

**Council on Aging Board Meeting  
Grace Gouveia Building  
January 3, 2002**

**Members Present:** Anita Berman, Gregory Howe, Gladys Johnstone, Brunetta Wolfman, Roberta Elliott (alt. but voting for this meeting)

**Members not Present:** Thomas McNeil did not receive notification of meeting so was not present.

**Friends of COA Present:** Vern Wilson

The Chair called the meeting to order at 2:30. There were introductions and Rev. Howe was welcomed to the Board. The Town Manager, Keith Bergman was introduced, and apologies from Betty Steele Jeffers were given, a new grandchild needed her attention.

Mr. Bergman had been invited to talk to Board about his ideas of the nature and duties of the COA Board. He discussed a model in which the Board would provide policy "input" for the administration, initiate policy, take policy positions and have policy goals. The staff would then provide the work to implement the policy position; it is important that the staff not be the only source of policy positions or make decisions by default. Policy initiatives from the COA Board would go to the Selectmen for approval. The Town Manager suggested that the COA Board might be concerned with issues such as: state funding for homebound seniors and cuts being made; the assisted living concept and implications for the Town; unmet needs of the elderly population; what could be done on a coordinated basis for new projects, pilot projects and or grants; new uses for the Cape End Manor building. The COA Board should articulate the full range of services which are needed by the elderly and become involved in the goal setting process of the Town; this takes place in May soon after the Town election. Mr. Bergman said that the COA Board should take stands on issues at public hearings and in the press, on issues such as rehabilitation services, health care, transportation. In the ensuing discussion, it was suggested that the COA Board might discuss changing the starting time of Town Meeting and bring the issue to Town Meeting as a Home Rule petition to the Legislature. The Town Manager was thanked for meeting with the Board, and he offered to come again any time.

**Minutes of December 6 meeting** The minutes were amended to correct the spelling of the names, Berman, Bergman, Steele-Jeffers. It was further noted that it was Representative Shirley Gomes who was to attend the Rotary Club meeting. Motion was seconded and passed. A clerk is needed since Patrick Manning's term on the Board expired.

**Director's Report** was distributed noting the last flu clinic scheduled for January 8 and Tai Chi classes starting on January 10. The COA budget will be reviewed by the Selectmen at their meeting on January 24. Patty Lemme has been hired as Administrative Assistant I for the Public Health Department and started in the position on December 26, 2001. The Senior Radio Program will be on the first Monday, and the next program will feature Chris Hottle and topics will include outreach, volunteerism, recruiting individuals with specific talents to conduct programs at the Senior Center. Twenty two participants completed the required 75 hours of service to the town as part of the Senior Citizen Real Estate Tax Payment Program. Valerie Carrano was complimented on the photo and article in "The Banner".

**Report of the Friends of the COA** Vern Wilson reported that \$637 had been collected from cookbook sales at Seamen's Bank prior to Christmas. He thanked Greg Howe for his work and Louise Robbins. Greg said that Dottie Oliver should be thanked since her gift wrapping had inspired many of the purchases. Ms. Johnstone was asked to write a thank you to John Roderick, Bank President for the cooperation of the Bank staff. It was suggested that Valentine's Day and other holidays might be used for sales and that the Bank be asked again. Vern reported that \$3,189 had been sent in for the Annual Appeal.

### **Old Business**

1. A Volunteer Coordinator and volunteers are still needed. The Chair welcomes any suggestions.
2. A Database Manager is still needed for the Friends Annual Appeal data base.
3. Gladys Johnstone and Valerie Carrano will inform the Board when the information about the Rose Award is sent in late Spring.
4. The Chair reported that the Congress has passed increased funding of the Older Americans Act through FY05, and the problem appears to be on the state level. The Chair will contact Representative Gomes to get more information on the status of funding for senior services and report back to the Board.
5. THIRTIETH ANNIVERSARY CELEBRATION Anita Berman and Gladys Johnstone reported that the sub-committee had selected Sunday, May 5 as the date for a Tea. Town officials, a representative of the Salvation Army and founding Board members will be invited along with Diane Corbo. The Selectmen will be asked to declare the Day Provincetown COA Day. The COA Chair will MC the program, and the February Newsletter will initiate the publicity.
6. Valerie announced that two plaques for benches had been delivered and perhaps could be included in the program in some form.

### **New Business**

1. The Chair reported that she had discussed the Annual Report for the Board with the Director and with the Town Clerk and that she was going to write it and submit as required by the Charter. It will summarize the COA Goals and activities, including the work of the Friends.
2. Newsletter items were requested by the 10<sup>th</sup> of the month.
3. There were questions about The Boston Post Cane for the oldest Provincetown resident: who is responsible for the Cane and awarding it as the holder dies?; is there a procedure for recording the names of the holders of the Cane? Can the COA Board have a role in the ceremony? The Chair will ask Stephan Nofield for the information and report back to the next meeting.
4. There was a suggestion that prior to the annual Town Meeting, the COA Board sponsor an informational meeting on the issues which will be on the Town Meeting agenda. It should take place at the end of March since Town Meeting starts the first Monday of April. The focus would be on the issues of the greatest importance to the senior community.

The next meeting of the Board will be on Thursday **MARCH 7 at 2:30**. There will not be a meeting in February because of Board members'

travel plans and an anticipated lack of a quorum.

**Motion for adjournment was made by G. Johnstone and seconded by G. Howe at 3:50p.m.. Motion was passed.**

Respectfully submitted,  
Brunetta R. Wolfman  
Chair, Clerk Pro Tem