

AGING IN PLACE COMMITTEE
MINUTES 02-18-2021 (virtual meeting)

Mission: The AIP mission is to:

Provide advocacy for changes in Eliot's physical, economic, and social environment that enables Eliot residents, especially older residents, to live in their homes for as long as possible and foster the creation of services and programs geared to keeping all residents active and engaged in the community.

Present: Ellen Ceppetelli, Melissa Layman, Gail Licciardello, Ann Lukegord (late), Nedra Sahr

Absent: Melissa Albert, Michele Meyer

Guests: Kearsten Metz, Land Use Assistant (Zoom technician)

Meeting called to order at: 4:00 pm

Check-in:

Review of Minutes of 1-21-2021 meeting:

Corrections to the draft of Minutes for the 1/21/2021 meeting were discussed. Ann to make the changes and submit the finished Minutes to the Town Clerk.

MOTION: Gail moved to accept the Minutes. Nedra seconded the motion. Ellen, Melissa L, Gail, Ann, and Nedra all approved. No one opposed. Minutes approved as amended.

Nomination of Secretary

New board member Ann Lukegord was nominated as AIP Secretary. All were in favor – Ellen, Gail, Nedra, Melissa, Ann, and none were opposed. Ann Lukegord was named as AIP Secretary.

Chair Update:

Ellen sent in the AARP Report on the Challenge Grant. The Maine Community Fund grant requesting \$2,500.00 for new benches was also submitted. Ellen reported that the Foundation for Arts & Healing's Creative Circle has had its second meeting, eight people are involved, and facilitator Deb Lloyd reported that everything is going very well. Ellen pointed out that the Creative Circle is different

than the Creative Club. Participants are from Eliot as well as South Berwick and York. The Sentinel newspaper and Eliot Connects online both promoted the Creative Circle, and Nedra has heard positive feedback about the Circle, particularly about the camaraderie of the group and the high quality of the supplies. Gail shared as a side note that Meals on Wheels is now delivering activity boxes with their meals which is a great idea and getting a good response.

Ellen would like to pay Deb Lloyd \$1,500.00 as she is overseeing two groups now. From what she is hearing, Ellen does not expect that AARP will extend funding. Gail noted that \$750.00 was used from funds last fall and AIP has not yet received the winter funding.

Ellen shared that she is working on the Town Report which is due on April 2nd. She would like to put that on the website when it is ready.

Ellen reported on her weekly Age-Friendly group meetings on Zoom and that there are so many good ideas and opportunities that it is almost overwhelming!

Treasurer's Report:

Gail presented the Treasurer's Report which is attached and discussion followed.

MOTION: Nedra moved to accept the Treasurer's Report. Ann seconded the motion. Ellen, Melissa L, Gail, Ann, and Nedra all approved. No one opposed. The Treasurer's Report was approved.

Information and Communication Committee:

Ellen reported that the Town has no restrictions on AIP having a Facebook group page, only that AIP would manage the page itself.

Co-chair Melissa L reported that the Town's AIP emails can work with anyone, she is getting responses to the Creativity Circle. Melissa said that emails sent out by AIP will look cleaner, more professional, when coming from the eliot.org site and that it is best for the public to receive an email from AIP email with the AIP logo than from an individual's private email. Melissa L suggested members create Gmail accounts for all AIP communications. The Town's email is hosted on Outlook. Discussion continued about email accounts and not confusing people or limiting people as to how they may contact members, and how to best use the account.

Ann offered to create and manage the AIP Facebook group page and an AIP Instagram account when appropriate. Melissa L shared that AIP is also posting on Eliot Strong and Eliot Online and smaller local neighborhood sites.

Ellen directed members to the Foundation for Arts & Healing template as a starting point for AIP to create a checklist of steps and outlets through which to promote communications and events. Others mentioned there are Eliot neighborhood Facebook group pages like Greenbriar Association and Rollingwood Road that could be added to the list of outlets. Melissa L noted that not all boxes may be checked on the list given the smaller outreach of a prospective project. Ellen agreed and said the checklist could serve as a “list to consider” when doing any communications.

Melissa L said she will start a document that will serve as the checklist and asked that everyone email where they post AIP events. Ellen said highlighting AIP’s new logo and getting that out and around town will further community awareness about AIP and our efforts. There are stickers of the new logo at Town Hall for members to hand out and to put on their cars and so forth.

Nedra shared that Melissa L will be taking over the complete chairmanship of the Information and Communication subcommittee and Nedra will oversee coordinating volunteers. Nedra is happy that someone of Melissa L’s outstanding talent is taking over the subcommittee. Nedra reports that three people have already expressed interest in volunteering in the area of Housing. Nedra shared that subcommittees should submit monthly reports as mentioned in the charter. Ellen agreed and said she will share the AARP form at the end of the AARP Action Plan. Ellen added she is excited that Nedra can do what she is eager to do (coordinating volunteers) and that Melissa L is accepting the chairmanship of the committee.

Ellen announced AARP’s Maine Photo Contest FRAME, an acronym for Focus on Real Aging in ME. AARP has shared a press release about the contest which runs March 10, 2021 to May 9, 2021. Ellen said Maine is now an AARP Age-Friendly State. She also informed members that the Maine Historical Society is doing video interviews to record and share older people’s life stories and reinforce the value of aging. Members thought it best to focus on all we have on our plates now. And that we could share happenings as Eliot-based and part of an all-Maine

undertaking. Ellen thought these items could be posted on our website to let people know about – something to put in the “bin.”

