

RECEIVED AND FILED

Winchester Council on Aging
Agenda July 10, 2019, 8:45 a.m. 2019 JUL -8 PM 12:54
Tom Howley, Presiding Chairperson

TOWN CLERK
TOWN OF WINCHESTER

1. Approval of June 12, 2019 Meeting Minutes (attached)
2. Old Business
 - a. Vehicle Funding
 - b. Housing and Human Services Coordinating Council
 - c. The Collaborative
 - d. Chinese Translation
3. New Business
 - a. Faith-Based Community Partnership: Margy McIndoe
 - b. Kathy Carr Farewell-Jane Murray
 - c. Year-end Spending-2020 budgets
 - d. Select Board meeting—Senior Tax Reduction Program
 - e. Staff Retreat-Team Building
 - f. Strategic Pillars—alignment with Symposium “Age Friendly Communities”
4. Standing Reports
 - a. WSA-Erica Drazen
 - b. Transportation Committee-Joan Grenzeback
 - c. Minuteman-Margy McIndoe
 - d. Housing Partnership Board-Laura Fitzgerald
 - e. Director's Report-Phillip Beltz-see attachment
5. Date of Next Meeting-September 4th at 8:45 a.m. Note no meeting in August and September will be the first Weds. of the month.
6. Adjournment

Winchester Council on Aging

June 12, 2019

RECEIVED AND FILED

2019 JUL -8 PM 12:54

In Attendance: Ted Martin, Michael Britt, Ruba Gnaratnam, Joan Grenzeback, Wei Han, Ted Lamson, Margaret McIndoe, Carol Thoma, WSA Director Erica Drazen, COA Director Phillip Beltz, Jane Murray

- The May minutes were approved.
- A guest book for Kathy Carr's retirement was passed around the room. We are collecting monies for a farewell gift to Kathy.
- Vehicle funding is waiting on the Rotary Club and on an RFP from the Town.
- The Housing and Human Services Coordinating Council has been created to maximize outcomes for seniors in areas such as taxation. No new news has been reported.
- The Board voted for approval of the Collaboration's charter.
- Michael Xiang, a college student, will spend the summer at the Jenks doing Chinese translation 5 days a week.
- 'Leftover' funding from FY 2019 has been used to buy outdoor furniture for the patio.
- Margy reported on the effort to build a faith-based community partnership in town. Wil Burhans from the First Congregational Church will be asking other churches and houses of worship to donate \$1000 each toward our van purchase.
- Lisa Wong, Town Manager, was our guest. In a far-ranging conversation, Lisa told us of many initiatives for transportation including traffic around Church and Waterfield Road and traffic around McCall Middle School and Muraco Elementary. Housing plans are being discussed for 147 units, including 40B, on River Street, a proposed teardown and rebuild of mixed-use for the 'laundry' building and a friendly 40B of 52 units on Washington and Swanton Streets. Climate action, school maintenance, the proposed cultural district and electric scooters were all mentioned and Lisa asked how we (COA) can help her do her job. Can we pre-identify things to work on together? Ted Lamson talked about the Fletcher Fund and how it needs new regulation by the Select Board to maintain its principal and continue to work for the future.
- Erica talked about the new WSA Board and their upcoming discussion on what their focus should be e.g. more social and educational programming.
- Joan reported a meeting of 12 volunteer drivers. They talked about the cost of service and gave kudos over the system now used to book rides, plus the appreciation shown by their clients.
- Margy said Minuteman is doing a new strategic plan and would like input. Laura's report will be sent to us.
- Meeting was adjourned at 10.07 a.m. The next meeting will be July 10th at 8.45 a.m.

Respectfully submitted, Jane Murray

RECEIVED AND FILED

July 02, 2019

2019 JUL -8 PM 12: 54

To: Winchester Council on Aging Board

Fr: Phillip Beltz

Re: Summary Board Report-COA Director June 2019

Staff Development/Personnel:

- Facilitation of weekly meetings with Jenks staff.
- Staff dementia training from Melrose Station Place.
- Team building/staff retreat at Medford Boat Club.
- Interview of two potential secretarial candidates.
- Staff team building retreat at Medford Boat Club successful—planning of MySeniorCtr training in late July.

Director Professional Development:

- Attended WSA and WSA Trust board meetings.
- Attended Town Manager's Dept. Head meeting.
- Attended two Collaborative meetings.
- Meeting with Town Mgr. and Asst. Town Mgr. re 2020 COA goals/objectives.

Programs- Grant Administration, Development and Implementation:

- Attended Transportation Committee meeting and bi-annual volunteer drivers meeting.
- Meeting with Meg White, Town Contracts Administrator, re development of Request for Bids for vehicle as well as purchase order and contract with SCM transport services.
- Attended several Symposium planning meeting re "Age-Friendly Communities."
- Meeting with Select Board re adoption of new guidelines for senior work tax reduction program at Town sites.
- Assisted social worker with Memory Café – Rock Painting.
- Meeting with Jane Henchey, McCall librarian re review of Literary Lunch and planning of 2020 year.

Community Outreach and Engagement:

- With nurse and social worker, hosted Winchester providers' professional networking breakfast meeting.
- Meeting with Gael Robinson of EnKa re utilization of their volunteers at Jenks. Will be further initiated in the fall.
- Meeting with three new directors of Salter HealthCare.
- Meeting with State reps re cultural district designation for Winchester.
- Weekly meeting with Jan Porell, volunteer coordinator and interview of four potential volunteer candidates.
- Meetings with volunteer Michael Xiang re Chinese translation assistance at Jenks.
- Assisting Town Manager with development of Memorandum of Understanding with Metro Housing re presence in Town Hall for housing services/eviction prevention.