

Dover Council on Aging Board Minutes
Tuesday, April 4, 2023

Present: B. Cocks, M. Dilg, P. DiSanto, B. Hagan, C. Holmes, C. Johnston, G. Thisse

Staff: J. Claypoole

Guests: Carol Lisbon and Jody Shue, Planning Board; Doug Johnston

Meeting called to order at 9:35 a.m.

ACCEPTANCE OF MINUTES

M. Dilg had a question regarding the request that the COA Revolving Fund be increased to \$45,000.00. In the Warrant for the Annual Meeting, which was mailed to all residents, it indicates the COA Revolving Fund is \$40,000.00. B. Cocks said we would have to do an Amendment from the floor at Town Meeting in order to raise it to \$45,000.00. After discussion, it was decided that \$40,000.00 would be sufficient. A motion was made by C. Johnston and seconded by B. Hagan to accept the February 7, 2023 Minutes. All in favor.

TREASURER'S REPORT

The Fiscal Year 2023 Expense Control Reports ending February 28, 2023 and March 31, 2023 were distributed. Payroll figures for February and March are not available. Total operating expenses for February was \$3,587.74 and March \$3,998.62. Discussion took place on the food budget as well as shifting employee hours from the Formula Grant to the operating budget. The Formula Grant is now based on the 2020 census which will give us an increase of \$4,488.00 to \$18,240.00. A motion was made by C. Johnston and seconded by B. Hagan to approve the new, revised Formula Grant budget. All in favor. A motion was made by B. Hagan and seconded by C. Johnston to approve only the operating expenses of the February and March, 2023 Treasurer's Reports. All in favor.

PRESENTATION: Amend Zoning By-Laws, Article 19: Accessory Dwelling Units

Guest: Carol Lisbon, Chair, Planning Board

J. Shue outlined the Planning Board's Accessory Dwelling Units By-Law which will be presented at the Annual Town Meeting. The goal of this effort is to build on the existing framework for accessory apartments, create a flexible housing option for more residents and families, streamline approval processes, safeguard residential character and limit impacts on town infrastructure. Discussion took place and questions were asked particularly regarding developers. B. Cocks asked, "What is the sense of this committee? Do we want to vote for this?" A straw poll was taken of all Board members present. Five voted in the affirmative for the By-Law and 2 voted in the negative.

DIRECTOR'S REPORT

Defibrillators will be installed in the Town Hall and other public buildings. The Board of Health is organizing CPR training and defibrillator training for staff. Per Board request, name tags were available at the last luncheon for participants, staff, and volunteers. S. Sheridan, COA Administrative Assistant, is retiring at the end of June. Changes to the staff structure and

support system can be discussed at the next Board meeting. As the Outreach Coordinator has been out sick for two weeks, J. Claypoole is handling all outreach calls. The town hired a PR consultant for six months to increase community awareness regarding Town Meeting articles and special Town Meetings. They will also be creating a weekly E-News. COA Talk of the Town this month will be the Town Administrator, May's guest is Mark Ghiloni, Director of Parks and Recreation Dept and June is Bethany Klem, Library Director. A new Treasurer Collector has been appointed; his name is Kyle Banoey. Recruitment has begun for the Human Resources Director. Applications have been received for the Town Administrator position. The Police Chief officially retired at the end of March. He will act as Interim Police Chief until September.

COMMUNITY CENTER BUILDING UPDATE

J. Claypoole reported subcontractor bids were due on March 29 and the general contractor bids are due on April 19. They will then go to the Caryl Community Center Building Committee to be vetted and assessed. The Building Committee will be meeting on April 25.

TRAVEL REPORT

C. Johnston reported eight people attended Finnegan's Wake in Walpole. On April 10, the lunch trip will be going to Novaro's Restaurant in Milton. Also in April, a visit is planned to the Museum of Fine Arts for Art in Bloom. On May 18, seniors will be going to the Peabody Essex Museum. The Architect tour will be in June. The Boston Symphony is an evening program in June. The lunches and tours are either full or have one or two spaces available. The Friends of the Dover Council on Aging is providing funds for transportation.

CHAIRPERSON'S REPORT - None

FRIENDS OF COA REPORT

C. Holmes reported that the Friends Spring Fling is on April 27 and invitations will be mailed to members this week. The Up in Smoke BBQ is on June 7. Both events will be held at the American Legion.

BOARD MEMBER ANNOUNCEMENTS

M. Dilg reported she received an email from a Dover resident concerning email notifications of passing seniors, particularly ones who have been involved with Dover COA or other town activities. The writer asks that a COA staff member or Board member put together timely notifications of a Dover senior's passing. Discussion took place regarding this email. We understand how this resident feels but we have limited options.

CITIZEN COMMENTS - None

ADJOURN

A motion was made by G. Thisse and seconded by B. Hagan to adjourn the meeting at 11:00 a.m. All in favor.

Respectfully submitted,

Maureen Dilg, Secretary