

## **Dover Council on Aging Board Minutes Tuesday, December 6, 2016**

Present: R. Cocks, J. Connolly, M. Dilg, P. DiSanto, B. Hagan, C. Johnston, G. Wise  
Staff: J. Claypoole  
Guest: E. Alders, Warrant Committee

Meeting called to order at 10:30 a.m.

### **Secretary's Report**

The October 5, 2016 Board minutes were not ready for review.

### **Treasurer's Report**

- The November FY 2017 Appropriations Statement and FY17 Formula Grant were reviewed. The Formula Grant was reinstated to \$10 per elder.

### **New Business**

- COA FY 2018 Budget – The FY 2018 Municipal Budget Proposal, FY 2018 Budget Narrative, FY 2018 Budget Preparation Report, and Funding Report Spreadsheet for FY 18 and FY 17 were reviewed. The FY 2018 Budget is level service funded with increases proposed in line items of Postage and Transportation. The contribution of \$7,000 from the Friends of the COA will be voted on at their February 2017 meeting. Discussion took place of the need for additional hours for a Volunteer Coordinator as well as a new position, Program Coordinator. A motion was made by R. Cocks and seconded by J. Connolly to approve the initial budget as submitted with the addition of a Program Coordinator at 6 hours a week and provide the Volunteer Coordinator with additional municipal budget hours of six hours a week. All in favor.

The Warrant Committee representative, Erika Alders, was requested by the Board to ask the Warrant Committee how to add on the new position of Program Coordinator and how to increase the hours of the Volunteer Coordinator by adding municipal budget hours. J. Claypoole outlined the procedure as explained to her by the Selectman's office. Since this is a lengthy process, it was decided to begin this task now and not wait until March.

- COA Strategic Plan – M. Dilg discussed her meeting with Susan Ramsey, Natick COA Director. The Natick COA with the assistance of Soar 55 has begun a strategic plan. Many baby boomers are now becoming seniors and the Natick COA needs a means by which they can be a resource for these seniors. Many of these seniors work and are also

caregivers. One area on which they are focusing is technology both for the baby boomers and the residents who currently use the Senior Center or are housebound. It is anticipated they will place a tablet in the homes of seniors who are unable to use the senior center due to health issues and will livestream all their programs and events directly to those seniors. M. Dilg distributed the information on Soar 55 as well as a completed Strategic Plan from the Princeton Senior Resource Center. All members present were asked to review these documents for discussion at January's Board meeting.

- Dover Cable Program -- J. Connolly reported being approached by a member of the Cable Board to see if we were interested in having our programs shown on Dover Sherborn Cable TV. This is a good way to reach out to seniors in town. After discussion, it was decided that J. Connolly should contact D. Murphy of Dover Sherborn Cable TV to discuss this possibility. It was also suggested to reach out to a Dover High School student who might need community hours to help us.

### **Old Business**

- Caryl Renovations – A carpet was chosen for Room 108 at the Caryl Community Center. Floor and tile are mostly complete in bathrooms. COA office still needs new flooring in Director's office and closet.
- Intergenerational Programs – R. Cocks reported that he met with the School Advisory Board at Chickering School. The Advisory Board has 2 sub-committees: Communications and Wellness. There are real parallels to the COA. J. Claypoole reported that on January 26 there will be a joint ukulele session with the Lifetime Learning Ukulele group and the children's ukulele group. On January 11, seniors will join with 20 children as part of the afterschool Make a Difference Club.

### **Ongoing Business**

- Chairperson's Report – B. Hagan requested a motion to appoint Ruth Townsend to the COA Board. A motion was made by J. Connolly and seconded by P. DiSanto to appoint Ruth Townsend to be an Associate Member of the Council on Aging Board. All in favor.
- Director's Report – J. Claypoole reported 90 people attended our Thanksgiving luncheon and the Dover Police Brunch had 111 attendees plus 18-20 Police Officers who cooked and served. The Legion Dinner will be held Dec 18 and seniors may still sign up. Chicabot Garden Club will deliver amaryllis plants this month to seniors who are homebound and at local care facilities. Our SHINE counselor has been extremely busy as deadline to change Medicare health plans ends this week. The Volunteer Coordinator is recruiting volunteers for snow shoveling and talking with seniors who need support. She has reached out to Wellesley High School who has agreed to help our seniors with shoveling snow. The Girl Scouts will be caroling at the homes of seniors this month.

- CMAC – J. Claypoole reported that we should be moving back into the Caryl Community Center sometime in January.
- Travel Committee Report – J. Claypoole reported seniors were visiting the Festival of Trees at Elm Bank and lunching at the Wellesley College Club today. On Monday, there will be a trip to the Colonel Blackinton Inn in Attleboro for lunch. Potential trips under discussion with Sherborn and Westwood COAs for next year are to Williamsburg, Tanglewood, Nantucket, Amish country, Hyde Park, NY, attend the musical Wicked and even an African safari. The Travel Committee will meet on January 23 to discuss 2017's trips. J. Claypoole lauded C. Johnston for her outstanding effort to make these trips interesting but easy and convenient for seniors.
- Bay Path Report – There was no Bay Path report.
- Board Member Items – There were no Board member items.
- Friends of COA – G. Wise reported Phil Trotter is finding information on an Automated Emergency Defibrillator. The Friends Membership Drive is ongoing and the Spring Lifetime Learning programs are being planned. J. Walsh is investigating expanding the JFK service to support senior events. Friends are also considering providing a relaxation room in the Caryl Community Center for seniors.
- Citizen Comments – There were no citizen comments.

### **Adjourn**

A motion to adjourn was made by M. Dilg at 12:15 p.m. and seconded by P. DiSanto. All in favor.

Respectfully submitted,

Maureen Dilg  
Secretary