

Town of Boxborough Council on Aging Meeting Minutes

Meeting Date: April 9, 2020
Time: 3:00 PM
Place: Virtual Meeting via Zoom
Members Present: Karen Whitcomb, Chair; Barbara Birt, Taryn Light, Bill Litant
Members Absent: Tina Bhatia, Anne Canfield, Barbara Wheeler
Others Attendees: Lauren Abraham, COA Director; Susan Bak, Select Board Liaison; John Fallon, FCOA Liaison; Officer Tyler McElman, Elder Affairs Officer; Ginny Haskins

Minutes:

- The meeting was called to order at 3:00 PM by Chair Karen Whitcomb.
- Barbara Birt volunteered to take minutes in the absence of the Secretary.
- **March Minutes:** The minutes for March 14, 2020, were amended. They were unanimously approved as amended by roll call vote of those members attending.
- **Officer McElman** gave us an update on the situation in Boxborough and some of the Police Department activities during this time of the COVID-19 restrictions. Some 300 calls have been made to seniors regarding their possible needs. He stated that the Town has been relatively quiet while people are staying at home as advised. He thanked Barbara and Karen for their donations of equipment. UCC Boxborough has organized about 30 volunteers to shop for food, be in touch by telephone with those who request this service. The Neighborhood Brigade is working together with UCCB. He is looking into a possible Question & Answer meeting later in the year. He also let us know that Mike from Boxborough Convenience store has donated 100 rolls of toilet paper for distribution.
- **Buzz Update:** The April Buzz will go out in two versions planned for April 16. One will be the mid-month on-line version. Our *Buzz* printer is able to not only print, but mail out the hard copy version for us.
- **Social Services Update:** Lauren reported on the activity of the Social Services intern during her stay with us. Unfortunately, due to the COVID-19 pandemic, all interns were recalled in early March. Charts of the activity of the last 12 months versus the similar time frame last year, and ages of clients under and over 60 were displayed. Lauren also reported on her social services activities for this month. She received and made referral for 83 clients. The needs most common in March were concerns about food, rent and other expenses during this time.
 - Anne suggested that perhaps later in the year we could invite Allie to a COA event so that we might be able to say goodbye and thank her.
- **COA Activities:**
 - All classes have been suspended as of March 13. The van was shut down on March 15.
 - Holly is providing video classes for the exercise classes and brain training classes. Video Yoga classes will be coming up. Participants must register.
 - Local and State COA's are in touch weekly to share information and tips.
 - She suggested we as individuals might host a Zoom coffee hour or knitting circle. Susan reported that there exists a Zoom knitting circle already. Those interested in participating should contact Anne McNeece or Susan Bak.
- **Information availability:** Lauren displayed and outlined the information available about COVID-19 on the Town website on the COA page. It is updated virtually daily as new information comes in. Information is also available on the Town TV channel (Verizon – channel 39; Comcast – channel 9.)
- **Other Business:**
 - Bill requested all to let him know if we have anything of interest to go on the Facebook page. Make it short.

- Susan reported on the Town's Budget status. It has not been finalized as of this time. One item has been removed from the budget. When finalized by the end of April, warrants will be printed and them mailed to residents.
- John reported that the Boxborough Minutemen have cancelled their portion of Fifer's Day. Planning and expense were deemed too high to continue as the event may be cancelled altogether. The Public Celebrations Committee may go ahead with a scaled down event. All Patriots Day parades and the Boston Marathon have been cancelled. The marathon may be rescheduled in September. All Freedom's Way events have been cancelled for the summer.
- **Date of next meeting:** Thursday, May 14, 2020, 3:00 PM
- The meeting was adjourned at approximately 3:45 PM

Respectfully submitted,
Barbara Birt, Secretary, Pro Tem

List of Exhibits: Agenda; Minutes of February 13, 2020 meeting; How to Get Information – COA Website, Intern's Final Report