**Committee Members Present**: Maureen Booth, Grace McCarthy, Peggy Muir (via zoom), Barbara Rollins and Deb Smith

**Absent**: Ann Hartzler, Mary Kelley and Karen Mayo

**Staff**: Jason Lamoreau

1. **CALL TO ORDER**

Maureen established a quorum.

1. **APPROVAL OF AGENDA**

The Agenda was approved as distributed with the addition of a new VI – Coalition Building.

1. **APPROVAL OF MINUTES**

The minutes of the March 13, 2023 meeting were approved as distributed.

1. **STAFF REPORT**

Jason made the following report:

* *Town Office hours:* Effective May 15, the Town Office will open at 11:00 am on Wednesday.
* *Assistant Town Clerk:* This position is currently open.
* *Newsletter:* June 1 is the deadline for the submitting articles for the July/August Newsletter. The Committee expressed the importance of using this opportunity to keep the community informed of our activities and to build support within the community.
* *CPR Class:* Kennebec County Emergency Management Agency is open to offering public CPR classes in Bowdoinham. Jason would like to combine a public class with required training for recreation coaches. The class will be free and can accept up to 36 participants. Jason will check if Kennebec County EMA is available either April 20 or April 27 to provide a Heart Saver CPR/AED class.
* *Bean Supper:* Plans are still on to host a bean supper at the Fire House, with proceeds going to Age Friendly, on Saturday, April 22 from 4pm – 6pm. Committee members are being asked to prepare desserts for the event and to help with set up and clean up. Desserts should be dropped off in advance. Deb, Maureen and Grace offered to make desserts.
* *Ambulance* service: At the last Select Board meeting, it was agreed that basic ambulance service would continue as is through June after which our service would be through Lisbon. It was further decided that funds would be included in next year’s budget to build a local paramedic program to provide local non-emergency service beginning in January 2024.
* *Medical Equipment Loan Program:* Space has been cleared in the rec garage to relocate equipment from the Fire House garage. Jason will work with Karen to complete the relocation. Jason also noted that there is a demand for additional wheelchairs. Jason also proposed that the service no longer be a loan program but instead provide equipment with the understanding that the individual can keep it for their own use, pass it on, or donate it back to the program. The Committee approved this recommendation.
* *Walking Program:* We are off to a good start with the walking program every Wednesday from 4 to 7pm. Jason plans to put a sign on the side door to show entrance. There is no need for anyone to drop off the sign in sheet; it will remain in the rack outside the gym from week to week.
* *Trail Clean-*up: Jason read a notice from Wendy Rose that a clean-up day was scheduled for the Waterfront trails on May 6 (rain date May 13) at 10 am. Volunteers are welcomed. Maureen noted that there is a possible small grant that could be used for designating and posting the degree of difficulty of each trail. Maureen offered to contact someone who may be able to help in assessing what is needed to make the trails accessible for wheelchairs.
* *Digital Literacy Classes:* Kate Cutko is wanting to get word out that the Library has a partnership with the National Digital Equity Center (NDEC) to offer online classes to assist people in using their digital devices.
* *Tax Prep:* Jason reported that about 15 individuals signed up for today’s tax prep sessions at the Fire House. Several winter kits are still available for distribution at the event.
* *Evaluation of winter kits:* Deb, Karen and Grace have begun calling folks to get feedback on the value of the winter kits. Grace offered to analyze findings from these evaluations for review at the next meeting.

Follow-up Actions:

1. Peggy will submit an article by June 1 for the July/August Newsletter.
2. Jason will finalize the date for the public CPR class and advertise.
3. Deb, Grace and Maureen will prepare desserts for the April 22 bean supper. Committee members will assist with set up and clean up. Maureen will get further information from Jason on timing for set up.
4. Karen and Jason will continue relocating medical equipment to the rec garage.
5. Interested members will attend the May 6 trail clean up.
6. Maureen will investigate options for designating the degree of difficulty for each trail and their accessibility for wheelchairs, strollers, etc.
7. Grace will analyze feedback on winter kit evaluations.
8. **Comp Plan and AFB Action Plan**

