Council on Aging Board Meeting Minutes  
Tuesday, October 7, 2008

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

Chairperson B. Hagen called the meeting to order at 11:00 AM.

P. Campanis will attend meetings of the COA Board after he has been sworn as a member.

Minutes for the September 2, 2008 meeting were discussed. The Friends paperwork is in progress and not yet complete. The motion was made by J. Walsh and seconded by R. Walenduk to accept the minutes as corrected. The motion passed unanimously.

The Treasurer’s report was distributed and reviewed. The item listed as Sept. Coffee is for the amount for the September Tea. Balance on hand is $18,177.84. R. Walenduk made a motion to accept the report as corrected. J. Hemstreet seconded the motion which passed unanimously.

Old Business

Dover Community Building Committee (DCBC) Report:

J. Hemstreet reported that the DCBC is preparing a Request for Proposal to seek a business or developer to develop the Caryl School property and possibly the Whiting Road Building. It is understood that the town has the right to accept or reject any and all proposals and any proposal accepted must meet the standards and time duration set forth by the town in the RFP. It is also understood that the land will not be sold i.e. Dover will always own the land.

Medical Equipment for Loan: It was noted that no medical equipment is stored in the Whiting Road building. The equipment is now located in the Caryl School.

Friends of COA Report: J. Walsh, B. Hagan and J. Claypoole will continue the work needed to move forward on this project.

New Business

Dover Farms Housing:

Mike Hansen presented floor plans for the Newbury unit at Dover Farms. The size of the units can vary from 1200 (one floor) to 1800 sq. ft. (2 floors) and estimated costs from $679K to $1,000,000 depending on customization choices. Five affordable units will be built at an estimated cost of $258K each. All units will have oil heat and cables will be
underground. Landscaping and street lighting will be installed. For an estimated cost of $180 per month landscape services and snow removal to the door will be provided. Mike invited questions at this meeting and stated that he can be reached at his cell phone: number (617-212-8688).

**Property Tax Workoff:**
Applications are available from J. Claypoole and are due by October 17, 2008. Eight town departments are requesting applicants. J. Claypoole is preparing a packet of information for seniors interested in applying for a position. Three COA Board members (L. Theodos, R. Walenduk and J Walsh) will review the applications.

**Date and Time Changes & Scheduled Events:**

The November Board meeting date has been changed from November 4th (Election Day) to November 5th (Wednesday) at 10:30 am.

The November lunch date has been changed from November 12th to November 6th at 1:00 pm due to the Flu Clinic on the 12th. J. Hemstreet volunteered to assist B. Hagan at the Flu Clinic.

The Boxwood Trees Workshop is planned for December 1st at 1pm.

The Dover Police Brunch is Saturday, December 6th.

The Notables, a choral group from Dover area will present a concert in Caryl School on December 10th at 10:30am. Light refreshments will be served.

The Legion dinner is Sunday, December 14th at 1:00 and planning is in progress to honor Veterans age 90 years and over. Also considered is a plan to provide poinsettias to our citizens who cannot leave their homes.

The Dover Church concert is at 4:00 pm on December 14th.

**Travel Committee:**
The December trip will be the Revels Show in Boston on Saturday December 13th. A February trip is planned to attend the Providence Flower Show.

**Director’s Report**
Janet Claypoole attended the monthly Massachusetts Councils on Aging (MCOA) meeting for September and will attend the Senior Exposition in Bourne on October 3rd. Also Janet plans to attend the MCOA Statewide Conference in Falmouth on October 15th.

The Dover Mother’s Club is asking for volunteers for their Fall Festival on October 26th. Volunteers will assist children with crafts. This is an excellent way to support for and to participate in an intergenerational activity,
New Classes: A Yoga class will be held on Fridays in addition to the scheduled Monday and Wednesday classes. Monday and Wednesday chair Yoga will not meet during the summer and it is hoped to provide Tai Chi classes to replace the vacationing Yoga.

Fitness Room at the Police Station: Instruction will be provided at orientation sessions. The room will be available for seniors, who have submitted a signed Waiver form, on Mondays, Wednesdays and Fridays from 9:00am to 11:30 am. At least two persons should be present while exercising, so seniors are not alone in fitness room.

Bridge lessons are planned for Tuesday and Thursday afternoons.

TRIAD met in September and will meet again in January 2009. Suggestions were made for speakers at COA luncheons on ID Theft and Driving Issues. A TRIAD information table will be set up at the Flu Clinic on November 12th. R. Walenduk will ask Officer Ed Meau to set this up.

The COA met with Salvation Army & Erika Lert, Dover Energy Assistance Coordinator, regarding the Fuel Assistance programs serving Dover seniors.

The Warrant committee would like requests for Capital Items. A van for COA use was suggested but we need a price for this item.

The annual bell ringing at the Dover Market is scheduled for December 23rd and 24th in 1 hour shifts. See Jack Walsh to volunteer.

We were reminded that Amy Boyle would like to present a program on nutrition.

Jane Hemstreet suggested we have nametags at meetings to assist in hospitality.

Rita Walenduk made a motion to close the meeting. Jack Walsh seconded the motion which passed unanimously. The meeting ended at 1:05 pm.

Respectfully Submitted,

Jane Hemstreet, Acting Secretary