

Salem Council on Aging
Minutes
Regular Meeting
Salem Council on Aging
Wednesday, April 19th, 2017 6:00 p.m.

The Regular Meeting of the Salem Council on Aging held Wednesday, April 19th, 2017 6:00 p.m., at the Senior Center, 5 Broad Street, Salem, Massachusetts.

Roll Call

Board of Directors Present: Lynda Coffill (LCf, Chairperson), Elaine Heredeen (EH, Vice Chair) Alice Williams (AW, Treasurer), Mayor Kim Driscoll, Abigail Butt, (AB), Anthony “Tony” Schettino (TS), John Russell, (JR), Alison Thibodeau (AT).

Absent: Donna Clifford (DC), Julie Carver (JC, Secretary)

Also, Present: Meredith McDonald, (MM, Director of the COA), Elaine Milo (EM, City Councilor advocate to the COA), Rosanna Donahue (COA/Activities Director), Sharon Kearney, (SK, Secretary of Minutes), visitor Jen Meger, running for Ward 2.

I. Call to Order

Open the regular meeting Wednesday, March 15th, 2017 6:00 p.m.

II. Approval of March 15th, 2017 Regular Meeting minutes

LCf: Approval of the March Regular Meeting minute, motion to approve?

AT: Make a motion to accept the minutes with changes.

EH: Second the motion.

LCf: Any discussion?

LCf: All in favor? All those opposed?

Vote unanimously approved.

III: Guest Speaker: Mike Lutrzykowski (building department)

LCf: The guest speaker called and cancelled without giving a reason.

LCf: I will send him email.

IV: Report/Update from Board Chairperson

a. Community Benefits Agreement – NSMC (Age Friendly/Salem for All Ages).

A brief one page summary was passed out.

LCf: The agreement was struck between the city and North Shore Medical Center. North Shore Medical Center is planning a major expansion. They don't pay taxes because they are a non-profit. So, in lieu of taxes and for the expansion impact, the Mayor and city staff sat down with NSMC officials and came out with this agreement. In the agreement, what we are interested in is the \$100,000 over four years, \$25,000 per year toward Salem for All Ages Action Plan. Also, money for City Connect upwards to \$350,000, which hooks up children and families in Salem public schools with needed social services etc. Plus, there is \$700,000 over seven years, a \$100,000 per year to address the public safety impacts. In addition, more money for roadway and traffic signal upgrades along Jefferson Avenue is included. That is important because the main entrance to the hospital will no longer be Highland Avenue. It will be off Jefferson at Dove Ave.

And, there are several other things in this agreement.

LCf: This agreement has been in front of the City Council Committee of Ordinances and Licensing since February. The Mayor has tried to get it approved. I sent an email asking you if you knew on the committee (Jerry Ryan, Stephen Lovely, Stephen Dibble, Arthur Sargent)

to get in touch with him or her. I also emailed Elaine Milo as well. Mr. Lovely's position has not changed. He is concerned that there is not enough money in there for Ward 3, which is his ward. It will have a sizable impact on that ward with that change. I don't see a compromise coming yet, but there could be one. But, we need to keep advocating on behalf of our seniors because the aging planning initiative is very important to us and is part of our action plan. And, it is for our constituents. So, the agreement has been tabled. The advocacy is to bring it back to the table and act on it. Act on it one way or the other, vote it up or vote it down. If voted down, then it is back to renegotiate or shifts monies around to move this forward. It is almost a million dollars over the course of the agreement for Ward 3.

AT: Question: Is the entrance on Highland Avenue in a different ward than Steve's ward?

Response/Question: One side of the street is Ward 4 because there was a polling place for Ward 4 at Princeton Crossing. The other side of Highland Avenue, is that Ward 3 still?

Response: If the hospital side is Ward 3, there are no residents, no voters there to complain. It's the other side coming in is where all his voters are, Lawrence St. and the other small residential areas.

Question: Is North Shore Medical Center losing money at this point? That might a thing to consider before we try to get more money out of them.

