**Committee Members Present**: Maureen Booth, Ann Hartzler, Mary Kelley, Karen Mayo, Grace McCarthy (via zoom), Peggy Muir, Deb Smith

**Staff**: Jason Lamoreau

**Guests**: Linda Jariz

**I CALL TO ORDER**

Maureen established a quorum and called the meeting to order

**II APPROVAL OF AGENDA**

The Agenda was approved as distributed.

**III APPROVAL OF MINUTES**

The minutes of the September 11, 2023 meeting were approved as distributed.

**V Jason’s Staff Report**

Jason highlighted the following items since the last meeting:

* CA$H Maine is setting up dates for the next tax prep session which will include help with preparing both state and federal forms. Two have been scheduled at the Bowdoinham Fire House, both from 9am-2pm: Tuesday March 19 and Saturday April 6. Jason will follow up with Steve at CA$H Maine to schedule training for Grace and Ann. Ann offered to staff the Saturday session while Grace will be available for the Tuesday session.
* The Ice & Smelt Festival is scheduled for February 2-4. The Committee agreed to sponsor hot cocoa and cookies at the Snack Shake from 10am – 2pm on Sunday, February 4.
* Phase I of the Waterfront project is nearly complete. The Town was awarded $40,000 (FROM WHO?) to stabilize the waterfront and upgrade the trail and picnic areas.
* Jason arranged with Midcoast Hospital to offer a dedicated day for Bowdoinham residents to get flu and covid vaccines.from 1:30 – 3:00 pm on October 22.. Residents are encouraged to register in advance on the Midcoast site. A clinic will be held at the Richmond Senior Center on November 6 from 3-5pm. Promotions will include notice that rides are available through Rides in Neighbors’ Cars.
* Following discussion at the September Committee meeting, Jason met with Laurie at the Richmond Senior Center to discuss opportunities for joint activities and projects. Revival of the Handy Brigade service was identified as a ripe opportunity now that the Masons can no longer support it. Acting quickly, Jason and Laurier were approved for a Lifelong Communities Fellow to help in rebranding the service as Twin City Handy Brigade and updating the brochure. An October 30 meeting will be held at the Richmond Senior Center at 6:30 pm to discuss strategies for recruiting volunteers.
* Jason has been invited to serve on the newly formed Medical Services Committee to discuss the formation of a quasi municipal emergency service. Currently service is being provided by Northeast Mobil Emergency Services out of Auburn with backup from Lisbon. The Committee will also be considering the viability of a community paramedic program in the future.
* In an effort to broaden our network, Jason participated in a Senior Summit in Litchfield where potential opportunities for coordination were discussed
* The Comp Plan Committee is asking the Committee to write up the narrative for the Age Friendly Section of the the 2024-2027 Comprehensive Plan.

Follow-up Action:

1. Jason will continue to work with Laurie Saunders to revive the Handy Brigade program and to identify other opportunities to coordinate.
2. Grace and Maureen volunteered to draft the Age Friendly narrative section of the Comp Plan.

**VI Recruitment of Committee Members**

Members agreed that 3 additional members would be ideal to support the activities of the Committee. Although a more age diverse membership would be ideal, our current meeting times serves as a barrier to working adults. It was agreed that we would reconsider meeting in the evening after this winter.

Linda Jariz noted that many residents do know about the full breadth of the Committee’s work. To promote greater awareness about the work of the committee and specific projects, it was agreed that a very brief “elevator speech” and a more substantive” What we Do and Why we Do It” would be developed and shared with members before the next meeting. Both would be used as talking points to build awareness and greater participation on the Committee and with our projects.

Follow-up Action:

1. Maureen will develop a draft elevator speech and Ann will draft the What we Do and Why Statement.

**VII Winter Kit Program**

Grace reviewed her findings from a follow-up interview with many of those who received last year’s winter kit to determine whether and how to move forward this year. Generally people were appreciative of the kit but few actually used the content given that there were no prolonged outages last winter. Items that residents felt were not needed include the thermal blanket and light sticks. The radio was difficult to use and many did not realize its full potential. The cleats often were not the correct size and some residents reported breakage.

Jason reminded members that we still have 100 bags. It was agreed that another fifty would be distributed this winter with more limited contents of a flashlight or lantern light that could be used for reading, hand warmers, snack bars and coupons to the Country Store and/or Smitty’s movies. In addition, the laminated Resource Guide will be included in the pack.

Follow-up Action:

1. Jason will purchase the flashlights and snack bars.
2. Deb and Maureen will procure coupons.
3. The Committee will assemble the bags at the November meeting with items that are available.
4. Major distribution points will include; food pantry, CA$H Maine, Fire & Rescue, churches and Rides in Neighbors’ Cars.

**VIII. Celebrate Bowdoinham**

Peggy noted that our Age Friendly’s presence at Celebrate was low key despite a preferred location. Peggy suggested that next year the booth should include shaded seating and the opportunity to play games such as cribbage. Karen noted that this year’s booth had few attractions, materials or eye catching displays.

Follow –up Actions:

1. A more concerted effort should be made early next year to have a more interactive and informative presence at Celebrate.

**IX. October Luncheon**

Peggy reported that about 40 people attended the luncheon with $20-$30 in net donations. Peggy noted several logistic al issues that need to be better managed. Clean-up noise during the speaker could be minimized by placing the speaker at the front of the building and possibly adding a mike. The auction is best conducted after the speaker or limited to 5-6 items between the luncheon and speaker. Promotions should make clear that the doors open at 11:30am, luncheon begins at noon and speaker begins at 1pm and speaks for no more than 20 min followed by questions. This should help residents who wish to be present during only portions of the event.

Follow-up Actions:

1. Karen volunteered to be the committee’s liaison for the luncheon responsible for welcoming guests; introducing the speaker; collecting donations; reimbursing expenses; and working with the crew to make certain they have what is needed.
2. Peggy will confirm with Jenn Stonebaker that she will be speaking at the November lunch.
3. Jason will check on the possibility of providing a mike to speakers.
4. The December lunch will be followed by a Yankee Swap which Karen will announce at the November luncheon.
5. Going forward, Committee members will be responsible for suggesting speakers and making necessary arrangements. Maureen volunteered to recruit a speaker for January.
6. **Strategy for Community Engagement**

Members discussed the general lack of public awareness about the Committee and proposed that remedies suggested earlier in the meeting to develop an elevator speech and a clearer statement of Who We Are and Why We Do It would improve community engagement. Also, some aspects of the website need to be updated.

Follow-Up Actions:

1. Ann and Maureen will develop Elevator Speech and What We Do Statements
2. Jason and Maureen will work on updating the website.
3. **Freedom of Information Training**

Jason reminded members of their annual responsibility to complete the training and submit a signed certification indicating that it has been done. Members having further questions should contact Jason.

**PUBLIC COMMENTS**

Linda thanked the Committee for the opportunity to participate in the meeting and thanked members for the work that they are doing. Linda noted that the Sunday brunches will be resuming in January, affording another opportunity for the Committee to engage the community in their work.

**ADJOURNMENT**

There being no further business, the meeting adjourned at 3:30 pm. The next meeting was scheduled for November 13, 2023.

| **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 |
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