

## Aging in Place Committee

### Approved Meeting Minutes of May 31, 2018

The meeting was called to order at 3:02 pm

**Present:** Ellen Ceppetelli, Ron Ceppetelli, Helen Sullivan, Gail Licciardello, Melissa Albert and Robert Pomerleau

Jean Paulantonio, Janice Cerabona and Nancy Shapleigh arriving late.

**Public:** Sandy Burkett (Baron Place), **Invited Guest,** Patricia Oh from AARP

**Motion:** Ron moved to accept the minutes as corrected (correct spelling of Cynthia Lentz's name). Helen seconded the motion with Ron, Ellen, Helen and Gail in favor of the motion. No one in opposition.

Ellen requested we alter the order of the agenda slightly so that Sandy Burkett, public member, could present an over view of the Expo that she attended in NH.

**Sandy Burkett, Public Guest,** reported that at the Expo in NH she attended, there were approximately 35 vendors, the majority of which were from senior housing, assisted living facilities, and health insurance companies. All the information was geared toward NH, but some vendors also had applicable information for Maine. Some of the themes of the presentations she attended are things that one must consider when aging in place. Will one, be safe, well fed, lonely? People need to think about their status at end of life, and then work backwards when thinking about aging in place. She spoke with Christina Hepburn, who was from a hospice agency. She is willing to give a presentation to us, and or to the community. Sandy also indicated that there are Senior Helper agencies, such as Amedysis. She also met with a woman, who acts as a consultant for the elderly to help determine what is the best plan for them to age, either in their own home, or someplace else. There were also companies that can assist in establishing "Smart Homes" that can be set up to provide some assistance electronically, doing things, such as providing a video link to see who is at the door. Most of these services are available for a fee.

**Patricia Oh, from AARP.** Delivered approximately 700+ Eliot surveys which AARP printed for us. We will have the surveys available at Election Day, June 12<sup>th</sup>. Patricia indicated that she added one item to the survey. It is: "Please tell us

where you completed the survey.” The purpose of this is to ensure that when paper surveys are entered in Survey Monkey we can insure that all the surveys have been entered. She also reviewed the link and process for logging on to Survey Monkey. To take the survey one should log on to:

<https://www.surveymonkey.com/r/EliotAFC> At some point, the committee will need to enter the data from surveys completed on paper, into survey monkey. Patricia reviewed that process paper and provided written instructions, (with passwords) for committee members to do the data entry on those paper surveys. This could be done either via a group work session, or committee members could do them individually at home.

Patricia indicated that the Road Map to Livability can be obtained for free via: [fulfillment@aarp.org](mailto:fulfillment@aarp.org). *We can order as many as possible, but one must be sure to put the item number when you request the brochure.*

### **General Discussion Regarding the Survey and Kick of the Assessment**

Ellen indicated that we have had feedback from seniors about wanting to see some concrete action by the committee. Considering that, she suggested that perhaps we should take advantage of Sandy’s suggestion that some of the presenters at the expo she attended would be willing to present to seniors in Eliot, possibly either at Baron Place or even at the Independent Living facility near the post office. Ellen will call Christine Hepburn, from the hospice agency, and ask to get more information about what she will present. It would be nice if we could advertise such a presentation at election day, as an indicator of something concrete that we are doing.

Jan indicated that the middle school is interested and willing to help in providing volunteer student helpers. Helen and Jan will work on getting specific information what the elderly want for help and coordinating with the middle school to determine if there are students who can perform the tasks.

Bob suggested we need to coordinate with Wendy, town clerk, to ensure that we do not interrupt the election day process. Ellen will have a conversation with Wendy.

Gail had prepared some “Talking Points” and possible poster description which she shared with the committee.

**Discussion of what is needed for Election Day.** The following was decided:

Table and table cloth -- Gail to bring

Pens - to complete the paper surveys -- everyone to bring some pens

The box of surveys -- Melissa to bring

Aging in Place poster and talking points -- Gail to bring

Computers -- Ellen, Ron and Jean indicated they would bring their computers for use while they were "manning the booth."

**Schedule for manning the booth on Election Day was decided:**

7:30am -10:00am            Melissa and Gail (will set up table at 7:30)

10:00am – 2:00pm        Jan and Helen

2:00pm - 4:00pm        Ellen and Jean (may possibly back after 5 or 6 if needed)

4:00pm - 8:00pm        Ellen and Ron

At Election day it was decided to give a separate piece of paper, such as the cover letter, which has the URL for Survey Monkey so people can take this with them if they want to complete survey on line. Jean has volunteered to edit the letter

**Discussion of Paper surveys and feedback:**

How do we get the surveys back? Options: They can be dropped off at town hall or they can be mailed to town hall. Bob will post on Eliot on Line where the surveys are available and where to drop them off, as well as the town web site and how to access Survey Monkey on line.

Nancy asked about how many people check out Eliot on Line. Bob indicated approximately 300.

Patricia Oh suggested we need to have collection box at various locations for the survey and keep track of how many surveys have been left there. Patricia Oh suggested that the library is a great place to have surveys. Jean will talk with Lydia, Library Director, about using the library to access the survey via the library's computer, as well as having some paper surveys on hand.

Discussed possibly having the transfer station as a place to disseminate and collect the paper surveys. Suggested we speak with Joel Moulton, Public Works Director about the best process for doing this.

We need to keep a list of where we have left surveys as eventually that data will be entered into survey monkey. It was decided to leave some paper surveys at Baron Place & the Library. Jean took 20 surveys to leave at the library. Helen took 20 copies to distribute to people she knows. Jan took 28 surveys for Baron Place, and Ellen took 1 survey.

When we start putting in the data on survey monkey from all the paper survey, Patricia indicated that committee members who are entering the data, put their initials on survey monkey so we can be sure no data is lost.

Bob suggested we take advantage of the offer from Baron Place to use their space for presentations.

Comments from Nancy regarding the article in the newspaper. She suggested that when reporting on committee decision it should be clarified that decisions, if unanimous, are made, then the wording should reflect that it is by voting members of the committee only, and not by the alternates (as they have not vote).

Gail indicated she would attach the “poster” message as well as the “talking points” to the minutes.

Motion to Adjourn: At 4:34 Ron moved to adjourn the meeting. Helen seconded. Helen, Ron, Ellen, Gail, Jean voted in favor. No one opposed.

Respectfully submitted,

Gail Licciardello, Secretary Aging in Place committee