Mayor Response: There have been a lot of changes there. I never would have expected them to close Shaughnessy Kaplan, Spaulding North, the Cardiac Center that they created, looking to close pediatric in patient, jobs. They let go people that have been at the hospital their whole careers. They are losing 48 million dollars a year. That is not a sustainable model. When they opened the facility in Danvers, it is a better payer mix in Danvers, a little easier to get to. Thankfully, they recognized that our community needed to be served on the inner core and are committed to this campus. The same time they are laying people off, this is the strange part they are going to invest another 200+ million dollar in the facility. The growth of the ER, the Shaughnessy building, Spaulding North, they are building out additional behavioral health beds which is our most critical need, especially adolescent beds. Most health care institutions are not growing behavioral medicine. It is not a big money winner for them. They feel there is a commitment that needs to be made in our two communities. They could not keep two full service hospitals open and 70% of Lynn's ER traffic was already coming to Salem. This is a really good agreement. I don't want to belabor it too much. It is 2.8 million dollars over seven years. It is important that we move it forward.

LCf: We could do several things. We could keep our one to one contact but we could also send a letter as a board asking that it be put back on the table and voted on. Holding it up is unreasonable. One of the things we wanted to talk about today is giving me permission to pen a letter to send on behalf of the board to that council board.

AW Question: Do they have a certain amount of time and they take it away?

Mayor Response: They haven't said that. I think they are going to honor their agreement we just need to push this pass go. I'm trying to work on this in a collaborative fashion; I never thought this would not end up being a contentious issue. We are going to pave Jefferson Avenue. We are marrying this \$325 with additional municipal dollars. Things like paving Jefferson Avenue, giving some attention to intersection of Wilson and Jefferson and putting sidewalks on Jefferson Avenue are the big requests from the Ward 3 Councilor. They will all

get done. We are leveraging these dollars to do that. The roadway re-paving, we are ready to bid, we are going to marry it, it's about a half million-dollar project. We just complete Jackson Street. We took out the railroad tracks on Jefferson so this has been an ongoing effort to address some of the corridors that see a lot of traffic and need some attention. The intersection with Jefferson and Wilson, we don't know what the solution is. We will be retaining the engineer to do some pass boards much like what's being done on Swampscott and First which is another tricky intersection in Ward 3 which is about to start implementation for a rotary. We don't have different of opinions about getting this work done, I'm hopeful that we can push pass this. The fundamental disagreement is the Ward 3 Councilor wants a pot of money set aside and come in and dole it out as requested. We don't operate that way. The hospital wants to leverage their presence here. Just trying to fairly represent what is happening and what their concerns are.

LCf: There is a road that goes from Wilson Street, it's paved to a point then it becomes dirt. It goes right into the parking lot. There are ways to mitigate some of these things.

Mayor Response continued: The planning board fully vetted this project. They have a number of conditions on top of these just for going forward that they are going to have to take on. There are other things that are not in the CBA that are part of the planning board's agreement that North Shore Medical Center has to incorporate as well into their project. This wasn't the traffic litigation agreement; this was the extra stuff because the planning board already looked at that extensively.

LCf: I need a motion and a second

JR: Make a motion that we send a send letter.

EH: Second the motion.

All in favor? Any oppose?

Vote unanimously approved.

LCf: As you know there was some angst when we were notified that the design group membership was decreased. We decided to talk about to find out what the issue was. I had a conversation with the Mayor and Darlene Melis. The feeling was that we, COA, were unceremonially kicked off.

JR: When we first started, this I was one of the only original people on the committee. We came up with somethings that we all agreed on. Then suddenly Julie and I were not invited to a few meetings. When we got back into the meetings everything was changed. The things we had talked about, for instance, the construction base needing more than one beam to support another divider curtain up if at some point, we needed more than one it would be structurally sound. We also talked about that we would like to put in an industrial kitchen even though we can't afford it right now. We agreed to have it set up so it could be put in if we did get funding. Those two things were taken out. Also, we talked about sooner rather than later about a starting a capital campaign so we know how much money we do have and we can start saving. And at the last meeting here at the COA I was told we were no longer needed.

