

Sudbury COA Strategic Plan Created May 11, 2013

As of June 12, 2013

Objective of this Planning Session: Modify the 2012 Plan to reflect progress to date.

Ground Rules:

- One subject at a time
- Use complete sentences
- Achieve consensus for each response
- COA members participate and vote individually
- COA Director available to answer questions and provide technical information

FY2014 Objectives and Strategies in Priority Order

Priority Table

Objective Description	FY2014 Priority	FY2013 Priority
Help applying for property tax exemption	1	7
Needs of the new community center	2	4
Increase the Senior Center budget	3	3
Relationships with town entities	4	1
Form Friends of Sudbury Community Center	5	5
Social/online medium presence	6	2
Affordable senior housing	7	6

While continuing to support and assist the Sudbury Senior Center Director as requested in the effective operation of the Sudbury Senior Center, the members of the COA will implement the following objectives...

- 1. Over the next 12 months the COA will work with the Town Assessors to help seniors apply for the new Senior Property Tax Exemption.**

Item	Strategy	Responsible	Due Date
1-1	Consult with town finance director and report back to COA	Dave Levington	DONE in 2012
1-2	COA to decide next step	Dave Levington	DONE in 2012
1-3	Work with COA director to implement the objective.	Sam Merrra	7/1/13

- 2. By 12/31/13 the COA will assemble a series of criteria to meet the needs of senior citizens in a Sudbury Community Center.**

Item	Strategy	Responsible	Due Date
2-1	Develop and conduct a research plan and assign research responsibilities	Dave Levington & Barry David	DONE in 2012
2-2	Formulate the set of criteria for COA consideration and action	Dave Levington & Barry David	See 4-3
2-3	COA chair create a group to compile a list and description of needs seniors would have to be included in a multi-generational community center	Jack Ryan	9/1/13
2-4	Get input from 55-59 year old Sudbury population on their projected needs	Group from 4-3	9/1/13
2-5	Group created in 4-3 shall include representatives from Friends of Sudbury Seniors at the outset	Jack Ryan	9/1/13
2-6	Group meet with Community Center Feasibility Consultant	Group from 4-3	12/31/13

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3. By 1/31/14 develop a formal proposal to the Town Manager to increase the budget of the Senior Center significantly.

Item	Strategy	Responsible	Due Date
3-1	Let Mary Ann Biladeau and Maureen Valente know we are doing this	John Beeler & Sam Merra	10/1/13
3-2	Attend Town Manager's budget presentation to FinCom	John Beeler & Sam Merra	1/31/14
3-3	Working with the COA Director and the COA develop "talking points" to support the budget request and distribute to COA members	John Beeler & Sam Merra	10/1/13

4. During the next year, the COA will continue to foster working relationships with the Board of Selectmen, Planning Board, Finance Committee, and other relevant boards to continue a formal integration of COA input into any discussion, action, or proposal impacting the needs of seniors.

Item	Strategy	Responsible	Due Date
4-1	Contact the Board of Selectmen and obtain the Board's commitment to the objective and a methodology to get the COA "at the table"	Jack Ryan	DONE in 2012
4-2	Contact other boards if 1-1 is positive	Jack Ryan	DONE in 2012
4-3	Initiate a presence in front of the Board of Selectmen when matters relating to Sudbury Community Center, Budget, and Housing are on the agenda.	Jack Ryan	During FY 2014
4-4	Meet with Park & Rec. to gain visibility and cooperation regarding the new Community Center and to coordinate needs.	Jack Ryan & Barry David	During FY 2014
4-5	Coordinate an active presence of the COA members at Town Forums	Jack Ryan	During FY 2014

5. By 1/31/14 get together with other appropriate groups in town to form an organization such as "Friends of the Sudbury Community Center" to support the needs of the new Community Center

Item	Strategy	Responsible	Due Date
5-1	COA further discuss the concept and reasoning behind the objective and document the proposal	Barry David & Bob May	Not Applicable to this revised objective
5-2	Go to Friends, discuss our thoughts, explain the objective, and seek their input	Barry David & Bob May	Not Applicable to this revised objective
5-3	Identify groups to join in at "Friends of Sudbury Community Center" organization	Barry David	1/1/14
5-4	Find individuals from the groups identified in 5-3 to act as "founding Friends"	Barry David	12/31/13
5-5	Offer to host an organizational planning meeting at the Sudbury Senior Center	Barry David & Bob May	3/31/14

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6. Within the next year implement specific actions to improve the Sudbury Senior Center and the COA online and social media face to the public.

Item	Strategy	Responsible	Due Date
6-1	Review current programs, evaluate them, and eliminate and add on new ones.	Bob May & Phyllis Bially	DELETE
6-2	Publish need for volunteer PR professional to help develop this objective	Bob May & Phyllis Bially	DELETE
6-3	Create products that serve younger, working seniors including "off hours" products	Bob May & Phyllis Bially	DELETE
6-3a	Research & conduct programs that appeal to young empty nesters and parents of L-S seniors at the SSC or elsewhere	Bob May & Phyllis Bially	DELETE
6-3b	Partner with L-S for programs	Bob Diefenbacher	During FY 2014
6-4	Use Interns to help create and implement programs	Bob May & Phyllis Bially	5/31/14
6-5	Change the public face of the Senior Center	Bob May & Phyllis Bially	DELETE
6-6	Develop a fund raising program through Friends to support award(s) to L-S students	Bob May & Phyllis Bially	DELETE
6-7	Demonstrate vitality of seniors by participating in town public events, i.e. July 4 th parade	Phyllis Bially	7/4/14
6-7	Investigate with LSRHS the feasibility of setting up ongoing student assistance to maintain a Sudbury Senior Center Facebook page	Bob Diefenbacher	During FY2014
6-8	Find students to train volunteer seniors to maintain the Sudbury Senior Center Facebook page	Bob Diefenbacher	During FY2014

7. Continue to advocate for affordable senior housing in Sudbury

Item	Strategy	Responsible	Due Date
7-1	Approach Jody Kablack and report back to COA	Dave Levington	DONE
7-2	COA Meeting to decide next step	Dave Levington	DONE
7-3	Meet with Frost Farm Board & Director of Planning & Community Development to investigate liberalizing restrictions on property sales there	Bob May	5/31/14
7-4	Design, implement, and analyze a survey of participants in the Senior Tax Exemption to learn what their housing goals are	Mary Lee Emerson	5/31/14

Use of these results:

1. Review the results in the July 2013 COA meeting and correct errors by unanimous decision
2. The COA chair assign COA members to individual activity responsibilities
3. Monitor progress on this Plan regularly during FY 2014
4. Share an executive summary of this Plan as appropriate