



BILLERICA COUNCIL ON AGING

DATE: April 3, 2026

A MEETING OF THE: BOARD of Billerica Council on Aging

WILL BE HELD:

DATE: Wednesday, April 8, 2026

TIME: 3:30 p.m. to 5.00 p.m.

PLACE: The Billerica COA, 25 Concord Road, Billerica

SIGNED: _____

BOARD SECRETARY

TOWN CLERK
BILLERICA

2026 APR - 3 A 8: 16

RECEIVED

**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, April 8, 2026: 3.30 PM to 5.00 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 March 11, 2026 Meeting Minutes
 - **Director's Notes**
 - Program and Financial Updates
 - Administrative and Operational Updates
 - **Board Discussions**
 - Subcommittee Report
 - COA Open House
 - Expiring terms
 - Nominating committee
 - Future COA building plans
 - Next Meeting Date: May 8, 2026 5:30 pm
 - Adjournment
-

Director's Note – April 2026

Program and Financial Updates

Financial Performance

Registration for April programs opened on March 24. The session resulted in 458 completed transactions, generating \$2,735 in total revenue. Of this total, \$127 was applied from existing user credits (wallet balances).

Program Highlights

- **Fitness Initiatives:** The personal training program continues to see high engagement and positive participant feedback.
- **New Programming:** Basket weaving has been introduced as a permanent program offering; notably, the course reached full capacity on the first day of registration.
- **Special Events:** The "Black Tie Bingo" event held on March 27 was well-attended and successfully executed.
- **Recurring Series:** The "Slice and Step" series is resuming and will be held on the second Monday evening of each month.
- **April Programs:**
 - **The Spring Surprise Search:** A scavenger hunt in our building. The first five to collect 20 figurines will win \$25 Market Basket gift card
 - **Vasant Milan:** A Spring Cultural Bridge Initiative. We are partnering with Tanu Phoenix, leader of Indian Association of Greater Boston, to share India's spring harvest festival through vibrant music and joyful dance performances.

Administrative and Operational Updates

- **Finance Committee Liaison:** The departmental presentation to the Finance Committee on March 14 was well-received, effectively communicating our current fiscal standing.
- **Budgetary Adjustments:** Following a review of grant-funded positions, I coordinated with the Town Manager to restructure the compensation model for per-diem roles (Van Drivers and Respite Companions). To ensure long-term fiscal sustainability, step increases for these roles have been discontinued. However, these employees will remain eligible for annual Cost of Living Adjustments (COLA).
- **Personnel:** We are pleased to welcome Amanda Kinney, who joined the administrative team on March 18. She has already proven to be a significant asset to our operations.