Mayor Response: There definitely is a disconnect somewhere. I should apologize for it. There have been a lot of hands involved in transitions in terms of trying to get this project right. And, there is nobody that has been kicked off of anything. The question is what is the role of building committee? This project is unique in that building committees I've been involved in the past, when it is our building we are designing it, we are hiring the contractor, you have a project manager that is working with us to facilitate the review issues and logistics to help figure that out. In this case, somebody else is building it, it is not our

architect. We don't have an external project manager keeping track of all this and there have been different staff members involved along the way. It hasn't been the tightly knit project management that we use on a typical project. I want to be clear on two things: 1) No final decisions have been made on anything to do with the finishes. The final decisions have been made on where the walls are and the layout because we needed to get that to the architect. So, we can get back what things are going to cost where for what finishes. Some of the challenges we are having with their group is we did not start with a base. For example, if you were building a new home and somebody said this is the base model but if you want hard wood than it is extra. It costs this much. We started out with let's figure out what we want but we don't know the delta between what's an extra. So, there were some technical meetings what's in and what's out. Over the last couple of weeks, we have gotten some of that information back from the architects and they have started to carve out pockets of what they are considering extra. Our goal is just try to advance that and get the group back together so we can finalize what we want and what don't we want. The other competing factor is there is a bunch of roadway work that needs to get done on the Goodhue Street corridor. This whole neighborhood is coming together. That is wonderful. It is wonderful to see some of these industrial properties that are being redeveloped. We were able to leverage some of the private development to get a Massworks grant to improve the corridor at Boston, Bridge, and Goodhue to make it look like a place that you can walk to, cars, bike path for this corridor. That is a different architect that we hired through Masswork grant. We have to coordinate that work with the planning department with some of the work in front of the CLC on Bridge Street. Moving drain lines, what is happening with the utilities along Bridge Street is a requirement of the developer. It is part of his project that he had to do that. Some of the work that Massworks does can overlap. Let's find out what we can do within the scope of Massworks and if there is something the developer was supposed to do he can give us credit for that. If he won't do it we will pay for it with the state grant. It took some sorting through on the technical aspects. I think all the information has been compiled or at least to a degree it makes sense to the point we can be sitting down. The goal is not to kick anybody out, but we want the output that represents all the folks around this table and want to be informed and some of the folks that helped us with some of the other projects. Adding Darlene Melis and Paul LaRue was to get their insights. We are not trying to keep anybody out but we are trying to keep it moving forward. I don't want there to be any confusion. I want a building that we are all proud of and people like it. We are probably a little sloppy because we all have many jobs, which is not helpful. The other component on this is to get an external manager, project manager, who can keep meeting notes, keep us on logistics and has a clear order log. It feels like there are some missing pieces to this that could help by having a project manager especially since we have all the technical information. I think we are ready to push go on the finishes. Does that seem unfair or inaccurate?

JR: I agree there have been other meetings with just a certain amount of people but it almost seemed like everything we did a year and half before was just thrown out the door by just missing a couple of meetings. There have been a couple of good additions to it. We want it to be durable and easy maintenance. We want to make sure we do have it set up with the best we possibly can even if we can't open with the best we can possibly have. We will miss the boat if we don't set up for the electricity, the Wi-Fi, the kitchen. If we don't do it in construction phase we can't do it at all. Some places are getting away from the big kitchens. However, it is the heart and soul of the house and it is the heart and soul of the senior center. I've done breakfast at the Marblehead Senior Center it cost me \$90.00 for 45 to 50 people. It cost \$600.00 to do it here because it is catered. I was told we didn't have the money for it but we should probably have it set up for it.

LCf: I heard two things:

- 1) We need an external project manager.
- 2) When the group comes together with this external project manager and they do a prioritization of what will and will not stay, then our COA representative will be included in that.

Mayor Response: I think we will need more regular meetings. There is never, don't have this meeting, don't invite anybody. They were more just technical. And we would like to get some estimates. Having a project manager will help and will help us better understand if there are things that have passed by that we are upset about.

JR: Nobody's feelings are hurt. We just want the best for the community life center. We want to make sure the seniors are represented as well as the rest of the community. That is our job.

Mayor Response: We want to break ground in July. Let me see if I can re-navigate us. We are looking to bring on a project manager that will help us through the construction phase. Get them on early. You make a list of decisions that you are concerned about. What are the areas of concern? Where is the commercial kitchen?

