



BILLERICA COUNCIL ON AGING

DATE: February 5, 2026

A MEETING OF THE: BOARD of Billerica Council on Aging

WILL BE HELD:

DATE: Wednesday, : February 11, 2026

TIME: 5:30 p.m. to 7.00 p.m.

PLACE: The Billerica COA, 25 Concord Road, Billerica

RECEIVED

101b FEB -b A 8:24

TOWN CLERK
BILLERICA

William J. Peet
SIGNED: _____

BOARD SECRETARY

ALL NOTICES MUST BE GIVEN TO THE TOWN CLERK'S OFFICE
AT LEAST 48 HOURS BEFORE A SCHEDULED MEETING IS
CALLED AND MUST BE POSTED IN THE CLERK'S OFFICE.



BILLERICA COUNCIL ON AGING

Board Meeting Agenda

Wednesday, February 11, 2026: 5.30 PM to 7.00 PM

LOCATION: The COA: 25 Concord Road, Billerica

- Call to order by Board Chair – Rich Carroll, Esq.
- Moment of Silence and Pledge of Allegiance
- Attendance
- Open Mic
- Review and Approval of January 14, 2026 Meeting Minutes
- Director's Notes
 - Program and Financial Updates
 - Annual report
- Board Discussions
 - Subcommittee Report
 - Future COA building plans
- Next Meeting Date: March 11, 2026
- Adjournment

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TOWN CLERK
BILLERICA

Director's Note – February 2026

Program and Financial Updates

Financial Performance: Program registration for February occurred on Wednesday, January 29th. We had 309 complete transactions, generating a revenue of \$1,442 with \$111 used from wallet.

Program Highlights:

- Chair Volleyball has been a great success. Thank you for Bill Neeb for knowing and teaching us the rules.
- AARP tax aid program has resumed, and my understanding is we received 100 calls the first week of January to make future appointments
- We have brought back Tai Chi as the instructor came back to offer another year and patrons are willing to pay \$6/class instead of \$5
- Our meal box initiative program starts on Wednesday, February 11th and thank you to John for working with Market Basket to coordinate the food that will go in the boxes
- We were able to secure a personal trainer to offer small group training starting in March. Having a personal trainer helps us better utilize our fitness room, which sits empty most afternoons.

Miscellaneous:

- We recently posted through Facebook and Town Human Resources seeking a part-time van driver. We will also be putting up a note on the board outside. If you can kindly spread the word, we would appreciate it as we haven't had any applications to date
- I had a very successful budget meeting with the Town Manager, Town Accountant and Assistant Town Manager. We increased our lines for supplies and expenses, professional development, custodial staff, electricity and building maintenance. We also moved major building related expense, elevator under the facilities budget as they already have a healthy budget for that.
- Our administrative position has officially been posted at 26 hours/week

Council On Aging

Our Charter: At the Billerica Council on Aging, we are devoted to uplifting the lives of older adults in ways that preserve their dignity and encourage independence. We excel at fostering social connections and engagement, providing solutions to a wide range of human service needs, and offering preventative health programs. We work with a range of community partners to accomplish our goals.

The Council on Aging made a significant impact on the community, supporting 48,461 instances of services through a diverse array of programs. These programs spanned a wide range of needs, from providing nutritious meals and engaging cultural events to promoting physical well-being through fitness programs and health screenings. We also offered crucial support services such as tax and legal assistance, along with nutrition programs and much more. This vital work was further enhanced by the generous contribution of 16,021.74 volunteer hours, equating to a value of \$207,803.20. Volunteers played a key role in activity monitoring, administrative support, exercise instruction, kitchen and maintenance tasks, Panera distribution, and wellness programs.

The Council on Aging's outreach program provided 765 instances of case management services assisted 390 new clients. Services provided included housing assistance, walk-in support, family calls, home visits, companion services, hoarding cases, food and fuel assistance. The outreach program also partnered with the Fire Department to install 147 installations were made, which included smoke alarms, carbon monoxide alarms, bed shakers and strobe alarms. Another successful partnership with Lahey and New Entry Food Market provided 65 seniors with weekly distributions of fresh items from local farms. Finally, our transportation service provided 5965 rides, enabling access to adult day health programs, recreational activities, medical appointments, local shopping, and special trips.

The Companion Program, designed to offer respite and support to family caregivers, served 44 clients, providing a total of 4,504.25 service hours. Medicare assistance was also available, with BCOA partnering with SHINE to provide counseling to approximately 300 residents. Finally, the Tax Work-off program engaged 124 participants who contributed a combined 11,156.04 hours of work, with an additional 2,721.16 hours dedicated to the donation pool. This program resulted in participants earning approximately \$167,342.40 to assist with their tax bills.