

## COA Board Meeting Minutes for Monday April 8th, 2024

### The Groton Center

<b>Date</b>	Monday, April 8 <sup>th</sup> 2024
<b>Time</b>	1:00 p.m.
<b>Location</b>	The Groton Center
<b>Board Members in Attendance</b>	<p>Pascal Miller, Chair            Tony Serge, Vice Chair            Judy Palumbo-O’Brien, Secretary            Berta Erickson            Carole Carter            Michelle Collette            Harris McWade            Dottie Zale            Lois Young</p>
<b>COA Staff in Attendance</b>	<p>Nicole Sarvela, COA Director            Nändi Munson, Community Engagement Specialist</p>
<b>Guests in Attendance</b>	<ul style="list-style-type: none"> <li>• n/a</li> </ul>

### Agenda Items and Notes

<b>Open Meeting</b>	<ul style="list-style-type: none"> <li>• Pascal Miller, Chair, officially opened the meeting at 1:00 p.m.</li> </ul>
<b>Acceptance of March 4<sup>th</sup> and March 11<sup>th</sup>, 2024 Minutes</b>	<ul style="list-style-type: none"> <li>• Review of the March 4<sup>th</sup> and March 11<sup>th</sup> 2024 COA meeting minutes. Edits were documented. Lois Young made a motion to move. Dottie Zale seconded the motion.</li> </ul>
<b>Introduction of new COA Director Nicole Sarvela</b>	<ul style="list-style-type: none"> <li>• New COA Director Nicole Sarvela shared about her career background and her enthusiasm to start this new position.</li> </ul>
<b>Update on COA Transportation and Programs</b>	<ul style="list-style-type: none"> <li>• Nandi Munson gave overview of March statistics for transportation COA programs.</li> <li>• 142 outreach services provided including help with applications, medical equipment, care management, and advocacy.</li> <li>• 330 van rides provided.</li> <li>• Program highlights include Powderhouse Gang performance, Nutrition Myths presentation, special Wednesday lunch programs, Gender Identity</li> </ul>

	Lunch and Learn, Loaves and Fishes Food Pantry Info Session, and the Nashua River Watershed Association Lunch and Learn.
<b>Overview of upcoming programs and events</b>	<ul style="list-style-type: none"> <li>• Memory Café 3<sup>rd</sup> Tuesday, sponsored by RiverCourt.</li> <li>• Johnny Cash Trip to Boston April 18<sup>th</sup>.</li> <li>• Coffee with Police Chief April 25<sup>th</sup>.</li> <li>• Annual Senior Summer Appreciation Luncheon with Town Manager on Wednesday May 8<sup>th</sup>, 2024.</li> </ul>
<b>AARP Tax Program Update</b>	<ul style="list-style-type: none"> <li>• The program ends the April 11<sup>th</sup>. Appointments have been fully booked and COA staff have received many positive remarks about the support provided by AARP tax program.</li> </ul>
<b>Update from TREAD program</b>	<ul style="list-style-type: none"> <li>• TREAD program received a couple of applicants. COA team had been announcing the TREAD program, distributing flyers, highlighting in newsletter, etc.</li> </ul>
<b>Update from Squanicook Sportsman Club</b>	<ul style="list-style-type: none"> <li>• No update at this time.</li> </ul>
<b>Update from Bylaw Review Subcommittee</b>	<ul style="list-style-type: none"> <li>• Reviewed suggested bylaw revisions, including reasoning to call this document “Regulations” instead of “blyaws.” Subcommittee will meet again to edit draft with suggestions from this meeting, then updated draft will be presented to COA for additional remarks. Then, the draft will be shared with Town Manager, Town Clerk, and Select Board. A public hearing will be advertised in the local paper as well as on the town website, including a draft of the updated regulations.</li> <li>• The public hearing will take place during a future COA Board meeting for opportunity for public comment. After that, at a future COA Board meeting, the updated regulations will be voted on by the COA Board for adoption. After that, the regulations will be submitted to the Town Code.</li> </ul>
<b>Update from Groton Center Community Garden Liaison</b>	<ul style="list-style-type: none"> <li>• Nandi communicating with Garden Crew lead volunteer Clio Fischer to determine garden season kick-off date.</li> </ul>
<b>Upcoming Community events</b>	<ul style="list-style-type: none"> <li>• None to share at this time.</li> </ul>
<b>Other Business</b>	<ul style="list-style-type: none"> <li>• n/a</li> </ul>
<b>Future Meeting Times</b>	<ul style="list-style-type: none"> <li>• Next meeting is Monday May 13<sup>th</sup>, 2024 at 1:00 pm</li> <li>• Alberta moved to adjourn the meeting. Lois seconded the motion.</li> <li>• Meeting adjourned at 2:35 p.m.</li> </ul>