

**EDGARTOWN COUNCIL ON AGING**  
**BOARD MEETING**  
**May 15, 2014**  
**MINUTES**

The meeting was called to order at 8:35 am by Chair Chris White. Also present were Board members Olga Church and Glenn Carpenter, and Administrator Paul Mohair. Kevin Ryan had advised he would be unable to attend.

**Minutes** Copies of proposed minutes from the April 17, 2014, meeting were distributed and read. Upon motion by Chris, seconded by Olga, the minutes as proposed were adopted unanimously.

**Board Members** There was discussion on Board member and Board Chair term limitations according to town policy and our department by-laws. Paul presented the green slip he received from Pam Dolby appointing Chris to another three year term and affirming Chris was sworn to perform the duties of a Board member. After further discussion, Olga moved that Glenn be Chair and that Kevin be Co-chair for the next year. Upon second by Chris, the motion passed unanimously, whereupon Glenn assumed the Chair, presiding over the meeting.

Paul distributed copies of three letters he had received from the town administrator sent from persons who were interested in serving on our Board. All Board members believed Jay Sigler would be the best candidate and Paul said he would so inform the town.

**Budget** Paul distributed copies of the budget report with expenses as of May 12, and as reported by the town accountant and town bookkeeping system, MUNIS. Paul said the end of the fiscal year is June 30<sup>th</sup>, and we should be close to spending the whole budget without going over. There was discussion on a few items. Paul explained the equipment maintenance expense is for maintenance contracts, paid at the beginning of the fiscal year. He said the kitchen/lunch expenses are decreasing because Diane is finding ways to keep our costs/overhead down. All expenses are reasonable at this point of the fiscal year.

**Program and Volunteer Report** Paul said Wendy would be in late and probably would not attend the meeting; she has an emergency house maintenance issue. Wendy asked Paul to thank Olga for her cooking class which was very successful. She also said she has recruited a number of new volunteers. Paul mentioned the upcoming men's breakfast and the Long Point 5 performance next weekend. He talked about the Shining Sea bike ride in June. Paul said Victoria would be in at 9 am and that we could skip ahead until she arrived.

**Friends of ECOA Report** There was no one from the Friends present. Paul said they met Tuesday, two days ago, and that he had nothing to report. Answering Glenn's question, Paul said he attends Friends meetings when requested and that he makes himself available during the meetings, or "on standby," should they request his presence.

**Administrator's Report** Paul talked about fuel assistance and presented, as suggested at our previous Board meeting, a proposed written policy regarding the administration of fuel assistance applications when requested by seniors from the Anchors. Although he had emailed the policy to Board members, no one could open it. Paul read the policy, a written copy of which is attached and made a part of these minutes. Paul pointed out the decision regarding who is eligible and receives fuel assistance is not in any way determined by any Anchors staff or town employee, but rather by those organizations that provide the assistance. Payment is made directly from the donor to the fuel vendor. There was discussion. Paul said he has heard nothing regarding our application to change the cook job description and pay

grade. He will continue to follow up with the town personnel department. Paul said our seniors' feedback has been nothing but positive and complimentary in every respect. The staff morale and performance are excellent.

**MV Center for Living** No one from the MVC4L was present. In response to Olga's question, Paul said the C4L's proposal to have the County buy the VNA building in Vineyard Haven, then rent it back to the C4L has gathered momentum with the approval of the Edgartown and Tisbury selectmen. The County will be seeking funding from the island towns to help make this happen. Paul said he should learn more at June's C4L board meeting.

**Outreach Report** Victoria then came to the meeting. She talked about senior housing, the Green House model, and the town's possible support for building one in Edgartown. Paul said there are over one thousand seniors in Edgartown. There will be a huge and dramatic increase in seniors in the near future. Victoria talked about the support groups which she helps facilitate: the Memory Loss, Stroke Survivors, and Care Givers Support Groups. There was some discussion on ways to increase attendance. Victoria said the new Federated Church minister, Terry, and his wife, recently helped deliver meals as part of our restaurant meals for seniors program. There was discussion about the program and persuading more local restaurants to join. There was general discussion about Victoria's case load and case management.

