

Council on Aging Board Meeting Minutes Tuesday, November 3rd 2011

PRESENT: A. Baranick, B. Hagan, J. Hemstreet, J. Gavrilles, B. Murphy & M. Dilg

STAFF: J. Claypoole

GUEST: J. Stuart-Warrant Committee Rep; A. Adams

Meeting called to order at 11:00AM

- A motion to accept October's minutes made by J. Hemstreet and seconded by B. Murphy. All in favor.
- No written report was distributed. Treasurer A. Baranick gave an oral report stating the balance was \$24,000.

Old Business

- **Van** – M. Dilg reported that a presentation was made at the October 27th Selectmen's meeting by J. Claypoole and M. Dilg requesting that the Selectmen consider the Town of Dover becoming a member of the Metro West Regional Transit Authority. If the Town becomes a member, the COA will be able to apply for a transportation grant, which could fund 100% of costs for van and operating expenses. J. Claypoole reported that a Capital Budget request was submitted for \$58,000 for FY2014.
- **Senior Center** – A discussion was held on the next steps in forming a building committee. Two options were presented by the CMAC committee to the COA liaison member for consideration by the COA Board for space in the Caryl Center. The Board requested more information from the CMAC Committee.
- **Senior Property Tax Program** – To date there are more applicants than slots available. The selection committee will meet in the next few weeks.
- **Volunteers** – B. Murphy has a list of volunteers recently recruited and they will be contacted to help with Thanksgiving luncheon. A. Coughlin has volunteered to send birthday cards to seniors over 80 years old. J. Claypoole reported that Volunteer Coordinator Grant job description is still awaiting approval from Board of Selectmen's office so job can be posted.

New Business

- **COA Board Training** – J. Claypoole shared information on Board Training to be offered by Dept of Elder Affairs in Sherborn on Dec 13th in morning. She encouraged Board members to attend.
- **COA Budget FY2013** – This item was tabled and will be presented to Board at meeting later in November.
- **Master Plan Survey** – J. Claypoole distributed Long Range Planning Committee's Master Plan Survey results as posted on Town Website to Board members for their review.
- **Program Evaluations** – B. Murphy suggested that evaluations after trips and other events be distributed for feedback. Board was supportive of this idea.

Ongoing Business

- **Chairperson's Report:** Discussion held on possible appointments for two openings on the COA Board.
- **CMAC Report** – Discussed under Senior Center item. J. Hemstreet will present questions to CMAC Committee regarding COA space at CCC at next meeting.

- **Travel Committee Report** –J. Gavrilles reports that the trip to Peabody Essex Museum with lunch at the Gloucester House was a huge success. The next event is the Festival of the Trees at Mass Hort-Elm Bank in December.
- **Director’s Report** – J. Claypoole reported:
 - **Snowstorm** – COA assisted Emergency Mgmt Committee with support of seniors and other residents utilizing emergency shelter at Town Hall in Fireside Room. Cots were set up in Fireside Room. COA provided supplies for coffee and food and provided support to many residents at Town Hall, via phone, and by outreach visits. Worked with Police Dept with at-risk seniors and requested well-being checks on four seniors.
 - **Local Emergency Preparedness Committee** – J.Claypoole reported that Police Chief McGowan invited her to become a member of this committee. Next meeting is in December.
 - **Thanksgiving Luncheon** will be held on Nov 8th at CCC – approximately 80 attending.
 - **Housing Options Program** will be held at Library on Tues Nov 15th with panel of experts discussing resources and steps in transitioning from home.
 - **Police Brunch** scheduled for Saturday, Dec 3rd. Sign ups already coming in.
 - **Legion Dinner** to be held on Sunday Dec 11th.
- **Board Member Items** –
 - M. Dilg has proposed a short profile on each board member to be featured in the Bright Horizons newsletter.
 - B. Murphy suggested the board members read newsletters from surrounding towns to get a sense of what other towns are offering their seniors.
 - B. Murphy reported that Bocce season is over. P. Theodos will host a coffee for bocce players this Friday.
- **Friends of the COA** - The Jazz Brunch was a success despite the surprise snow storm; 44 attended, raffle prizes awarded and recruited generous sponsors.
- **Citizen Comments** – Arthur Adams, a member of the Emergency Management Team, requested comments on the performance of team. He recommended greater outreach on evacuation site as not all knew it was available. He stayed overnight Sunday and Monday nights at Town Hall with residents.

A motion to adjourn was made by B. Murphy at 1:30 and seconded by M. Dilg. All in favor.

Respectfully submitted,

J. Gavrilles