

Carlisle Council on Aging Board Meeting
Clark Room Town Hall, 66 Westford Street, Carlisle MA
August 16, 2022 Minutes

Board Members Present: Verna Gilbert, Sally Hayen, Ann James, Ann Quenin, John Ballantine, Amy Livens, Toni McBride, Mary Cheever, John Ballantine

Associate Members Present: Maxine Crowther, Jerry Lerman, Abha Singhal

COA Staff Present: Joan Ingersoll, Carol Grueneich

Select Board Liaison: David Model

Friends Representative: Jean Bagnaschi

The in-person meeting was called to order at 5 p.m. by Chair Ann James.

Secretary Minutes: A **motion** was made by Maxine Crowther to accept the June 28, 2022 minutes submitted by Verna Gilbert. It was seconded and carried by voice vote.

Director Report:

- A **motion** was made by Verna Gilbert to accept the August 16, 2022 Director's Report; it was seconded and carried by voice vote.
- Summer events averaged 50 attendees, including a barbeque and two ice cream socials. Fifty-four are signed up for Peter Alden's talk on invasive plants.
- Day trips are increasing in participation, with 13 at the Frank Lloyd Wright House and Currier Museum in July.
- The COA received Farmers Market coupons from Minuteman Senior Services to distribute to seniors in need.
- Carol and Joan joined the Emerson Hospital Aging Population Working Group, which focuses on strategic goals related to healthy aging.
- Joan attended a Select Board meeting which discussed ARPA requests. More info about ARPA follows: The Rental Assistance Program started on August 1; information about it was distributed about town. Five applications have been completed thus far; others are in process. Four are in the Mental Health Virtual Counseling, a program costing \$250/pp/per month. The Heart to Home Meals program is expanding, with 17 receiving weekly deliveries. Since its February start, 1,300 meals have been provided to seniors in financial need. At the COA's request, the ARPA committee transferred \$15,000 from Mental Health Virtual Counseling to Senior Nutrition, allowing Heart to Home to continue through the end of FY23, while still allowing for more participants in Virtual Counseling. The COA request for \$12,500 for new flooring and chairs for the Clark Room was approved.
- Joan is updating all COA staff job descriptions for town reclassification because roles for each position have evolved since the last effort.
- Transportation: For June, 185 rides were provided; for July 197.
- Meals on Wheels delivered 236 meals to 12 houses in June and 200 meals to 12 houses in July.

Social Worker Report

- Carol is working with seniors behind in property taxes to provide information and resources about tax relief programs.
- Carol is distributing Farmers Market coupons to eligible senior households.
- The Health Coaching Program, to help people get healthier habits, is being planned.
- Carol created a list of people interested in subsidized housing. This will allow her to keep them updated about housing lotteries.
- Carol is creating a list of local resources for people with Parkinson's Disease.
- The bereavement group has five participating; the Mental Health program has four. Benfield office hours have not been well attended so will not be continuing at this time..
- Carol is starting a Friendly Visitor for Caregivers group to allow caregivers to get out from time to time.
- Gaining Ground is working well.

Financial Report

- Joan met with Elisabeth to go over the budget and financial reporting form. Joan implemented some revisions Elisabeth suggested. The COA has expended 10% of funds over 11% of the fiscal year.

Minuteman Senior Services (MMSS): The next board meeting is in September.

Friends of Carlisle Council on Aging: Jean said the Friends will start meeting in person in September, at which point they will commence fundraising plans.

Old/New Business:

- Starting in September, the board will meet in the Hollis Room at the library, fourth Tuesday at 10:30 a.m.
- Wendy Barrow has resigned so a new Vice Chair was needed to replace her. The board voted that position to Toni McBride and also voted that John Ballantine be a full board member. Abha volunteered to replace Wendy on the Nominating Committee.
- There was a discussion about the goals of the Community Center Committee for the coming year. The decision was made for the members to stay aware of conversations about available space and act accordingly. At this point, we are awaiting decisions regarding the Fire and Police Stations.

Next Meeting: The next meeting will be Tuesday, September 27 at 10:30 a.m. in the Hollis Room at the library. The meeting was adjourned at 5:50 p.m.

Documents Provided:

- Meeting agenda
- Minutes of June 28, 2022 meeting
- August 16, 2022 Director report

Submitted by Verna Gilbert, Secretary and approved on September 27, 2022