

Dover Council on Aging Board Minutes
Tuesday, May 2, 2023

Present: B. Cocks, M. Dilg, P. DiSanto, B. Hagan, C. Holmes, C. Johnston, G. Wise
Staff: J. Claypoole
Guests: Ford Spalding, Caryl Community Center Building Committee

Meeting called to order at 9:30 a.m.

ACCEPTANCE OF MINUTES

A motion was made by B. Hagan and seconded by P. DiSanto to accept the amended April 4, 2023 Minutes. All in favor.

TREASURER'S REPORT

The Fiscal Year 2023 Expense Control Report ending April 30, 2023 was distributed. Payroll figures for April are not available. Total operating expenses for April was \$2,846.17. A motion was made by B. Hagan and seconded by C. Johnston to approve only the operating expenses for the April 2023 Treasurer's Report. All in favor.

DIRECTOR'S REPORT

The Volunteer Appreciation event will take place on May 24 at the American Legion. The COA invited 160 people who worked as volunteers this past fiscal year. The COA May/ June newsletter was mailed last week. Lifetime Learning classes are coming up with NASA Solar System Ambassadors and Ukraine classes in May. The COA will partner with the Dover Historical Society for three talks in May: The Dover Ironworks; The Birth of Civilization: Life 15,000 Years Ago in the Mediterranean; and Of Cows, Copper and Cult: The Early Bronze Age of Cyprus. The speakers are Elisha Lee and Stuart Swiny from the Historical Society. In June, Ted Reinstein, WCVB journalist, will give a presentation on New England's General Stores.

J. Claypoole met with the Interim Assistant Town Administrator/HR Director regarding the upcoming retirement of COA Administrative Assistant S. Sheridan and COA needs for administrative support. Board input was requested. Discussion was held regarding the possible restructuring of this position for increased administrative support, consideration of an Office Manager position, and expanding the current hours of 10 per week. B. Cocks suggested two possible options: look at the pool of possible salaries or what the COA needs, which may go over the present salary budget. Discussion took place on salary and the level of responsibility for this position. The challenge will be to find somebody with the skills needed and willing to work the limited hours. J. Claypoole will work some numbers for an Office Manager and Program Assistant position to present at the June Board meeting. B. Cocks suggests basing it on COA needs and using the budget that was approved. She will do both so that the Board can see the comparison.

The Board of Health is in the process of hiring a Public Health nurse. J. Claypoole met with a Board of Health member to discuss Outreach and how a public health nurse would reach out to seniors in the Town. She explained to the BOH member all the aspects of COA Outreach

services, some services of which they were not aware. Though many of these services are confidential, the COA needs to increase awareness in the community on the work performed by the COA Outreach Coordinator. Discussion took place on the COA Outreach work and how this will work with Public Health nurse. J. Claypoole and B. Cocks will meet with the Board of Health to discuss this issue. Resources do not have to overlap and the services can complement each other.

COMMUNITY CENTER BUILDING UPDATE

Special Town Meeting on Saturday, June 3 at 10:00 a.m.

F. Spalding stated the Special Town Meeting is on June 3 and it is important to get as many people there as possible. There will be two Zoom Information Sessions on May 16 at 6:30 p.m. and May 22 at 10:30 a.m. to discuss what the building will look like and what it will cost. He outlined the bidding process since the initial contract bid was received. The cost is now up over \$6M since two years ago. It is unknown if the Selectmen will use free cash or the \$4M they originally were going to use. The use of free cash will not be decided until the Selectmen's meeting on May 11. How will the \$500,000 Green Grant be applied? Contractor M. O'Connor was selected. M. Dilg asked "What can we do for you to have seniors attend this meeting?" The Board can send out an informational email to all on our Senior Center email list as well as the weekly ENewsletter. The Friends can also send out an email to members asking for support for the new Caryl Community Center. It was suggested that Ruth Townsend could put together the information to be sent out. Resistance to a new renovated building is due to concerns about increased cost to taxpayers. Discussion was held regarding a COA event to invite F. Spalding to either speak at or circulate among people to share information. J. Claypoole will review upcoming COA events for him to attend.

TRAVEL REPORT

C. Johnston reported 12 people attended Art in Bloom. The COA will travel to the Peabody Essex Museum on May 18, Boston Pops on June 1, Sedgwick Gardens at Long Hill on June 8, Cambridge Architecture Cruise on June 23, Tours on Distinction Trips with Westwood COA to Long Island Lighthouse Cruise on June 28, A Day at Tanglewood on August 13, and Cape Cod Cranberry Bog on September 7. Dover will partner with Westwood COA and travel to Quebec from July 17-21. Twenty-four people have signed up for the trip to Quebec. Most of these trips have a waiting list or only one or two places available.

CHAIRPERSON'S REPORT - None

FRIENDS OF COA REPORT

C. Holmes reported that 56 people attended the Friends' Spring Fling which is the Friend of COA's Annual Meeting. The Up in Smoke BBQ will be on Wednesday, June 7 at the Legion.

BOARD MEMBER ANNOUNCEMENTS - None

CITIZEN COMMENTS - None

ADJOURN

A motion was made by B. Hagan and seconded by P. DiSanto to adjourn the meeting at 10:55 a.m. All in favor.

Respectfully submitted,

Maureen Dilg, Secretary