Present: Maureen Booth, Barbara Cree, Peggy Muir, Patricia Oh and Gracia Woodward

Absent: Pam Blaine, Andy Campbell

Guest: Martha Cushing, Ashleigh Feeney

Town staff: Mason Griffin

| **Topic** | **Follow-Up Action** |
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| **Introductions** | |
| A quorum was established. Gracia introduced Mason Griffin, a recent hire at the Town Office who will be staffing ACOA.  Several items were added to the agenda:   * Proposal opportunity for Town * Bowdoinham Estates * Volunteer request from Husson College | ACOA members must sign meeting minutes at the Town Office.  Gracia will remind Andy Campbell to be sworn in as a member at the Town Office. |
| Members gave an update on their wellbeing during the pandemic . |
| Gracia reminded members of their responsibility to sign final minutes at the Town office. Peggy will do so when she returns from Washington State. Gracia will remind Andy Campbell that he needs to be formerly sworn in as a ACOA member at the Town Office. |
| **Approval of Minutes** | |
| The October 19, 2020 minutes were approved as distributed with the following corrections: change date and insert Gracia as the one proposing telephone call to older adults in Town. | Maureen will send the corrected minutes of November 9, 2020 to Gracia. |
| **Updates on Old Business** | |
| ***Bowdoinham Newsletter*** | |
| Gracia reported that two articles by ACOA members appeared in the January 2021 Bowdoinham Newsletter. Peggy wrote a brief essay on her personal experiences in learning how to graciously accept help as she ages and not reject needed help out of pride. Gracia wrote about *Comfortably Home*, a program sponsored by the Bath Housing Authority to assess home safety and make repairs. The program is free of charge and available to older residents in Bowdoinham.  Peggy and Maureen agreed to develop a standard feature for future Newsletters focusing on specific home safety tips from the Checklist developed by ACOA. Mason will confirm that the Checklist is still available at the Town Office upon request. | Peggy and Maureen to develop feature on Home Safety tips for Bowdoinham Newsletter.  Mason will confirm that copies of the Home Safety Checklist are available upon request. |

| **Topic** | **Follow-Up Action** |
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| ***Phone Access during Power Outages*** | |
| Maureen reported she confirmed that landline telephone service in Bowdoinham continues to work during power outages. Maureen met with Cynthia Harkleroad, who initially raised the issue with the Committee. Maureen and Cynthia confirmed that the issue appears to be an isolated problem with Cynthia’s phone. | No follow up needed. |
| ***Calls to Bowdoinham Residents Over 75 Years of Age*** | |
| At ACOA’s last meeting, members volunteered to call residents over the age of 75 to alert them to various town services to help get through the winter such as transportation, delivery of sand buckets, the food pantry, and periodic check-in phone calls. Identification of people to call and their contact information was being made available through a phone bank developed by Seth Berry. Maureen reported that she received a positive reception on calls she had made and shared a document for use in tracking follow-up actions from the calls. | Members will continue calling the estimated 200 Bowdoinham residents who are 75 years of age or older and use the tracking sheet to keep track of follow up actions from the calls. |
| ***Bowdoinham Estates*** | |
| At previous meetings, members discussed concerns about the maintenance and safety of Bowdoinham Estates. Gracia reported that recent conversations with two residents showed progress in several areas, including dumpster pick-up, professional cleaning of the building, and apparent change in management. Maureen noted that her conversations with a resident indicated that many health and safety issues were still not being addressed, including annual inspections of the building and individual apartments. Gracia offered to call Denise Lord at the Maine Housing Authority which has jurisdiction of Section 8 housing. | Gracia to call Denise Lord to discuss status of health and safety enforcement at B’ham Estates. |
| **New Business** | |
| ***Grant Opportunity*** | |
| Mason reported that the Town is applying for a Lifelong Communities Mini-Grant sponsored by the Maine Community Foundation to enhance opportunities for older residents to stay engaged, especially during the pandemic. Peggy encouraged Mason to reach out to the Merrymeeting Arts Center as a possible partner on arts related activities. The proposal is due Friday, January 15. ACOA agreed to include a letter of support for the project and to assist as needed. | Mason will draft a letter of support and share with Gracia for signature. |

| **Topic** | **Follow-Up Action** |
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| ***Husson College Looking for Volunteers*** | |
| Patricia discussed an opportunity with Husson College which is looking to match volunteers 50+ years of age with Occupational Therapy and Arts students to enhance inter-generational understanding. Volunteers would work on a one-on-one basis with a student over a 7-session art course. The course would be conducted virtually and provide the curriculum and materials.  Peggy suggested that members of the Merrymeeting Arts Center may have interest as well as adult ed. Patricia indicated that the focus was on the personal relationship between volunteer and student and was not intended as an organizational collaboration. But all agreed that both places could be a good source for volunteers.  Members were favorably inclined to learn more about the project. Gracia and Mason offered to attend a meeting with Husson and other interested communities when it is scheduled. | Patricia to contact Gracia and Mason when a meeting with Husson is scheduled. |
| **Volunteer Opportunities** | |
| Ashleigh Feeney, a guest at the meeting, inquired about opportunities to be a pen pal with older residents as a way to break isolation during the pandemic. Members applauded her interest and suggested that she may want to join other Committee members in making phone calls to residents 75+ to assure they had the services they need over the winter months as well as to see if they want more regular contact. | Gracia to send Ashleigh information about phone calls to older residents. |
| **Adjournment and Next Meeting** | |
| There being no further business, the meeting adjourned at 4:00 pm. The next meeting is scheduled for Monday, February 8 at 2:30 pm. | |