

COUNCIL ON AGING  
MINUTES OF MEETING  
March 14, 2022  
4:00 PM

ALL COA MEETINGS ARE NOW RECORDED AND  
AVAILABLE ON SUDBURYTV.ORG

**COA meetings done over Town Zoom video  
Conference Account**

WEBSITE: <http://sudbury.ma.us/departments/CouncilOnAging/>  
Meeting Conducted Via Zoom

**Present:** Chairman: Jeff Levine

**Members Present:** Anna Newberg, Pat Tabloski, Bob Lieberman, Don Sherman, Peg Espinola, Pat Lewis and Carmine Gentile

**Also Attending:** Debra Galloway Director of Sr. Center

**Guests via Video:** Lynn Puorro (Sudbury TV resource), Kay Bell (Chair, Sudbury Commission on Disability)

**Meeting called to order** by Chairman Jeff Levine at 3:35 PM

Attendance by all those members above confirmed by roll-call affirmation.

**Approval of Minutes** from Meeting of February 8, 2022 –The COA unanimously approved by roll-call vote as submitted with amendments.

**BayPath Elder Services report (Pat Tabloski):** The hourly rate for services paid to agencies for homecare providers currently at \$35.72 per hour continues to strengthen. Hope to see further increases and a stabilization of staffing. Allocated funds are available for stair lifts, ramps and other modification equipment .ARPA funding projects were reviewed and grants to COA's were decided. Funding was awarded to numerous towns including Natick, Northborough, Wayland and MetroWest. Sudbury did not apply for this particular grant as they supply transportation services to all age groups and not just those over 60 years of age. In addition, a grant in the amount of twenty five thousand dollars (\$25,000) was awarded to Councils for Covid vaccine out reach. Free test kits are available as well as masks, and hand sanitizers. It was noted to review expiration dates on test kits and all medications. Please see Appendix A for details.

**Director's Report: (Debra Galloway):** Starting to see increased participation at the Senior Center. The AARP tax return preparation program is seeing an increase in participation and is open on Mondays and Tuesdays through mid- April. The BayPath grant monies discussed above will be applied for in April as the Senior Center provides services to all age groups including, but not limited to those 60 years and older. The Dementia Friendly team is preparing gift baskets for volunteers. Upcoming workshops in May include Dementia resources that are available, as well as legal and financial sources. The MA Council on Aging (MCOA)

will sponsor an upcoming walking project from May through October and all are encouraged to participate.

**Board of Health (Pat Lewis):** Continued discussion concerning Covid test kits and a recent opening for a public health position were noted.

**Commission on Disability (Peg Espinola):** Considerable time spent on discussion concerning accessibility statements as they relate to the Fairbanks Community Center in support of and to accompany the request for proposal for construction projects. At this juncture, Kay Bell chairperson for the Commission on Disability was recognized. Several questions were asked of the Permanent Building Commission (PBC) concerning ADA compliance. A response was received by the PBC noting that such a statement was not being considered in the selection of a general contractor but more appropriate during the RFP process. Therefore, the proposed accessibility statement from the builders with regards to ADA compliance and oversight was denied by the Permanent Building Commission. A request for the COA to support the concept of including an accessibility statement presented to the PBC and Town Manager was tabled until the next meeting.

**State Legislative Update (Carmin Gentile):** No update was provided at this time as Mr. Gentile had a conflict and needed to leave the meeting at 4:35 PM.

**Market Research Plan (Bob Lieberman):** Overview was presented describing the process to be followed for this initiative to include 1) A focus group project schedule including approval of a screener, starting recruitment of participants, COA to provide feedback and input on discussion guide, conducting first group session (week 1 through 4) , week five to cover remaining groups, analysis of findings and during week eight present findings, 2) Focus Group research and groups to include those over 70 who attend the Senior Center, those over 70 who do not attend, those 60-69 who attend programs, those between 60-69 who do not attend programs and those under 60. 3) Discussed the focus group screener process and questions to be asked and 4) Target groups via email, newsletters, local newspapers and over 55 communities in Sudbury. For this to be successful, the initiative will require the participation of COA board members throughout the program.

**Transportation (Debra Galloway):** Use of available funds to support the initiative will expire in April. A request was made of the COA to allocate the remainder of the Meadow Walk mitigation funds in the amount of eleven thousand three hundred and sixty six dollars (\$11,366) to go toward the funding of this program, The COA unanimously approved by roll-call vote the motion to allocate said funds. Volume of rides includes 652 taxi trips to medical appointments and 1,435 Uber rides. There are currently 161 people enrolled in the taxi program and 89 in the Uber program.

**Nominating Committee (Bob Lieberman):** Based upon the By-Laws of the Sudbury Council on Aging, the Nominating Committee is the only recognized committee. As such we will need to follow the open meeting law requirements. We

currently have three (3) open COA board positions and will commence the interview process to fill the open vacancies. One position is available to be filled immediately and the other two terms will commence June 1, 2022.

