



Board Meeting Minutes of 10/31/2023 (in person/hybrid)

Respectfully Submitted by Lori Howe

Voting Members Attending:

Pete Hoagland, Sally Tipton, Gerri Hawn, Ken Adams, Pam Sampson, Jim Campbell, Lori Howe

Voting Members Absent: 0

Non-Voting Associate Members Attending: Pat Gray

Non-Voting Associate Members Absent: Carole Marple

Staff Attending: Sue Kelliher, Kristina Gallant

Community Members Attending: 0

Voting Members Absent: 0

Quorum? Yes

Call to Order by Chair Pete Hoagland at 9:35 a.m.

Pete welcomed our guest, Jeremy Marsette, Sherborn's Town Administrator.

Minutes. Pete asked for a motion on the September 26, 2023 Board meeting minutes. Jim motioned to approve as written, Sally seconded. There being no questions or discussion, the minutes were approved by a unanimous vote.

Town Administrator. Sue introduced Jeremy, noting that he has now been on the job for almost one year. Board members introduced themselves to Jeremy.

Jeremy proceeded to outline what's been going on. The Town has a brand new website with a new calendar feature which promotes activities. There was a Special Town Meeting on October 17th regarding the new water district which was approved. He expects the Select Board will vote this Thursday to pass the approved Water District on to the State Legislature. After that, the developer submits a building permit which would put the Town in safe harbor. The town expects the Legislature would approve late Summer 2024. Jeremy went on to discuss "Safe Harbor" and the two other 40B projects before the Zoning Board of Appeals. Lori asked if the 2024 target date is a typical timeline and Jeremy responded affirmatively, noting that it is a process. Ken asked if Toll Bros are all set to go and Jeremy replied he believes they are. Pat asked how the developer is getting away from wetlands protection requirement on Greenwood Lane.

Discussion moved on to the Community Assessment with Sue citing the finding that residents are looking for a place to gather and that COA is getting ready to open our Drop-In Center at the Community Center next Tuesday. She also went on to explain the terms and our uncertainties about what ongoing monies may be required to rent the space. Jim added that he shares that concern. Jim also brought up that we're hoping to get volunteers who can take advantage of the Senior Tax Credit, which is now a

maximum of \$1,000 per year at \$15 per hour of valued time. Jim said that he understands that there is interest in expanding the State limit to \$1,500 per year. Members went on to provide Jeremy with background on how the Drop-In Café developed. Pam added that what we've set up is targeted to combat isolation by providing a nice destination right in Town. Jeremy asked whether there is any Transportation and Sue responded that we offer both JFK and Dial-A-Ride.

Sue then raised the topic of Signage and said we are using sandwich boards temporarily but are concerned their use may delay permanent signs. Lori asked Jeremy if he is Sean's supervisor and how priorities are set. Jeremy said he is Sean's supervisor and meets with him a couple times a week. Jeremy went on to explain that Sean only has a staff of 6 to 8, due to funding, and that they are all Union except for Sean and Addie Mae. Discussion ensued regarding ideas for more staffing.

Gerri moved discussion to the **Sidewalk Audit**, an objective that also came out of the Community Assessment. Sue brought up the Livable Streets grant which falls under Sean and said she thought that there were some sidewalks already identified for repair. Jeremy clarified that it is actually called "Complete Streets" and said that we have roadway funds that could be used but the department just doesn't have the capacity to handle right now. Ken asked whether we can bid the work out to which Jeremy responded we can hire outside contractors. Ken also added that the department needs to be sure to treat sidewalks in the Winter; Jeremy agreed. Ken asked if there are any plans for a crosswalk from the Library to the Community Center. Jeremy said that he is trying to reinvigorate the Traffic Safety Committee which takes recommendations and makes suggestions to Town.

Jim Campbell turned discussion back to Senior Center funding and told Jeremy that our goal is to help him understand how important this is so that he can advocate for us. Jim suggested that it would be helpful to get the Select Board to assist in negotiations with Community Center and Jeremy responded that he would be happy to help. Gerri noted that it's interesting that the Community Center has a relationship with the Town yet charges town departments rent to use CC space.

Sue said that Jeremy could also be helpful with Communication among Town departments and committees. Lori noted that while COA is low key, it touches many people and constituencies in Town. Jeremy acknowledged COA's contributions. Pete thanked Jeremy for joining us today.

Treasurer Report by Gerri Hawn (see attached reports)

Gerri said that we are one-third into the fiscal year and have spent about 30% of budget. Most are routine expenses. Lifetime Learning is bringing in monies from classes. All in all, we are in good shape.

Director's Report – by Sue Kelliher (see attached reports).

Sue reported that Lifetime Learning is nearing the end of its cycle. We are trying to get some new instructors. The Politics course had 48 people registered which was an excellent response. We have a \$10K grant for outdoor fitness programs with the MetroWest Health Committee. Sue also cited that the last grant showed the poverty rate in Sherborn went up from 2% to 6% last year and that many people in need just don't ask for help. The Memory Café is continuing.

Lori interjected for Jeremy's benefit that Sue and her staff apply for and get several grants each year, which not allow broaden COA offerings but also leverage Town funding. Sue cited another example in that Melinda is applying for a housing grant to help a resident get a much needed new roof.

Sue reported that for the opening of "Sit 'n Sip", she has created instruction for those staff/volunteers running the café for the day. Ken said that he really thinks we should re-name Sit 'n Sip "Mike's Place" as a tribute to Mike Kickham for all his years of involvement and service in Town. Gerri responded that this was recorded in the September minutes and we'll decide about a name change once it is determined that there is sufficient attendance to make the café ongoing. Ken also asked if we can give men who attend the monthly Luncheon their key cards, which he will be happy to help assign.

Jim raised the issue of Volunteer Sign-up for Sit 'n Sip" and asked if there are monies in the budget to cover volunteers to staff it.

The meeting continued on to discussion of the **Senior Café**. Sue noted that the annual Holiday Party will be on Thursday, December 14th. This will be the last cafe of the year, then we will start again in January. Gerri outlined what is needed for the Holiday Party:

- *Giveaways* from local vendors who were very generous last year; just about every business that we approached contributed.
- *Food*: once we know the number of people coming, we can order.
- *Centerpieces*: Gerri and Lori have created these for the last few years; they will figure out how to handle this year as Lori will be away starting December 13.

Sue reported that attendance at the Café last week was 20 and they are hoping for good attendance again this week with D-S School Superintendent Beth McCoy coming to speak. Gerri said that the café is a very labor intensive effort and if we provide entertainment, more dollars go out, over and above the cost of Staff hours and supplies. Attendance of 20 people only brings in \$100. At some point we need to take a hard look at Senior Café and make a decision on how/whether to continue.

Pete asked if there was any other business. There was none. Everyone thanked Jeremy for coming today.

Adjournment

There being no further business, Pete asked for a motion to adjourn.

Motion to Adjourn: Pam motioned, Gerri seconded, and the motion was unanimously approved. The meeting adjourned at 10:27am.

Meeting Schedule for 2023: 1/31, 2/28, 3/28, 4/25, 5/30, 6/27, 7/25, 8/29, 9/26, 10/31, 11/28 and 12/26
Minutes Approved on 11/28/2023. Attachments available upon request.