

**EDGARTOWN COUNCIL ON AGING
BOARD MEETING
November 17, 2016**

MINUTES

The meeting was called to order at 8:30 AM by Chair Kevin Ryan. Also present were Board members Co-chair Jay Sigler, Glenn Carpenter, Olga Church, and Heidi Boyd, and Paul, the Administrator. Olga observed that the agenda mistakenly listed the next meeting as November 17th. Paul apologized for the mistake (his first ever), advising the next meeting is, of course, December 15th. Olga said she will be unable to attending December because she will be in Maui.

Minutes Copies of proposed minutes from the October 20, 2016, meeting were distributed and read. Upon motion by Glenn, seconded by Olga, the minutes were adopted unanimously.

Budget Paul distributed copies of the budget report with expenses as of November 15th. Paul noted some line items, such as equipment maintenance, may seem high because these are one-time expenses at the beginning of the fiscal year, such as repair/maintenance contracts, that are not recurring. He said operating expenses are pretty much where they should be at this time. Jay remarked that the phone bill seems low. Paul said not really- some bills had been submitted to the town that had not yet been paid. The phone bill is one of these. Glenn took the opportunity to remark on the value of the Anchors brass hand railings that had been installed a few years ago. There was general discussion about the budget and line item expenses.

Board Members and Terms Kevin and the Board acknowledged Heidi's appointment to the Board. Heidi has been sworn in by the Town clerk. Heidi was once again welcomed by everyone.

Administrator's Report Paul reported on the annual MCOA conference held in Falmouth last month. He, Wendy, and Victoria attended over two to three days and all participated in workshops. Paul discussed workshops about hiring and interviews, housing, and others. The conference was well attended and a good experience.

Paul went before the Personnel Board recently to approve our part-time outreach worker position from January through June, 2017. The position is funded by our State formula grant and a help wanted ad has been published and posted. Interviews will take place in December. There was discussion.

The town is considering eliminating department custodian positions, in which case we would contract with a cleaning service. Victoria has indicated she would like to increase her outreach worker hours and no longer work as custodian.

Paul met with the Personnel Board which approved his request to increase Victoria's hours to 40 hours a week. This will now be on the town warrant in April.

Paul submitted an article for the spring warrant for the money to repair our fence on Daggett Street.

Paul said Kelley House advised it would be re-grading, leveling the common drive way/parking area. Paul wrote the management a letter documenting the hazardous conditions.

Olga reminded Paul (because he forgot) to describe to the Board the meeting Olga, Paul, and Victoria attended on Monday at the Oak Bluffs COA which featured Alice Bonner, the Massachusetts State Secretary, and Emmett Shmarzow, the Administrator of the State Executive Office of Elder Affairs. The meeting was well attended by officials from every island town, including COA directors and board members, selectmen, administrators; also people from Healthy Aging MV, Elder Services, and the Center for Living. The meeting room was full. The Secretary did most of the speaking about island needs and

services, including the State's focus with regard to services for the elderly and in general. All agreed it was very positive and informative. Hopefully, it will eventually result in more resources for island elders.

Director of Senior Services Report Wendy entered the meeting. She described our recent Veterans Day lunch which was very successful. Olga discussed her project of interviewing island senior women and experiences growing up on the island.

Wendy explained our Thanksgiving meal delivery program. She, Paul, and volunteers will pick up dinners at the hospital on Thanksgiving morning and deliver them to about fifteen Edgartown seniors. Edgartown Police are also giving out fresh turkeys to seniors who requested them.

The police are sponsoring their annual Fall Feast dinner this year on December 16th.

We are having our annual Open House Chili Bar on December 9th.

Wendy mentioned a number of events, activities, and programs she has scheduled for December, including a holiday sing-along with Adele Dreyer at the piano.

Responding to Jay's question, Paul advised the Anchors will not be closed the week over the holidays this year.

Outreach Report Victoria came to the meeting. Victoria showed and read a thank you note from a family for which she secured the resources to construct a handicapped ramp at their home. She talked a little about this case. She also discussed a case in which a hoarder may have her house condemned and soon be homeless. Solutions were discussed, including calling protective services and the health department. Victoria also described a phone call from a lunch regular who reported confusion and memory loss. Victoria will actively monitor his condition and administer a dementia assessment. Different support agencies were mentioned.

Victoria then left the meeting.

Friends of ECOA Report Paul said the Friends have not met since before the summer. He said he called both co-presidents, Barbara and Madeline, to touch base and get any updates. He told them he was available whenever they would like him to attend. Madeline said she would let Paul know when the next meeting is scheduled.

Glenn asked the reason why the town has implemented a hiring freeze. Paul was unsure. Heidi, who works in the Collector's Office in town hall said she was advised that, because a consulting firm was reevaluating all job descriptions and pay grades, the town may have to raise some or all salaries and, until that is determined, the town does not want to incur any additional personnel costs. Paul said he would be happy to trade a hiring freeze in return for a raise.

Center 4 Living Paul said the VNA building continues to be developed. The Center is going through the process of getting the necessary approvals from local governments. Everyone hopes to be in the building by next July.

New Business Paul said Jacque Cage from Elder Services would like to give her annual report at our next meeting in December. The Board agreed this was fine and would like her presentation limited to ten minutes.

Upon motion by Jay, seconded by Glenn, the meeting was adjourned at 9:25 am.