



Town of Wenham

Town Hall
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Selectmen / Town Administrator
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MEMORANDUM

TO: Selectmen
FROM: Peter Lombardi, Town Administrator
CC: Jim Reynolds, Council on Aging Director
RE: Updated Charge for Wenham Connects Committee
DATE: January 2, 2019

Following up on our conversation about this on December 18, I solicited letters of interest from the residents who had previously expressed an interest in serving on this new committee. To date, we have received responses from 4 of those individuals who affirmed their desire to serve on this committee and we expect another 1-2 in the next week or so. Based on these responses and the Board's initial feedback, I made several minor revisions to the committee's charge (changes are in **bold**):

*The Wenham Connects Committee shall be comprised of up to **seven** members, each serving an **initial term through June 30, 2020**. The Town Administrator and Council on Aging Director shall be *ex officio*, voting members. **A review of the Committee's progress and a determination about the need for future re-appointments shall be made by the Board of Selectmen by June 2020**. The Committee will focus on the following functions:*

- *Serve as leadership team to advance the Wenham Connects age and dementia friendly initiative, meeting on a monthly basis to plan and coordinate the initiative*
- *Develop a comprehensive understanding of the current unmet needs of Wenham seniors by reviewing UMass Boston Gerontology Institute's Needs Assessment and analyzing Wenham's age friendly survey results, and any other relevant plans or documents*
- *Work to develop a multi-year Action Plan based on needs assessment and survey findings. Identify key priority areas for actionable steps within AARP's 8 Domains of Livability. Plan will include clearly established goals, timelines, and identification of partnering organizations responsible for implementation*
- *Conduct outreach to the community and engage in age friendly community building activities*
- *Collaborate with representatives from local cultural institutions (such as the Wenham Museum, Hamilton-Wenham Regional Library, Wenham Village Improvement Society, etc) and other Town boards and committees (Affordable Housing Trust, Open Space and Recreation Committee, Council on Aging, Friends of the Council on Aging, etc) by requesting their participation in quarterly task force meetings to coordinate interconnected efforts across the community*

- *Partner with local businesses, community organizations, non-profits, and Town boards, committees, and departments as needed to move the age friendly initiative forward*
- *Become familiar with other area agencies serving older adult residents and coordinate activities, programs, and projects*
- *Provide bi-annual progress reports to Board of Selectmen*