

**Senior Center Needs Assessment Committee  
January 24, 2013**

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

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Meeting was called to order to 2:40 p.m.

**Acceptance of Minutes**

A motion was made and seconded to accept the January 10, 2013 minutes. The motion passed unanimously.

**OLD BUSINESS**

**Senior Email Addresses**

Jack Walsh reported the response rate for the COA's request of seniors for their email addresses is 33%. This activity has been temporarily put on hold until Gil Thisse informs the COA Board as to whether or not the Eagle Scouts will take over this task.

**Heard Property Survey**

The survey of the Heard property has been done. We are awaiting the survey results.

**Caryl Community Center**

The committee discussed the anticipated move of the COA to the "Art Room" at the Caryl Community Center. A letter of acceptance of this space must be sent to the Selectmen from the Chair of the COA. This letter must include a list of senior safety issues that must be addressed as well as operational items to ensure a smooth transition. Also discussed was requesting Dover residents to donate items for the new space. Matthew Schmid presented his "Town of Dover COA Facilities Review and Recommendations". Four steps were outlined: Step 1 – Review Preliminary Design Study; Step 2 – Assess Current COA Facilities; Step 3 – Addressing the Current Needs; and Step 4 – Future Requirements. These recommendations will be reviewed by the committee.

**Warrant Article**

The committee asked the COA Board to vote to defer the warrant article for \$15,000 for a feasibility study of the Heard property.

The next meeting of the Senior Center Needs Assessment Committee will take place on February 14, 2013, 2:30 p.m. in the lower level conference room.

A motion to adjourn was made by Jack Walsh at 3:30 p.m. and seconded by Cara Groman. All in favor.

Respectfully submitted,

Maureen Dilg