

**SALEM COUNCIL ON AGING
Minutes of Regular Meeting**

Date and Time: March 28, 2018 at 5:03 P.M.
Meeting Location: 2nd floor meeting space, 5 Broad St.

Roll Call:

Members Present: Lynda Coffill (LC, Chairperson), Julie Carver (JC, Secretary), Elaine Heredeen (EH, Vice Chair), George Barbuzzi (GB), and Donna Clifford (DC), John Russell (JR)

Members Absent: Abigail Butt (AB), Alison Thibodeau (AT) and Alice Williams (AW)

Also Present: Teresa Arnold, (TA, Director of the COA) and Michael Lutrzykowski

Clerk: Kathleen Fitzgerald

Meeting Called to Order

LC calls the meeting to order at 5:15 P.M.

Motion made by JR to approve the February Minutes, seconded by EH and passes unanimously.

New Business:

LC – We met with Mike Lutrzykowski in December right before the party. He is here to give us some information about furniture.

Mike – I have been working on this project since December 2015 when I took over from the City side. The Mayor apologizes that she can't be here tonight. Elaine Bello could not be here either as she has a mandatory work day at UNH.

Overview – I would like to avoid questions and answers at the beginning of the meeting.

- Regarding the colors of the furniture, Elaine is the driving force with input from Trish O'Brien and TA.
- Construction is ahead of schedule and I think everyone will be very happy. I had a recent meeting with the contractor, architect and developer and when questions come up, they go right to the Mayor's office. Tim Beauve, (sic) supervisor of the

project, is very meticulous, and when issues with the schedule come up, he works on it. Also, the developer has always been up front on all matters.

- Construction will increase in April when the weather gets better.
- The second floor has plaster and we are starting to see room definition.
- The HVAC/electrical is 60-70% completed.
- In the Great Room, on a few recommendations from people, the harvested light panels have a closure so the room can be darkened.
- National Grid has put the lines underground.
- The Mayor has been extremely supportive and this will be one of the nicest senior centers around.
- It is anticipated that the Mayor will be able to do a walk through probably in late May and thereafter she will most likely invite others to do a walk through.
- There has been a slight modification in the Veteran's Office and the office of Kim Emerling's assistant because there were some concerns about his assistant being in the hallway. There will now be a small glass wall in front of her.
- There has been some discussion in the past about the kitchen and we have engaged the architect about this. We are working towards a kitchen that will be very acceptable but not 100% of what people wanted. We need something that works financially and which works for us.
- There will be light sensors instead of switches in the building.
- Elevator arrived.
- Transformer arrived which means National Grid will be working so the building will have power.
- Building will be 20,000 square feet with 9 foot ceilings.
- All furniture will be new.

JR – We want to make sure to have a kitchen ready and for us to have good equipment.

Mike – The kitchen we get will give us the biggest bang for our buck and the architect is working on this. In the next thirty (30) days we can focus on this.

DC asked if the kitchen will be gas or electric. Mike advised it will be electric. DC asked if it cost more for gas and Mike advised that venting would be needed for gas.

LC expressed concern about construction next door to the Senior Center, especially noise and access to the Center. Mike advised that the new building would only be accessible via Boston Street and that the developer is aware of how important this project is to the City and has gone above and beyond to address these issues and stated that the developer wants to do the right thing and is using the same crew on the Senior Center and the new building next door.

There was some discussion about the number of condos and DC stated there would be three (3) floors of condos and one floor for retail. JR advised that the building went from five (5) stories to four (4).

Next was an update by JR on Friends of the COA. JR stated they were about to go live with their Facebook page and would be asking for donations with Go Fund Me. There is a pasta dinner coming up on June 22nd at the Moose Lodge and the Moose Lodge pays for everything and that there were no costs involved to the Friends. There will be an auction and raffle. Tickets will be \$7.00 and you can pay for entire table if you wish. He also stated that the annual appeal was sent to everyone who donated in the past and will be sending out an appeal to businesses. Once it goes live, JR will be asking everyone to share through their contacts and there would be no cost to do this.

Director's Report:

Social Services – The tax aide program had a few challenges this year and there have been fewer volunteers this year and we are looking for new volunteers for next year. Also, new software has created some challenges. TA stated that it is a wonderful program, but that it fills up very quickly. She advised that people from surrounding communities used the program and that it is not restricted to Salem residents. When asked why, TA advised because it was funded by AARP and so it must be open to all seniors. She advised that SSU was offering tax services which we referred seniors to, but that they too are fully booked.

Activity for the month of February: For those 60+, there have been 19 home visits, 226 phone consultations, 120 office appointments and 13 emails. For under 60 there have been 0 home visits, 9 phone calls, 8 office appointments and 1 email. Joe Ericksberg, the intern from SSU will be graduating in May and has been working on an outreach project geared towards those seniors over 85.

TA advised that she has an upcoming meeting with the Mayor on April 5th to discuss the budget and will be justifying the need for an additional social worker. She advised that recently there was a celebration honoring Lynn, Sharon and Joe (intern).

LC advised that she and AB have a meeting scheduled on April 3rd with the Mayor regarding the budget and that AB has put together some statistics and the need for two social workers – one to deal with mental health issues and then another one. She did state that the Mayor acknowledged the need to increase staff in the new building

Transportation – One driver retired for health reasons but we were leaving staffing as it is right now. Seeing approximately 1,500 rides per month. Scanners are being used to better track people and rides which will help in possible grants in the future. We will be getting a new van in June which will bring a total of six (6) vans in the fleet. TA is asking Fred Norton to do a study on the useful life of each van.

Programming for the new CLC. Programming survey being launched on the city website by Dominick Pangallo, Chief of Staff/Mayor's office.

GB asked where information could be obtained concerning in-law apartments and JR advised that info is available through the Building Department.

Activities – Reached out to MA Council on Aging and received responses from other COA activities for men. We talked about pool, metal detector club, cribbage, and backgammon to entice men to come to the Senior Center. It was advised that many men enjoy doing breakfasts and that shipbuilding may also be popular.

Salem for All Ages - TA stated that she met with a group from Newport, RI who were looking to become an age-friendly community. In attendance from Salem were Dominic Pangallo, Chief of Staff to the Mayor, Patricia Zaido from the Salem for All Ages Task Force and TA. The meeting went very well.

Next Board Meeting: April 18, 2018.

A motion to adjourn is made by EH, seconded by JR, and passes unanimously,

The meeting adjourns at 6:20 P.M.

Respectfully Submitted,

Kathleen Fitzgerald, Clerk