

**EDGARTOWN COUNCIL ON AGING**  
**BOARD MEETING**  
**May 17, 2019**

**MINUTES**

The meeting was called to order at 8:30 am, by Chair Jay Sigler. Also present were Board members Rosemary Cunningham, Mary Jane Carpenter, Heidi Boyd, Stephen Miller, and Administrator Paul Mohair. Nancy and Marvene had advised they would be unable to attend. Janice Belisle, our Friends' Treasurer, was also in attendance.

**Minutes** Jay asked if there were suggested changes to the proposed minutes from our April 19<sup>th</sup>, meeting. Upon motion by Mary Jane, seconded by Rosemary, the minutes as proposed were unanimously approved.

Paul interjected here the individual member's terms' expiration years. They are: Marvene, 2019; Nancy, 2019; Jay, 2020; Heidi, 2020; Rosemary, 2020; Stephen, 2021; Mary Jane, 2021. Paul advised that Marvene asked the town clerk to have her role extended another term. Nancy will have to do the same.

**Election of Officers** Mary Jane said the nominating committee met and proposed that Rosemary be the new Chair and Jay, the Co-chair. Jay agreed this would be a good arrangement. Rosemary accepted the Chairmanship and took over the meeting. Everybody thanked Jay for his service.

**Director of Senior Services** Wendy entered and advised that a group of high school students are on their way to the center for an intergenerational program as part of the students' "Give Back Day." She mentioned upcoming June programs, including Tom Dresser who will give a talk on his new book about travel on Martha's Vineyard. Kathy Lavieri will teach three iPad classes this summer at the library. We will also have another cell phone class. Wendy announced Meris had been hired as her replacement beginning July 1<sup>st</sup>, and that her training is going well. Wendy reported that the lunch program special account has a balance of about \$3,400. Janice offered that the Friends could make a donation to the account if needed. Jay asked if any other senior centers have a lunch program similar to ours. Paul said no, not on the island, but elsewhere in the state and country. A short history and the benefits of our lunch program were discussed. Wendy then left the room.

**Budget** The budget report was reviewed. Paul pointed out that we are almost through our fiscal year, with a deficit of about \$3,000. The phone will be in the red because our rates increased this year. Paul presented a FinCom request form for an extra \$2000 dollars which he may need in the event he goes over budget between now and July. Rosemary, as Chair, signed the request. Jay asked about salary changes with the new hires. Paul said the amount of overall total salaries will be reduced. There were no more questions about the budget.

**Administrator's Report** Paul explained that only Meris applied for Wendy's job, there were no other applicants. Paul interviewed her and reviewed her resume. Jay asked if the job was posted. Paul said it was in the MV Times, town hall, and the internet for three weeks, per the town by-laws. Paul described some of Meris' qualifications and her work history, concluding that she's quite qualified. Rosemary added that she knows the community which is also good. Steve asked how long would the transition be, and Paul explained that although she took Wendy's job, she is now employed as the temporary part time outreach worker/assistant to the Director of Senior Services. Wendy is leaving the end of June, and Meris can work till the end of June as the part time outreach worker/assistant to the Director of Services, paid from our formula grant, not our payroll. July 1<sup>st</sup>, Meris will transition into Wendy's job of Director of Services. She and Wendy are now working together three days a week. Rosemary asked about the formula grant. Paul said the grant ends with the fiscal year, June 30<sup>th</sup>. Jay recommended Paul use next year's grant to hire another part-time person to fill Meris' present position. Mary Jane asked if we had any problems finding a qualified part-time person. There was discussion.

