

TOPSFIELD COUNCIL ON AGING BOARD OF DIRECTORS MEETING

APRIL 11, 2023 4:00 PM

TOPSFIELD TOWN HALL, 8 WEST COMMON STREET

PRESENT: Chair Penny Rogers, Vice Chair Lynne Bermudez and members Bill Quinn Jr., George Berube, Kendra Berube, Joan Chiffer, Elaine Crippen and Rusty Brady.

OTHERS: COA Director Kathleen Barbarisi and Associate Member Charlotte O'Toole

The Chair called the meeting to order at 4:06 p.m. She requested members of the Board complete the Master Plan survey. Copies of the survey were distributed.

I. APPROVAL OF FEBRUARY MINUTES:

Elaine Crippen made a motion to approve the minutes of March 21, 2023. It was seconded by Kendra Berube and the motion carried 8 -0.

II. DIRECTOR'S REPORT:

- COA Director Kathleen Barbarisi is wrapping up the May/June calendar.
- Senior Care hosted its RSVP volunteer luncheon today.
- Kathleen has been conducting interviews to fill the open part-time clerk and technology coordinator position. She has two strong candidates.
- The 150th anniversary celebration for the Town Hall has been moved from 4/29 to coincide with the Tomato Festival in the fall. Kathleen will reach out to Martha Morrison, Chair of the Agricultural Commission, who spearheads the Tomato Festival.
- Town cleanup is scheduled for 4/22-4/23.
- The Friends will be sending out a postcard for their annual fundraiser. It will contain a QR code which directly links to their new website to accept donations.
- Town Hall will be closed Fridays from June to September.

III. REPORTS:

1. FRIENDS LIAISON:

According to COA Liaison Elaine Crippen:

- A \$50 gift card was given to Jack Armitage to thank him for his Poetry sessions.
- A \$100 raffle was held at the Senior Care RSVP luncheon.
- The Friends will continue to cover event fees over \$50/person for members of the Friends of the COA.

2. COMMUNITY CONNECTIONS (Dementia-Friendly Team (DFT), Intergenerational, Craft Connections):

Dementia Friendly - Liaison Joan Chiffer:

- The Supper club is going well. Last month's topic was "Hard Times" and this month's was "Good Times".
- A calendar of weekly events was created to commemorate Brain Awareness Month in June. Events will be held from 9:00-10:30 am. Week 1 (June 7) will be an information session to learn about dementia. Week (June 14) will be a workshop and reception to learn the most current science behind keeping your brain healthy. Week 3 (June 21 – The Longest Day) will host a Luminary Ceremony to honor loved ones impacted by Alzheimers. Week 4 (June 28) DFT will partner with the Supper Club for a trivia game with prizes. Joan requested members wear purple to the June COA meeting to support Brain Awareness month.

Intergenerational – Liaison Hannah Adelman-Menzer:

- While Hannah was not present, Kathleen Barbarisi mentioned that on 4/27 a concert and art show will be held in the Public Hall. Proctor students will display their artwork and students, their parents and all attendees will enjoy a reception after the concert.

Craft Connections - Liaison Kendra Berube:

- Card making has been going great with 17 people attending this week. There will be no card making in May as Kendra and George will be away.

IV. OLD BUSINESS:

- Chair Rogers stated that the Town Administrator had requested the COA develop a transportation policy for a shared Town Hall car. Discussion was held on the number of COA seniors that are not currently serviced due to the COA not having a second car. The board had an informal discussion to table the car request and to get more data of usage.

V. NEW BUSINESS:

- Discussion was held on sending something to Kathleen Di Donato in remembrance of her husband, Al Di Donato, who was a long-time member of the COA. Monies were collected and Kathleen will purchase and deliver a Spinelli's gift card to Kathleen.
- Vice Chair Bermudez asked if there were ways in which the COA could help seniors to attend the Annual Town Meeting (ATM), explain the warrant articles, and help with transportation on election day. Kathleen Barbarisi has included an announcement about the ATM in the newsletter. Bill Quinn said that it is very difficult for seniors to attend the ATM since it's at night and most seniors don't drive in the evening. Roughly half the town's registered voters are seniors and their voices are not being heard. Lynne will raise this issue with the Select Board.

Elaine Crippen made a motion to adjourn the meeting. It was seconded by George Berube and the motion carried 8-0 at 5:13 p.m.

Next Meeting will be May 9, 2023.

Respectfully submitted,

Lynne Bermudez
Vice Chair

DOCUMENTS:

- Agenda
- Draft Meeting Minutes – March 21, 2023