

Pursuant to Massachusetts Open Meeting Law, M.G.L. c. 30A, §, § 18-25, notice is hereby given of a meeting of the Town of Hingham Council on Aging to take place as follows:



Town of Hingham
Council on Aging
Tuesday, August 11, 2026
1:00 PM

Remote Meeting Via Zoom

Webinar ID: 856 3113 4195

Passcode: 02043

Website: <https://zoom.us/join>

Call in: 929 205 6099

Or

In- Person

Center for Active Living
224 Central Street
Hingham, MA 02043

Minutes

Present: Sara Smithson, Joshua Ross, Rory Earley, Sharon Hampton, Donald Marsters, Karen Johnson, Elaine Ward (Zoom)

Keith Clemens, Program Coordinator, representing Jennifer Young, Director

Not present: Joe Nevins, Leon Merian, Maureen Spillane, Megan Hansen

FOCAL: Yvette Kanter

1. Call to order – Chair called meeting to order at 1:02PM.
2. Remarks - Chair and Vice Chair
 - a. Chair thanked the committee and public for attending this meeting given summer vacation schedules. This meeting is more of a preparation meeting focused on activating subcommittees to get ready for September/Fall work schedules
 - b.
 - i. Facilities Update, Patio Planter boxes have been moved so shrubs can be cleared. DPW is currently in process of obtaining estimates for cement to expand the useable patio area.
 - ii. Officer in charge rooms are being painted/refreshed. Flooring estimates are in process. Furniture being reviewed. We do not have a completion or move-in date yet.

- iii. Table legs have been ordered to lower the heights of some of the tables in the library.

3. Approve Minutes of July 14, 2026

Josh Ross – motion to vote to approve the minutes with amendment to omit the repeated text of the Director's Report

Donald Marsters second

Elaine Ward, yes

Sara Smithson, yes

Rory Earley, yes

Sharon Hampton, yes

Karen Johnson, yes

4. Director's Report-Sara provided update

Director's Report

July 2026

Hingham Center for Active Living (HCAL)

PROGRAMS & EVENTS HIGHLIGHT

- July 22 - Christmas in July. 40 members attended and enjoyed a visit from Ellie's Treats Truck.
- July 14 – Duxbury Bay Maritime School Boat Ride. 20 attended. A second event scheduled in August.
- July 16 - Sheryl Faye presents Abigail Adams. This live historical performance drew 68 attendees and was fully funded through the Formula Grant.

MONTHLY STATISTICS — FY27 (JULY 2026 – JUNE 2027)

*U = Unduplicated Count D = Duplicated Count *Volunteer hours may not be reflected until the following month.*

Metric	FY25	FY26	July	Aug	Sept	Oct	Nov	Dec
Participation								
New Members	301	311	23					
Participation (U)	1,052	1,062	356					
Participation Guests	259	215	26					
Participation (D)	13,730	14,454	1,247					
Programs								
Programs (U)	173	188	67					
Programs (D)	2,293	2,511	223					

Metric	FY25	FY26	July	Aug	Sept	Oct	Nov	Dec
Transportation								
Medical Rides (U)	22	44	14					
Medical Rides (D)	94	418	33					
Non-Medical Rides (U)	46	97	40					
Non-Medical Rides (D)	539	1,103	128					
Rides to Center (U)	152	89	20					
Rides to Center (D)	1,476	730	67					
Volunteers								
Volunteers (U)*	89	61	41					
Volunteer Hours (D)*	5,614	4,128	317					
Outreach								
Outreach (U)	280	314	25					
Outreach (D)	673	644	42					

FACILITY UPDATES

Patio Refresh

The patio refresh has begun. The area has been cleaned and prepped for excavation and new concrete. At this time, there is no completion date. DPW is waiting on estimates.

Former Officer in Charge Rooms

Renovations continue. Estimates for flooring costs came in and HCAL Director is working with Maintenance and Town Administration to determine next steps and how work and furnishings will be funded. Maintenance is finishing the painting and fixtures in bathroom have been replaced.

OTHER UPDATES

Newsletter Enhancements

Staff are working with a generous volunteer to make changes to the newsletter design and layout. Changes will continue to be made incrementally over several issues to ensure the newsletter makes the print deadline.

Open Positions

The HCAL Medical Driver position remains open and will be reposted on the Town of Hingham's website. Additionally, Transportation Coordinator Steve Monteiro has submitted his resignation, effective September 30th, his last day. This position has been posted on the Town's website and through the MMA.

