

Minutes  
*Ad hoc* Senior Steering Implementation Committee  
Wednesday  
May 8, 2019  
5-6:30PM  
South Portland Community Center, Art Room

Members Present: Maxine Beecher, Susan Henderson, Diane Gotelli, Anthony Grande, Carol Kilroy, Adele Edelman, April Caricchio, Phil Smith, Peter Stanton,  
Members absent: Deqa Dehlac, Alan Cardinal, Bernadette Kroon, Kathleen Babeu

Meeting called to order by Maxine Beecher.

**Review of Minutes:** Motion to accept Minutes of April 17<sup>th</sup> made by Peter, seconded by Diane. Accepted with the correction of spelling by adding an e to rational as should read rationale

**Ice breaker:** exercise postponed .

**Discussion re Committee Processes:** Phil presented copies for review of changes made to draft bylaws at the last meeting. Sue and Maxine reported on meeting with manager who was open to our suggestions for change in voting numbers.

After discussion, it was agreed by all that:

- Member names should not be listed in the Order.
- Member names will be posted on the Committee website.
- The Committee will consist of nine voting members.
- Maxine Beecher and Adele Edelman will become a voting member.
- The two ex-officio non-voting members would remain unchanged.
- Order should change “forth” ex-officio member to “additional”

There was discussion about the need to include the original Order in its entirety and identify as a quote because the Order needs to be changed by the Council and not inadvertently edited by the Committee. Instead of having the Order be included under the heading of By Laws, it could come under a heading of Mission and Vision; followed by a sentence leading into Order as providing mission and vision, followed by the Order. After that, what was headed “Additional Articles” would have the heading “Operating Principles”. Using the term “operating principles” gives the Committee flexibility to get established before finalizing By Laws. The changes that Phil made were then reviewed and found to be good. The quorum number, where mentioned, will have to be increased to 5. The group all agreed to these changes and for Phil to make them and email to the membership. Members will respond to all if they find problems. If no issues are

found with changes to the Order, Sue and Maxine will send just the proposed changes in Order to the Manager for presentation to the council. The final document will be approved at the next meeting.

**Thoughts about beginning work:** Sue presented status of The Shoppers' Link grant. The project is a three month pilot that will be publicized in mid May by GPCOG. Tony offered to chair the Transportation subcommittee and will talk with Zoe Miller at GPCOG about grant. Communication and Housing (with focus on help on snow) are other priorities. Maxine asked if group would like to hear from other communities, it was agreed that she will invite speakers for about a half hour for several meetings. Harpswell and Saco were suggested as groups to start. References posted on website under the Committee were noted and praised.

**Date, time, location of next meeting and Agenda:** It was identified that 5pm may be a hard start time for those coming from work. It was agreed to try next meeting **at 5:30**. It was also suggested that the City Hall conference room might be more convenient at the time of day re traffic. It was agreed to schedule **next meeting at City Hall at 5:30**.

The next meeting will be:

**Wednesday  
June 12, 2019  
5:30-7:00**

**South Portland City Hall Basement Conference Room  
Agenda**

1. Speaker 30 mins
2. Review of minutes 2mins
3. Approve final operating principles 3mins
4. Elect officers 20
5. Identify sub-committee chairs and empower 20
6. Public comments 10
7. Date and time of next meeting 5