Council on Aging Board Meeting Minutes  
Wednesday, November 5, 2008  (amended December 2, 2008)  

PRESENT:  A. Baranick, E. Bouldry, P. Campanis J. Gavrilles, B. Hagan, J. Hemstreet, P. McChesney, B. Murphy, L. Theodos, R. Walenduk, J. Walsh  
STAFF:  J. Claypoole  
GUESTS:  L. Crane, D. Stapleton  

Meeting called to order at 10:30 AM. Welcome to Paul Campanis, new Board Member. Minutes of October 7th meeting were reviewed. Motion to accept by E. Bouldry and seconded by R. Walenduk. The motion passed unanimously.  

The Treasurer’s report was distributed and reviewed. J. Walsh made a motion to accept the report. The motion was seconded by P. McChesney. Motion passed unanimously.  

Old Business  

- **Building Committee Report:** J. Hemstreet reported that the RFP is moving forward on the Caryl School renovations with distribution to suitable journals.  

- **“Friends of COA” Report:** Jack Walsh recommended that the Board put aside working on the “Friends” program until January 2009.  

- **Senior Property Tax work Off Report:** The Tax Work Off Committee had applications from 14 candidates. There are 10 job slots to be filled. After carefully screening the applications, they selected ten applicants to be interviewed by the Town Departments requesting this service. The Circuit Breaker program was discussed as another tax benefit for seniors.  

New Business  

- **COA Bay Path Board Liaison:** J. Claypoole reported that 3 volunteers were interested in being our representative to Bay Path. Ranie Pearson, Elizabeth Rosa and Sue Sheridan. Discussion was held on candidates. The motion was made by J. Walsh and seconded by Alice to appoint Sue Sheridan to the position. Motion passed unanimously. It was noted that Sue had served in this position before, and was familiar with both the job responsibilities and had strong relationships with the personnel involved. J. Walsh made motion to reimburse travel expenses to the COA BayPath Board Liaison as BayPath has relocated to Marlboro. Seconded by P. McChesney. Motion passed unanimously.  

- **Salvation Army Bell Ringers:** J. Walsh reported that Bell Ringers will be at Higgins (Dover Market) on December 22nd, December 23rd, and December 24th. Anyone wishing to sign up to see J. Walsh. B. Hagan volunteered to coordinate the money collected.
- **Dover Farms Housing**: Mike Hansen hosted an informational coffee at the Town Hall to discuss Dover Farms. Four people attended.

- **Capital Budget**: Items discussed included request for updating monitors for computer class computers for those with vision issues. Other items included microwave or warming ovens in the kitchen facilities at Caryl School.

**Ongoing Business**

- **Travel Committee**: The next trip is scheduled for December 13th to The Revels at the Sanders Theatre at Harvard. Next trips planned are a February trip to the Providence Flower show and to the Tall Ships in Boston in July. A trip to Block Island in the Spring was suggested.

**Director’s Report**

J. Claypoole reported on:

- The Fitness Room at the Police Station is working out well. Eight seniors attended orientation and completed waiver form. Typically 4 to 6 seniors use equipment 2-3 times per week.
- The COA updated Rich Forte of the Dover Housing Partnership on the Dover Farms Coffee Hour and shared info on senior’s concerns regarding housing.
- Sue Sheridan received the BayPath Community Service Award for Dover at the BayPath Elder Services Annual Breakfast on October 31st.
- A senior who moved out of Dover requested a refund on transportation vouchers purchased last Spring. Discussion was held and it was suggested the person donate the vouchers to the COA to be shared with a senior with financial concerns. J. Claypoole will follow up with the senior.
- Approximately 70 people have signed up for Thanksgiving Luncheon on Nov 6th. Discussion was held regarding volunteer responsibilities and need for warming oven for larger functions. A. Baranick expressed concern regarding inefficient kitchen facilities at the Caryl School and the impact this has on coordinating the luncheons for larger groups. J. Claypoole will contact Roche Brothers regarding use of their warming containers for the luncheon. Discussion was also held on the rising cost of food and the increase in luncheon expenses to the COA. Motion made by R. Walenduk to increase the luncheon price to $5.00 per senior for monthly luncheons with special events cost to be determined. Seconded by B. Murphy. Motion passed unanimously, with J. Walsh not voting as he had left early and was not present for this discussion.
- Police Brunch is scheduled for December 6th. COA is coordinating event with Officer Ed Meau.
- Boxwood Tree Workshop scheduled for Monday, December 1st at 1PM.
- The Notables, a local chorale group, will perform on Wednesday, December 10th at 10:30AM at Caryl School.
- Legion Dinner is scheduled for Sunday, December 14th at 1PM. The COA has arranged for a special table to honor the 90 years and older Dover seniors.
- Poinsettias for homebound seniors are being donated by Nancy Doyle.
P. Campanis reported that he has been researching food pantries in the area, including “A Place to Turn” in Natick, as resources for seniors who are in need of food. J. Claypoole reported that some seniors in financial crisis have contacted the COA for support.

Meeting adjourned at 12:00PM. Motion; P. McChesney, second; J. Hemstreet. Motion passed unanimously.

Respectfully submitted;

Jeanne Gavrilles
Acting Secretary