

**Needham Council on Aging Board Meeting**  
**Thursday, February 14, 2019**  
**Center at the Heights 300 Hillside Avenue, Needham, MA 02494**

**Present:** Colleen Schaller, Sandra Prinn, Carol deLemos, Ed Cosgrove, Helen Gregory, Gary Crossen and Susan Mullaney

**COA:** Ms. LaTanya Steele, Director; Timothy McDonald Director Health and Human Services, Stacey Fallon, Program Support; Jessica Moss, Social Worker, Kristen Lindley Social Worker, Stephan Grably Transportation, Kathleen Grant SHINE

**Meeting Called to Order by Ms. Schaller.**

**A motion was made to approve the January 17 2019** minutes by Ms. Sandra Prinn; the motion was seconded by Ms. Carol deLemos. The Board Unanimously voted to approve the January minutes with a couple minor changes.

**Ms. LaTanya Steele, Director's Report**

Ms. Steele wished everyone a Happy Valentine's Day.

She noted that the Friends received a \$15,000.00 donation from Middlesex Bank to support the Fitness Center. The Friends have changed the name of the Membership Donations to Friends Support. Ms. Steele mentioned that she is looking for ways to spend down the Formula Grant funds for FY19. Currently she has purchased two (2) cell phone charging stations and a camera for the Center.

**Ms. Stacey Fallon Program Coordinator's Report**

Ms. Fallon noted that the Compass for March and April 2019 is now published in the new format. Ms. Fallon and Ms. Kelley formatted and published the Compass In House. Having the Compass prepared In House will be saving the Friends and the Town funds that can be allocated to other items. The Compass will be mailed to all Needham Residents 60 years old and over. Ms. Schaller commented on the amount of advertisements in the Compass this will also save the Friends and Town money.

**Jessica Moss & Kristen Lindley, Social Worker Report**

Ms. Moss noted that social Service's is going well and that she and Ms. Lindley are covering Ms. Cusack's case load while she is on maternity leave. Ms. Moss noted that she recently did a video on Domestic Violence that was aired on the Needham Cable Channel. Ms. Lindley is still offering evening classes and continues to build wellness programming. Jess and Kristen both attend a webinar on behavioral health in older adults.

### **Kathleen Grant, SHINE Report**

Ms. Grant noted that the data for FY18 counseling was recently compiled. For the MetroWest region a total of 7,713 contact forms were submitted for FY18. This is a 10% from the previous year. As open Enrollment has come to an end the preliminary data shows even higher numbers for FY19. Ms. Grant also noted that during their January Counselors meeting the updated materials for the changes to Medicare in 2019 were distributed. The Counselors were provided case examples and training to clarify the new regulations. Unfortunately we lost one of our evening counselors to the Town of Walpole. Ms. Schaller mentioned how great the SHINE counselors are she saved money on her prescription plan.

### **Stephan Grably, Transportation Report**

Mr. Grably mentioned that My Senior Center was not counting the number of the rides correctly. The system was corrected by entering the number of rides manually. The correct number of rides calculated for December 2018 were 858 duplicated and 80 unduplicated. The number for the following months remain stable and little change has been observed compared to previous months. Shopping trips to Trader Joe's has been added to the regular schedule on Friday mornings. He also noted that beginning in May 2019 rides to the local banks will be scheduled until June 2019 as a trial run. The Center has purchased High Visibility Safety jackets for the Drivers. The jackets will have a Town of Needham logo which will make it easier for our clients to identify our van drivers.

### **Ms. Colleen Schaller, Chair's Report**

Ms. Schaller mentioned that She and Mr. McDonald attended the Planning Boards Accessory Dwelling Unit (ADU) meeting in January. Applications to create an ADU must be submitted to the Building Commissioner with floor plans and a certified site plan. Beyond the special permit from the Board of Appeals, building and occupancy permit approvals are required from the Building Commissioner. All units must be in compliance with Board of Health and State Building Code regulations.

The occupancy permit will be provided for a five-year period after which succeeding five-year periods will be allowed assuming continued compliance with zoning requirements.

Ms. Schaller also noted that a Chestnut Street property is potentially being considered for Senior Housing rentals. The Avery Building would be an ideal location for Senior Housing. At the moment Paul Alpert the Chair of the Planning Board said nobody has approached him regarding any use of the Avery Building.

## **Other Business**

Carol deLemos mentioned that some of the senior participants have approached her with concerns regarding the bathroom doors. They are saying that the doors are too heavy for them to open by themselves. Tim asked that the Board send him and LaTanya an email to note the issue. Tim will then share this information with the Building Department.

The Advisory Board has submitted an application for Sam Hart to be accepted to the Advisory Board. Motion to accept was by made Mr. Cosgrove and seconded Mr. Crossen Unanimous Vote by the Board to accept his nomination to the Advisory Board.

**Motion to adjourn by made Ms. Mullaney; seconded by Mr. Cosgrove Unanimous Vote to Adjourn Meeting.**

**Meeting adjourned at 6:30 pm**

Respectfully Submitted, Danielle Arenda, Acting Recording Secretary