

Council on Aging Board Meeting Minutes Tuesday, October 2, 2012

PRESENT: A. Baranick, B. Hagan, J. Hemstreet, B. Murphy, J. Gavrilles, L. Theodos,
E. Bouldry, C. Groman, M. Dilg, G. Thisse, J. Anderson
STAFF: J. Claypoole

Meeting called to order at 10:00AM

- A motion to accept September's minutes made B. Murphy and seconded by J. Hemstreet. All in favor.
- A motion to accept the Treasurer's report was made by L. Theodos and seconded by E. Bouldry. All in favor

B. Hagan, Chair welcomed the two recently appointed board Members, Jim Anderson and Gil Thisse.

Old Business

- **Van for Seniors Update** – M. Dilg thanked the Board members who attended the Selectmen's meeting on September 28th to show support for a van for Dover seniors. She and J. Claypoole fielded questions from the Selectmen. She also thanked D. Ramsay for his support in this matter. J. Melican announced that the Selectmen will take the MWRTA matter under advisement and there will be a vote on it in the near future.
- **Senior Center** – B. Hagan announced that the County will survey the Heard property at no charge to determine how much land is available. A title search will also be conducted. A request for a feasibility study will be submitted to the Warrant Committee. J. Anderson volunteered to join the Committee and search for grants to help fund the Senior Center. M. Dilg stated a notice could be placed in the COA newsletter notifying recipients that seniors will be contacted by telephone to request their email addresses. B. Murphy suggested the Police Chief be advised of this. In response to a question from J. Anderson, M. Dilg stated outreach to citizens will consist of a series of articles to all local news outlets. The first article was distributed to all Board members. A survey was also sent to 40 Dover residents who use the Medfield COA and many replies have been received, which will be tabulated and presented to the Board.

New Business

- **Flu Clinic** – The Flu clinic will be held October 24th. A. Baranick, J. Gavrilles, B. Hagan, J. Hemstreet will assist the Board of Health as volunteers at check in tables.
- **Thanksgiving Luncheon** – will be held on Thursday, November 8th due to Election on Tuesday the 6th and Veterans Holiday on November 12th. Dover Church has been contacted as site (Kraft Hall) for luncheon.
- **Board Meeting** - The November Board meeting has been scheduled for Thursday, November 1st at 10:30AM.

Ongoing Business

- **Chair Report:** B. Hagan stated that Bay Path Elder Services requests a Town of Dover citizen to be on their Advisory Board as a representative of Dover. Two members G. Thisse and J. Anderson expressed an interest and our former representative S. Sheridan will brief each on said meetings. The Board will vote on a representative at a future meeting.

- **CMAC** – J. Hemstreet has resigned as our representative to this committee and a new representative will be appointed at a future meeting.
- **Travel Committee Report** –Peabody Essex Museum (Ansel Adams Exhibit) was a nice trip. However, complaints were that the trip was too long and the lunch set up was chaotic. It was pointed out there was a good restaurant across the street.
- **Director's Report:**
 - Bagel pickup (Blue Moon) needs a volunteer this week and J. Hemstreet will do this pickup. B. Murphy and M. McGovern will assist with distribution/bagging.
 - **Community Contacts** - The COA office received inquiries from 127 Seniors/Caregivers, 61 Health Care Professionals, and conducted 73 outreach contacts in August. In September, there 146 contacts were received from seniors/caregivers, 75 Health Care Professionals, and 78 Outreach visits conducted.
 - **Amanda Bernardo** – Legislative Director for Rep. Denise Garelick contacted the COA to inquire if monthly office hours in Dover would be welcome. J. Claypoole to follow up on Board's positive response.
 - **Exercise/Fitness Class** – on Election Day (November 6th) will be cancelled.
 - **Fall Community Service from DSHS** – The DSHS Football team will volunteer on October 13th to assist seniors for community service hours. Please let the COA if you need assistance with yard work, moving boxes, or anything else.
 - **October Luncheon** – Scheduled for Tues, Oct 9th; it's a Harvest Luncheon; no speaker scheduled.
 - **TRIAD Yellow Dot Program** – will be on October 25th at noon
 - **Fireside Room** – A meeting was held with G. Pugatch and K. Warnick to address an employee inquiry regarding the Fireside room availability from 12:30 to 1:30PM daily for employee lunch. Two days this past month both the Fireside Room and the Lower Conference Room had meetings/activities during lunchtime and there was no space for employees to eat lunch. The Board discussed and responded that the COA has very limited space and limited privacy with seniors. COA employees work in the Fireside Room while people are eating lunch and many activities are and have been scheduled during part of that hour. Alternative space if appropriate would be subject to availability. The consensus of the Board was that an alternative space be found for the employees to eat lunch, such as Lower Conference Room.
 - **Senior Property Tax Work Off Program** – The new term begins in December and requires Review Committee to review applications and recommend assignments to requesting departments. M. Dilg volunteered and J. Claypoole will check with L. Theodos and J. Walsh, previous committee members.
 - **MCOA Conference** -- J. Claypoole reminded Board that she will not be in the Office on Wednesday October 3rd to Friday Oct 5th as attending the MCOA Annual Conference. In partnership with Sherborn and Holliston COAs, she is presenting a workshop at the conference on "Collaboration: How to Leverage Your Dollars and Maximize Your Impact." Office hours will be posted on office door and left on voice mail.

- **Board Member Items** –

- M. Dilg requested two changes to future agendas: 1. When a vote is required, “vote required” should be specified and 2. If a board member has an attachment for the next meeting, such attachment should be noted in the agenda.
 - B. Murphy shared info on the October Tea is a slide show by Joan and Dave Stapleton called Explore the West Coast of Norway from Bergan to Kirkenas”
- **Friends of the COA Report** -- J. Hemstreet stated the Friends of the COA Jazz Brunch is on October 28th at the Sherborn Inn. Tickets are \$30 and can be purchased at the COA or Dover Market.

A motion to adjourn was made by G. Thisse at 12:10 and seconded by J. Gavrilles. All in favor.

Respectfully submitted,
Barbara Murphy, Acting Secretary