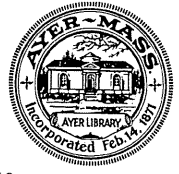


Town of Ayer

Council on Aging

18 Pond Street Rear – Ayer, Massachusetts - 01432
Kevin A. Johnston, Interim Director

Tel: (978) 772-8260



Memorandum

Date: August 19, 2021

To: Town Manager Robert Pontbriand

From: Kevin A. Johnston *KAS*

Subject: Monthly Report – July 2021

The July 2021 monthly report for the Council on Aging includes the following information:

Senior Center

- The Senior Center remains closed to the public due to the COVID-19 pandemic.
- Security at the Senior Center was enhanced with both exterior and interior office door locks changed by the Ayer Housing Authority.
- *File of Life* forms and magnetic cases were provided to the Ayer Fire Department.

Transportation Program

- The MART Van operations continued as scheduled in July. Ridership and van use is consistent with the van use since the beginning of the COVID-19 pandemic.
- The MART Van Coordinator is answering phone messages and scheduling MART van pickups.
- The Interim COA Director and Assistant Town Manager attended a meeting at MART about centralization of MART COA Van dispatch services. Follow up on this is expected in August.

Nutrition Program

- Due to COVID 19 there are currently no congregate in-person meals at the COA.
- Meals on Wheels delivery was completed on Tuesday and Thursday each week.
- This meal delivery schedule will remain in place until congregate meals are able to resume.

COA Director Position

- The job posting for the COA Director position closed on July 9th.
- 23 applicants expressed interest in this position.
- Application screening packets were prepared.
- The COA Board of Directors, Assistant Town Manager and Benefits and Payroll Manager met on July 21st to review applicant resumes and compile a list of applicants for interview.
- An Interview Panel including the Assistant Town Manager, Shirley COA Director, a member of the COA Board of Directors, the Nashoba Associated Boards of Health Community Health Manager and the Benefits and Payroll Manager was established.
- Interviews are scheduled for August 2, 2021.