MM: I had a conversation with Larry Ramdin, Board of Health Direct, and I think some of your concerns may be answered with the information I have. Some of the terminology we have been using is not necessarily correct in terms of what we are hoping to accomplish. My conversation with him was useful and I'll relay all of this and we can go from there. It may alleviate some of the fears felt we were losing. It doesn't sound like we are based on what he says we have the ability to do. Hopefully, that will put us in a better position than we thought.

Mayor Response: There are some phases. You want a wood working shop, we haven't even touched FFE, fixtures, furnishings and equipment. That is not on the developer that is on us. What's the budget for that? We are not bringing over desks. We want to have new desks; that type of equipment. What's the right type of chair to have? Are these the chairs we want to bring over? What's this room look like?

LCf: Question: Do we have a budget?

Mayor Response: No, one of the things we want to do is better understand what are the items on a per square foot estimate. There are opportunities for sponsorships.

Question to the Mayor: Have you been to Newburyport? Every room there was donated.

Mayor Response: I have not been to Newburyport. You told me this, every room was sponsored. We haven't really broached that. You need a plan, show them the room and nurture that relationship. I don't think that is too late at all.

JR: That is something we need to factor into the funding. Ask for each room to put a price on it.

Mayor Response: But go to them with a plan that says this is how much this room cost and will you sponsor it? It sounds like 1) Getting this building committee more formalized will

be helpful, with more formal meeting times. 2) Getting the outside project manager could assist us all in terms of keeping things on track, making sure we don't lose something or miscommunication on something like what is a commercial kitchen? We are going to need help on the capital campaign. I'm willing to help. With the project manager, we might be able to help better identify and the architect is giving us some materials that we can use out of a capital campaign will be useful as well.

LCf: Any other questions for the Mayor?

Mayor: Anybody else want this building done more than I do? We will try to formalize that and get it going and reach out to make sure folks are involved and included. Please, I don't want there to be any misunderstanding. We could come in and do a presentation with the full CAO of the new CLC. Elaine the councils asked to do an update too. So, whatever update we do for the council coming into your next meeting we could invite the COA there to do an update.

V. Report from the Director – Meredith McDonald.

1) New Building Update – Board of Health (Kitchen update)

Clearly there is concern over the kitchen, spoke with Larry Ramdin about what are the different kitchen options? And, what can we do? We've been told one meeting that we were going to have a fully functioning caterer's kitchen, what does that mean for us? Per our phone conversation, Larry said that regardless of what we do, we do need to put in commercial grade equipment into the kitchen. Which I can understand and appreciate, much like in the fitness room, we are going to have because we are a public building for public use we must purchase and install commercial grade fitness equipment. You can't purchase residential grade and put it into a public use building because it could be a potential liability. The same thing holds true with the kitchen. We need to have commercial grade equipment. According to Larry, as long as we have the commercial grade equipment put in we can have John cook the breakfast at the TRIAD meetings. We could cook food for a special function. All of that is ok. As long as you have somebody that is serve-safe and allergen certified, which we do have/are working on. Where we could run into disappointment is where we could be cooking meals every single day, like congregate program, you need not only the commercial grade equipment in terms of the refrigerator, ovens, stove top sinks, etc. You also must have the commercial, full-sized walk-in refrigerators and walk in freezer; and given the blue prints Larry has seen there is not the mandatory required space to allow for those units.

LCf: You will also need the people that will cook every day, which is a budget an item.

MM: Correct, you will probably need two people, in case someone gets sick. We will be able to run programs like cooking classes out of the kitchen. We can still cook and provide food for our special events and some of our parties. None of that will be a problem. He has offered his service when and if we get closer, he would be more than happy to be involved, to make suggestions into the types of equipment, to help us go out to pick them out, obtain pricing, and help with the actual layout so we can get the most functionality out of that space. But there was no reason to think that we would not be able to cook for those events and functions. That is a big part of our goal was to make sure we want to be able to do that and he has assured me that we will be able to do. We can't serve congregate lunches. But we should look at how many people we have attending a function and what are we cooking. There are certain things just economies of scale you can't cook well in a huge mass anyways. John does have the experience doing this. What does work well if we have 90 people for breakfast? Where is your breaking point if you

are doing the cooking? We just need to look at the menu offering and tailor it so we can accommodate. I was pleased by the outcome of the conversation.

LCf: At least other city departments are stepping up and offering their help. Also, if Larry is busy and can't help, my husband was the director of the Boston Health Department for years and has some expertise and I can always volunteer him.