**New Business** Paul related an incident on the Cape Bike trail ride last month at which a senior passed out early in the ride and was hospitalized. Paul said he and Wendy tended to the senior, made sure the police and EMTs arrived promptly, and got him to the hospital. Paul went on to lead the ride and make sure everyone returned safely. Wendy stayed with the senior at the hospital until Paul picked her up about 6 pm. Wendy kept in touch with the senior's out-of-state daughters, providing health updates. He stayed overnight for observation and returned to the island the next day. Wendy did a great job caring for the senior, keeping him company, and communicating with his family. The senior and his family were extremely grateful.

The Board agreed to meet June 19<sup>th</sup>, and will decide at that meeting whether to meet in the months of July and August.

Upon motion to adjourn by Chris, seconded by Olga, the meeting was adjourned at 9:45.

## **FUEL ASSISTANCE RESOURCES, POLICIES, AND PROCEDURES**

### **South Shore Community Action Council fuel assistance for island residents through the Edgartown Council on Aging, also known as the Anchors**

Fuel Assistance Checklists are available at the Anchors reception area. The checklist contains information required prior to applying. It is recommended that applicants apply BEFORE they are low or out of fuel.

Upon completing the checklist, applicants may call an Anchors outreach worker for an appointment to complete a formal application. 508-627-4368, ex.15. Having completed the application, applicants may learn its status by calling 508.746.6707 and providing his/her social security number.

Applications may take up to eight weeks to process. Fuel assistance amounts vary from year to year depending upon federal poverty guidelines and the applicant's eligibility, or income within these guidelines.

### **Friends of Edgartown Council on Aging fuel assistance for Edgartown Residents**

Edgartown residents may also apply for fuel assistance from the Friends of the Edgartown Council on Aging.

Assistance is based on expressed and demonstrated need and urgency.

Applications may be requested from an outreach worker at the Anchors. 508-627-4368, ex. 15.

Fuel assistance in an amount not greater than \$300 may be granted to an applicant's household no more than once every twelve months.

A completed request for assistance application must be accompanied by applicant's three most recent bank statements and pay stubs. All applications will be reviewed by the Anchors administration and Friends for eligibility and need.

The final decision regarding an award of assistance will be made by the Friends. Assistance is granted by Friends on a first come, first served basis depending on need and availability of funds.

### **Martha's Vineyard Center for Living's FEMA assisted fuel assistance**

Intake interviews are conducted by an outreach worker at the Edgartown Council on Aging, 508-627-4368, ex. 15 or by the Director of MV Center for Living, 508-939-9440.

Awards are based on urgency of need; amounts awarded may vary from year to year, depending on FEMA allocations.

Awards are given on a first come, first served basis. The final decision regarding an award of assistance will be made by the Center for Living.

### **Joe-4-Oil (Citizen's Energy) fuel assistance**

**The Oil Heat Program** offers free heating oil to people in financial need. Each eligible household is allowed a one-time delivery per heating season of 100 gallons of home heating oil for free.

Applicants must call **1-877-JOE-4-OIL** (1-877-563-4645) to apply for the program.

Applications are not available online. A customer service representative will take some preliminary information over the phone.

The applicant will receive an Income Verification Form by mail. The applicant must fill in their income, sign and return this form. For qualified applicants, a voucher for oil will be sent to their home. The customer is responsible for contacting their approved dealer and scheduling a delivery.

The application process takes four to five weeks as it is *not* an emergency assistance program.

**The Gas Heat Program** offers free heating oil to people in financial need.

Call **1-866-GAS-9918**. Callers to this hotline will be asked to leave a name and address so that Citizens Energy can mail out an application form. Applicants need to complete the form and mail it back to Citizens Energy, along with a copy of their gas-utility bill.

If the applicant is eligible, Citizens Energy will issue a onetime payment of \$150 towards the household's gas account. Citizens Energy Natural Gas Heat Assistance Program payments are made directly to the gas company and are only available for households in Massachusetts.