Maureen reported that the Comp Plan Committee reviewed the proposed goals and recommendations for the Age Friendly section of the Comp Plan. The Committee agreed on the proposed goals but had concerns that many of the recommendations under the goals were too specific and short-term for the ten-year Comp Plan. Maureen shared a draft document with a possible delineation of the Age Friendly recommendations into those that fall into a 3-year and 10-year implementation period. The following changes were recommended:

*Goal – To expand and promote services and supports to assist individuals remain in B’ham as they age*. The Committee proposed an additional 3-year recommendation to read: Develop and implement a community paramedic program. Maureen noted that grant funds may be available to conduct a pilot paramedic program and offered to contact possible funding bodies to assess interest. Grace suggested asking Sally Cluchey to a future meeting to hear more about possible state initiatives to assist rural areas develop paramedic programs.

*Goal – To enhance the accessibility of services, buildings, events and the physical environment.* Peggy proposed and the Committee agreed to an additional 3-year recommendation: To purchase snow removal equipment to assure that sidewalks are accessible during the winter.

*Goal – To expand transportation options.* There was discussion of the value of purchasing a van that could make scheduled trips each week to grocery stores or other areas of common interest as well as to periodically be used for field trips. It was proposed that Recommendation #2 be revised to read: Develop a system for car pools and scheduled rides to popular destinations through the purchase of a van or shared service.

Attachment A includes the entire list of goals and recommendations as revised.

Follow-up Actions:

1. Jason will present the revised Age Friendly recommendations to the Comp Plan Committee on April 12.
2. Maureen will contact several grant agencies to assess interest in funding a pilot paramedic program in Bowdoinham.
3. Jason will contact Sally Cluchey about whether efforts are underway at the state level to help fund paramedic programs that may be of interest to Bowdoinham.
4. **Coalition Meeting**

Maureen reported that she, Peggy and Jason meet regularly with Kathryn Harnish to consider ways to build a stronger coalition with community-based organizations to better serve at-risk residents. This small working group is recommending an in-person meeting with these organizations to learn about the role each plays in the community, to assess unmet needs, and generate ideas for improving both working relationships and the lives of the residents we serve.

The Committee reviewed a draft letter inviting local service providers to a meeting. Members agreed with the idea and made the following suggestions:

* Invite Sally Cluchey and Eloise Vitteli
* Consider any additional service providers in Sagadahoc County that should be included
* Confirm the meeting date for May 24 from 3-5 in the Kendall Room with zoom access. Include light refreshments
* Check out the name used by the Arts Center when they held a similar meeting

Follow-up Actions:

1. Maureen will send out invitations
2. Grace will investigate whether there are additional community based organizations in Sagadahoc County that should be included.
3. Jason will arrange meeting location and refreshments
4. Peggy will contact the Arts Center about the name used for their coalition meeting.
5. **Updates**

* *Bowdoinham Estates.* Peggy reached out to the site manager, Jim St. Pierre, but has yet to get a response about meeting to examine opportunities to work together.
* *Luncheons.* Barbara Rollins is scheduled for eye surgery on April 12 and was anxious to make certain that there were no loose ends for the April 13 luncheon. Deb and Maureen offered to do the set-up in the morning, including centerpieces. Barbara reported that Deb had to resign from the sub-Committee due to other obligations but that Diana Mosher had stepped up to help. Peggy mentioned that Voc 10 has a culinary program and may have interest in assisting with the luncheons to broaden students’ understanding of food programs targeted to older adults. Peggy also mentioned that a thank you note should be

sent to LL Bean thanking them for the tables which are being regularly used by Age Friendly for monthly luncheons and weekly bridge and cribbage games.

* *Summer Concert Food:* Barbara indicated that Earl has approached her about having several dates still available for Age Friendly to sponsor food at one of the summer concerts. Maureen agreed to contact George Oliver; Deb indicated that she would be available to assist George. Proceeds from the sale of food would go to Age Friendly.
* *Resource Flyer:* Maureen shared the most current edition of a doubled sided flyer of important phone numbers for Age Friendly resources in the area. Jason noted some edits that were needed but otherwise it is ready to go to the printer.

