

Minutes – COA Meeting

April 17, 2020

Attendees (via ZOOM): David James, Alix Turner, Deb Ducharme, Jo Agnes Santangelo, Ann Mazzola, Jane Anne Crossman, Sue Billings, Sheila Casey, Judi Maclean, Nicole Kanis, Linda Cutler, Melanie Trottier

Meeting was called to order at 2pm by Nicole.

Minutes of the March meeting were reviewed. Moved and seconded that they be approved without changes. Passed.

Minutes of the April 13th meeting were reviewed and approved without changes.

Updates by Alix:

- MOC meals continue to be distributed to the regular clients, as well as an additional eight (8), some of whom were regular congregant attendees (2), and the rest were identified by Melanie's and Alix's outreach efforts.
- Alix was on conference call with MCOA and EOEI yesterday. Conversation revolved on how to reopen centers safely. Definitely a local decision. Nicole's background and training make her a key part of the conversation, along with town officials.
- Alix asked the board to consider ideas for leveraging the ZOOM platform for classes, lectures, etc. Bolton has agreed to assist with purchasing of laptops. Alix also asked the state as well as using the Formula Grant monies to purchase laptops. COMCAST does offer free "internet essentials" for qualified seniors for free for 60 days; \$10 per month after.
- Jon Roper has agreed to help assist in teaching people how to use ZOOM. Very difficult when not face-to-face.
- BINGO on ZOOM was very popular its first week (the 14th). Expect more people next week. Difficult to tell people how to connect when everyone has different devices.
- May "Community Crier" newsletter is coming up; need to make it smaller.
- Budget process is coming, but have not had any meetings with town finance.
- Sheila Casey updated on the garden work. Fence has been ordered and expected this month (\$2,800; completely encircles the beds, with additional 7 feet extension). Need to keep out vermin. Debbie Ducharme asked for the cost of a second gate at the back side. Seedlings have been started. Garden beds have been cleaned up. Alix asked the board if they thought it would be appropriate to ask the town for about \$1,000 from the Revolving Fund to assist with garden expenses.
- Alix obtained 200 face masks (surgical variety) and 100 pairs of disposable gloves from Mike Hanson. Ann Mazzola told about using the blue paper towels used in auto shops, etc. as a liner inside the masks. Dispose the liner and the mask is reusable.

- Alix and Melanie are going to work to utilize frozen food to prepare some meals for distribution.
- Melanie updated the COA on the Angel program. All initial requestors have been matched with an Angel, with very positive feedback from both sides. Now working to identify people that could simply use a phone call, etc. People who initially said they did not need assistance are now asking for help. 68 people are getting assistance from an Angel. Debbie suggested that more than one person could be assigned to a senior, to avoid overload and provide variety.
- For special occasions, Alix proposed using Rota Spring's ice cream treats (to be paid from revolving). Moved, seconded, and approved!
- Alix noted that we are now using an improved feature that uses our 978-733-4076 number as the origination number for the MSC voice messages.
- Alix reminded everyone to do their census.

Next meeting: Monday, May 11, 8:30am, on ZOOM

Join Zoom Meeting

<https://us02web.zoom.us/j/286400986?pwd=bUl2NDBKZjcwOCtQcXVJdzR6YWtKdz09>

Meeting ID: 286 400 986

Password: 01523

Meeting was adjourned at 3:00pm

Respectfully submitted,

David R. James