2. Salem For All Ages Update

MM: Patricia Zaido, caught wind of an opportunity through Tufts, which is active in putting out grants and providing grant money, for programs that will help in age friendly initiatives, that is one of their key focuses. One of the stipulations for Tufts is it has to be a link between a municipality and a non-profit to apply for the grant money. The COA does not have non-profit status. But, the Friends of the COA do. So, Patricia asked the Friends if they would be willing to be the liaison group who would apply for the grant with Patricia and Amanda in the planning department writing the grant but filing it under the Friends 5013C tax id number. The Friends agreed. So, Patricia had to file a letter of intent, stating that we would like to file a grant would you consider our request? Tufts said yes, we would consider your request. So, we were give permission to actually file a grant application which has been done. We have been told we will hear back sometime in the month of April as to whether our grant request was granted. If funded the money would be used for a transportation shuttle feasibility study. We would have somebody come in to evaluate all of Salem's transportations options and modes, where the routes are and where they go. And, could something else be done to supplement or something new be created implement to help ease transportation woes and congestions. And, to ideally serve folks in Salem who are not currently served. Whether or not this would be a senior only transportation option, or open for all Salem residents remains to be seen. We are still waiting to hear if we received that grant or not. In the meantime, with myself before as the chair for the transportation subcommittee for the age friendly initiative, we have started to on our own looking at the possibility of revamping and re-introducing the city-wide Salem shuttle that used to be in existence ten or so years ago. We, with Russel Finley, who is on Mass in Motion, have identified two potential routes in Salem, a North Salem route and a South Salem route. We felt after looking at all the other transportation routes in Salem we felt those were the two were the least served. If we somehow found the funds to beta test this, it would be North Salem route for it is the least served out of the two. In the interim, I have been searching out communities nationwide that run community shuttle programs and talking to those communities and finding out what are the nuances of their program. Do they only serve seniors? Do you serve everyone in your community? Is it free? Is there a fee? Who over sees this transportation? Is it municipality or outsourced to a regional transportation provider? How does it work? What is does it cost? I have answers that span the entire spectrum. Mountain View California, has twelve solar fully electric, fully wheelchair accessible vans that is completely funded by Google. But then there are some programs in Florida and some in Dedham MA where some of it is funded by both municipality and a regional transportation provider. The regional transportation provider staffs some shuttles. Municipal employees staff some programs. There is a mix of a lot of different options. It all comes down to funding. How much is the municipality willing to pay? And, how much involvement do they want to have? There are pros and cons to both options. When it is your employee you are insuring them and you maybe have a little bit better control over them. What they do? And, how they do it? But, if you out source it to another provider it is their head ache. You're just paying them to provide the service. It's looking at what we want. Most of these community shuttle services are open to all residence. Many have a fee. Those that have fees offer greatly reduced if not free, rides for seniors and disable residents. It is inclusionary, not prohibiting anyone from riding. But there are many of them that they are free and they get subsidized.

LCf: Haines, Alaska has a shuttle it takes 15 minutes to do all their stops. It's free. They have a donation box. It's a major port for tourist. They have a beat up old school bus but it gets people around.

MM: The town of Dedham has one. Their cost is \$137,000 a year to the municipality. It was one big route. As of April 1, 2017, they are splitting that one big route into two to make it smaller so it was a little timelier. They didn't have any costs numbers at that point because they had not yet launched the second smaller route. Incrementally, there would be a slight increase not necessarily doubled. One of the communities in Florida that outsources to a transportation provider it cost over \$500,000 per year run. It is free of charge to everyone. A little over \$400,000 per year of that cost pays for the salaries of the drivers. That shuttle didn't have seven day per week service. There is a huge mix out there it is just finding out what is the right mix for Salem. It is a work in progress because we are starting from the ground floor. That is what we have been doing from the transportation perspective. This will be presented at a breakfast meeting on April 25th, 2017 to the Leadership Council and to some key members of the Salem community so they know what is going on and how it is progressing. There was a MCOA membership meeting and the head of the MCOA meeting had someone from the state level wanted to know how Salem was progressing with the best practices seeing Salem was the first city to be certified age friendly within the state. So, we may be getting contacted soon about where we are on our progress, our action plan. We can report we are moving forward in the right direction in some of the areas. You can't take on every major hurdle all at once. We are moving in the right direction.

