Wayland Council on Aging

FACILITATOR	Betsy Soule, Chair
NOTE TAKER	Mary Antes, Secretary
ATTENDEES	<u>COA Board Members Present:</u> Mary Antes, Evelyn Ekmejian, Carol Glick (8:16), Becky Patterson, Ellen Scult, Betsy Soule, Bill Sterling, Denise Yurkofsky <u>COA Board Members Absent:</u> Nancy Leifer <u>Director:</u> Julie Secord <u>Guests:</u> Fran Bakstran
PUBLIC COMMENT	

Agenda Topics: Meeting Convened at 8:03am

MINUTES   BOARD

DISCUSSION	The minutes of September 6, 2016 were considered.
ACTION	It was moved, seconded, and unanimously voted to approve the minutes of September 6th (Yurkofsky/Patterson).

AREA AGENCY ON AGING   FRAN BAKSTRAN

DISCUSSION	Fran Bakstran, assistant director, Baypath Elder Services, Inc. discussed the procedure for developing a new state plan on aging that coordinates the goals of the Executive Office of Elder Affairs (EOEA) and the US Department of Housing and Human Services (HHS). The first step is a needs assessment questionnaire. She distributed a list of the needs identified in the area plan for 2010-2013 and for 2014-2017. She asked for the Council's ideas and help in distributing the questionnaire.
ACTION	

BAYPATH ELDER SERVICES REPORT   CAROL GLICK

DISCUSSION	Carol reported that she missed the last meeting and hasn't received a copy of the minutes yet. Carol's term ends in June, 2017. A member can have at-large members as well as the appointed representative.
ACTION	

SENIOR TAX RELIEF COMMITTEE   JULIE SECORD

DISCUSSION	The next meeting is on Yom Kippur and may be rescheduled. The committee is reviewing Weston's 'double-double' model to see how it affects the circuit breaker after having decided that the Sudbury program is too multi-layered and complicated.
ACTION	

FRIENDS OF THE COA   JULIE SECORD

DISCUSSION	The Lobsterfest was very successful although the final accounting is not complete.
ACTION	

BUDGET   JULIE SECORD

DISCUSSION	Julie reported that the budget procedure is different this year. She met with the financial analyst, the town administrator, and the Finance Committee liaison to go through the budget line by line. The small equipment budget was reduced because the file cabinets will be requested in the facilities budget. The increase in the tax work-off program was approved but the requested increase in newsletter costs was not. Julie expects that she will be able to work things out with LPI, the publisher of the newsletter.

	Because it is a rolling contract, it will not need to be renegotiated. Salary adjustments will come from FC's line item for salary adjustments, not the COA budget. The only change to the approved budget was the $2,000 reduction in the equipment line.
ACTION	Julie will push for more copies of the COA newsletter so that there are enough for the entire mailing list.

DIRECTOR'S REPORT   JULIE SECORD

DISCUSSION	Julie discussed the ongoing space issues; during the recent solar construction, children and parents going to The children's Way were rerouted through the Hearing Room causing cancellation of exercise classes. There were no tables for the art classes leading up to Touch a Truck. SHINE appointments are booking into December and there is a waiting list for the Core and Posture class. Julie is working with Wayland Home and Design, which has offered space for classes. She would like to be able to offer handyman classes there.
ACTION	

LETTER TO BOARD OF SELECTMEN   BILL STERLING

DISCUSSION	Bill distributed a draft letter to the Board of Selectmen requesting that action on acquiring the municipal parcel be a top priority. Edits to the letter were discussed.
ACTION	Bill and Ellen will revise the letter. Board members interested in signing the letter should let Bill know.

ADJOURNMENT

DISCUSSION	The next meeting will be Monday, November 7, 2016 at 8 am.
ACTION	The meeting was adjourned at 9:17.

Materials handed out at the meeting:
  Agenda
  Minutes of September 6, 2016
  Area Agency on Aging Questionnaire
  Area Plan Priorities of 2010-2013 and 2014-2017
  Director's Report
  Draft Letter to the Board of Selectmen
  Budget Information