

**PAXTON COA BOARD MEETING  
JOHN BAUER SENIOR CENTER  
17 WEST STREET  
MARCH 6, 2024**

**Meeting called to order by Chair Anita Fenton at 9:29 a.m.**

**Present: Members** Martha Akstin, Joan Bedard, Anita Fenton, Curtis Hammar, Frank LaFlash, Kathryn Mahoney, Donmarie Sespaniak. **Associate Member:** Robert Lamotte, **Director:** Cindy Love

**1 Minutes**

February 7, 2024 minutes were reviewed. Motion to accept minutes made by Donmarie Sespaniak, Frank LaFlash seconds. Accepted without changes by unanimous voice vote.

**2. Chair's Report**

1. COA By-laws were presented to Board of Selectmen February 26. Today COA Board reviewed two changes made by Town Administrator: Article VII, Section 2: "May" was added: so, sentence now reads: The COA Board shall notify the Select Board of such resignations and may recommend a replacement. Article IX, D: "to the Town Administrator" was added so it now reads: The Director recommends individuals for staff positions to the Town Administrator and coordinates volunteers. Motion to accept updated BOA bylaws made by Kathryn Mahoney, Joan Bedard seconds. Accepted by unanimous voice vote. The by-laws will be presented at the May Town Meeting, Warrant closes March 12.
2. Today is opening day for Paxton residents' mixed media art show at COA. Six residents are showing, voting is available for Best in Show. Show will be up for three months.

**3. Director's Report**

1. Financial report was presented. Report on file at the Director's office.
2. Van transportation is transitioning to a SCM Elder Services/WRTA blue van effective April 1. COA van will be available through June 30<sup>th</sup> for appointments already booked. Two public meetings are scheduled to discuss transportation changes: March 19, 10:30 am for Paxton Hills residents and March 20, 10:30 am at COA.
3. Building update: New policy: Anyone who uses COA building will have to pick up keys at dispatch, sign for them, and return them after meeting.
4. ADA grant: needs to be completed by June 30. Three bids need to go out, will choose by end of March. Updates have to go before the Historical Commission. Anita would like a camera at the entrance.
5. Miscellaneous: Outreach busy as usual; food pantry is well supplied; fuel assistance is available. St. Patrick's Day is filling up; a panel will discuss downsizing, selling, and relocating. Café today recognizes artists in art show. Pen Pal program is going well. Will have a meet and greet for participants June 7.

**4. New Business**

1. Board needs to complete Conflict of Interest online process.
2. Thank you to Cindy and Curtis for doing the monthly newsletter.
3. Hearts and Hands is making lap robes as donations so please thank them.

4. David Wheeler from audience: Friends of COA meeting will be April 9 10:30 a.m. and Friends are hosting a lunch at Harman's Herb Farm on June 2.

**Next meeting: Wednesday, April 3, 2024, 9:30 a.m.**

**Meeting adjourned at 10:02 a.m.**

Respectfully submitted,

Martha Akstin, Secretary

APPROVED 3 April 2024

*Martha Akstin*