

## Senior Advisory Committee Minutes

04/04/2013

AKA Greater Hillsborough Senior Services Committee

Present: Lorraine Nickerson, Russell and Phebe Galpin, Dana Brien, Chuck Gaides, Herm and Yvonne Wiegelman, Donna Boss, Arthur Stickney, Pat Mathison

Russ Galpin opened meeting at 10:00 am

Mr. Galpin discussed the appointments of Committee members: (see email)

10:05am: Marie Mogavero enters meeting.

All officers are elected for one year. Each April at the first meeting elections will take place:

Mr. Galpin nominated Pat Mathison as Chairperson, Donna Boss seconded the nomination. A vote was taken and Mrs. Mathison was unanimously elected.

Mr. Galpin nominated Donna Boss as Vice- Chairperson, Dana Brien seconded the nomination. A vote was taken and Mrs. Boss was unanimously elected.

Mr. Galpin nominated Dana Brien as Secretary, Charles Gaides seconded the nomination. A vote was taken and Mrs. Brien was unanimously elected.

Mr. Galpin nominated Charles Gaides as Treasurer, Pat Mathison seconded the nomination. A vote was taken and Mr. Gaides was unanimously elected.

Mr. Galpin turned the meeting over to Pat Mathison, new Chairperson.

Mr. Gaides asked Mr. Galpin to explain what an ex-officio is and how they are appointed to the committee. Mr. Galpin stated the Ex-officio is supposed to be the go between with the board of selectmen and SAC. Each year the new Board of Selectmen appoints ex-officios to all town committees. As the Selectmen are typically at work when the SAC meets, it is likely any future ex-officio will not attend every meeting. Mrs. Mathison asked if it is acceptable to keep the BOS informed as to the committee's work via email. Mr. Galpin stated that is acceptable.

Mr. Galpin also advised officers of their duties as follows:

Chairperson: Run Meetings, arrange monthly meeting agenda, make appointments with the approval of committee and any other duties that may be determined necessary by the committee.

Vice Chairperson: To act as Chairperson in the absence of the chair and any other duties as may be assigned.

Secretary: Record official minutes of the meetings, post meeting notices, maintain membership list of official committee and all other members, and any other duties as may be assigned.

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Treasurer: Keep financial records of expenditures of town funds and separately of committee funds as raised by the "Friends of Seniors" and to make monthly reports of such.

Mr. Galpin also recommended that one or two alternate committee members be appointed to serve as voting members to fill member's positions who do not attend. These alternate members may hold positions on sub-committees as well.

10:11am Stella Arvenataki enters meeting.

Mr. Gaides requested a roll call of attendees.

Secretary's Report:

Mrs. Mathison asked where the minutes are posted.

Mrs. Brien answered that they will be posted within five days of the meeting both at Hillsborough Town Hall and on the town website.

Mrs. Brien suggested as the minutes will be posted, it would be good if committee members made a point to read the minutes ahead of the meeting and made notes of any changes they would like to make. It would be a good time saver rather than reading the minutes of the previous meeting aloud at every meeting.

Mrs. Boss stated she felt they should still be read.

Mrs. Brien read the minutes from the previous meeting.

Mrs. Boss moved to accept the minutes as read, Mr. Galpin seconded the motion and the motion passed.

Yvonne Wiegelman must respectfully withdraw from publicity, but would like to continue the thank you card.

Mrs. Boss made a motion to appoint Mrs. Brien and Mrs. Mogavero to publicity committee, Pat Mathison seconded, motion passed.

Treasurers report:

Mr. Gaides stated on Mr. Galpin's suggestion he has broken the report into two parts, the top part is the Hillsborough Area Community Service Corporation account. The Account has \$486.26 available, \$298.00 from NAP pending and \$2,000.00 from Deering pending. Mr. Gaides will notify the committee when the pending items come through.

The committee congratulated Mr. Gaides on all his work getting the warrant article to pass in Deering.

Mr. Gaides stated the \$5000.00 approved by the Town of Hillsborough is available immediately.

Mrs. Mathison asked if the \$298.00 is once or every month?

Mr. Gaides replied this is the one time amount for the initial sign up, and the ongoing monthly amount will be less.

Mrs. Mathison asked when we will know what the savings to the town is.

Mr. Gaides explained the process of vetting the accounts that North American Power goes through, then the changeover occurs. We won't know the savings until that is complete and the first "new" bill is received.

Guest Speaker:

Mr. Gaides introduced Ruth Ann Oczykowski, Information and Referral specialist for the Nashua Office of ServiceLink.

Mrs. Oczykowski gave a general overview of ServiceLink and what it is, who they serve and the services they provide.

Mr. Gaides asked what programs they may be able to help us duplicate in Hillsborough, particularly for families experiencing Alzheimer's and Dementia.

Mrs. Oczykowski stated a Caregiver Support Group for all caretakers is already in place in Nashua. The Group gets a donation of a professional caregiver from Right at Home Senior Care to do adult care during meetings. We can organize a group here in Hillsborough with support from ServiceLink.

