

# Town of Hingham



## Council on Aging Advisory Board Meeting Minutes

July 12, 2021

11:30 A.M.

In Person

Hingham Town Hall

210 Central Street

Hingham, MA 02034

### Attending:

- David Alschuler (Chair)
- Karen Johnson
- Cindy King
- Eleanor Letterie
- Joe Millburg
- Linda Powers
- Jean Silverio
- Scott Stevenson (Vice-Chair)
- Deborah Sullivan (Secretary)
- Jennifer Young (DES Director)
- Theresa McDonald (DES Staff)

1. Call to order at 11:31am
2. Chairman's Remarks- David Alschuler
  - a. David welcomed the council as the new Chair. Focus will be on committees doing work as opposed to individuals.
  - b. August meeting will not occur. Next meeting will be September 9, 2021 from 9am to 1pm in person. Location TBD.

- c. The September meeting will focus on goals for LT planning, strategic plan and organizing around upcoming town votes, as well as board training. Possibility of Friends Group and fundraising capabilities should be explored.
  - d. SOAR denied our request for strategic plan.
  - e. Board member introductions by each board member speaking to his/her educational and professional background, skills and goals for council for the future.
3. May Meeting Minutes
- a. Motion to accept the minutes by Deb; seconded by Cindy. Passed unanimously.
4. Director's Report
- a. In person programming started this week.
  - b. Hybrid options are being explored. Estimates are being obtained to offer remote capabilities for future.
  - c. Two new phones have been added.
  - d. Most of new blinds have been installed with remote operation.
  - e. Patio opened with furniture.
  - f. New tables which are stackable and moveable are in use.
  - g. Stands for iPads are on order.
  - h. Amazon business account has been setup.
5. Committee Updates
- a. Volunteer Appreciation Luncheon: Need to decide if this should be moved to April and if it could be combined with the belated 50<sup>th</sup> celebration. To be discussed further at September meeting.
  - b. Discovery Life Long Learning: Targeting celebration of 10<sup>th</sup> year for December.

- c. Accessory Dwelling Units “ADU” Subcommittee: Town requires COA member or “designee” for purposes of reviewing the Warrant Article relative to this matter.  
To be added to Agenda for September meeting.
- d. Building Committee
  - i. Jennifer recently toured facility with Building Committee.
  - ii. Needs assessment on parking remains to be completed.
  - iii. Much remains uncertain until determination with regard to police relocation.
- e. Grab and Go
  - i. Members include Karen, Jean, Joe and Linda
  - ii. Ice Cream event was a huge success
- f. Strategic Planning:
  - i. Members include Scott, David, Jennifer and Cindy
  - ii. Future Agenda Item to include planning

(Scott) suggests committees and structure to be included as future Agenda item. Also, possibility of a Grant Committee should be explored.

## 6. Other Business

- a. Scott requested financial statements for year. Jennifer will provide and advised we are well within budget.
- b. Cindy requested board member training around municipal structure and organization.
- c. Jean re-iterated need for Activities/Program Coordinator. Jennifer noted job position would need to be revamped to include more technical skills and new research required because of lapse due to pandemic. Would require approval at Town Meeting.

7. Future Agenda Items

- a. Goals for LT planning, strategic plan and organizing around upcoming town meeting
- b. Board Training
- c. Existing Committees and Structure
  - i. Possibility of Friends Group and fundraising capabilities
  - ii. Accessory Dwelling Units “ADU” Subcommittee
- d. Activities Program Coordinator Position
- e. Proposed schedule for COA meetings in FY 21-22. Meetings will be live with Zoom simulcast, **provided this is permitted by the State Open Meeting Law.**  
Zoom only (if legally permitted) when winter weather sets in.

8. Motion to Adjourn at 1:25 pm by Cindy, seconded by Scott. Passed unanimously.