total Personal Services	50,099.00	0.00	38,509.89	38,509.89	11,589.11	23.13%
520 Purchased Services						
520000 Purchased Services	10,605.00	1,921.53	12,526.53	12,526.53	0.00	0.00%
534001 Telephone	2,730.00	(2,278.69)	451.31	451.31	0.00	0.00%
538010 Transportation COA	0.00	353.49	525.75	525.75	(172.26)	(48.73)%
Total Purchased Services	13,335.00	(3.67)	13,503.59	13,503.59	(172.26)	(1.29)%
540 Supplies						
540000 General Supplies & Materials	500.00	366.91	866.91	866.91	0.00	0.00%
548001 Gasoline/Diesel - Vehicles	2,520.00	(278.24)	2,132.11	2,132.11	109.65	4.89%
Total Supplies	3,020.00	88.67	2,999.02	2,999.02	109.65	3.53%
570 Other Charges/Expenditures						
573000 Dues/Memberships	350.00	(85.00)	265.00	265.00	0.00	0.00%
Total Other Charges/Expenditures	350.00	(85.00)	265.00	265.00	0.00	0.00%
Total Council on Aging	66,804.00	0.00	55,277.50	55,277.50	11,526.50	17.25%
Total Expenditures	66,804.00	0.00	55,277.50	55,277.50	11,526.50	17.25%