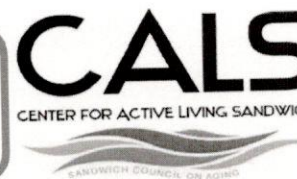




**SANDWICH COUNCIL ON AGING  
BOARD OF DIRECTORS MEETING MINUTES**



**Location:** 270 Quaker Meetinghouse Road, East Sandwich, MA 02537

**Date:** May 24, 2022

**Time:** 9:00 a.m.

**Facilitator:** Patricia Collins, Chair

TOWN CLERK  
TOWN OF SANDWICH

JUN 28 2022

L H O O M P M g  
RECEIVED & RECORDED

The meeting was called to order by Chair Patricia Collins at 9:10 a.m.

**Members:** Karen Cotter, Ellen Swain, Frank MacDonald, Ann Marie Rogers, John Vibberts

**C.O.A. Staff:** Susan Marancik

**Absent:** Jack Lee, Charlotte Kreutzer, Lucille Murphy, Christina Coffey, Dawn Black

**Guests:** Heather Harper, Assistant Town Manager, Town of Sandwich  
Jamie Costa; Sandwich Enterprise Reporter

**ATM Update on Center for Active Living by Heather Harper**

- CAL is one of 3 major building projects in progress by the Town; other projects – Sandwich Public Library renovation and new Town Hall at 100 Rte. 6A
- Infrastructure development intended to create a sense of community
- CAL development and construction timeline review
- Recent subcontractor bids posted for kitchen equipment, AV equipment, Security systems and furniture
- No firm date for public opening of the building
- Discussion was held regarding staffing of new building; the original stipulation of no new staff was reiterated
- COA and Rec Department working on building policy development
- Building will be used for storm and cooling shelter as needed
- Ongoing and future maintenance concerns were addressed

**Approval of Minutes**

The minutes of the April 26, 2022 meeting were approved. Frank MacDonald made the motion and it was seconded by Ellen Swain. Approval was unanimous.

**Director's Report**

Director Susan Marancik reported the following:

- Still no state budget announcement on Formula Grant for FY23 COA budget



- 8 families have been assisted by the state Field Demonstration/Caregiver Respite Grant; 256 hours of care
- Summer produce program grant still pending; will not be confirmed until end of June

### **Standing Committee Reports**

#### **Nominating: Secretary**

- Board participation was requested to fill position of Secretary; to be voted at next meeting

#### **Board vacancies:**

- Chair Patricia Collins announced her resignation from the Board due to family health matters
- There are two vacancies on the Board

#### **FSCOA Report – No member present**

#### **Old Business**

#### **CALS Building Committee Update**

- Updates given by Asst. Town Manager Heather Harper

#### **CALS Marketing/Communication Plan** **P. Collins**

- Discussion on CALS logo will continue in future meetings; no consensus was reached
- Other matters not reasonably anticipated by the Chair – none discussed

#### **New Business**

**COA staff changes** – The Director noted that the Collen Hayes, the new Transportation and Data Clerk would attend and be introduced at the June meeting

#### **Other matters not reasonably anticipated by the Chair**

- A decision was made to discuss nominating a new Chairperson at the next Board meeting
- Vice Chair John Vibberts is now the Acting Interim Chair

#### **Next Board Meeting**

Tuesday, July 26th at 9:00 a.m. at the COA

#### **Adjourn**

A motion to adjourn by Ellen Swain and seconded by Frank MacDonald

The meeting was concluded at 10:05 AM

Respectfully submitted by the Interim Secretary, John Vibberts