Call to Order: Members present: Kristin Braker, Sue Henderson, Maxine Beecher, Lisa Joyce, Chad Macleod, Carol Kilroy, Bernadette Kroon, Karen Taylor, Tony Grande, Jana Grant, Stephanie Carpenito, Kelsey Robertson, Milan Nevejda

5:30-6:30: Presentation on Process of Development of Comprehensive Plan for South Portland by Kelsey and Milan

A Comprehensive Plan was described as a long term vision for a community. They reviewed the time frame and phases of process which includes exploring topics now, a scoping period with community engagement and ambassadors and then outreach and drafting 2022-24. The goals of the plan should be achievable in twelve years. The discussion moved to housing and touched on several areas including the scale of the problem of affordable housing, population demographics in terms of diversity and equity and transportation. Age Friendly South Portland was invited to have someone from our committee be a liaison to the Comp Plan Committee.

6:30 -7:30: Old and New Business

**Minutes of previous meeting:** Motion to accept by Maxine, seconded by Karen, all approved.

**Financial report:** receipts need be given to Emily and to Tony. Everyone should use the reimbursement form with their receipts to Tony. Tony will send us a print out of our balance in each account every month. Four park-benches have been ordered using the remaining AARP grant money ($1,300 each). We have received the money for the second Dyer Grant ($15,000 to be used to help with food security, social isolation and transportation) The City Council accepted the donation at last night’s meeting (1/11/22).

**Renewal of Committee status:** The City Council, at their 1/11/22 meeting, renewed the committee status for two years and changed name to Age Friendly South Portland.

**Printed Action Plans:** Plans were distributed to City Department Heads, to the City Clerk and to member of this committee. Lisa has a list in mind of how additional copies could be useful to distribute. She and Maxine will consider the need to order more.

**Status of Work Groups**

**Snow**

**Shoveling:** is ok for now with recipients and volunteers matched
Barrels: they are out and filled with sand. We will check with Public Works to see if they have had to refill them and also perhaps ask the community for feedback, but a specific plan as to how was not identified, but may involve a Sentry article.

Buckets: Sue has a store credit from 12/23 when charged full price and will pick up 50 more buckets next week

Golden Shovel: many businesses who agree to join program have not put the sign in the window. Chad will send the article into the Sentry

Communication: the article in Sentry on tax help resulted in many phone calls to city staff. We will need to post our Agenda in Board Docs. The city is asking that of all committees. Kathleen will put the information into the format but we need to get her the information by 12n of the Weds before the meeting. This means our agenda, draft minutes, finance report and materials for the agenda items. Lisa has a farm share article for the Sentry in March.

Transportation: the second AARP grant application is due to start in February.

Health and Community: Bernadette shared ideas to help businesses become more accessible for those with disabilities. The idea of having a consultant available to businesses to help them identify things that could be done to make the business more user friendly.

Review of goals in Action Plan for future work: item deferred due to lack of time

Adjourned 7:30
Sue recording