



BILLERICA COUNCIL ON AGING

Board Meeting Agenda

Tuesday May 12th, 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 April 8th, 2026, Meeting Minutes
- **Director's Notes**
 - Program and Financial Updates
 - Administrative and Operational Updates
- **Board Discussions**
 - Subcommittee Report
 - Nominating committee
 - Future COA building plans
- Next Meeting Date: June 10, 2026, 5:30 pm
- Adjournment

TOWN CLERK
BILLERICA

2026 MAY -6 P 1:13

RECEIVED



BILLERICA COUNCIL ON AGING

DATE: May 7, 2026

A MEETING OF THE: BOARD of Billerica Council on Aging

WILL BE HELD:

DATE: Tuesday May 12, 2026

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

PLACE: The Billerica COA, 25 Concord Road, Billerica

A handwritten signature in cursive script, appearing to read "William J. Neel". The signature is written in dark ink and is positioned above a horizontal line.

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.**

Director's Note – May 2026

Program and Financial Updates

Financial Performance

Registration for May programs opened on April 28th. The session resulted in 481 completed transactions, generating \$2,800 in total revenue. Of this total, \$239 was applied from existing user credits (wallet balances).

Program Highlights

AARP taxes note from David P: “This year we turned out a record 403 returns. If we assume that an average charge from a paid preparer would be \$200, we have saved our seniors a total of over \$80,000.

In addition to the overall number, many of our seniors qualified for the MA Senior Circuit Breaker Credit. The maximum credit to taxpayers this year had increased to \$2820. 126 of our seniors qualified for full or partial credit. The benefit to those low-income seniors was a total of \$237,637.”

Meal Box Program Initiative

We are pleased to announce the successful conclusion of our meal box program. This initiative was well-received by the community, with many patrons anticipating the bi-weekly distributions. Over the course of five sessions, we provided 250 individuals with two full bags of groceries each. Due to remaining funds, we are exploring the possibility of offering an additional distribution week during the upcoming holiday season.

Administrative and Operational Updates

Summer Friday Schedule: The building will observe summer hours from July 10th through August 28th. During this period, the facility will close at 12:30 PM on Fridays.

As a result of this schedule change, the Friday sessions of Cardio Boost and Line Dancing will be canceled. These classes are offered on Tuesdays and will continue to do so. Additionally, to offset the Friday cancellations, all Tuesday Line Dancing classes will be offered free of charge throughout the month of July.

Maintenance Staff: Jerry Keefe, our long-standing part-time maintenance lead, gave his notice for retirement. I am working with HR and Facilities Director to post the job.

Program Coordinator: Rylee Pratt gave us her notice with her last day being May 15th.