

Council on Aging Board Meeting Minutes
Thursday, November 1, 2012

Present: B. Hagan, J. Hemstreet, B. Murphy, J. Gavrilles, C. Groman, M. Dilg, G. Thisse and J. Anderson
STAFF: J. Claypoole
GUEST: E. Bouldry

Meeting called to order at 10:40 AM

A motion to accept October's minutes as amended made by J. Hemstreet and seconded by J. Gavrilles. All in Favor.

A motion to accept the Treasurer's report was made by B. Murphy and seconded by J. Hemstreet. All in favor.

Old Business

Van for Senior's Update - The Board of Selectmen have voted to accept the van. It will be voted by the MWRTA in January and it is estimated we will have the van and driver by mid spring. The Board recognized Maureen Dilg for an excellent job of researching and promoting this project.

Senior Center Update- Discussed the request for a new plot plan for the Heard Property which will be done in late December. Once we have an updated plot plan we will request feasibility studies from three Architects. A motion to request the Warrant Committee to fund a \$15,000 Feasibility Study to build a Senior Center on the Heard Property was made by C. Groman and seconded by G. Thisse. All in Favor. Discussed the development of a phone and email list of seniors for outreach and special notices. C. Groman to update the current list. J. Anderson volunteered to look into a possible grant for developing Senior centers that may assist our efforts. A Discussion of putting a place Holder to build the senior center in the Capital Budget was deferred until the December meeting.

New Business

Property Tax Work Off Program – COA has received 7 applications and will review and recommend them to the Town Offices.

COA FY2014 Budget -J. Claypoole requested the Board meet a second time this month to review budget prepared for FY2014. Meeting is set for November 15 at 10 a.m. Discussed the purchase of dedicated software designed for Senior Center management.

Issue of private workspace - J. Anderson raised the issue of the need for a private work and function space for the COA and suggested that the Board ask Selectmen to advise employees that the Fireside Room is not available for daily lunches. G. Thisse agreed and said this is an issue of respect. After

discussion, M. Dilg made a motion that J. Claypoole make a request to the Board of Selectmen's office that the COA Fireside Room not be used as an employee lunch room and seconded by J. Anderson. All in Favor.

Ongoing Business

Chair Report - Bay Path Elder Services requested a Dover Citizen to be on their Advisory Board. G. Thisse attended the last meeting which meets on the 4th Wednesday of the month. Motion by J. Anderson to appoint G. Thisse as Dover's representative to Bay Path, seconded by M. Dilg. All in Favor.

CMAC Report- Need a new representative. Postponed to discuss at December meeting.

Travel Committee – J. Gavrilles reported a December 7th event planned for trip to Elm Bank for Festival of the Trees, followed by a holiday lunch at The Sherborn Inn.

Directors Report - J. Claypoole reported COA is now authorized to do CORI checks. Volunteer Coordinator Nancy Simms assisted in setting this up for the COA. Seniors at risk are being monitored by COA staff after the Hurricane last week to identify if they have electricity, water, heat, medicine and address other needs. The COA is available to provide rides to seniors on Election Day and distribute applications for absentee ballots. Thanksgiving Lunch is scheduled for November 8th at Dover Church-to date 30 signed up. Police Brunch is Saturday December 1st. A Cultural Council grant was submitted for a nutrition seminar with Tricia Silverman. November 19th is a cardmaking class. COA Website is being updated with support from Property Tax Worker Matthew Schmid and IT Coordinator Bill Clark. Check website to see changes.

Board Member Items – J. Gavrilles asked if interest in a shredding day for seniors. J. Claypoole stated if interest, could possibly see if local vendor would fund this service. Will put a query in newsletter to see if there is any interest.

Friends of the COA - J. Hemstreet reported that the Jazz brunch fundraiser was very successful. Life Time Learning has been well received.

A motion to adjourn was made by M. Dilg and seconded by J. Hemstreet at 1:00.PM. All in Favor.

Respectfully submitted,

Cara Groman, Acting Secretary