

**Woonsocket Senior Center
Board of Directors Meeting
Minutes of the June 27, 2013**

Attendance: Pauline Demers, Gerry Gaulin, Helen Nichols, Dr. Stu Gitlow & Roger Bouchard- Chairman

Absent: Debbie Chiacu

Also Attending: Matt Wojcik, Director of Human Services, Barbara Waterman Senior Services, Bob Picard Chairman of Senior Services & Linda Plays, City of Woonsocket Department of Human Services

- Call to Order: Meeting called to order by Chairman Bouchard at 2:06 p.m.**
- Approval of Minutes: Review and approval of minutes of the May 30, 2013 MOTION made by Nichols to approve seconded by Demers. All in favor.**
- Public Comment There was no public comment**
- Review/Approval of Vouchers: Routine monthly vouchers were presented at this meeting. MOTION to approve with the *exception of the Victory Heating bill dated May 29th and seconded by Demers. All in favor to approve vouchers as *presented.**

The Chair asked Plays to contact Victory Heating to address the

dispute.

- **Backflow Preventer:** Wojcik said that the city is aware of the issue of enclosing the Back Flow Preventer. Discussion included ways to perform this construction.
- **Other Business-** Discussion regarding service contract for HVAC services. City would address with purchasing clerk to discuss procedure. **MOTION** by Dr. Gitlow to explore an RFQ (Request for Quotes) for these services and seconded by Demers. Dr. Gitlow said we should give preference to local businesses.
- Demers noted her concern that the current calendar for the Senior Center for July was published with BINGO 5 days per week. At the time of the meeting Governor Chafee had not signed the legislation granting the 5 day rule. No vote taken.
- **Senior Services** talked about plans for the configuration of new doors. They are currently working on getting plans and will present to board for review. Senior Services asked if the staff maintenance worker could submit a bid for doing the work on the premises. The Chair suggested getting plans to inspection and review by the building inspector and follows the permitting process. **MOTION** made by Dr. Gitlow to permit Senior Services to submit plans for two door project and upon approval proceed with the project after plans were submitted/approved and seconded by Nichols. All in Favor.

• **Adjournment**—The Chair made a motion to adjourn. **MOTION** was made to adjourn by Demers and seconded by Gaulin. All in favor. The meeting was adjourned at 2:55 p.m.

Respectfully Submitted by

Linda S. Plays