

**COUNCIL ON AGING  
P.O. BOX 243  
Sterling, MA 01564**

The Council on Aging Board was called to order at the Senior Center on Thursday, January 21, 2016 at 4:30 p.m.

**1. Open Meeting**

**2. Roll Call**

**PRESENT**

Anita Benware, Member  
Sharon Bloom, Chairman  
Constance Cleary, Treasurer  
Ken Day, Associate  
Sue Doucette, Secretary  
Barbara Foster, Vice Chair  
Mary Higgins, Member  
Karen Phillips, Director  
Peter Watson, Member

**ABSENT**

Bob Bloom, Associate  
Irene Camerano, Member  
Debra MacLennan, Member  
Ellen Sesia, Associate

- 3. This Special Meeting** was held to interview three (3) potential candidates for the Thursday van driver position, and to possibly have a vote on the finalist for the van driver position.

**Interviews with Potential Van Drivers -**

- a) Questions and Answers** – Sharon asked the majority of the questions, with Barbara as her back-up. All three potential candidates were prompt. Many questions were asked and the van driver responsibilities were discussed at length. The potential candidates appear to be responsible and flexible; and can fill in, with notice, when there is an emergency. The potential candidates also answered and asked questions relating to the position. Sharon said that any job offer would be contingent upon a CORI check, passing of a physical, MART training to include defensive driving, wheelchair training, blood-borne pathogen, and first aide and CPR. Karen asked for and received the CORI checks on the three potential candidates, and all three passed.
- b) Potential Vote on Finalist for Position** – After discussion, Sharon asked for a VOTE on who members thought the best candidate would be. The vote was unanimous with regard to this one particular candidate (yes – 7). Sharon also asked for a VOTE on who members thought the best candidate would be for a spare/back-up driver. Again, the vote was unanimous with regard to this one particular candidate (yes – 7). Sharon will contact the candidates. Karen will contact MART to set up training, etc.
- 4. Adjournment** - The meeting was adjourned at 5:00 p.m. Barbara made a motion to adjourn; Sue seconded; all in favor.

Respectfully submitted,

Sue Doucette  
Secretary