

**Carlisle Council on Aging Board Meeting
Town Hall – Clark Room
February 18, 2020 Minutes**

Board Members Present: Verna Gilbert, Ann Quenin, Maxine Crowther, Abha Singhal, Donna MacMullan, Jerry Lerman, Bob Luoma, Walter Hickman, Ann James

Associate Members Present: Sally Hayen, Elisabeth Bojarski

COA Staff Present: David Klein, Angela Smith

Friends Representative: Elizabeth Acquaviva

Guest: Wendy Barrow

The meeting was called to order at 10:30 a.m. by Chair Abha Singhal. Wendy Barrow was introduced to the group as a possible new associate board member.

Secretary Minutes: A **motion** was made by Verna Gilbert to accept the January 21, 2020 minutes submitted by Verna Gilbert and was seconded and carried by voice vote.

Outreach and Program Manager Report: A **motion** was made by Verna Gilbert to accept the January 2020 report submitted by Angela Smith. The motion was seconded and carried by voice vote.

- Tax workers are still needed for help at the school cafeteria, recycling/trash at the library, and gardening at the library, and at the DPW helping to direct people to appropriate trash recycling. Some towns also have tax workers who are veterans.
- Clyde Kessel would prefer someone else take care of medical equipment but will continue doing it until a replacement is found.

Social Worker Report: We received a January report from Peter reiterating the fact that he is working with several very needy seniors.

Financial and Director's Report: A **motion** was made by Verna Gilbert to accept the February 18, 2020 report submitted by David Klein. The motion was seconded and carried by voice vote.

- Part-time social worker/outreach position: The BOS approved \$10,000 for this position contingent on our receiving \$10,000 from the Concord-Carlisle Community Chest.
- Budget: We are in good shape. Our revolving account is almost \$40,000, of which the town treasurer said that a portion can be put toward the outreach/social worker position. We have determined that initially at least \$2,500 could be used for this purpose.
- The 2020 projection for number of seniors in Carlisle is ~1,600, which is considerably more than for the 2010 census, so we should get more State Grant funding beginning in FY2022.
- We have given fuel assistance to seven seniors (\$500 each) using money from both the FOCCOA and the fuel assistance gift fund.
- Transportation: We are in the process of ironing out a contract with Flow Transportation. Pricing will increase \$7-9 per ride.

Minuteman Senior Services (MMSS): Some numbers Sally Hayen reported to us from their last meeting: they have been providing programs for 30 years; they have 150+ employees, 900+ volunteers and 70+ service providers; their annual budget is \$28 million. The legislative breakfast is April 1.

Friends of Carlisle Council on Aging: Elizabeth Acquaviva said their fundraising this year was very successful. They have 178 donations, of which 36 are new donors. Having their flyer in with the town survey probably was very helpful. The Friends have been talking to David Freedman regarding a logo. The Annual Meeting will be May 31, from 2-4 p.m. at St. Irene Church. The speaker is Eric Evans, the MIT Lincoln Laboratory director who is also very involved with the boy scouts.

Old/New Business:

- Accessory Apartment Committee update: AnnJ updated us on accessory apartment developments. The Accessory Apartment Committee has compiled a fairly up-to-date list of accessory apartments in town. Bob Luoma will check whether this information can be disseminated. They will be holding a meeting in the Hollis Room at 7 p.m. on April 2. Advertising will include a Mosquito press release followed by a letter to the editor as well as information in the school Buzz and posters around town and speaking to various boards. Meeting attendees will need to register via Bob Luoma's email or phone.
- Community Center update: Jerry Lerman will speak at the February 25 BOS meeting about the status of the Community Center. David Klein and David Eisen (Abacus) will also be at that meeting. Next steps include setting up two gift accounts (one for the building and one for the pool) as well as forming a Community Center Working Group to coordinate with Master Planning and do fundraising. Donna has a friend who is a professional fund raiser and is willing to help.
- Open Space and Recreation Committee: Every 7 years, the OS&R report has to be updated and 2020 is the year. Members of the COA Strategic Planning Committee (John, Elisabeth, Donna, Abha, Angela and David and anyone else interested) will meet to update the 2013 report.
- Resignation: David Klein is resigning as COA Director as of March 13. He has accepted a position closer to his home. He will help as much as he can with getting a new director. He suggested we push having applicants with social work experience and also thought we should reach out to Kelly McGee Wright. The Personnel Committee (Verna, Abha, AnnQ, Donna, Maxine, Walter) will meet and start the ball rolling.

Next Meeting: The next COA Board meeting will be Tuesday, March 17, 2020 at 10:30 a.m. in Town Hall.

Documents Provided:

- Meeting agenda
- COA Outreach and Program Manager Report for January, 2020
- COA Director's Report February 18, 2020
- Financial Report dated YTD July 2019 – January 2020
- Carlisle Social Work report for January 2020
- Transportation Report from LRTA dated January 31, 2020
- Draft 2 of Carlisle COA part of 2019 Annual Town Report
- OS&R report from 2013

Submitted by Verna Gilbert, Secretary