Question: Will this alleviate a lot of your transportation here if this should come into play? A lot of the seniors may use this service and you would not have as intense transportation as you do right now.

Answer: It may. It depends. It depends on the route of the shuttle; how many stops it making and what time it runs. Many of the seniors who ride with the COA do so because they know the drivers and trust them. It is a suggested donation it is not a required donation. If this became a free shuttle perhaps they would. If it was a shuttle opened to all residents meaning children, teen ages, families. There may be some that may not want to get on that ride. Plus, we pick them up at the door. So, it depends what's the route and how close to the route are they.

AB: I thought the funding that came from the state covered the transportation for the senior centers. Before you were supposed use the transportation or The Ride you are supposed to utilize whatever other transportation in your community that is available.

JR: But, if somebody can't walk to the bus stop. There may need to be a change to the policy. The biggest thing is weekends and evenings service for the seniors.

LCf: Let's move on, we are getting close to time.

MM: 3) Program updates - tomorrow, April 20th, we are putting on a transportation work shop for our seniors. We will be providing them with a preview of all transportation options that are currently available to Salem residents right now. Not all of these options are viable for every single person, and they might not always be viable for every situation, but they are out there. One example is zip cars. There may be a lot of seniors who don't want to maintain a car anymore but are still able drivers. Uber and Lift and taxis are other examples of potential options. We will be talking about The Ride how to use it, the MBTA buses, the commuter rail to go to Boston and the Ferry and subway system.

AB: Have you contacted Mobility Links? They do all this. They plan it out. They have a comprehensive list of all the mobility options for the entire North Shore. They are out of GLSS. Mention your situation and they will tell you all the options from free to expensive. You might want to contact Mobility Links because they have an exhaustive database and it might shorten your work.

MM: There is another link too, working with Mass Mobility. This is just little facts sheets we want to give to the seniors. So, if they don't know who the contact or how to contact or if they don't have access to a smart phone or tablet, they can refer to these sheets. And if they want a bus schedule to use we can print it off and where the stop is, what time the bus runs. There are a lot of seniors open to other transportation they just don't know how to navigate it. We did a homeowner's workshop for seniors in the fall. It was for senior homeowners, in Salem to come in and hear from a lot of city departments. And how they can help Salem homeowners stay in their home or decide not to stay in their home. This transportation workshop is very timely because there is lots of transportation needs in Salem. We have 60 people attending. It's a morning presentation followed by the Traveling Chef.

LCf: Anything else?

MM: There is but in the interest of time it can be done later, at the next meeting.

Question: When is the volunteer dinner? Did the invitations go out?

Response: Next Thursday, April 27th, 2017 at 5:30pm. Yes.

In-law apartment ordinance update from Elaine Milo

Talked with Beth this morning, she had met with members of the planning board and members of the planning department. For next week, I'll bring in an order. We can put in a committee, so that we can talk about it and include everyone in the discussion. There are four or five different models.

Question: What committee would it go to?

Answer: That is what needs to be figured out because Ordinance and Licensing is busy. Some place where they can act on it right away.

VI: Old/New Business:

- 1) **COA Organizational Chart/Structure** was not discussed at this meeting due to time. It will be discussed at the next meeting.

A page with the organization chart on it was handed out.

LCf: Anything else?

JR: The annual pasta dinner is coming up on June 9th. The tickets will be out soon. The annual campaign membership drive is going on and we may hit about 9 to 10 thousand dollars. We raised 11 thousand last year but we spent 4 thousand dollars doing it. This year we spent about \$750. The Friends are also working on a donation button on face book.

VII: VISITOR COMMENTS: Opportunity for visitors to speak

Thank you for letting me sit in. No other comments from the visitor.

VII: NEXT BOARD MEETING:

Next Regular board meeting scheduled for Wednesday, May 17th, 2017 at time 6:00 p.m.

IX: VOTE TO ADJOURN:

LCf: Requests to make a motion to adjourn the meeting.

EH: Makes a motion to adjourn the meeting.

Regular meeting adjourns at 7:07 p.m.

Minutes respectfully submitted by Sharon Kearney