AGE FY2026 Reporting

The Office of Aging and Independence (AGE) has set an August 14th submission deadline for the FY26 Annual Report. Each year, as a condition of receiving the Annual Formula Grant, we submit usage and program data, staffing levels, funding sources, and volunteer and service statistics to AGE. The report also requires narratives addressing the challenges faced and innovations achieved at each center during the fiscal year. AGE compiles this data from centers across the state into a single annual report, released the following spring.

Trip Lanyards

Branded lanyards were ordered for members to use while out on trips. Interest in day trips is growing. We have partnered with other senior centers in offering shared trips. Requiring our members to wear branded lanyards will help our HCAL trip coordinators to identify who is part of our group.

Respectfully submitted,

Jennifer Young

Director, Hingham Center for Active Living

5. Review and adopt FY27 Goals and Priorities document
 - a. Josh suggested tabling vote on the HCAL FY2027 Goals and Priorities until next meeting's when more committee members can attend.
6. Review and finalize COA Subcommittees
 - a. Budget – Sara, Josh, Jennifer
 - b. Facilities -Sara, Joe Nevins, has one opening – Josh volunteered
 - c. Outreach and communications – Sharon, Elaine, Don, Megan, Maureen (chair needed) – Josh suggested that this committee meet before the September meeting given timing to potentially participate in Community Outreach Events Don is going to send an initial email to convene the committee so we can set-up initial meeting and vote on a chair. Sara will email subcommittee outlining the process of conducting subcommittee meetings.
 - d. Volunteers – Rory, Leon and Karen
 - e. CAL Building Committee – Joe Nevins
 - f. Operational Procedures Ad Hoc – Sara and Elaine
7. Other Business - Items not reasonably anticipated 48 hours in advance
 - a. Keith provided an update on the transition of responsibilities of South Shore Elder Services to Old Colony. Daily services to Hingham residents are being triaged and HCAL staff are keeping track of service provision and needs. Meals on Wheels transitioned well.
 - b. Rory Earley shared ideas and suggestions– for all to focus on treating the staff with respect. Inquiry about feasibility of adding a van ride to the Farmers Market on a Saturday. Question about transportation services. -Van coordinator position has been posted. -Might volunteers who are checking people in be able to move around and actively engage with folks in the Center as a “greeter”?
 - c. How to increase participation in the Men’s Group and maybe have get ethers outside the Center. Lots of ideas shared regarding engaging men in activities at the Center and around town.
 - d. Josh suggested posting a “Code of Conduct” sign at the front desk and creating a COA email address for public questions, comments, and input. Sara will send email to IT to request creating an email and posting to COA website.
 - e. Don mentioned Rewired is working on its next Speaker Event in October featuring Mike Wankum Will explore a possible event at The Beth as they offer their function room free of charge.
 - f. Karen made an inquiry regarding advance event registration periods for Hingham versus non Hingham residents.

8. Future Meeting Schedule and Agenda Items

- a. September 8th, 2026, vote of CAL FY2027 Goals and Priorities

9. Public Comment

- a. Kathy Berry 120 high street shared concerns particularly about the need for grab bars in all restroom stalls and would like senior input into furniture choice for new rooms. Ms. Berry was invited to share a full list of concerns to the COA so COA can advise on who to go to for what to help facilitate the process noting that a priority list might need to be established given limited funds and the Town procurement process. Elaine Ward offered to meet/speak with Ms. Berry.
- b. Elly Hughes, 2 Beal Cove Road, echoed the comments from Ms. Berry to include a note in the HCAL Newsletter that the COA meetings are open to the public.

10. Adjournment

Joshua Ross motion to adjourn. Sara Smithson, second. Donald Marsters yes; Elaine Ward, yes; Rory Earley, yes.

Sharon Hampton, yes; Karen Johnson, yes.

This meeting is being held remotely/or in person as an alternate means of public access pursuant to Chapter 2 of the Acts of 2025 and all other applicable laws temporarily amending certain provisions of the Open Meeting Law. You are hereby advised that this meeting and all communications during this meeting may be recorded by the Town of Hingham in accordance with the Open Meeting Law. If any participant wishes to record this meeting, please notify the chair at the start of the meeting in accordance with M.G.L. c. 30A, § 20(f) so that the chair may inform all other participants of said recording.