



# TOWNSEND COUNCIL ON AGING

TOWNSEND SENIOR CENTER  
16 DUDLEY ROAD, TOWNSEND, MA 01469

Rec'd Townsend Town Clerk  
3 JAN '20 AM 9:31

## NOTICE OF A PUBLIC MEETING

### COUNCIL ON AGING

**TUESDAY, JANUARY 21, 2020 | 10 A.M.**

TOWNSEND SENIOR CENTER, 16 DUDLEY ROAD. TOWNSEND, MA 01469

#### ROLL CALL

#### REVIEW AGENDA

##### 1.0 MINUTES

1.1 November 19, 2019

##### 2.0 FINANCE, BUDGET REPORTS

2.1 Karin Canfield Moore

##### 3.0 OLD BUSINESS

3.1 10th Anniversary - Senior Center, Meeting Hall and Library Complex

3.2 Staff job descriptions and responsibilities update

3.3 Expansion gift update

##### 4.0 NEW BUSINESS

4.1 Performance evaluations

##### 5.0 REPORTS

5.1 Karin Canfield Moore, Director

5.2 Peter Buxton, Friends of the Townsend Seniors

5.3 Ed Snapp, Montachusett Home Care

Confirm, affirm Townsend representative(s)

TOPICS NOT REASONABLY ANTICIPATED BY THE CHAIR. | VOTES MAY BE TAKEN

**NEXT MEETING:** February 18, 2020

Respectfully submitted,  
James Hamel, Chairman

MEMBERS: VAL ADAMS, KATHY CONSIDINE, ANNE FORESMAN, JAMES HAMEL, JANE JACKSON,  
CHARLOTTE MURPHY, CHERYL SIMONEAU, SANDY STEVENS, AND ALAN VENTURA