

# Wayland Council on Aging

## MINUTES

MAY 5, 2014

8:00AM

SELECTMEN'S MEETING ROOM

<b>FACILITATOR</b>	Betsy Soule, Chair
<b>NOTE TAKER</b>	Mary Antes, Secretary
<b>ATTENDEES</b>	COA Board Members Present: Betsy Soule, Chair; Mary Antes, Evelyn Ekmejian, Nancy Leifer, Becky Patterson, Bill Sterling, Bill Zellen COA Board Members Absent: Harriet Onello, Denise Yurkofsky <u>Director:</u> Julie Secord <u>Guests:</u> Kent George
<b>PUBLIC COMMENT</b>	Kent George asked that the minutes of COA Board meetings be posted on the website.

### Agenda topics: Meeting Convened at 8:02am

#### QUEST FOR SPACE INITIATIVE

BILL STERLING

<b>DISCUSSION</b>	<p>Bill said the need for more space for the COA is recognized by the Planning Board and the Finance Committee, as well as other committees. The Planning Board is about to broaden its discussions about the possibility of shifting town facilities. It includes moving town offices to the Town Center, the library to the current DPW site, and the COA to the former day care center (10,200 sf). The intention would be to move the recreation department and build a gym adjacent to the COA with a connector with a 100-137-car parking lot. The art center could also be moved to this location from the Cochituate Fire Station. The Boston Sports Club is also interested in building a gym and allowing the town to use it. The total cost is estimated at \$4.5 million and the project could be built in two phases.</p> <p>While the board likes the idea of a combined COA/library, it does not seem to be feasible. For example, the library would be eligible for 40 percent reimbursement from the state but the application could not be submitted until 2016. Because a small portion of the River's Edge development will be restricted to seniors, the Economic Development Committee (EDC) could require the developer to contribute to the new senior center (and DPW), perhaps paying for the furnishings.</p> <p>Bill would like to reactivate the building committee. Julie suggested a broader steering committee that would include at-large members, such as residents of Mainstone, boomers, and recreation people.</p>
<b>ACTION</b>	It was moved, seconded, and unanimously voted to move forward with the Day Care Center as the first choice even though the board still supports a combined project (Sterling/Patterson). The board will approach the Board of Selectmen and the Planning Board to get a building and operating cost estimate.

#### TAX WORK OFF PROGRAM

JULIE SECORD

<b>DISCUSSION</b>	<p>Lillian Mills has retired as the Tax Work-Off coordinator. Julie described the application process required by the IRS that treats tax work-off participants as temporary town employees. This requires a 14-page application and contributions to retirement and Medicare. The resulting sum deducted from the resident's tax bill is \$455 instead of \$500. To increase the amount to \$500 would require additional work hours, which would mean the loss of five tax work off slots.</p> <p>The Valor Act is a similar program targeting Veterans of any age. At this point, there is no funding or information about who will manage the program, guidelines, funding, etc.</p>
<b>ACTION</b>	It was moved, seconded, and unanimously voted to keep 50 slots for the tax work-off program (Bill S/Bill Z).

#### STAFFING

JULIE SECORD

<b>DISCUSSION</b>	<p>Julie distributed a position description for a project coordinator who could implement and manage new initiatives. This position would be 18-hours per week and not require benefits. The board will consider going to the Personnel Board this summer.</p> <p>Julie also proposed changing the department assistant to an administrative coordinator based on the current job responsibilities.</p>
<b>ACTION</b>	Julie will request the position description of the DPW administrative coordinator.

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**MINUTES**

BOARD

<b>DISCUSSION</b>	
<b>ACTION</b>	It was moved, seconded, and voted to accept the minutes of April 9, 2014 (Patterson/Leifer). There was one abstention (Bill S).

**BAY PATH**

EVELYN EKMAJIAN

<b>DISCUSSION</b>	A new website with resources for care givers will open May 15 <sup>th</sup> . Evelyn distributed a handout of Bay Path highlights for the month.
<b>ACTION</b>	

**FRIENDS**

JULIE SECORD

<b>DISCUSSION</b>	The town-wide appeal letter has been mailed. The lobsterfest fundraiser will be held October 5 <sup>th</sup> and will include an art show.
<b>ACTION</b>	

**DIRECTOR'S REPORT**

JULIE SECORD

<b>DISCUSSION</b>	Wednesday is the volunteer luncheon in the large hearing room. The search for a suitable software program for program registrations and case management continues. The staff will receive training tomorrow on taking credit cards. There are sponsors for the concert series that will be held in the courtyard for five weeks during the summer. The reopening of Loker means the medical equipment will have to be relocated. Julie is looking for a space about 10 feet square. Bill Z will check about space in Mainstone. Several members suggested purchasing a small storage shed. The electronics recycling went very smoothly despite the rain.
<b>ACTION</b>	

**ADJOURNMENT**

<b>DISCUSSION</b>	The next meeting will be Monday, June 2, 2014 at 8 am.
<b>ACTION</b>	The meeting was adjourned at 9:18.