

Council on Aging Board Meeting Minutes Monday, December 7th, 2010

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

STAFF: J. Claypoole

SECRETARY: S. Sheridan

GUESTS: C. Haddleton, J. Panek

Meeting called to order at 10:45AM.

Minutes of November meeting read. Motion to accept the minutes made by J. Walsh and seconded by J. Hemstreet. All in favor.

The Treasurer's report was read by A. Baranick. Motion to accept the reports was made by J. Hemstreet and seconded by P. McChesney. All in favor.

Old Business

- **Walking Group** – J. Gavrilles reported that Amy DiSanto volunteered to lead the Walking Group when it starts up in the spring. B. Murphy stated she spoke with C. Lisbon who offered to substitute as needed.
- **MBTA Passes** – S. Sheridan reported that an MBTA representative will be coming to the COA on Thursday, March 24th between noon and 3:30 to sign seniors up for Charlie Passes. A "Save the Date" announcement will be in the COA newsletter.
- **Van for Seniors** – J. Walsh reported that the COA needs a van with hydraulic lift. Van use would be for elderly and disabled. Grant monies are available to help with van. J. Claypoole spoke with J. Melican and he is looking into some other sources that may be available. Discussion held on purposes for van use.

New Business

- **The 2012 Budget** – A. Baranick and J. Claypoole reviewed the proposed FY2012 Budget with the Board. There is an increase in Transportation, Professional Services, and Food. With no Capital Outlay expenses this fiscal year, the Expenses increased \$500 from previous FY. Staff COLA pay increase is 2.3%. An anticipated cut in Formula Grant funds is a factor in increasing municipal expenses. The Dept of Elder Affairs has stated that it is most likely the Formula Grant will be decreased in FY2012, due to a substantial increase in seniors through the recent census. The estimated overall effect is the \$7.00 per elder rate will be reduced to \$5.50 per elder. Dover has 1,175 seniors 60 and older now; people age 51–59 number 1,028. These numbers are important to consider regarding the COA long range planning. L. Theodos made a motion to accept the FY 2012 budget. J. Gavrilles seconded. All in favor. J. Claypoole will submit Budget and Narrative to Board of Selectmen for approval at the December 9th meeting.
- **Increase Director's Hours** - L. Theodos made a motion to explore an increase in hours for COA Director. J. Walsh Seconded. All in favor. J. Walsh, B. Hagan and L. Theodos to look into an increase in hours or a salaried position for COA Director.
- **Town Meeting Warrant** – B. Hagan reported the Town Meeting Warrant opened on November 23rd and will close on January 20, 2011. The COA does not have any articles for the Town Warrant.
- **Salvation Army Bell Ringers** – J. Walsh is coordinating the schedule for Bell Ringers for this season. Several Board members volunteered to fill in some hours.
- **COA Luncheons**. – A survey was taken at Thanksgiving Luncheon on what time seniors would like the luncheons. It was determined that 12:00Noon was the most popular.

Motion made by J. Hemstreet to change the Luncheon time starting in January 2011 from 1:00PM to 12:00Noon. Seconded by L. Theodos. All in favor.

Ongoing Business

- **Chair** – B. Hagan reported that the Board of Selectmen sent a letter to J. Claypoole expressing appreciation and gratitude to her and COA Staff and volunteers for the Thanksgiving luncheon. She also reported that the COA is still exploring land options for Senior Center.
- **CMAC** – J. Hemstreet reported Committee is working on rental fees for use of the Caryl Community Ctr. As 85% of the building is occupied, J. Hemstreet will inquire what revenue is generated by building occupants and where it is spent. J. Hemstreet to report back at next meeting.
- **Travel Committee Report** –J. Gavrilles stated Committee needs to meet to plan new trips. There is interest in a trip to Mt. Washington; Ellis Island, NY; and Bourne Scallop Festival on Cape Cod for the upcoming year. J. Claypoole stated joint trip to Museum of Fine Arts, new America's Wing is being planned with Sherborn COA.
- **Director's Report** – J. Claypoole reported:
 - There were three seminars held in November (National Family Caregiver's Month) focusing on family caregiver issues. Two at Dover Sherborn Middle School and one at Caryl Community Ctr. These programs generated an increase in outreach and referrals for adult children in Dover caring for aging parents.
 - A new series of Caregiver Classes are being planned at the Holliston COA on Mondays in April, May and June. They will be held on alternate Mondays from 10AM-12Noon with transportation provided by Holliston COA's van. This is a regional collaborative event with Holliston, Sherborn and Dover COAs. New Century Healthcare has received a grant from Tufts Health Plan Foundation for these six classes, which include lunch and free respite care for caregivers.
 - Thanksgiving Luncheon was well attended (78 attendees) and seniors enjoyed it.
 - The Police Brunch had over 90 attend. Girl Scouts made candle centerpieces. Donations for raffles were received from many local groups.
 - Legion Dinner is this Sunday (Dec. 12th) and 65 have signed up.
 - Boxwood Trees hosted by Chicatabot Garden Club is scheduled for today.
 - DETA – The Extended Day Care at Chickering School would like to partner on an intergenerational program in February. Seniors are invited to school from 2 to 3 pm on Wednesday, February 2nd to participate in activity with children in Kindergarten to 5th Grade. Sign up sheet available in COA and posted in January newsletter.
 - The Property Tax Work-Off program has ended for present FY. Final preparations to submit to assessor's and treasurer's offices are being done.
 - J. Claypoole and S. Sheridan to meet with K. Weld of the Town Report Committee to go over changes in format for upcoming Town Report due January 14, 2011.
 - There is a need for Fall Prevention Program due to increased amount of falls in seniors in Dover. Outreach Worker is dealing with this on a more frequent basis. J. Claypoole will connect with BayPath Elder Services to set this up.
 - Powisset Garden Club made a generous donation to the COA. Thank you!
 - Volunteer from Newton Country Day School is assisting at events and one on one with seniors. The D/S Hockey Team also expressed interest in providing community service to the Town's seniors. The COA will follow up with them.
 - There is still water damage in the ceiling and walls in the COA Office.

➤ **Board Member Items –**

• **B. Murphy reported on:**

1. **Afternoon Tea** – Listed in Dec newsletter but no tea in December.
2. **Photo Board update** – B. Murphy still working on updating the Photo Board.
3. **Book Donation** – The Dover Library has donated large print books to the COA Fireside Library. We wish to thank the Library as many seniors enjoy reading the large print.
 - **J. Walsh** discussed having a focus group to see what seniors and soon to be seniors would like to see for future COA programs and events.
 - **J. Panek, President of Friends of the COA** reported they would be active after first of the year. They are planning on an article in Newspapers introducing the group and to have a presence at Town Functions. She also discussed fundraising events.

A motion to adjourn was made by B. Murphy and seconded by P. McChesney. All in favor. The meeting was adjourned at 12:30PM.

Respectfully submitted,

Suzanne Sheridan
Secretary