



**Regular meeting minutes of the
Council on Aging Board**

Date: 1/14/26

Place: Chelmsford Senior Center, Room B04

Members Present: Craig Bonaceto, Sandra Hall, Carole Hunt, Bob Schneider, Penne Shea, Debi Siriani

Guests: Ruth l'Anson, Friends liaison; Mindy Rosen, prospective board member.

Members Absent: Diane Boisvert, Steve Maffetone

Minutes: Sandra Hall moved that the minutes of the December meeting be accepted; Penne Shea seconded and the motion was approved unanimously.

DIRECTOR'S REPORT (Debi Siriani)

- Debi reported that Feb 27 will be Elena Dear's last day. There will be no farewell party, at Elena's request.
- Fred Brusseau stepped down as co-chair of the Age-Friendly Committee. The Committee is now looking for someone to take on the role; Paul Cohen, Town Manager, would prefer a non-staff member fill the vacancy.
- Debi reported that Joe Connelly, long-time member of the Friends and past-President of the organization for many years, died recently and the COA members expressed their sympathy at his passing. He will be long remembered for his contributions to the Center.
- Debi will be meeting with the Town Manager and Finance Director about the budget. So far, she has not been asked to make any budget cuts. Debi submitted a supplemental budget for an increase in the Assistant Director's salary.
- Interviews continue for Elena's replacement, and Debi is pleased with the applicants so far.
- Debi put together a slide show that she will present at the town's Civics Academy. The purpose is to make citizens more aware of how the town works, and what the different agencies offer.
- Age Span will be conducting its audit in February. (This audit takes place every three years.)
- Debi will be submitting her requests for the Friends support. The latest round of requests include funding to subsidize the cost of classes so the fee can be reduced to \$3 per class.
- Debi distributed a draft version of an outreach flyer that is designed for doctors offices and other community services so more are aware of the resources the Center offers.

- Debi reminded board members that they must acknowledge receipt of the Conflict of Interest training notice. Every other year all town employees must complete the training. Acknowledge certificates and completion certificates should be given to Megan O'Neil in the office.

CHAIRMAN'S REPORT (Bob Schneider)

- Bob Schneider complimented Debi on her achievements as Director of the Senior Center. Members of the Board joined Bob in his praise of Debi's contributions.
- Bob received no serious responses to the ad in the December newsletter. He will talk to Natalie about repeating the ad in the March newsletter. If there are still no results, the board will have to discuss other ways to recruit new members.
- Bob again raised the issue of improving the quality of luncheons and would like to pursue the possibilities with input from others.
 - Sandra Hall questioned if the requested donations for meals covers the cost of food. Debi explained that it does not, but that her budget covers the rest of the cost.
- Bob is interested in inviting other COA presidents to meet with our board and will be pursuing that.
- Bob expressed his interest in teaching a class on mathematics and feels that others will have knowledge that they would like to share.

COMMITTEE REPORTS

Plans are in place for a trip to Shen Yu in Worcester in April and for a trip to see the Tall Ships in July. Both are expensive and the Friends are subsidizing the ticket price. In addition to the big trips, several van trips are planned.

FRIENDS REPORT (Ruth I'Anson)

- Ruth noted that the next Friends meeting will take place on January 21 and all are welcome.
- Calendar sales were on track with 700 sold. Final accounting will be available soon.

NEW BUSINESS

Carole Hunt mentioned that the committee assignments need to be updated.

Carole Hunt moved that the meeting be adjourned. Sandra Hall seconded the motion which was approved unanimously.

NEXT MEETING: February 11, 2026