

**Senior Center Needs Assessment Committee  
December 13, 2012**

MEMBERS PRESENT: Maureen Dilg, Cara Groman, Jack Walsh  
GUESTS: Matthew Schmid

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Meeting was called to order to 2:35 p.m.

**Acceptance of Minutes**

A motion was made and seconded to accept the amended November 30, 2012 minutes. The motion passed unanimously.

**OLD BUSINESS**

**Senior Email Addresses**

Cara Groman reported the email calling lists have been provided to our volunteer callers. Maureen Dilg stated that an announcement will be placed in the two local papers notifying Dover seniors that these calls will be taking place. Also, both the January and February COA newsletters will have the announcement. Based on telephone calls made to date, we are receiving a 33% response rate.

**Warrant Committee**

Prior to going before the Warrant Committee, the Selectmen requested us to meet with them. The meeting will take place at the Selectmen's meeting on January 2 to answer questions regarding the Senior Center feasibility study.

**Heard Property Survey**

Norfolk County Engineers were seen surveying the Heard property earlier this week.

**Publicity**

Maureen Dilg provided the members with a draft of the fourth Senior Center publicity article. The subject of the fourth article is the current locations the COA uses within Dover and outside of Dover. Cara Groman will edit the article.

**Focus Groups**

Matthew Schmid spoke of coordinating groups of like-minded seniors. We must bring the seniors on board in order to build a Senior Center. All were in agreement that this must be accomplished.

**NEW BUSINESS**

### **Selectmen's Presentation**

A presentation package will be prepared for the Selectmen. At this time, it is anticipated it will be comprised of our vision and goals, an overview of the feasibility study and senior center statistics. COA activity attendee numbers were reviewed.

### **Needham Bank**

Maureen Dilg reported a representative from the Needham Bank has asked to attend a Needs Assessment Committee meeting to discuss how the bank may become involved. A time will be set up after the holidays for this meeting.

A motion to adjourn was made by Jack Walsh at 4:40 p.m. and seconded by Cara Groman. All in favor.

Respectfully submitted,

Maureen Dilg