Mr. Gaides will call Pat Clark at Hillsboro-Deering Family Health and the Alzheimer's Association in Concord could help to facilitate this as well.

Mrs. Oczykowski stated there are Caregiver Respite Grants from the Federal Agency on Aging, and this is another way Adult Care could be funded during such a meeting.

Gift Certificates:

Mrs. Mathison brought up the possibility of selling Gift Certificates for events and activities that a fee would be charged for, or a donation requested for. Families could purchase a gift certificate for a loved one which could be used to help pay for Luncheons or trips. Mrs. Mathison asked Mr. Gaides to make up some templates of what a Gift Certificate might look like.

Volunteer Driver Program:

Mrs. Mathison reported that at a recent training session for drivers it was stated that the town of Hillsborough has more volunteer drivers than the city of Concord. We currently have eight volunteers with three more in training. Mrs. Brien asked if the mileage and ride numbers for Hillsborough could be published in the newsletter. Mrs. Mathison stated that the VDP shares that info one a month.

Mr. Gaides stressed this is information which should be shared in the newsletter and newspapers locally so taxpayers can see what the group is bringing to the area.

Mrs. Mathison also reported the funding for the VDP program has been extended for two more years through the federal grant that funds it.

Mrs. Arvenataki asked if the drivers in the program can help riders who may need assistance to get into the doctor's office? Mrs. Mogavero noted that those who need that type of assistance must bring a caregiver, as the drivers are door to door.

Mrs. Mogavero also noted the VDP is available to help people get to places other than Doctor's offices.

Dance Offer:

Mr. Gaides reported a member of Board of Selectmen in Deering has offered to do a dance function for GHISS at low cost. This could be for instruction or for fun. He will be looking for more information about this regarding actual cost and possible locations. He will focus on the possibility of using the Deering Town Hall.

Deering Luncheon:

Mr. Gaides would like to focus on having a luncheon in Deering. Town Hall would be free of cost, but the kitchen may be inadequate for our purposes. We will need to come up with some alternatives for menu or food preparation. Mrs. Wiegelman recommended box lunches, and Mr. Stickney offered use of his kitchen which is about a mile from the Deering Town Hall.

Check in Program:

Mr. Gaides brought forward a letter from Deering Police Chief Pushee regarding a check-in Program. (See attached) The Chief is interested in supporting us in putting together a program where by volunteers would call home-bound seniors daily to verify their safety, and that should anyone be unreachable, the Police would follow up with a welfare check.

Mrs. Boss stated she doesn't think we should do it right now.

Mrs. Mogavero stated she would be willing to volunteer to take some names and is sure others would volunteer as well. Mrs. Mathison and Mr. Gaides would like to meet with the chiefs of both forces to gather support and form a plan. Mrs. Wiegelman will reach out to Chief Roarick to request his involvement.

11:25 am Mrs. Galpin left meeting.

Mrs. Mathison will not be able to attend the luncheon on Thursday April 11<sup>th</sup>. We'll need extra volunteers. Mr. Gaides and Mrs. Brien will be arriving at 9:30 am and Mr. and Mrs. Wiegelman will come at 10:30 am.

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Mrs. Mathison stated she and Peter Brigham have worked out the re-imbursements for the use of the Youth Van. The rate will be \$.40/mi. This will come from the funding approved by the Hillsborough Town Meeting. Mrs. Brien brought up the concern that the riders of the van are paying for the trip, but the money is not being deposited into the town. Using town funds to then pay for the trip is not particularly ethical as you are moving taxpayer money out of town taxpayer control. Mrs. Mathison decided that rather than charging a trip fee, the riders will give a donation.

Mrs. Mathison reported Senior Splashers first class is full and so they are looking at offering a second class at Crotched Mountain.

Donna Boss made a motion to pay \$25.00 to Church Outreach Program for the cabinet they have available in the basement. Mr. Gaides seconded, motion passed.

Mr. Galpin made a motion to provide \$100/month starting March of 2013 as a donation to St. Mary's Church for the use of the hall. Mrs. Mathison seconded, motion passed.

Mr. Galpin made a motion that the committee pay for the cost of Mrs. Mathison's involvement in the New Hampshire Senior Leadership Program. Mrs. Mathison declined the motion and said it was not necessary. Mr. Galpin withdrew his motion.

Mrs. Mathison asked if we still need to carry separate insurance now that the town's policy covers the activities of the committee. Mr. Gaides answered we do need it, as the town's policy only covers the activities of the committee so long as we are in Hillsborough, so we only need coverage for activities out of town. Mr. Galpin stated the cost of such a policy could be less expensive than the current policy. Mrs. Brien stated that it would be a different type of policy for special events.

Mrs. Boss asked for the Parade Committee to meet the next week.

Mr. Stickney offered his services as webmaster for the establishment of a website for the committee. Mrs. Brien and Mrs. Mogavero offered to meet with him to work on it in the next week.

Meeting adjourned at 11:45 am.

Respectfully submitted,

Dana Brien

Secretary

Approved 5/2/2013 without amendment