

**NEEDHAM COUNCIL ON AGING**  
**September 18, 2014**  
**MINUTES**

**PRESENT:** Colleen Schaller, Carol deLemos, Ed Cosgrove, Dan Goldberg,  
Monica Graham, Penny Grossman, Susanne Hughes, Tom Keating,  
Eilene Kleiman, Lianne Relich  
**NOT PRESENT:** Phyllis Fanger, Scott Brightman  
**STAFF:** Jamie Brenner Gutner, LaTanya Steele  
**CONVENE:** 6:00 p.m. – The Center at the Heights, 300 Hillside Avenue

**Discussion:**

**I. Call To Order – 6:02 p.m. –Colleen Schaller, and Carol deLemos Co-Chairs**  
Carol deLemos, Co-Chair, called the September 18, 2014 Council on Aging Board Meeting to order .

**II. Approve Minutes:**

D. Goldberg moved that the Board vote to approve the June 12, 2014 Council on Aging Board Meeting Minutes as submitted. E.Kleiman seconded the motion. The motion carried. Unanimous Vote.

**Chairperson’s Report – Carol deLemos& Colleen Schaller**

C. deLemos introduced new Council on Aging Board members: Penny Grossman, Monica Graham and Tom Keating. Each member shared their personal history and why they are interested in serving on the Board.

Penny Grossman expressed that she has been a Needham resident for many years, has volunteered in schools, and has a passion for working with the senior population. Penny also stated that serving on the Council on Aging Board is an opportunity for her to give back to the Needham community.

Monica Graham expressed that she has lived in Needham since 1969, is a therapist and has a practice working with the elderly.

Tom Keating expressed that he has been a Needham resident for 39 years, is a former teacher, began his career in broadcast television, is involved with the Veterans of Foreign Wars Post 2498 Needham and is a member of St. Bartholomew Catholic Church.

C. deLemos spoke briefly about the Board’s decision to not participate in this year’s Harvest Fair primarily due to lack of coverage.

C. Schaller stated that she saw former COA Board member Helen Hicks recently. C. Schaller stated that Ms. Hicks is doing well but noted that she lost her son. S. Hughes added that Ms. Hicks is thinking of leaving Needham and moving to Vermont.

C. deLemos asked about the Neighborhood Brigade. L. Steele responded that the Neighborhood Brigade is a great volunteer organization that establishes and mobilizes community-based networks of volunteers to provide immediate and free assistance to neighbors experiencing sudden crises such as cancer treatment, illness, accident, or other tragedy. Their volunteers provide critical support services such as home delivered meals, transportation to and from medical appointments, and home maintenance help. Recipients may be self-referred or referred by others, either via phone or an online referral through Neighbor Brigade's website.

C. Schaller spoke briefly about the Town Manager's proposal to consolidate the budgets of the Council on Aging, Youth Services and Veterans Services with the Board of Health into a single budget noted as Health and Human Services with oversight by Assistant Town Manager/Operations. C. Schaller noted that the Council on Aging, Youth Services and Veterans Services operated as one department with one budget for a while and has had no negative issues with this configuration. C. Schaller expressed concerns that in the future this consolidation could evolve into the creation of one Director of Health and Human Services.

C. Cosgrove stated that the Board of Health has had several meetings over the summer to discuss the benefits of this proposal. C. Cosgrove added that at Town Meeting the Health and Human Services Budgets would be voted on as a single budget with four separate budgets presented by the four divisions to create this consolidated proposal. E. Cosgrove also noted that the consolidation of budgets would allow a small amount of money to be moved from one budget to the next without Town Meeting approval if necessary. E. Cosgrove noted that the Board of Health voted with the understanding that the Health Department budget would not be raided. A general discussion ensued on how budgets are disseminated within the different accounts. By consensus of the Board it was decided to consider two votes.

**D. Goldberg made a motion that the Council on Aging Board support the recommendation to consolidate into the Health and Human Services budget which will be overseen by the Assistant Town Manager/Operations and will include the individual budgets for Council on Aging, Youth Services, Veterans Services and Health Department. C. Schaller seconded the motion. The motion carried. Unanimous Vote.**

**C. Schaller made a motion that the Council on Aging Board having voted unanimously to endorse the current recommendation to consolidate the budgets into a single department overseen by the Assistant Town Manager/Operations,wishes to emphasize that no change relative to the oversight of the Human Service Department will be made without further discussion.**

**D. Goldberg seconded the motion. The motion carried. Unanimous Vote.**

C. deLemos continued the Chair's Report with a brief discussion on the proposed Interim Rules and Regulations for use of The Center at the Heights. S. Hughes pointed out that The Center is nice space and now has potential to earn revenue, but clarification is

needed on which account the earned revenue would go into. Hughes noted a concern of increased duties for the Director and asked if there would be an administrator/rental agent. The Board engaged in a brief discussion. No action was taken on the proposed policy pending further clarification from the Town Manager.

**III. Executive Director Report – J. Brenner Gutner**

The Board expressed their appreciation for an excellent Executive Director’s Report. Several Board members had questions as to the report that is packed with so much detail, is too labor intensive. J. Brenner Gutner responded that the information from the reports helps to chronicle the activities of the department which is helpful when preparing budgets and possible submission of Federal, State and Local Reports and grant writing when appropriate.

**IV. Friends of the Needham Elderly (F.O.N.E), Inc. Report – J. Brenner Gutner**

J. Brenner Gutner reported that the Friends of the Needham Elderly have met and have voted a new name: The Friends of The Center at the Heights. J. Brenner Gutner also reported that the double issues of the Senior Compass will continue for now and that positive feedback has been received from readers, who like the opportunity to plan better for upcoming events.

**V. Springwell Report –**

No Report

**VI. Committee Reports**

**Action Plan Subcommittee – E. Kleiman, L. Relich, Carol deLemos**

The Action Plan Subcommittee will report on next steps from the accreditation recommendations at the next COA Board meeting.

**Senior Center Update – C. Schaller, J. Brenner Gutner**

C. Schaller updated the Board on what was done with landscaping over the summer and was pleased with the replacement of grass and that it looks great. C. Schaller also spoke about the Board of Selectmen’s Goals which includes a new initiative to expand hours at The Center.

**VII. Board Member Update**

Tom Keating has just completed training for the Boys Scouts of America’s Youth Protection program.

LaTanya Steele was admitted to the master’s degree program in Public Administration at Suffolk University.

Eilene Kleiman shared that her Mother passed away three weeks ago and expressed a great appreciation to the VNA Hospice who were fantastic. They have her gratitude and recommendation. E. Kleiman encouraged all parents to talk with their children about what parents want for end of life care.

Ed. Cosgrove and his wife will be traveling to Portugal, Spain and the South of France and will visit their daughter in London at the end of October.

Carol deLemos has completed cardio rehab and is getting stronger and feeling much, much better.

**VIII. Adjournment**

**E. Kleiman made a motion to adjourn the September 18, 2014 COA Board Meeting. T. Keating seconded the motion. The motion carried. Unanimous Vote. The meeting adjourned at 7:10 p.m.**