

Approved Aging-In-Place Committee Meeting Minutes

Minutes May 10, 2018

The Meeting was Called to order at 1:02pm

Present: Ellen Ceppetelli, Ron Ceppetelli, Helen Sullivan, Jan Cerabona, Jean Paulantonio, Nancy Shapleigh

Guests: Sandy Burkett, Jan Edwards, Cynthia Lenz

Review of and approval of Minutes:

Motion: To accept the minutes of the 4-5-18 meeting. Moved by Ron, seconded by Helen. Voted in favor, Ron, Ellen, Helen Jean and Gail

Check In/Info Sharing: Ellen reported that there will be a Tri State Regional educational conference in Lebanon NH on Embracing the Options, Supporting End of Life Care on June 20th from 8:30 – 1:30pm

Ellen also reported on Feedback from Patricia Oh, regarding our survey and the challenge grant that is due May 16th. Ellen indicated we are not ready for that type of grants. At some point we can apply.

Patricia feels that we should apply for a planning grant and consider how we want to spend the money. Someone to create the plan, someone to analyze data from the survey could both be grant proposal options. She referred us to David Wihry from the University of Maine as he has been a good resource in terms of developing plans for communities. Also, North Falmouth is in process of analyzing their data so we could contact them to ask how they make decisions about their plans

Discussion of Community Survey. The following changes were made. On page 2, Outdoor Space and Buildings, “your town” was changed to Eliot. On page 3, question 6a was changed to: *“Please list your top three choices from above.” while deleting the phrase: “and rank them by adding the number 1,2, and 3 in the blank.”*

There was a lengthy discussion regarding the wording of the description on the section on Respect and Social Inclusion on page 5, as well its related questions. It was finally decided to leave the wording as written.

Melissa will make the changes in the survey as described.

Motion: Ron moved to accept the changes in the survey we have made today. Helen seconded it, with Ron, Helen, Ellen, Jean, and Gail voting in favor of the motion.

Gail suggested changes in the survey introductory letter. The committee agreed that the first sentence to read: *“ The Aging-In-Place Committee is a group of Eliot residents, appointed by the Select Board, who are working together to identify what is needed to make Eliot a more age-friendly/livable place.”* The last paragraph is to read: *‘If you would like to know more about the Aging-In-Place Committee you can access the minutes of our monthly meetings and watch the meetings via video stream from the Town of Eliot Web Site. The meetings are regularly scheduled on the second Thursday of the month from 1-2:30pm.*

If you would like to be added to our contact list, please complete the form below. (Your response to the survey will be separated from the contact information to ensure that your response is confidential.)

Name: _____

Address: _____

Email: _____ Telephone: _____

Motion: Jean moved to approve the changes in the letter to accompany the survey. Seconded by Helen. Jean, Helen, Ellen, Ron, and Gail all voted in favor.

Discussion of how to Distribute the survey:

Prior to the meeting, Melissa and Ellen met with John Bouchard, the account executive with Smart Source, which does mailings for the town of Eliot. He provided Estimated cost of the survey to be mailed to 3165 addresses in Eliot.

The total cost is \$1924.21 which includes his cost of \$1364.00 and postage of \$560.21

His cost consists of printing 8 pages on colored stock, black ink, folded, slip seeded and fugitive glue envelopes. The cost for printing 8 pages is \$845, the return envelopes \$144 and \$375 for fugitive glue. Discussion of where this money would come from. The committee did request funds from the town budge, but that would not become available until July. We can also ask for money from AARP community grant. But it is a one-time grant of \$2000 which can also be used for data analysis, planning.

Ellen indicated that Patricia Oh has suggested we also use Survey Monkey, an on-line survey as an additional tool to collect the survey data. She has a Survey Monkey account which she makes available to age friendly communities. Suggestions were also made to have surveys available at Baron Place, The Foot Clinic, a booth during the town election in June, and surveys available at the town office. Suggestion that we try other options before mailing the survey.

Suggested we have a kick off event at Election Day, have a booth, with surveys available and possible computers with the Survey Monkey available so people can complete the survey that day. Also, we can attend community group meetings, Baron Place, Foot Clinic etc. and hand deliver the surveys to these locations

Melissa is to check with the town manager, Dana, to see if he can approve the cost of printing 1200 copies of the survey. Also, there may be some support from AARP for printing the survey. Ellen will check with Patricia Oh to determine if they can assist with printing the survey. We could also Ask John Bouchard what the cost for just printing 1200 copies of survey would be.

There was a discussion of cost of an insert into the Sentinel. Is \$350 cost for the entire insert or, \$350 for each piece of paper inserted into the Sentinel? Melissa will follow up with the Sentinel to determine cost of inserting the survey into the Sentinel.

The committee will wait to do any type of mailing until we test things out.

Ellen is to contact Wendy, the town clerk about having a table at Election Day

It was decided to hold an additional meeting to further discuss distribution of the survey. **The next meeting will be Thursday May 31st from 3-4:30.**

Public Comment

Cynthia Wenz Indicated she works for meals on wheels and has lots of contacts with older people in the town. Suggested we may want to contact the Congregational and Methodist churches in town for help in distributing the surveys, as they are involved in the town.

Sandy Burkett suggest we may want to approach one of the universities to utilize students to conduct some statistical analysis of the survey. She also indicated that there is a computer at Baron Place which could be utilized to conduct the survey, if Survey Monkey is used. She also indicated that on May16th there is an Adventures in Aging Expo at Pease Trade Port. She is planning to go and will collect info for the Aging-In-Place Committee

Updates from Committee Members:

Jean, brought in copies of Aging Issues, a NH publication for seniors.

Jan updated the committee about her discussion with Tony Burman, the principal of the middle school. He was very interested in cooperating with us to include middle school children in service to Eliot's seniors. This lead to a discussion about how to get more volunteers in Eliot. Possibly get involved in Eliot Festival Day by having a booth. The Eliot Alert system on the town web site is available as a tool. We just need to get more people to sign up for it. Further discussion of this will be on agenda for next meeting.

Nancy: Relayed her desire to be on the committee is related to her experience in trying to get help for a relative who was unsafe at home due to cognitive issues. She was not able get any assistance to help, despite contacting several agencies and departments. The result was that her family member died out side in the cold one winter. There has to be a way to get some kind of help, perhaps new legislation is needed.

Gail: Brief update on Regional Age Friendly Get Conference in Cumberland she attended on 3-15-18. Presentations on Fires, Falls, and Fraud Prevention. All

those presentations on are on a flash drive if anyone wants to view them. She relayed info about Lock Box, and that Red Cross coordinates with fire department to install smoke detectors and change batteries on them.

Motion: At 2:36 Gail moved to adjourn the meeting. Helen Seconded, with Gail, Helen, Jean, Ron and Ellen all in favor.

Respectfully submitted,

Gail Licciardello