

Council on Aging Board Meeting Minutes
Tuesday, December 6, 2011

PRESENT: A. Baranick, E. Bouldry, M. Dilg, J. Gavrilles, B. Hagan, J. Hemstreet, B. Murphy, L. Theodos

GUESTS: J. Melican, Selectmen; J. Stuart, Warrant Committee; J. Walsh, A. Dandreta & Joan Panek, Friends of the COA; D. Ramsay and K. Weld, CMAC

STAFF: J. Claypoole

The meeting was called to order at 11:05 A.M.

- A motion to accept the November 1, 2011 minutes was made by J. Hemstreet and seconded by B. Murphy. The motion passed unanimously.
- A motion to accept the November 22, 2011 minutes was made by J. Hemstreet and seconded by B. Murphy. The motion passed unanimously.
- A. Baranick presented the Treasurer's Report. A motion to accept the Treasurer's Report was made by J. Gavrilles and seconded by J. Hemstreet. The motion passed unanimously.

Old Business

- Senior Center Update – COA at Caryl Community Center
B. Hagan welcomed the CMAC's representatives, D. Ramsay and K. Weld to the Board Meeting. J. Hemstreet began the discussion by stating there is some confusion as to why the CMAC is backing off on their offer for the COA to use the space in the left hand side of the Caryl Community Center. J. Claypoole asked K. Weld to discuss the CMAC's decision process.

K. Weld began by stating that CMAC is an Advisory Committee and reports to the Board of Selectmen with recommendations. The Board of Selectmen are in charge of the various needs and allocations of space. The CMAC is not in a position to offer space but instead, is looking at possible scenarios. CMAC would like to accommodate the needs of the COA. K. Weld discussed two possible scenarios: 1. The art room space, and 2. The CDC space. If the COA determines it would like to use the CDC space, then it must provide to the CMAC a written defense or rationale for its use, i.e., are current programs enough to fill the four rooms.

D. Ramsay outlined the current Executive Agreement between the Town of Dover and the CDC.

B. Hagan discussed the history of the COA and its lack of space over the years to hold programs. In 2010, when the original CDC gave notice they were leaving the Caryl Community Center, the COA submitted a letter to the Board of Selectmen requesting the CDC's space. B. Hagan read the contents of that letter to all those present at the meeting.

The Board of Selectmen never responded to the COA's request.

Discussion then took place on the art room space. It is anticipated to cost \$15,000 to renovate this space. The space is limited with some small rooms on either side that could possibly be used for office space or storage. It was decided by the COA Board that this area is not a viable option for our seniors and will not be considered. Discussion then took place for the needs of our seniors for adequate space that does not entail having to modify space that in the end is not completely workable.

Discussion ensued on building a Senior Center on the Heard property. B. Hagan outlined the process to date. She stated that we are anticipating building a Senior Center similar to Medfield's but smaller. Many members expressed their thoughts that now is the time to undertake this task since our bond rating is presently very low.

M. Dilg made a motion to approach the Board of Selectmen regarding temporarily taking over the CDC space in the Caryl Community Center while we educate the public about the COA's desire to build a Senior Center. J. Hemstreet seconded the motion. Two votes for and 6 votes against. The motion failed.

B. Murphy made a motion to build a stand-alone Senior Center. A. Baranick seconded the motion. One vote against, 1 vote abstain and six votes in favor. Motion passed.

J. Melican outlined some upcoming and future capital budget items. He asked the COA Board to think about how the Senior Center will be funded – through a capital budget request or a bond.

B. Hagan recommended establishing a three person committee to meet with town committees and public/private organizations to discuss the Senior Center. A motion was made by J. Hemstreet to establish a three person committee to discuss the Senior Center; seconded by L. Theodos. The motion passed. B. Hagan suggested J. Walsh as a member of the Committee with two others to be named later. Discussion took place on several ideas to inform the public of the reasons the COA needs a Senior Center.

➤ Van for Seniors

M. Dilg reported that she was contacted by J. Melican and was able to provide answers to his questions. J. Melican stated that he will be contacting Ed Carr at the Metrowest Regional Transit Authority to ask for additional information. At the present time, there are no negative reasons why the Town of Dover should not join the MWRTA.

New Business

➤ Salvation Army Bell Ringers

B. Hagan outlined the Salvation Army Bell Ringers program and the work of our volunteers over the past few years. J. Walsh suggested we contact the Dover Market

regarding placing a Salvation Army kettle in front of their door. It was also suggested to contact the volunteers from last year to ask if they would volunteer again this year. At the present time, we do not have anyone responsible of this effort.

Ongoing Business

➤ **Chairperson Report**

B. Hagan had no Chairperson report to make at this time.

➤ **CMAC Report**

The CMAC report was covered under Senior Center Update.

➤ **Travel Committee Report**

J. Gavrilles reported that she is moving ahead with the Spring program. She then listed several possibilities for 2012.

Director's Report

J. Claypoole reported that:

- The December 3 Police Brunch had 102 attendees. There were over 50 items given away at the brunch.
- At the present time, 70 people have signed up for the December 11 Dover Legion's Dinner.
- Nancy Doyle presented a workshop on how to make boxwood trees on December 5.
- Chicatabot Garden Club will be giving poinsettias to Dover seniors this holiday season.
- Mr. Emmett Schmarsow, of the Office of Elder Affairs, will be conducting a regional board training session on December 13 at the Sherborn Town Hall.
- The Holiday Concert with the Sherborn Music Makers will take place on December 13 at the Caryl Community Center.
- The Spirituality Luncheon on December 20 will be presented by Rev. Mark McKone-Sweet of St. Dunstan's Church. The topic will be "Blue" Christmas.
- A grant request has been submitted by the Towns of Dover, Sherborn and Holliston to the Foundation for MetroWest for an Arts for Elders program to take place in all three towns.
- A revised budget was submitted to the Selectmen on November 22nd; budget is due to Warrant Committee on December 23rd. The budget will be presented to the Warrant Committee on January 4, 2012.
- The Senior Property Tax Committee has filled all the slots available in the program.
- The pay scale for the Volunteer Coordinator has been approved. A job posting will be written.

Board Members Items

B. Murphy reported that:

- We will begin using the trip evaluation form in January.
- She also wanted to apprise the Board of the amount of counseling time J. Claypoole is

providing to our seniors. J. Claypoole's expertise in this area is being well utilized. B. Hagan mentioned that at our January Board meeting, we will begin laying a foundation for upgrading J. Claypoole's position to a salaried Department head.

- We are still finding out the proper procedures to do volunteer CORI reports.
- Four upcoming teas were outlined.

A. Baranick reported that a past Board member, Rita Walenduk, had fallen and just came home from the hospital.

Friends of COA Report

J. Panek reported that:

- The October 30 Jazz Brunch at the Sherborn Inn was a very successful affair.
- Last September, during Dover Days, 62 certificates for hams were sold. Some of the funds obtained from these events will be used for a lecture series.
- Friends of the COA membership inserts were added to the December COA newsletter.

Citizen Comments

There were no citizen comments.

B. Murphy moved to adjourn the meeting. J. Hemstreet seconded the motion. The motion passed unanimously. The meeting was adjourned at 1:20 p.m.

Respectfully submitted,

Acting Secretary
Maureen Dilg