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Council on Aging Minutes 01/20/2005

ARLINGTON COUNCIL ON AGING

27 Maple Street
 Arlington, MA 02476-4909

Lynne Larkin, Chair
 Elizabeth McGaffigan, Vice-Chair
 Shirley Chapski, Secretary

Regular Meeting of the Council on Aging

January 20, 2005

MINUTES

Place and Time of Meeting: Arlington Senior Center, 27 Maple St., Arlington, 7:30 p.m. Members Present: Lynne Larkin, Mildred Hurd, Robert Carey, Harry McCabe, Paul West and Shirley Chapski. Absent: Elizabeth McGaffigan and Ruth Palumbo Others Present: John Jope, COA Executive Director, and Bill Murphy, COA Coordinator for Volunteer Services and the Transportation Program Quorum Identification/Call to Order: Lynne Larkin, Chair, presided and called the meeting to order at 7:30 p.m. Shirley Chapski, Secretary, kept the minutes. A quorum of six was present. The board welcomed new member, Paul West.

Minutes of the December 16, 2004 Meeting: Harry moved to receive the minutes of the December 16, 2004 meeting; Shirley seconded; all in favor. Harry moved to approve the minutes for purposes of discussion, Shirley seconded. There being no corrections to the minutes, all voted in favor to approve the minutes.

Citizens' Open Forum: Bill Murphy, COA Supervisor of Volunteers, distributed a report and spoke on the Intergenerational Task Force (IGTF) created in 2003 by Bill and Mary Villano, Dept. Head of Family and Consumer Sciences at AHS. The task force includes participants from the COA, the ASA and AHS, two students and two parents from the community. Now that the structure is in place, Bill would hope that the ASA would take the leadership role in this endeavor. Lynne said that there are areas where the COA could be involved with the IGTF, such as visiting frail elders and perhaps working at the clinics. Harry added that the ASA could use help from interested students with Senior Center computer classes especially learning to access the Internet.

Executive Director's Report: The Executive Director's Report is attached hereto and made a part of the minutes. In addition to the written report, the following matter was discussed: •Transportation Enterprise Program: John submitted a Transportation Program Overview (information only) giving the program's history, the Transportation Enterprise Fund's Financial History, the problems facing the program now, and where we need to go from here. Patsy Kraemer plans to attend the COA February meeting to discuss with us how best to begin addressing this concern. Lynne reported that Ruth Palumbo has agreed to be the board point person on the transportation program overview.

UNFINISHED BUSINESS

•FY 2006 Budget Requests: John distributed copies of a letter to the Board of Selectmen and Finance Committee requesting restoration of certain funds that were cut in previous years to the COA FY2006 budget and contains justification for the COA's request. The letter will be signed by all the board members and the Executive Director. A copy of the letter is attached.

Recess for Meeting of the Sevoyan Bequest Committee (SBC): Harry moved to recess the Council meeting for a meeting of the SBC for purposes of reviewing the minutes of the January 11, 2005 meeting of the SBC; Shirley seconded; we are adjourned.

Harry moved to approve the minutes of the January 11, 2005 meeting of the SBC, Shirley seconded, those who had attended said meeting voted in favor and the minutes are approved.

Harry moved to adjourn the SBC meeting and return to the Council meeting, Shirley seconded, all in favor.

•Transportation Subsidy Fund: Harry reported that at the SBC Jan 11th meeting a discussion of COA Transportation Program and the COA Subsidy Funds took place, after which it was agreed to recommend to the Board that John transfer \$5,000 from the Gift Fund to the Transportation Subsidy Fund and that there would be no transfer at this time from the Sevoyan funds. John has spoken with the comptroller's office and was told that a transfer of money from one fund to another would require the board's approval and that after the vote is taken, a memo requesting the transfer be signed by him as Director and by the COA Chair. Harry moved to authorize John to transfer up to \$5000 from the Gift Fund in increments of \$500 in order to supplement the Transportation Subsidy Fund; Bob seconded; all in favor.

•COA/ASA Pot Luck Supper: Shirley gave an update on the pot luck supper to be held on February 10, 2005 at 6:30 at the Whittemore Robbins House. Charles Schwab has engaged a magician, Jan Rogers, for the evening's entertainment. Her fee is \$200 to be split by the ASA and COA. Harry moved that we approve the appropriation of \$100 from the Gift Fund for the Pot Luck Supper entertainment; Bob seconded; all in favor. Shirley and Charles will meet with Patsy next week to go over the details for the use of the Whittemore Robbins House.

OTHER REPORTS:

None.

NEW BUSINESS:

•Annual Community Development Block Grant (CDBG) Request for Funding: John reviewed the COA FY 2006 request for CDBG funding document as follows: (a) Transportation Enterprise Fund will remain at \$67,850; (b) Meals on Wheels Scholarship Program, \$1,000; (c) Volunteer Services Coordinator salary, \$36,891; (d) Adult Day Health Center Scholarships, \$13,100; and (e) Lifeline Subsidy Program, \$1,200. The total amount requested is \$120,041. Harry moved to approve and recommend for forwarding to the Board of Selectmen the FY2006 COA CDBG funding request; Mildred seconded; all in favor.

•Appointment of Mara Klein Collins as an Associate Board Member: Lynne reported that Mara has agreed to serve as an associate member and is willing to work on projects. Harry then moved to appoint Mara Klein Collins Associate Board Member; Shirley seconded; 5 in favor. Mildred abstained, motion carried.

COA Business Cards & Wallet Size Brochures: John distributed COA business cards and wallet size folders which outline the various COA services. •Financial Reports: John distributed a report from the Treasurer's Office on the Sevoyan Fund and the Dr. Charles Sevoyan/COA Scholarship Fund. He also handed out a Yearly Report on the Sevoyan Dental Care Subsidy Program, with the suggestion that it would be good to recognize in some way the participating dentists in this successful program.

•Formula Grant Summary from the EOE: John next distributed copies of the summary which lists by municipality the amount of formula Grant awarded in FY2005 to each COA and how they have chosen to spend their formula grant awards.

•Jan 2005 MCOA News: (a) The Governor has signed into law an amendment to Section 15 of Chapter 19A of the MGL — COA directors and outreach workers are now mandated reporters of elder abuse. (b) Property Tax Relief for Seniors: legislation has been filed in both the House and the Senate. •Harry said that Andrew Fischer, Chair of Town Cte. will attend the COA February meeting.

There being no further business to come before the meeting, Shirley moved to adjourn, Bob seconded; all in favor.

Adjourned at 8:40 p.m.

Shirley Chapski,
Secretary

Date of next Regular Meeting, February 17, 2005 at 7:30 p.m.