

Carlisle Council on Aging Board Meeting
Zoom video conference
October 20, 2020 Minutes

Board Members Present: Verna Gilbert, Ann Quenin, Maxine Crowther, Abha Singhal, Ann James, Sally Hayen, Elisabeth Bojarski

Associate Members Present: Wendy Barrow

COA Staff Present: Joan Ingersoll, Angela Smith

Friends Representative: Kerry Kissinger

Select Board: Alan Lewis

Guest: Kenny Selcer

The meeting was called to order at 8:30 a.m. by Chair Ann Quenin.

Secretary Minutes: A **motion** was made by Verna Gilbert to accept the September 15, 2020 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 October 20, 2020 director's report and was seconded and carried by voice vote.
- Having just heard about Angela Smith's retirement on December 18, Joan discussed options going forward. She will speak to the staff to get their ideas on what, if any, of Angela's tasks they might pick up. The outreach and program manager parts of the position might be separated as both are too much for one position. A discussion ensued about a proper COVID-appropriate send-off for Angela, possibly some kind of drive-thru.
- The COA has funds from the Friends to use for additional COVID activities.
- Peter is back to working eight hours/week after his extended vacation.
- The November-December COA newsletter will have town-wide circulation.
- Carol has about 20 people interested in joining her support groups.
- Town Counsel will review Lyft's new contract and if there are issues, will discuss them with Lyft lawyers.
- A discussion ensued about ways to help lonely seniors on Thanksgiving day. The COA will check what CCHS is doing since they cannot have a sit-down dinner. The COA will contribute the \$700 we normally give to CCHS for their meal toward some food-related event. Kerry mentioned that Market Basket has Thanksgiving in a box meals. It was also suggested that individuals who know any seniors who will be alone call them on Thanksgiving.
- The COA developed a new brochure highlighting various types of assistance available to residents and mailed it to 65 seniors. It is also available at Town Hall, Gleason, the Post Office and the COA web site.

Financial Report:

- The first quarter report shows the COA underspent in many areas since we are not doing several activities due to COVID.
- Joan will try to ensure that funds from grants where unspent money is lost will be expended.
- We are still waiting to hear about the Formula Grant.

Outreach and Program Manager Report:

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- Angela is encouraging more people to go to upcoming events, especially the Medicare enrollment program on 10/27 and the ventriloquist on 11/9.
- Angela thanked Kerry and Kenny for providing musical recordings for a winter event and encourages others to also provide their music. Ann Quenin suggested that Angela talk to Phil Drew to see if the Savoyards would be interested.
- There will be karaoke drive-by in November.
- Angela hopes that seniors will sign up for winter Zoom exercise classes.

Minuteman Senior Services (MMSS): Sally reported that it was interesting to hear from various reps what their towns are doing during the COVID pandemic.

Friends of Carlisle Council on Aging: The Friends are ready to launch their fund-raising appeal. Kerry also talked about how to help seniors stay in their homes by providing needed services. Carleton Willard At Home helps seniors with needed services.

Old/New Business:

- Accessory Apartment Committee: Ann James reported that the tentative date for a Zoom meeting on accessory apartments is 11/16 at 7 p.m. George Mansfield and one other accessory apartment owner can definitely attend and the committee is waiting to see if others are available. The event will be advertised in the Mosquito and she will see if it can be recorded and be available to individuals who do not attend the meeting. Ann will check if it can be posted on the Planning Board web site.

Next Meeting: The next COA Board meeting will be Tuesday, November 17, at 8:30 a.m. via Zoom. Subsequent meetings are 8:30 a.m. on Tuesdays: December 15, January 19, February 16, March 16, April 20, May 18 and June 15.

Documents Provided (via email):

- Meeting agenda
- Minutes of August 18, 2020 meeting
- October 20, 2020 Director report

Submitted by Verna Gilbert, Secretary