**Succession Planning (Jeff Levine)** Discussion concerning the term limits (currently two years) for officers (Chairperson, Vice Chairperson and Secretary) as noted in the COA By-Laws. Chairperson will look into a 3<sup>rd</sup> year option for the chair position. Currently have an open Vice –Chair position as well. Chair will review the By-Laws and circulate any issues or concerns.

**Mission Statement and Goals (Carmin Gentile):** No update at this time

**Annual Report (Debra Galloway)** Discussion was deferred until a scheduled Special Meeting to take place on Thursday, March 24<sup>th</sup> at 4:00PM.

**Fairbanks Project Update (Jeff Levine):** Bids have begun to go out to secure contractors. Audio visual question still open with regard to equipment that will be installed, but infrastructure design and installation has been agreed to. A flashing traffic light on Fairbanks Road from the Haskell Field parking lot across from the Senior Center will be installed to assist pedestrians crossing the road during construction. New emergency doors and exits will be installed during construction.

**Other Thought/Comments: (Jeff Levine)** Bob Lieberman has volunteered to fill the open position as Transportation Committee liaison. Anna Newberg suggested a meet and greet program at the Senior Center to enhance attendance and participation in programs and events. We are looking to reach out to those who are not currently utilizing the facility.

**Motion was made by Don Sherman to adjourn.** Second by Anna Newberg Unanimously approved by roll-call vote. Adjourned at 5:33pm.

**A Special Meeting** is scheduled for Thursday, March 24<sup>th</sup> at 4:00PM using the Hybrid meeting approach of In Person at the Fairbanks Community Center and via zoom. Viewable later on Sudbury TV (SudburyTV.org).

**The next regular meeting** is scheduled for April 11, 2022 at 3:30PM using the Hybrid meeting approach of In Person at the Fairbanks Community Center and via zoom. Viewable later on Sudbury TV (SudburyTV.org).

Respectfully submitted by  
Robert Lieberman  
COA Secretary

# Appendix A



## FEBRUARY UPDATES FOR COUNCILS ON AGING

### **AMERICAN RECOVER PLAN ACT GRANTS TO COUNCILS ON AGING**

BayPath Elder Services received several applications for ARPA funded projects for transportation, caregiver supports, and healthy aging. We will make award announcements in late February. BayPath would like to support the excellent work of the Senior Centers in any way we can. If you have ideas for a project or program and are seeking funding, please reach out to Fran Bakstran, Assistant Director of the Area Agency on Aging. BayPath will be issuing another Request for Proposals in the spring. We have revised the application process to simplify it as much as possible, and we are happy to provide technical support.

### **HOME CARE PROGRAM UPDATE**

The Home Care Aide Workforce shortage continues. BayPath is doing everything we can address the crisis and provide to consumers alternatives to homemaker and personal care. We are currently paying to homemaker providers an hourly rate of \$35.72, and we hope that this will result in enhanced wages and an increase in staffing. In addition, we are able to offer variety of other services, including stair lifts, ramps, and other accessibility modifications.

### **COVID-19**

During the holiday season and the spike in cases due to the omicron variant, it was

very difficult for older adults to access needed health services such as booster shots and tests. BayPath employees will be reaching out to those we serve to assist them with scheduling and transportation for boosters, as well as assisting with ordering test kits. The state is continuing its home vaccination program, which includes the booster shot. All three vaccine types are available.

**508-573-7200**

## BayPath Elder Services- Update for COA March 2022

### Grants to Councils on Aging and other Community-Based Organizations

The BayPath Elder Services Advisory Council and Board of Directors approved several grants to COA and other CBOs. Funds are provided by the Executive Office of Elder Affairs through the American Recovery Plan Act. BayPath conducted an additional grant award cycle in order to make these funds available. The annual grant cycle will also be offered in the spring. If COAs have ideas for projects or services that BayPath might support with Older Americans Act or ARPA funding, please contact Fran Bakstran.

Grant awards:

GRANTEE	PROGRAM	AWARD
Natick COA	Transportation with escort for medical appointments	\$3,186.24
Natick COA	Medical appointment transportation	\$8,910.00
Northborough COA	Medical appointment transportation	\$7,761.04
Wayland COA	Medical appointment transportation with escort	\$10,000.00
Metrowest YMCA	Diabetes Prevention Program	\$7,814.00

Hudson, Marlborough, Northborough COAs	DayBreak social day program, respite program for caregivers.	\$24,843.00
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**Grant Funds Available for Vaccine Outreach**

BayPath has approximately \$25,000 available for grants to COAs and other CBOs for vaccine outreach. Examples of activities that can be funded are outreach and education, addressing vaccine hesitancy, transportation to receive a vaccine, companion services during transportation, arranging for in-home vaccination, etc. Funding may be used to support staff time, transportation and service costs, promotional materials, and any other expenses reasonably associate with the activities above. A significant number of older adults who are fully vaccinated have not received the booster, so there is still work to do. Funds must be spent by September 30, 2022. If interested, please contact Fran Bakstran.