

ACCEPTED AND FILED  
2021 MAY -5 PM 2:49  
TOWN CLERK  
TOWN OF WINCHESTER

**Winchester Council on Aging**  
**Agenda May 12, 2021 9:00 a.m.**  
**Tom Howley, Presiding Chairperson**

1. Acknowledgement of anyone from the public
2. Welcome Jennifer Wilson
3. Approval of April 07, 2021 minutes-see attached
4. Old Business
  - a. Current Covid Operations and Vaccinations – (140 vax April 12<sup>th</sup>)
  - b. Collaborative Update
  - c. Intergenerational Programing-Rebecca Dodge-Watson
5. New Business
  - a. Winchester Mt. Vernon House Funding Initiative
  - b. Tom Howley Spring Town Meeting Report-attached
  - c. Winchester Hospital PILOT contribution-attached
  - d. Jenks Survey-attached
  - e. MA Office Elder Affairs final budget 2021
  - f. Jenks reopening status
  - g. Broadcasting system for Jenks/WinCam-\$5,000 contribution
  - h. Strategic Pillars/COA 2021 Goals and Objectives
  - i. What have we learned from Covid?
6. Standing Reports
  - a. WSA-Rob Ain and Christine Kowalczuk
  - b. Transportation Committee-Joan Grenzeback
  - c. Housing Partnership Board-Ted Martin
  - d. Minuteman-Margy McIndoe
  - e. Director's Report-Phillip Beltz-see attached
7. Date of Next Meeting- June 09, 2021 – Jenks or outside or virtual?
8. Adjournment

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WINCHESTER COUNCIL ON AGING

MINUTES – via Zoom  
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April 7, 2021 – via ZOOM

Attending: Tom Howley, Rob Ain, Phillip Beltz, Rebecca Dodge Watson, Joan Grenzeback, Wei Han, Ted Lamson, Ted Martin, Margaret McIndoe, Jane Murray, Carol Thomas  
Not Present: Michael Britt, Christine Kowalczyk

Tom called the meeting to order at 9:05. Minutes of the amended March meeting were unanimously accepted.

**Old Business**

Covid-19: Phillip reported vaccinations are continuing through the Board of Health. The last set of second vaccinations is due to be completed Monday, April 12. Further vaccinations will be available at local pharmacies.

Re-opening: Phillip reported that the nurse continues diabetes screening and plans to add pediatric care. The WSA Trust has asked the COA and the WSA to proceed with plans to reopen the Jenks. As of this meeting, volunteers have been working on the tax program, helping with covid vaccinations and will help with the transition. One issue to resolve will be re-registration with 'My Senior Center': whether to include health questionnaires, require vaccinations, limit the space that can be used as restrictions are relaxed. The Town Hall lobby will reopen May 1 and the entire Town Hall is due to open July 1. Full scale programming is slated to begin September 1.

**New Business**

Collaborative: Tom reported the group has been discussing documents to use for reopening. The effort to recruit a WSA Program Director is nearly complete. Rob reported plans to meet the two finalists by the week's end. Other issues discussed include summer heat provisions for the Center, board recruitment efforts, surveys and space usage.

Intergenerational programs: Rebecca noted an upcoming community move, scheduled for May 17.

Mt. Vernon Socialization program: Phillip reported Mt. Vernon's Board plans to reimburse the Jenks Center after each of the projected programs is presented.

By-laws: Joan and Tom reviewed proposed changes intended to clarify the document's details.

**Voted:** The Council on Aging approved the bylaws as amended. Unanimous vote.

Board Development: Joan and her nominating committee, Wei Han and Rebecca rereported the following slate: Chair – Tom Howley, Vice Chair – Mike Britt, Secretary – Joan Grenzeback, Financial Officer – Rebecca Watson. The board also approved new member Jennifer Wilson.

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**Standing Reports**

WSA: Rob did not have additional topics for discussion.

Transportation: Joan did not have additional topics for discussion.

