

# Wayland Council on Aging

## MINUTES

OCTOBER 2, 2023

4:00 PM

ZOOM VIRTUAL MEETING

<b>FACILITATOR</b>	Betsy Soule, Chair
<b>NOTE TAKER</b>	Mary Antes, Secretary
<b>ATTENDEES</b>	<u>COA Board Members Participating Remotely:</u> Mary Antes, Carol Glick (4:06), Frank Kennedy, Becky Patterson, Betsy Soule, Bill Sterling, Denise Yurkofsky, and Julie Secord <u>COA Board Members Absent:</u> Ellen Scult <u>Guests:</u>
<b>PUBLIC COMMENT</b>	

### Agenda Topics: Meeting Convened at 4:02pm

#### CALL TO ORDER

BETSY SOULE

<b>DISCUSSION</b>	Betsy called the meeting to order at 4:02pm by roll call and reviewed the agenda.
<b>ACTION</b>	

#### COA/COMMUNITY CENTER

BILL STERLING

<b>DISCUSSION</b>	Bill reported that the project has been posted in the Central Registry; bids are due on November 2 <sup>nd</sup> . The goal is to have the Select Board (SB) approve the contract at their meeting on November 6 <sup>th</sup> . The Permanent Municipal Building Committee (PMBC) did a thorough analysis of the project and documents to minimize any glitches. Both the PMBC and the Owner's Project Manager (OPM) believe that there should be a number of bidders and that inflation has softened a bit. Bill said that it is almost impossible not to accept the lowest qualified bidder but a good contractor is key.
<b>ACTION</b>	

#### MINUTES

<b>DISCUSSION</b>	The minutes of August 7, 2023 were reviewed.
<b>ACTION</b>	It was moved, seconded, and unanimously voted by roll call vote to approve the minutes of August 7, 2023 (Kennedy/Patterson). (Antes, Glick, Kennedy, Patterson, Yurkofsky 5 Yeas).

#### SENIOR TAX RELIEF

JULIE SECORD

<b>DISCUSSION</b>	Julie said the Senior Tax Relief Committee is fully populated and will meet October 11th. Susan Ruffo is chair. At the meeting, they will set the goals for the year.
<b>ACTION</b>	

#### FRIENDS OF THE COA

FRANK KENNEDY

<b>DISCUSSION</b>	The Friends have not met although they did give Bill and his wife a gift card for Coach Grill to celebrate the approval of the COA/CC.
<b>ACTION</b>	

#### DIRECTOR'S REPORT

JULIE SECORD

<b>DISCUSSION</b>	Julie reported that after two years, the full-time project assistant position has been filled. Paula Winn will start October 11 <sup>th</sup> . She applied for the job when it was posted at 28 hours and again when it was full time.
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	<p>The office is extremely busy. Medicare open enrollment appointments with SHINE counselors are available in person, by Zoom, and on the telephone. Julie will meet with HR to discuss staffing reorganization. It may be time to consider an assistant director position. Zoom is not going away and transportation needs are increasing.</p> <p>Wayland, Sudbury, and Weston are researching a regional grant for a hospital shuttle that requires a 20 percent match, due in December. Wayland and Weston residents tend to go to Boston hospitals while Sudbury residents tend to go to Emerson. Only Weston residents are eligible for The Ride and the town doesn't want to jeopardize their access to that service.</p> <p>The staff is looking into what combination of transportation options will serve the greatest number of people in preparation for a meeting with the new director of the MWRTA. One possibility is using volunteer drivers, similar to the former FISH program, for any purpose, not just medical appointments. Using volunteers raises liability insurance issues for both the driver and the town. Another idea under consideration is to exchange the 16-passenger van for a 12-passenger handicap-accessible van, which does not require a commercial driver's license. Wayland averaged about 400 medical trips last year by taxi.</p> <p>There were some minor edits to the annual report. Both Springwell and SMOC are short-staffed so that the COA has had to pick up the slack, for example, dealing with unpaid utility bills that should be handled by SMOC. Julie has conferred with Larry Scult, Wayland representative to SMOC, recognized as a "big picture, problem-solving guy."</p> <p>The budget for FY 25 will need to include expenses for the new facility. For example, the building will open at 8am and may not close until 10pm. This would seem to require more than one full-time custodian. The Town Manager will talk with the Finance Committee about these budget issues. Another matter that should be resolved before moving into the new building is who will be responsible for scheduling the space. Julie recommends Recreation because they have both the software and the experience. The two departments have an informal understanding that the COA will have access to all the space it needs until about 3:30pm, at which time recreation will use the space it needs. Julie would like a formal policy that specifies the pecking order, not only for the two departments but for other organizations wanting to use the space. The American Legion is donating a solar-lighted flagpole.</p> <p>Programming is going well. Shakespeare in the Park competed with an event at the Cochituate Ballfield that attracted 4-500 people and the Dudley Pond annual event. A smart-phone video photography course, climate change, and a Lunch and Learn AI lecture are among the meaty topics being offered this month.</p> <p>Betsy noted that the board is down one member. Julie said there is a new applicant that she thinks will be a good fit.</p>
<b>ACTION</b>	

**ADJOURNMENT**

<b>DISCUSSION</b>	The next meeting will be Monday, November 13 <sup>th</sup> at 4pm in person. The board will meet in person on a quarterly basis.
<b>ACTION</b>	It was moved, seconded, and unanimously voted by roll call to adjourn the meeting (Yurkofsky/Patterson). (Antes, Glick, Kennedy, Patterson, Yurkofsky, 5 Yeas). The meeting was adjourned at 5:11pm.

Materials handed out at the meeting:  
 Agenda and Minutes of August 7, 2023  
 Annual Report