

Carlisle Council on Aging Board Meeting

Zoom video conference

April 21, 2020 Minutes

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

Associate Members Present: John Ballantine, Elisabeth Bojarski, Sally Hayen

COA Staff Present: Angela Smith, Linda Cavallo-Murphy

Friends Representative: Jean Bagnaschi

Board of Selectmen: Alan Lewis

Guests: Wendy Barrow, Joan Ingersoll

The meeting was called to order at 9:00 a.m. by Chair Abha Singhal.

Secretary Minutes: A **motion** was made by Walter Hickman to accept the March 19 and April 6, 2020 minutes submitted by Verna Gilbert and was seconded and carried by voice vote.

Outreach and Program Manager Report:

- LEPC asked all departments to come up with plans for now, mid-term and fall and beyond considering COVID-19. Some highlights from Angela's plan include
 - Today: COA classes online, French weekly online, book group and poetry online, Reiki online, Senior Moments online, Coffee and Conversation starting next week, Medicare help and phone support, medical equipment delivery, News You Can Use email, restart Bits and Bytes when enough information to disseminate, senior critical non-emergency doctor rides, Meals on Wheels, social worker visits/conversations, staff answering phones and following up, updating Contractor List and Resource Guide and webpage, checking in with vulnerable seniors, online games (list helped by library), home-made masks made by volunteers for Benfield and Village Court and more if available, one meal delivery by Ferns using Lowell Community Foundation grant.
 - Mid-Term (July/August): Assuming allowable and safe, all above plus possibly some limited-size events such as small exercise classes in large church halls, small group tour of Clark Farm, small outdoor music program, lectures in large setting for smallish groups, possible grocery runs with limited people, and/or haircuts. Probably no coffees, breakfast or luncheons but possibly some take-out meals. Look into other opportunities to engage seniors safely.
 - Fall and beyond: Look into handling programs with the library while meeting safety guidelines – take temperatures, wear masks, etc. Distancing guidelines will dictate when meals, group trips and transportation can be restored.
- Cumulative known Carlisle cases are 6, with only 2 active now; others are in self-quarantine.
- Investigate whether Phone Pals group would help seniors look up “old friends.”
- Katrina created a YouTube video for her 5 exercise classes and will be paid \$40 per class, totaling \$200. The board approved this expenditure using Formula Grant funds.
- Chuck Bagnaschi will help people get online. Elisabeth and AnnJ will make a list of online performances – first check if such a list exists. Abha will set people up with online bridge. If seniors are interested in chess, Angela will check with the school if kids would be interested in playing chess with seniors. John will send a list of game sites to Maxine.

- Linda Fantasia is working with our part-time nurse. The nurse talks to those testing positive and follows up tracing who they interacted with. She stays in touch until people are recovered. Currently the nurse's salary is covered by a COVID grant.

Social Worker Report: Peter is working with several very needy clients, especially the homeless man and help when one senior's aides do not work. He is working extra hours, which are paid for by the Formula Grant. The board requested Angela to tell Peter how much his work is appreciated.

Financial Report: Walter said that in February we had used 62% of the general fund and at the end of March we are up to 70% so we are on target. Abha suggested we use grant dollars before town dollars wherever possible. Abha and Walter will review what grant money is left and how it can be used.

Transportation Report: Just two rides recently plus MOW. Most medical appointments are cancelled; some seniors teleconference with doctors. Some seniors have friends or family shop for them; others still shop for themselves, hopefully wearing gloves and masks.

Minuteman Senior Services (MMSS): No report this month.

Friends of Carlisle Council on Aging: Jean Bagnaschi said their next meeting is May 13. She thanked all who have donated money for the COA. There will be no Annual Meeting but a postcard will be sent out requesting financial support. The Friends have enough funds to replenish the checking account that they give us.

Selectmen Report: Alan Lewis reported that the Town Caucus will be May 18 (with a rain date of May 20 since it might be outdoors). Town Meeting is scheduled for June 23 and Town Election is June 30. The Selectmen are looking at alternatives to take into account social distancing and getting a quorum for Town Meeting. Discretionary spending is frozen for the remainder of FY20. Since reduced state funding is possible for FY21, the FinCom is requesting department budgets showing 2-5% reductions. The public school will have savings that will go into the Reserve Fund.

Old/New Business:

- Nominations: Ann Quenin (chair), Ann James (vice chair), Verna Gilbert (secretary), Jerry Lerman (treasurer), Abha Singhal, Maxine Crowther, John Ballantine, Elisabeth Bojarski and Sally Hayen. Associate members Wendy Barrow, Donna MacMullan and Walter Hickman. No nominations from the floor. Voting will be in May.
- Director search: Joan Ingersoll has accepted our offer and starts May 11.

Next Meeting: The next COA Board meeting will be Tuesday, May 19, 2020, time and venue to be determined.

Documents Provided (via email):

- ✓ Meeting agenda
- ✓ Minutes of March 19 and April 6, 2020 meeting
- ✓ Carlisle Social Work report
- ✓ Report for LEPC from Angela for Today, Mid-Term and Fall programs
- ✓ FY21 nominations for the board and officers

Submitted by Verna Gilbert, Secretary