Housing Partnership: Ted Martin attended a recent Zoom meeting. "Housing 101," a Zoom presentation, is being produced to review local, state, and US history regarding housing. The Planning Board has authorized another study of North Main Street development issues. Additionally, the Planning Board, has voted to approve a special permit for the proposed Fells Hardware building project. The CVS Washington Street site remains unresolved.

Minuteman Senior Services – Margaret noted the COA rescheduling has precluded her attendance at the Minuteman monthly meeting.

Executive Director: Phillip did not have additional topics for discussion.

The next Council on Aging meeting, by ZOOM, will be Wednesday, May 12 at 9AM.

The Meeting adjourned at 10:15

Respectfully submitted,  
Margaret McIndoe

TOWN OF WINCHESTER  
MIDDLESEX COUNTY, MASSACHUSETTS



Winchester Council on Aging  
(781)721-7136  
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109 Skillings Road  
Winchester, MA 01890-2884

TOWN OF WINCHESTER

**WINCHESTER HOSPITAL PILOT REQUEST**

The Winchester Council on Aging on behalf of the Town of Winchester and the Jenks Center is requesting consideration for purchase of an ADA compliant vehicle with ramp to accommodate Winchester older adults with mobility impairments to assist their transportation to medical appointments and other necessary trips.

This purchase would supplement the Council on Aging's existing transportation services that include: one 15-passenger handicapped accessible van, 2 part-time drivers and a transportation coordinator who monitors requests of hundreds of seniors. These requests are for transportation to medical appointments, grocery shopping, personal appointments and day trips that are fulfilled through the van, volunteer drivers who utilize their own vehicles and private non-profit transportation services. In addition the COA sells taxi vouchers from Woburn Checker Cab that are subsidized to patrons (COA purchases vouchers for \$10 and sells to patrons for \$5) to enable riders the ability to take cabs throughout the Town and neighboring communities.

The transportation program activities were stymied because of Covid-19 and slowly they are witnessing an increase and return to normalcy. The 15 passenger van can now only accommodate 4 patrons to ensure adequate social distancing. Due to lack of other options, this van must be used to take individuals with mobility impairments to medical appointments thereby preventing use to serve many more seniors.

With the growing population of elderly in Winchester (70% of Jenks patrons utilizing transportation are greater than 75 years of age with co-morbidities) comes increased demand for transportation to accommodate residents with mobility impairments. The additional ability to utilize a smaller handicap accessible vehicle will greatly increase opportunities for disabled seniors while enabling the Jenks to serve many more patrons.

If funded, the COA would request that the Winchester Seniors Association (a 501c3 non-profit institution housed at the Jenks) that offers complementary services to those of the COA serve as grant awardee of funding.

Attached please replicas of vehicles with pricing from MobilityWorks that would adequately fulfill this request.

- Dodge/Chrysler 2019 (never used) \$37,000
- Toyota Sienna 2020 (new) \$44,000
- Maintenance \$1200 year

Thank you for your consideration.



1000 BROADWAY AND

A Center. A Community.

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1000 BROADWAY

TOWN OF WINCHESTER

Name: \_\_\_\_\_

Phone Number \_\_\_\_\_

Email \_\_\_\_\_

After being closed to the public due to Covid-19, we are considering the possibility of the re-opening of the Jenks in the near future. This seems like a good time to assess what the patrons would like as we reintroduce programs. Please complete the survey below and return to the Jenks or take it online at [www.jenkscenter.org](http://www.jenkscenter.org). There will be a drawing offering three prizes for patrons who complete the survey.

Please evaluate the importance of each, where "1" is "not very important", "2" "somewhat important and "3" is "very important" Please circle your response.

