

Meeting Minutes
Nahant Council on Aging



Date of Meeting: Wednesday, June 14, 2023

Location and Time of meeting: Town Hall Conference Room
#2

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

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

Opened: 10:00 am

Meeting minutes to be approved (include approved edits):
May 10, 2023

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

Vote#1

Motion: To approve meeting minutes

Motion made by: Emily Seconded by:

Discussion: None

Roll call vote: Motioned, seconded, voted unanimously. Linda
abstained.

Bonin Ennis Hambleton Jenkins Potts Sanphy
Steinberg Taylor Van Meter

Vote #2

Motion: To accept the Treasurer's Report

Motion made by: Sheila Seconded by: Lollie

Discussion: We are in good financial shape with 17.25% of the

budget remaining until the end of the fiscal year. Allison is helping Mary obtain a \$1000 grant to buy a printer. The printer she has chosen is below that price. So, the purchase will not affect the budget.

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: Seconded by: Emily

Discussion: Participation and bus ridership are up.
Nahant Beautification has agreed to take over the maintenance of the COA entryway.

Peter Barba is organizing a COA fundraiser at the Lifesaving Station this summer.

Mary has been investigating venues to host COA events during the kitchen renovation and feels that the Nahant Village Church might be the best option. Mary has spoken to the Pastor and she is agreeable to this plan. COA will not be charged rent, but will need to pay a portion of the utilities. Their kitchen is sufficient and there will be enough room to run the exercise classes. The only problem is that the church is not handicapped-accessible.

There are some stairs that are quite steep. Mary has spoken to a mason and a ramp is not an option. There are a couple of attendees that will have a problem accessing the stairs.

Attendees will need to be supervised when using the stairs. The church will require from the town or COA a Certificate of Liability and a waiver about the lack of accessibility.

There has not been much progress regarding the kitchen renovation. The main issue is that we will lose the \$50,000 from the State for the project, if it is not used by June 30th. The Nahant Historical Commission has not approved the renovation changes needed to the outside of the building, which is holding up the project. There was some discussion as to whether this money could be paid to a Contractor as a deposit for the project, but no bids have been submitted yet.

There was a majority vote by the COA Board to have Angela send an E-mail regarding this urgent issue to the Board of

Selectman, with cc to Tony Barletta and the Nahant Historical Commission.

Roll call vote: Motioned, seconded, voted unanimously (with Emily abstaining)

Bonin__ Ennis__ Hambleton__ Jenkins__ Potts__ Sanphy__
__ Steinberg__ Taylor__ Van Meter__

Adjourned 10:47 am

Respectfully submitted Janet Taylor

Approved at meeting on July 12, 2023

Angela Haven Bonin
Chair

Town of Nahant
Statement of Revenues and Expenditures - FY23 Summary Management Report (COPY)
01 - General Fund
From 7/1/2022 Through 6/30/2023

<div> <div>TOWN OF NAHANT</div> <div> <div>JUL 12 2023</div> <div>RECEIVED</div> <div>TOWN CLERK</div> </div> </div>							
Expenditures							
Council on Aging	541						
Personal Services	510						
Regular Full-Time Employees	511003	20,235.00	0.00	18,269.26	18,269.26	1,965.74	90.28%
Regular Part-Time Employees	511004	12,480.00	0.00	10,544.26	10,544.26	1,935.74	84.48%
Transportation Wages	512010	17,384.00	0.00	14,287.79	14,287.79	3,096.21	82.18%
Total Personal Services		50,099.00	0.00	43,101.31	43,101.31	6,997.69	86.03%
Purchased Services	520						
Telephone	520000	10,605.00	1,921.53	13,306.53	13,306.53	(780.00)	106.22%
Transportation COA	534001	2,730.00	(2,278.69)	463.31	463.31	(12.00)	102.65%
Total Purchased Services	538010	0.00	353.49	525.75	525.75	(172.26)	148.73%
Supplies	540						
General Supplies & Materials	540000	500.00	366.91	875.99	875.99	(9.08)	101.04%
Gasoline/Diesel - Vehicles	548001	2,520.00	(278.24)	2,320.81	2,320.81	(79.05)	103.52%
Total Supplies		3,020.00	88.67	3,196.80	3,196.80	(88.13)	102.83%
Other Charges/Expenditures	570						
Dues/Memberships	573000	350.00	(85.00)	265.00	265.00	0.00	100.00%
Total Other Charges/Expenditures		350.00	(85.00)	265.00	265.00	0.00	100.00%
Total Council on Aging		66,804.00	0.00	60,858.70	60,858.70	5,945.30	91.10%
Total Expenditures		66,804.00	0.00	60,858.70	60,858.70	5,945.30	91.10%

Nahant COA Board Meeting

Wednesday

July 12, 2023



Activities numbers 2023:

	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
Lunch	302	248	445	369	405	401						
Bus	119	106	227	188	210	189						
Exercise	145	145	188	136	199	227						

VOUCHERS:

May

Vendor	Service	Amount	Notes
Lancelot	Supplies	\$ 85.00	
Lancelot	Supplies	\$ 156.00	
James Konowitz	Food Prep	\$ 366.41	
Ann Callahan	Supplies	\$ 42.26	
Delma Botelho	Cleaning	\$ 360.00	
Lynda Connaughton	Exercise	\$ 360.00	
Mary Miner	Reimbursement	\$ 770.00	Boston Stage

Total: \$ 2139.67

June

Vendor	Service	Amount	Notes
Delma Botelho	Cleaning	\$ 360.00	May
New England Coffee	Coffee	\$ 170.94	
Brett Henry	Food	\$ 1162.38	
James Konowitz	Food and supplies	\$ 431.84	May
Lynda Connaughton	Exercise	\$ 390.00	May
Lynda Connaughton	Exercise	\$ 390.00	June
Mary Miner	Reimburse	\$ 560.05	Cathie's Café outing
Anne Callahan	Food supplies	\$ 86.89	
Delma Botelho	Cleaning	\$ 450.00	June
James Konowitz	Food and Supplies	\$ 332.16	June
TOTAL : \$ 4334.26			