



**Regular meeting minutes of the
Council on Aging Board**

Date: 2/13/2019

Place: Senior Center

Room: B07

75 Groton Road, No. Chelmsford, MA 01824

RECEIVED 2019-03-18 1:55 PM

TOWN OF CHELMSFORD PATRICIA E. DZURIS TOWN CLERK

Members present: Fred Brusseau, Paul Der Ananian, Steve Flynn (by phone), Bob Hamilton (by phone), Jennifer Hardy, Ruth I'Anson, Louise Myers, Ami O'Grady, Debra Siriani, Anne Smith, Dianne Sperry.

Members absent: Alan Fidler, Len Olenchak

Guests Present: Mary Gibson, liaison from the Friends; Steve Maffetone of Chelmsford's Emergency Management Office

Pledge of Allegiance was recited.

Minutes: Minutes of the January meeting were approved.

UNFINISHED BUSINESS

Emergency Management. Steve Maffetone shared information about how emergency management, particularly emergency shelter, works in town.

- Warming stations are opened, as needed, in both the Senior Center and the Library. Warming stations are staffed by personnel at the facility, but there are no funds set aside to pay for overtime.
- Shelters are opened rarely, but when they are:
 - They are opened on a regional level. Lowell is generally the local regional shelter.
 - It usually takes 3-5 days to open a shelter.
 - American Red Cross no longer has the manpower to manage shelters.
 - Shelters must be manned by trained, CORI-checked personnel, including a policeman, firefighter, and an EMT.
 - Senior Center has been inspected and approved by the Red Cross as a shelter location within the last three years.
 - Equipment and supplies are stored in the Senior Center garage and also in the Emergency Management Garage.
 - If a shelter is opened in Chelmsford, up to 100 people would be housed in the Center. If larger numbers need to be housed, the shelter would be at McCarthy School.

- **Communication.** Many board members had questions about how people know what resources are available. Debi Siriani and Steve Maffetone explained that the information is readily available on the town's Web site, in the Town Book, from the Senior Center, and will soon be the subject of a Telemedia show. However, both emphasized that everyone needs to take responsibility for being informed and prepared.
 - Have enough food and medicine on hand for 5 days.
 - Keep your cell phone charged so you can always reach 911.
 - Call 911 if you need help or information.
 - Disabled people should register with the town or at the Senior Center as being especially at risk in an emergency.

New Programs and Services. Debi Siriani reviewed space issues with Natalie Dussault and determined that the immediate needs are for storage, private space for the Companion Program, and more room for larger classes. They have come up with some low-cost solutions and will look into implementing them over the next several months.

Policy and Procedures. The revised policy and procedure document was reviewed. The biggest change is the elimination of the two-term limit for serving on the Board which was unanimously supported. There was a brief discussion about the requirement to be a Chelmsford resident to apply for board membership, but it was voted that the requirement remain.

LEGISLATIVE UPDATE

- There is concern over unrelated changes that might be attached to major legislations. AARP (and Louise) are keeping an eye out for such changes that might affect seniors.
- On Beacon Hill, the deadline for submitting bills was in January and resulted in 6500 bills being filed. They will now be sorted out and only some will make it to the floor for votes.

DIRECTOR'S REPORT

- **Staffing Update.** Three new substitute drivers have been hired and are in training. Debi is currently looking for another building monitor to work nights and weekends when the building is rented for outside activities. Otherwise, the Center is fully staffed.
- **Tax Abatement Program.** A warrant article will appear on the spring Town Meeting agenda asking for increased funding for the tax abatement program, raising the total that can be earned from \$665 to \$1000.
- **Budget.** The Town Manager and Treasurer turned down Debi's request to make Dan a full-time building supervisor but promised increased support from the Dept of Public Works.

COMMITTEE REPORTS

Transportation Sub-Committee

- Recommendations submitted to Debi Siriani included expanded hours of service for medical appointments and expanded service area.
- The recommendations have been folded into the Age-Friendly Initiative's action plan.
- Ruth l'Anson has resigned from her post as chairman of the sub-committee and Ami O'Grady has assumed the role.

Capital Planning. Debi expressed her disinclination to include the new sign in next year's capital requests because of its repeated denial. Fred Brusseau agreed, expressing the opinion that we should limit capital requests to building improvements that are more likely to be approved and rely on other funding for the "extras."

Age-Friendly Initiative

- Awaiting letter of commitment from Glen Diggs.
- Monthly Telemedia broadcasts planned that will focus on the Age-Friendly Initiative and educating town residents of the action plans and accomplishments.

NEW ITEMS

Board Membership

- Nicki Bischoff has resigned from the Council after years of service. She will continue to be a familiar face around the Center as she continues in her volunteer role with the Day Program.
- Ami O'Grady has been sworn in as an associate Council member.
- Diane Boisvert, a former Council member, has applied for membership as an associate member.

Perspectives Document. Fred is currently updating the Perspectives document for the next fiscal year.

NEXT MEETING: WED., MARCH 13, 2019, 9:00 a.m.

Minutes submitted by Ruth l'Anson, Recording Secretary