ACTIVITIES	Not Very Important	Somewhat Important	Very Important
Exercise	1	2	3
tai chi	1	2	3
chair exercise	1	2	3
aerobic exercise	1	2	3
walking	1	2	3
other	1	2	3
Language classes	1	2	3
Card games (cribbage, poker, bridge, canasta)	1	2	3
Other games (chess, BINGO, puzzles)	1	2	3
Educational programs	1	2	3
Speakers	1	2	3
Computer instruction-computer lab	1	2	3
Intergenerational programs with schools	1	2	3
Arts & Crafts (painting, sewing, woodworking)	1	2	3
Dancing	1	2	3
Music	1	2	3
Movies	1	2	3
Cooking (food & meal programs, nutrition)	1	2	3
Gardening	1	2	3
Socializing (coffee and pastries, meet w/ friends)	1	2	3
Veterans' activities	1	2	3
Discussion clubs (Science & Tech, Current Events)	1	2	3
Indoor Sports (ping pong, pool table)	1	2	3

Other Suggestions: \_\_\_\_\_

May 03, 2021

To: Winchester Council on Aging Board

Fr: Phillip Beltz

Re: Summary Board Report-COA Director- April 2021

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**Staff Development/Personnel:**

- COA staff continue presence at Jenks .as well as work remotely.
- Several staff meetings to discuss reopening and necessary implementation tasks.
- Training and orientation of new WSA Manager, Maria Rutnam.

**Director Professional Development**

- Weekly Zoom meetings with regional COA directors and Minuteman.
- Participation with WSA and WSAT board meetings and Collaborative meetings.
- Department head meeting with Town Manager.
- Submitted to Finance Committee proposed COA 2022 budget revisions.
- Assisted COA chairperson and Town Manager with Town Meeting report.
- Attended Chamber of Commerce meeting with Swim Winchester presentation.

**Program and Administration:**

- With Winchester Board of Health, planning of Covid vaccination clinic April 12<sup>th</sup>.
- Attended Transportation Committee meeting.
- With staff, development and dissemination of May 2021 newsletter.
- Continued with Cummings Intergenerational program leadership meetings.
- With staff, continuation of development of virtual programs.
- With Patron Advocate, development of patron survey re programs/activities.
- Provided assistance to WSA Events Committee re Spring Drive by event.
- Meetings with Rob Ain and Christine Kowalczyk to foster communication.
- Interview and acceptance of additional participant for tax abatement.
- Meeting to discuss partnership with WinCam for broadcasting Jenks programs.

**Community Outreach and Engagement:**

- With Collaborative, assistance of providing use of Jenks for Farmers' market, WPH testing, Hope Church, EnKa.
- Request through Town Manager to write formal request of PILOT funding to Winchester Hospital for handicapped accessible van.
- Spearheaded through social worker, assistance with File of Life – Earth Day celebration with distribution of over 100 bags.

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**Winchester Council on Aging  
Town Meeting Report  
Spring, 2021**

The Winchester Council on Aging (COA) is a local government agency established by Massachusetts Law in 1973 to identify and meet the needs of Winchester's older adults through services, education, and advocacy.

The COA is in The Jenks Center which is owned by the Winchester Senior Association Trust and is the only privately owned senior center in the Commonwealth. Also present at the Jenks Center is the staff of the Winchester Seniors Association (WSA), a private non-profit organization founded to manage the Jenks Center building and offer cutting edge programs and events to benefit seniors.

The shared mission of the three organizations which are the Jenks Center is to promote healthy aging, independence, engagement and the well-being of Winchester's older adults and the community that supports them.

**COVID-19: Challenge, Re-Invention and Continued Service**

During the last six months the Winchester Council on Aging staff provided vital services to Winchester's older adults, successfully reinventing itself through various modifications and adaptations.

**November 2020 to April 2021 Initiatives**

Since the Fall, 2020 Town Meeting, COA and Jenks Center initiatives have included:

- The Council on Aging staff remained on site to assist older residents with appointments at the Jenks as well as providing home visits. The COA developed a list of over 175 residents deemed most vulnerable to ensure that they were the first to be offered Covid-19 vaccinations, weekly wellness phone checks and services.
- Outdoor exercise programs were offered when possible and the Jenks staff coordinated several "drive-by" events sponsored by community partners in which patrons received goodie bags filled with flowers, plants, pastries, fruit, masks and other items. The COA goal was to provide a moment of joy and engagement in an otherwise difficult, isolating winter.
- A grant award from the Cummings Foundation is being implemented to promote cultural competency and intergenerational learning at the Jenks and in the community. The two funded programs are ESL and American Citizenship instruction for Chinese speaking older adults and the development and implementation of an intergenerational program in collaboration with the Winchester Public Schools and other community

partners. There are 47 participants in the ESL program and 27 Intergenerational participants.