Mary Jane reported on last month's Protective Services meeting at the library with island senior advocates. Among those attending were Paul, Dylan Fernandes' assistant, Ms. Bree Cunningham, from Protective Services (no relation to Rosemary), island EMT's, chiefs of police, COA staff, Healthy Aging advocates, and others. Mary Jane said that, although Paul communicated very well, Protective Services did not respond in a good way. Paul said that it was disappointing and discouraging. Mary Jane added that the people who were the most helpful were the police and the EMTS. Rosemary asked if Protective Services people were defensive. Paul said they were evasive. Mary Jane quoted the Protective Services rep, "We don't have any money, and we don't have any time". Mary Jane was surprised that Protective Services is a nonprofit that gets state funding, but does not provide the service. There was discussion. Paul concluded that, on a positive note, more people are aware of the issue, and Paddy Moore from Healthy Aging MV is now involved and wants to pursue it to the next (state) level. Various options were discussed further, including lobbying the state government for another caseworker or grant for the island to hire its own Protective Services case worker.

Paul then spoke about our Safe Seniors program and the presentation he and Rosemary are giving next Monday. Paul said he and the staff had canvassed the downtown business community, distributing outreach publications and inviting shopkeepers to attend. Rosemary asked if they have been receptive and Paul answered yes, very, we should have a good turnout. Steve suggested a press release about the program. Heidi suggested giving the power point presentation to all town employees.

Paul reminded the Board he plans to leave the end of October, and will give notice in July, allowing time to recruit and train his replacement. Jay said usually the Board does not meet in July, but it may want to meet this summer. There was discussion. Paul will have input and a committee will be created to begin the process. Steve asked if there were interview questions or a list of qualifications before any interviews. Paul said there is a lengthy job description in everyone's Board manual. Paul said any proposed changes to the job description would have to be approved by the Personnel Board. There was discussion.

Rosemary suggested naming a committee and scheduling a committee meeting to begin the process. Paul said we have enough time and we do not have to feel anxious, and he'll help coordinate and facilitate the transition. There was some discussion and Victoria then entered the meeting.

**Outreach** Victoria explained the forgivable TRI loan program in which people can apply for a loan up to \$35,000 to re-hab their homes. Applicants must be income qualified. We have four people whom we are helping with the applications.

Victoria said she is continuing our EMT outreach visits and has one this afternoon. She described the lockboxes that hang from doorknobs. Janice said the Friends would donate whatever is needed for the program. Victoria said her memory support group is very active. There was more discussion about Protective Services and varying degrees of its cooperation. Lastly, Victoria is going to a CHAMP (Common Housing Application for Massachusetts Public-Housing) meeting which allows universal applications to all Massachusetts public housing. There was discussion about island housing (or lack thereof).

Victoria thanked everybody for all their work then left the room.

**Friends** Janice said they continue to support our seniors needs. Paul added the Friends recently paid a huge prescription co-pay, and also for transportation to and from Boston for a medical appointment. Paul asked Janice if the Friends had met and Janice answered no, but they will meet in June. Paul inquired about the large bequest the Friends received a few years ago, about a half million dollars. Janice said that it is all invested in Rockland Trust. Paul asked if the Friends had given any thought about how they will use it. Janice said there was discussion about enlarging the big Anchors room, but nothing concrete has been done. Paul said he will be leaving soon and would like his replacement to be aware of what the Friends do and what their intentions might be with regard to the Anchors building. There was discussion.

Janice said they also wanted to do something for Wendy. Paul said we will recognize her at our lunch on the last Friday in June [since changed to June 21<sup>st</sup>, the third Friday in June]. Wendy does not want a large traditional good-bye party.

Paul reiterated his gratitude for all the Friends do for the Anchors and our seniors.

**New Business** Rosemary proposed forming a committee to begin working on whatever must be done to replace Paul. Stephen, Mary Jane, and Jay volunteered to be on the committee along with Rosemary. After discussion, Rosemary tentatively scheduled a meeting for Thursday, June 13<sup>th</sup> at 8:30 am at the Anchors. Rosemary said the meeting will be just the committee volunteers who will review the Administrator's job description. There was some discussion.

The meeting was then unanimously adjourned at 9:40 am.