

TOPSFIELD COUNCIL ON AGING BOARD OF DIRECTORS MEETING

April 12, 2020, 4:00 PM

TOPSFIELD TOWN HALL, 8 WEST COMMON STREET

2ND FLOOR CONFERENCE ROOM

PRESENT: Penny Rogers, Charlotte O'Toole, Kimberly Love, Elaine Crippen, Joan Chiffer, Hannah Adelman-Menzer, Kendra and George Berube, Florence Brady, Paula Burke, Director

OTHERS: Beth Willis, Town Clerk

At the start of the COA Board meeting, the Chair read the following statement: Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this meeting of the Topsfield COA Board is being conducted via remote participation. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings as provided for in the Order. A reminder that persons who would like to listen to or view this meeting while in progress may do so by following this meeting Agenda or contacting the Topsfield Town Clerk.

- I. VOTE ON APPROVAL OF THE FEBRUARY BOARD MEETING MINUTES:** 9 Ayes and 0 Nays
- II. VOTE ON APPROVAL OF THE MARCH BOARD MEETING MINUTES:** 9 Ayes and 0 Nays.

III. DIRECTOR'S REPORT:

-The May/June Senior Scoop will be sent out. It will include a virtual programming listing. Hopefully, things will be back to normal in May. Dance out Dementia on Zoom is off to a great start; Ted Talks will be changed from Friday 10 a.m to Monday 10 a.m. time; no luncheons on Thursdays due to pandemic; educational session on Pandemics; Book Club 1 p.m., there will also be a mask making project. Virtual tours last week in April; Minute Clinic nurse is available, Public Safety, keeping tabs on them; Peg Beauregard volunteering 3 hours a week.

-Expanding Outreach = MA Military Support Foundations will be distributing 50 boxes of non-perishable items to highest risk veterans in Topsfield.

- Meals on Wheels distributed 150 meals a day. Due to weather and concern about no power, two meals, instead of just one, were provided on April 11th. Due to Pandemic, Wednesday shoppers' lunches were provided to 40 households.

III. REPORTS:

2. FRIENDS LIAISON:

According to COA Rep. Charlotte O'Toole:

- Postpone membership mailing. Mailing fee has gone up.
- Food Pantry not accepting goods, only monetary donations.
- Friends are helping with making masks. There will be a reimbursement for material purchased.
- June dinner cancelled.
- St. Rose of Lima donation of jewelry from Holiday Fair was gladly accepted and will be sold at Strawberry Festival, along with gift baskets.

2. DEMENTIA-FRIENDLY TEAM:

According to DFT Chairperson Joan Chiffer:

No meetings; no updates.

3. INTERGENERATIONAL

According to IG Liaison Hannah Adelman-Menzer:

- Topsfield Conservation Committee and Green Topsfield celebration of Earth Day on May 2nd has been cancelled.
- The tree planting at Steward School on April 30th has been cancelled.

IV. OLD BUSINESS:

- COA Policy and Procedures Update: Will be discussed at May COA Board Meeting.

V. NEW BUSINESS:

- Topsfield Fire Dept Chief, Jennifer Collins-Brown, to discuss TRIAD at Coffee and Conversation, May 6th.
- Sgt. Neil Hovey May1 new police chief.
- Coffee and Conversation, June 10th, "What is in the Flag".

VI. OTHER:

Ruth Lucy, Current COA Board Member Resigned and would like to be an Associate Board Member. Vote taken to become an Associate Member. Ayes 9, Nays 0.

Motion was made and seconded to adjourn the meeting at 4:55 PM. Ayes: 9; Nays: 0.

Next meeting: Tuesday, May, 2020 at 4:00 PM in the 2nd Floor Conference Room/Activity Room in the Topsfield Town Hall.

Respectfully submitted by Florence Brady, Recording Secretary/Clerk