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- Through funding by the WSA, vulnerable residents with special needs, language barriers and low income were able to access food through the delivery of gift cards or personal shopping with the new Jenks passenger van. The COA also partnered with EnKa to drive seniors to the Enka food pantry for groceries. Through the Salvation Army in Woburn, the COA accepted a ½ palette of food and delivered weekly grocery bags to those in need.
- The COA nurse developed blood pressure clinics at the Winchester Housing Authority where residents with scheduled appointments received a blood pressure screening within the Jenks Center van. Monthly blood pressure clinics also were held at the Jenks and the nurse saw many people in her office to assist with other medical issues. In addition to blood pressure clinics, the COA nurse also facilitated diabetes clinics and audiology screenings. These critical services were well-received as many patrons no longer had access to traditional medical care.
- Utilization of the Jenks Center to promote the physical and mental health of Winchester’s seniors and the community that supports them is a primary objective of the COA. The Jenks Center was honored to support the Winchester Board of Health by facilitating the use the Jenks Center to serve over 1000 residents with mask distribution, flu clinics (two for seniors and two for general public), Covid-testing clinics and Covid vaccination clinics. See the following breakdown of people served:

October 7, 2020	Flu Clinics (Seniors)	254
October 14, 2020	Flu Clinic (Seniors)	159
October 21, 2020	Flu Clinics (General Public)	349
November 5, 2020	Flu Clinics (General Public)	307
March 26, 2021	Covid Vaccines	149
April 12, 2021	Covid Vaccines	140

- A continuation of the tax reduction program enabled 12 seniors to participate volunteering/working in Town departments and schools that provided a \$1500 reduction in property taxes.
- To assist vulnerable and isolated seniors, the COA developed new program (CPR-Care Program Reassurance) in which volunteers telephone those in need to ensure their well-being and companionship.
- The COA also completed a periodic review of its bylaws, making adjustments to reflect current best practices regarding term limits, committee structure and board member



diversity. Board Member and Associate Board Member recruitment and development is an ongoing focus of the Board.

### **A Safe Re-Opening of The Jenks Center**

As increasing numbers of Winchester seniors and the larger community are fully vaccinated, we are eager to re-open the Jenks Center to the public. The COA, WSA and the Trust have completed a detailed plan for a re-opening when community infection rates are at a safe level and other conditions and protocols can be met. In the meantime, we will continue to serve Winchester's seniors and the community with commitment and creativity. We are hoping that a gradual, safe re-opening of the Jenks Center will begin this summer.

The Vision of the Jenks Center is that Winchester becomes the most age-friendly community in Massachusetts where aging is viewed and valued as an asset, every resident has the resources to live a meaningful life in their chosen community, people of all ages have access to health, transportation, community services and social supports with no disparity, and people proactively plan for a productive life of many years.

Thank you for Town Meeting's continuing support for the Council on Aging and the seniors we serve in realizing this vision.

Tom Howley  
Chair, Winchester Council on Aging

The COA's professional staff consists of the Director, a licensed social worker, registered nurse, transportation coordinator, administrative secretary, senior clerk and bus drivers. In addition the COA contracts for consulting services with a financial counselor and nutritionist. Over 75 volunteers also play an integral role in helping the Advisory Board and staff remove barriers causing isolation through civic engagement, transportation, technology and medical, social and nutritional services. The COA also advocates for an array of age friendly initiatives including affordable senior housing, improved economic security, and intergenerational programs in order to meet the needs and interests of Winchester's increasingly diverse senior community.

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