

**Carlisle Council on Aging Board Meeting  
Town Hall – Clark Room  
June 18, 2019 Minutes**

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

**Associate Members Present:** Sally Hayen, Ann James

**COA Staff Present:** David Klein, Angela Smith, Peter Cullinane

**Friends Representative:** Sally Stokes

**Guests:** Kerry Kissinger, Ranjan Matthews

The meeting was called to order at 10:30 a.m. by Chair Abha Singhal.

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

**Outreach and Program Manager Report:** A **motion** was made by Verna Gilbert to accept the May 2019 report submitted by Angela Smith. The motion was seconded and carried by voice vote.

- Angela commended Bob Luoma for the great job he is doing with the Yellow Dot program, designing the form and sticker, getting the stickers donated and publicizing the program in the Mosquito. This program allows people to store emergency information in the car for use if they are in an accident or in other circumstances. The car has a yellow dot decal to signify being in the program. The Yellow Dot information will be available on Old Home Day at the COA booth and at the barbecue. Both the police and the fire departments are on board with the program.

**Social Worker Report:** Peter gave us an update on his active cases, citing that housing issues and mental instability are big time syncs. There was discussion as to how seniors having big homes that they cannot afford can help their situations by renting out rooms (a la AirBnB) or creating accessory apartments. There is a need for an Aging in Place Committee; Abha and Kerry will meet to discuss this further.

**Financial and Director's Report:** A **motion** was made by Verna Gilbert to accept the June 18, 2019 report submitted by David Klein. The motion was seconded and carried by voice vote.

- A motion was made by Verna Gilbert to approve submitting a document to the Selectmen for an additional part-time position supporting social work and outreach. The motion carried unanimously by voice vote. The personnel committee from FY19 (Maxine, Donna and Verna) will be augmented by Abha and Ann. Submission must be made by August 1, 2019.
- The title for the older COA vehicle has been transferred to the town of Acton and in return for membership in Cross Town Connect for one year to see if it is something to be pursued further. We should attend monthly meetings to see if it is worthwhile for us to belong.

- David informed us that more people are using the Lyft program. In February, we expended \$10 for one individual; by May, we expended \$408. A discussion ensued about what we would do after the CHNA grant funds are gone; possibilities include using COA budget funds, funds from the transportation gift account and requesting funds from grant sources.

**Minuteman Senior Services:** Sally Hayen attended a Minuteman meeting, during which most of the time was spent with bylaw changes. Afterward director Kelly Magee-Wright spent time bringing Sally up to speed on what is going on. Sally would like to be our Minuteman representative.

**Friends of Carlisle Council on Aging:** Sally Stokes said the Annual Meeting with Alex Chen as speaker got a good turnout. The Friends will meet during the summer to discuss fundraising endeavors.

**Community Center:** Jerry Lerman discussed the three plans Abacus has given us as a starting point for the location of the center. Plan A was totally on the Moseley property and had only 90 parking spaces and there was very little unused space. Plan B had the building on Moseley and parking on top of the leaching field. In this situation RecCom would lose the ability to build an additional ballfield in this immediate portion of Banta-Davis. Plan C had the building on Banta-Davis, parking on top of the leaching field and both the ballfield and the ability to build an extra field were preserved. There are fewer parking spaces, especially for handicap use, in Plan C than in Plan B, but more than Plan A. As of now, the School Committee does not object to the Community Center using part of Banta-Davis. If we are limited to Plan A, there is no ability to expand. Discussions with the Fire and Police Departments have not yet happened. Having the ability to add a second story for future expansion, if needed, was mentioned.

**Old/New Business:**

- Nominating Committee: The slate for next year was passed unanimously. The Nominating Committee for FY20 will include Verna (chair), Ann and Donna.
- David presented a slide show on Senior Tax Relief Programs.
- Updated strategic planning information was passed out and will be emailed also.

**Next Meeting:** The next COA Board meeting will be held on Tuesday, August 27 at 5 p.m. in Town Hall, followed by a vegetarian only potluck supper at Abha's house. Non-vegetarian appetizers can be brought to Town Hall for the board meeting at 5 p.m., but if leftover cannot go to Abha's. This meeting adjourned at 12:10 p.m.

**Documents Provided:**

- ∨ Meeting agenda
- ∨ Board meeting minutes from May 2019 meeting
- ∨ COA Outreach and Program Manager Report for May 2019
- ∨ Social Worker Report dated May 2019
- ∨ COA Director's Report dated June 18, 2019
- ∨ Financial update dated May, 2019
- ∨ Abacus plans for Community Center
- ∨ COA board/officers slate for FY2020
- ∨ Slides on Senior Tax Relief Programs

∇ Updated Strategic Planning document

Submitted by Verna Gilbert, Secretary