Follow up Actions:

1. Peggy will continue to try to contact Jim St Pierre at Bowdoinham Estates about opportunities to work together.
2. Deb and Maureen will set up for the April 13 luncheon
3. Peggy will contact Voc 10 about opportunities for students to assist with Age Friendly luncheons.
4. Peggy will send a thank you note to LL Bean expressing the Committee’s appreciation for the tables and chairs recently donated to the Fire House.
5. Maureen will revise the Resource Flyer and send to Jason for additional changes and printing.

**Adjournment**

There being no further business, the meeting adjourned at noon. The next meeting is scheduled for Monday, May 6, 2023 at 1:30 pm.

| **Approved by:** |  |  |
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| Peggy Muir, Co-Chair |  | Date |
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Maureen Booth, Co-Chair Date

| Jason Lamoreau, Age-Friendly Coordinator |  | Date |
| --- | --- | --- |

**ATTACHMENT A**

**Age-Friendly Bowdoinham**

**Draft Goals and Objectives for Action Plan and 2024-2034 Comp Plan**

**GOAL: To expand and promote services and supports to assist individuals remain in B’ham as they age.**

3-Year Action Plan

1. Implement a program with local stakeholders that provides a “no wrong door” for older residents seeking to access health and support services
2. Assist residents in conducting home safety assessments and to make necessary improvements.
3. Work with State pilot and demonstration programs to expand in-home supports to older adults.
4. Implement a system with the Sagadahoc Sheriff’s Office to support older adults during emergencies (e.g., storms, power outages).
5. Develop and implement a community paramedic program to provide urgent care, preventive and wellness services.

10-Year Plan

1. Expand and provide home improvement programs to help older adults remain in their homes.
2. Support and participate in initiatives to expand the in-home direct care workforce
3. Build and sustain efforts to increase the availability of wellness, health and support services to older adults.

**GOAL: To enhance the accessibility of services, buildings, events and the physical environment.**

3-Year Plan

1. Identify and address hazardous crosswalks in Town.
2. Rate the level of difficulty and accessibility of trails and post signage to inform users.
3. Expand local sidewalks
4. Develop and Implement guidelines for assuring that everyone can fully participate in public meetings without barriers.
5. Develop a guidebook on Universal Design for residents, builders, and Town officials to increase accessibility for everyone.
6. Purchase snow removal equipment to maintain safe and accessible sidewalks during the winter season.

10-Year Plan

1. Expand the walk-ability and accessibility of residential areas and public grounds in the Village for all users, regardless of ability.
2. Update the evaluation of accessibility of the Town’s public and private buildings and spaces.

**GOAL: To enhance programs to reduce social isolation and build social connections.**

3-Year Plan

1. Work with the Library and others to address the gaps and challenges that enhance digital literacy among older adults
2. Develop a program to regularly connect volunteers with older residents to provide reassurance and assistance as needed.
3. Implement programs that regularly reach out to at-risk residents to better understand their needs and to offer support.

10-Year Plan

1. Expand opportunities for sharing ideas, activities and knowledge across generations.
2. Expand programs to enhance the physical, mental and social health of older adults.
3. Develop a dedicated space that facilitates access to services and resources for older adults and where older adults can use their knowledge, skills and energy to contribute to community life.

**GOAL: To develop accessible and affordable housing that promotes independent living.**

3-Year Plan

1. Expand the adoption of universal design in the renovation of existing homes and the development of new homes through tax and other incentives.
2. Investigate Bowdoinham’s participation in programs to facilitate shared housing among older adults.

10-Year Plan

1. Pursue new models of affordable housing such as cluster housing, shared housing and Accessory Dwelling Units.
2. Expand housing options for individuals requiring in-home support services.

**GOAL: To expand transportation options**

3-Year Plan

1. Encourage safe driving through voluntary driving evaluations and guidance on options.
2. Develop a system for car pools and scheduled rides to popular destinations through the purchase of a van or shared service.

10-Year Plan

1. Promote the Rides in Neighbors’ Cars program through driver recruitment and building awareness about the program.