

# The Senior Center

Ashfield • Buckland • Shelburne

## West County Senior Services District Board of Managers

7 Main Street, Shelburne Falls, MA 01370

(413) 625-2502

### MINUTES

Thursday, February 15, 2024

3:00 p.m.

**Board of Managers (BOM) members: Present** – Sylvia Smith, Shelburne Council on Aging (COA) representative and BOM convener; Janice Fleuriel, Buckland COA representative and Notetaker; Christine Baronas, Shelburne Senior Center Consortium (Consortium) members present: Juli Moreno, Senior Center Director; Penny Spearance, Shelburne COA

**Public Attendee(s):** Barry Del Castilho, Buckland; Bob Dean, FRCOG Director of Municipal Services

#### 1. Convene meeting

Sylvia convened the meeting at 3:02 PM.

#### 2. Introduction of Board of Managers appointees and membership status

Attendees introduced themselves.

Sylvia provided the following updates:

- There are now 2 appointees from Ashfield: Todd Olanyk, who was part of the working group, will be joining for the early stages at least; he could attend by Zoom or attend in person at 6; Amy Shapiro – she will be available for meetings as of May, but could do Zoom at 2 or 3 before that.
- Regina Purinton, Buckland, was away for this meeting but is willing to submit a letter to join if no one has stepped up.

**Action:** Janice will email Regina a draft of her interest letter as a reference point.

#### 3. Minutes of 1/18/24 meeting

Christine moved to approve; Janice seconded. Approved unanimously.

Juli noted that the Secretary should sign and date the approved minutes, and provide to Juli for distribution.

#### 4. Plan to elect officers

On hold to address at a meeting with the other board members present.

## 5. Transition Planning

### a. FRCOG possibilities for transition planning support – Bob Dean

Bob reported that support is possible, and his purpose for attending this meeting was to listen to the needs to determine how FRCOG can help. Linda Dunlavy, FRCOG Executive Director, is supportive of providing help.

Bob summarized his relevant background: He is a Buckland resident and Buckland Finance Committee member, and a former Buckland Selectboard member and Buckland Town Administrator. He is familiar with various aspects of the Consortium and with working with the Town of Shelburne. He is also a former state legislative aide for Representative Kelly.

Sylvia provided Bob with an overview to date: The BOM would like some overarching guidance on proceeding with steps to form the District. Within the Consortium agreement, the town of Shelburne has been fiscal agent; this arrangement could continue or the board could decide on a different approach – this decision will be part of the Transition Plan. Terry Narkewicz, Shelburne Town Administrator, provided a list of the Town's current Consortium responsibilities and contact information. At the last meeting, the BOM set a date of 10/1 to have the Transition Plan in place.

The group discussed doing some information gathering about services currently provided before deciding if the District will have a fiscal agent following the model of Shelburne's role for the Consortium.

Juli reported that she talked with Angel (Angelina Bragdon), Shelburne Town Treasurer, about what being Fiscal Agent looks like for the Shelburne Falls Water District: this arrangement would cost a little bit more than what the Consortium currently pays, because there needs to be a separate set of books; the BOM would oversee movement of money. It is also still possible to go into Hampshire Group Insurance Trust and Retirement, but this would require several months' notice.

**Action:** Janice will work with Juli on starting inquiry calls about a new entity joining the Insurance and Retirement plans.

Sylvia asked Bob if a consultant/coordinator role would fit within the parameters of FRCOG support. Bob will check on the time commitment he can make and report back.

Sylvia and Juli reported that there is still about \$20,000 in a planning account.

Barry suggested that as a first step the chair and another BOM representative compile a list of everything that needs to be addressed.

**Action:** Janice and Sylvia will meet to review the District legislation (Act) and create a list of legal, administrative, and policy tasks.

3/14/24 