Action Plan:

Discussion turned to AARP’s Livability Dashboard and frustrations with finding it and seeing updates made to the Eliot entry on the Dashboard. Gail asked how the information gets updated and who does it. Ellen said the company overseeing the Dashboard is Fourth Economy and our connection there is Megan Nestor, analytics strategist. Ellen shared that the original information was pulled together by Ellen, Melissa A, and Miss Audette from Southern Maine Agency on Aging. Ellen will contact Megan at Fourth Economy and get more information. Gail thought the Dashboard would best serve Eliot, especially anyone new to Eliot, if it provides full information in a one-stop-shopping format. Ellen said outcomes on the Dashboard need to be updated, for example, the tax assistance program. Melissa L asked when the AARP contract is extended, and Ellen said another year and that the new contract came out at the end of January. Gail asked how people find the Dashboard and Ellen agreed they needed more information about how that is done, which she will pursue. Ellen noted that this was an original action plan and that a regular AIP newsletter would inform people about the Dashboard and how to access it. Ellen will email members the AARP form for changes to the Dashboard, everyone can return completed forms to her and she will forward to AARP as one email.

Ellen introduced the two new domains to the Dashboard for approval: Social Participation and Civil Engagement & Employment. Ellen noted that AIP has already made strong steps toward completing some of the items, especially in terms of volunteers. Documents defining the domains were emailed to members prior to the meeting.

The topic of Volunteers was discussed. Ellen asked if members wanted volunteers to sign a contract or something along those lines. She added that Jean Sanders had shared a manual for volunteers with AIP to use as a guide. Gail shared that it is noteworthy to partner with other organizations, such as Meals on Wheels, who have volunteers who are involved with other groups and have already been vetted. Ellen said the topic of Volunteers will take up a great amount of time at a future meeting and will send the information from Jean Sanders to everyone to

see if there is valuable information for AIP. Nedra shared that she had discussed a Volunteer manual with Melissa A who said the manual can be simple, no need for an overwhelming, exhaustive manual. Nedra asked that all information be emailed to her and she will create a working paper on Volunteers for the March meeting.

MOTION: Ann moved to accept the Civil Engagement & Employment and Social Participation domains to the Action Plan. Gail seconded the motion. Ellen, Melissa L, Gail, Ann, and Nedra all approved. No one opposed. The Motion passed.

Housing Domain – Accessible Dwelling Units, ADUs:

Ellen and Gail attended via Zoom the February 2, 2021 Planning Commission meeting with Dennis Lentz, chairman of the Planning Board, and Jeff Brubaker, AICP, town planner, which discussed Mr. Brubaker's draft of changes concerning ordinances on Accessible Dwelling Units (ADUs). In summary, the discussion focused on permitted size of ADUs, which was originally proposed to be no larger than 650 square feet. People thought that was too small and should be at least 800 square feet. Others thought it should be 1,625 square feet or a percentage of the primary residence's size but concern arose that the residence might then turn into a two-family home. The meeting's discussion reviewed a 30-day time limit on someone living in an ADU and apprehension that ADUs, as such, might then be used as Airbnb-type short-term rentals. Two Planning Commission members expressed wanting to keep Eliot out of the Airbnb business while a third member thought that would be okay. The next public hearing on ADUs is scheduled for March 16, 2021 at 7:00pm via Zoom. Gail and Ellen reported that different perspectives were presented, including some unpleasant stories about Airbnbs by the beach. Ellen said she will be watching the AARP video on ADUs to gain further understanding, the video can be found online by searching for it. Ellen also added that the original intent of Eliot ADUs is to take care of an elderly loved one. Melissa L shared that Kittery and Portsmouth rents are through the roof as people are renting out through Airbnb, which is why it is coming up in Eliot. Ellen pointed out that Eliot does not offer many rentals. Melissa L reiterated that the focus needs to be on taking care of an aging parent, not as a rental. Ellen added that some older folks can only afford to continue to live in their homes because they rent out their ADUs as Airbnbs. Attendance at the Planning Board meeting on

ADUs was low which Ellen said people did not know about it and underscores the need to get information out to the public, a clear priority for AIP.

Melissa L shared that Eliot Connects is looking for board members and to contact Pam, the secretary, if anyone is interested. Eliot Connects staff knows about AIP's call for volunteers and what AIP is doing thanks to Nedra's informative email to them. Everyone thanked Nedra.

Returning to the upcoming meeting on ADUs on March 16, 2021 at 7:00pm, both Ellen and Gail agreed it is a controversial topic for the Town. Gail added that people just do not think about issues like ADUs or aging in place until it is an issue for them. Kearsten said the March 16th meeting will be a busy meeting and will have the Zoom link available.

Public Comment: There was no public comment.

Check-out:

Gail asked about a future event to celebrate the installation of the benches and wondered if AIP was getting concrete to help secure the benches. She has been working with Steven and Tom on the project.

Gail motioned to adjourn, Melissa L seconded, all in favor, no one opposed.
Meeting adjourned.

Respectfully submitted,

Ann Lukegard

AIP TREASURER'S REPORT

FEBRUARY 2021

Grass Roots Funds:

No expenses since January report, balance = **\$571.78**

AARP 2020 Challenge Grant:

No Changes. All money has been spent.

Town Budget Funds:

No changes, balance = **\$2882.40**

Arts and Humanities Fund:

Previous Balance = \$963.90

Have not yet received \$100 as planned

Reimbursement to Ellen Ceppetelli

for art supplies she purchased for program **-223.87**

New Balance = **\$740.03**

Prepared by Gail Licciardello