

## **COA BOARD MEETING MINUTES**

### **16 February 2023**

The meeting was called to order at 8:31am by Chair, Linda Johnson. She read Governor Baker's Order, Pursuant to Chapter 22 of the Acts of 2022, which includes an extension of the March 12, 2020, Order Suspending Certain Provisions of the Open Meeting Law. This meeting was a hybrid gathering conducted both in person and via Zoom.

**Present:** Alice Benson (Associate Member), Betsey Brew Boyd, Jane Donnelly, Paul Foley, Sue Ruskin Friend, Robert Froh, Vida Goldstein, Joan Heilbronner (Vice Chair), Linda Johnson (Chair), Wayne Johnson, Brian Kardon, Jean MacQuiddy, Tom Nicholson (Associate Member), Carol Ott, Prather Palmer (Treasurer), Sue Pauker, Shirley Small Rougeau (Associate Member), Gerri Scoll (Associate Member), and Kristen Frady (Acting Director, ex officio)

**Absent:** No absentees

**Guests:** Joan Ingersoll and Alexandra Lacroux

**Resident Concerns and Comments:** None

#### **Review and Approve Minutes**

The minutes of the meetings on January 19, 2023 and February 8, 2023 were approved unanimously as submitted.

#### **Director Search Update**

Linda welcomed and introduced Joan Ingersoll, the new Director of the Weston COA, who will start on March 20. Joan reviewed her background and experience, and responded to a few questions. Board members then introduced themselves to Joan, mentioning length of service and particular areas of interest. Linda asked Joan to share her ideas of what information would be most helpful to her as she comes on board.

#### **Acting Director's Report** (Kristen Frady)

Kristen announced that a housing panel discussion organized by the Community Connections Committee, *Should I Go or Should I Stay?*, is scheduled for March 15 from 1:00-2:30pm on Zoom.

Another save-the-date is the Volunteer Appreciation luncheon on Friday, April 21, which hasn't been held for a few years due to the pandemic. Board members will be needed to help host this event. Kristen noted the COA currently has about 100 volunteers, not quite back to pre-Covid numbers. She has been struggling to find opportunities for volunteers and has begun the process of taking a fresh look at the program.

AARP tax appointments have started and slots typically fill rapidly. Appointments are open to residents of other towns.

More wheelchairs were ordered for the equipment closet and some items have been returned so inventory is not as low as it was last month.

Kristen explained the current problem of theft from USPS drop boxes. COA constituents are being warned about this issue.

The status of the Mass Development grant funds (50k for taxi service) remains uncertain. Mass Development says the funds have been deposited with the Town, but the money has not turned up in the COA account yet. Kristen has been trying to run down the problem with Susan Kelly in the Finance Dept.

The 2022 Annual Report has been drafted and will be submitted by the 2/24 deadline.

## **Committee and Liaison Reports**

### **Strategic Initiatives Committee** (Wayne Johnson, Co-Chair)

Wayne reminded everyone of the AARP framework we are using with its 8 domains of livability. The SIC has decided to focus on 5 of the 8 domains to start: Housing, Outdoor Spaces & Buildings, Transportation, Communication, and Health & Safety Support.

The Committee is undertaking a SWOT analysis. Strengths and Weaknesses were discussed at the meeting on 2/13. Opportunities and Threats are on the agenda for the meeting on 3/13.

Betsey reported that she had met with Jenn Warner, director of the Library, and Jenn is very enthusiastic about being a part of this process.

### **Governance** (Joan Heilbronner, Chair)

Joan reported the Board handbook is nearly ready and a final push is on since it will be very helpful to Joan.

The recruitment of Board members continues and several people have expressed interest in applying for the two upcoming vacancies. Linda has asked Leon to let us know the schedule for posting vacancies, submittal of applications, and interviews by the Select Board so the COA interview process can be planned accordingly.

### **Celebrate Weston Event** (Betsey Brew Boyd, Liaison)

Betsey is the COA representative on the CW Planning Committee. She announced that Celebrate Weston will become an annual event and is scheduled this year on Saturday, May 20, 11am-3pm. The COA will participate again and planning is underway.

## **Other Business**

### **Unified Planning Committee** (Joan Heilbronner)

Joan represented the COA at the Select Board meeting on January 24 when the UPC was discussed. This is the group that will be working on the Town's Master Plan. Joan was successful in advocating for a COA seat at the UPC table and was very appreciative of the support from Leslie Glynn, the Chair of the Planning Board. Terms will be for 3 years and Zoom attendance will be possible as long as the Commonwealth allows it. The COA designee does not have to be a Board member, but must be someone who will represent the interests of the COA and its constituents. Suggestions should be sent to Joan and Linda.

### **Town Committees/Board Coverage List** (Linda Johnson)

Linda reminded everyone of the commitments they made last spring to monitor the agendas and occasionally attend meetings of other committees and boards in town to represent the interests of the COA. She will send the list out again for everyone to review and update before the next Board meeting.

### **Contact List Update** (Linda Johnson)

The Board contact list will be sent out for review and updating prior to the printing of the Board Handbook.

### **Tracking Volunteer Hours** (Linda Johnson)

Board members were reminded to log into the kiosk when attending meetings and events on site and to track volunteer hours worked at home and elsewhere for submittal to Kristen.

**Adjournment:** 9:28am

*Respectfully submitted by Linda M. Johnson  
9 March 2023*