

TOPSFIELD COUNCIL ON AGING BOARD OF DIRECTORS MEETING

September 8, 2020, 4:00 PM

TOPSFIELD TOWN HALL, 8 WEST COMMON STREET

VIRTUAL ZOOM MEETING

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

OTHERS: Beth Willis, Town Clerk, Stephen Walsh, possible COA Board Member,

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.

ROLL CALL VOTE ON APPROVAL OF THE JULY BOARD MEETING MINUTES: Kim Love made motion to approve July Minutes, motion seconded by Hannah Adelman-Menzer. 10 Ayes, 0 Nays, Penny Rogers, Aye, Charlotte O'Toole, Aye, Kimberly Love, Aye, Elaine Crippen, Aye, Joan Chiffer, Aye, Hannah Adelman-Menzer, Aye, George Berube, Aye, Kendra Berube, Aye, Lynne Bermudez, Aye, Florence Brady, Aye.

II. DIRECTOR'S REPORT:

- Our Senior Scoop will be loaded on-line.
- Food was delivered to 600 homes, which included some senior communities
- Virtual Tour with Chrysa to Oxford University was robust and engaging. "Alice in Wonderland" was written there, and Harry Potter was filmed there. Attending Oxford is less expensive than attending college in the United States.
- Coffee and Conversations in September and October will include "Face Day" Trips. There will be fun things offered during the nice fall season in New England.
- To help in coping with COVID-19, an 8-week "Mindful Awareness" will be conducted by Sally Palmer, our yoga instructor. These will be funded by CARES federally funded government support.
- Volunteers are changing with the season, but COA is continuing to provide computer coaches, personal shoppers, phone buddies, tax work off. One tax person worked 8 hours to prepare for election.

- Meals-on-Wheels continues (George and Kendra Berube on Tuesdays) Monday, Tuesday and Thursday. The food pantry continues to be COA partner.
- Board of Health will be conducting a flu clinic. We will partner with the Board of Health to get the word out. It will probably be done by appointment, outside somewhere.
- Behind the scenes, there had been an emergency housing situation. Stephen Walsh was behind the scenes helping to fill out application.
- I was not available at the COA office during voting day, but being at the polls allowed me to catch up with people and see how they are doing.
- Octoberfest will be held October 21st at 5 P.M.
- Town Hall is getting new phone system that will alleviate issues with the current system.

• III. REPORTS:

1. FRIENDS LIAISON:

According to COA Rep. Elaine Crippen:

No report at this time. Next meeting will be held on Thursday, September 10th.

2. DEMENTIA-FRIENDLY TEAM:

According to DFT Chairperson Joan Chiffer:

-The DFT task force joined Coffee & Conversation on July 22nd and presented their Virtual Resource Guide. The guide was very well received and is serving all of the population.

-The Octoberfest Virtual Edition, October 21st at 5 P.M. on Zoom. It will be on-line with the Supper Club. There will be a trivia game, prize for the best costume, spotlight on COA programming, sing-along and a treat from the Topsfield Bakeshop.

-The Supper Club will continue to have signature events during the winter months.

3. INTERGENERATIONAL:

According to IG Liaison Hannah Adelman-Menzer:

-Janet Wilkins doing a great job with the garden. There has been no theft of vegetables!

-Our 4th Annual Intergenerational Week was a great success and was attended by Mrs. Murphy's 4th graders and Girl Scouts. "Speaking of Ted" featured local resident, Olympian Abbey D'Agostino Cooper; Chrysa did a "Virtual Tour" of a safari in South Africa; there was a scavenger hunt; the book club with Janet Brown and Maggie Chiffer discussed "My Grandmother Asked Me to Tell You I'm Sorry"; and Vinny's Silver Screenings provided "The Disney's Princess edition". Hannah said that her sons, Jacob and Zachary, loved the safari.

4. TRIAD LIAISONS:

According to TRIAD Liaison George Berube and Kendra Berube:

-Nothing to report at this time.

IV. OLD BUSINESS:

-Vote to be taken for new COA Board Member, Stephen Walsh.

-Signature on Ethics Form. There will be no test this year.

V. NEW BUSINESS:

- Roll Call Vote on new board member, Stephen Walsh. Motion made by Lynne Bermudez to appoint Stephen Walsh to the Council on Aging board for a one year term effective October 13, 2020 and ending June 30, 2021. Seconded by Elaine Crippen. 10 Ayes, 0 Nays. Penny Rogers, Aye, Charlotte O'Toole, Aye, Kimberly Love, Aye, Elaine Crippen, Aye, Joan Chiffer, Aye, Hannah Adelman-Menzer, Aye, George Berube, Aye, Kendra Berube, Aye, Lynne Bermudez, Aye, Florence Brady, Aye. Stephen is replacing retired board member, Ruth Lucy. Stephen said that he is honored and very pleased to be part of COA. He said that he has a lot to learn, but will give the board his time and effort.

VI. OTHER:

-2020 Laptop Computer Policy & User Agreement: Discussion continued re: loan out of computers. What will be included in the user agreement, i.e. responsibility of payment for replacement or repair; deposit before loaning; quarterly check-in; value of computer and backpack case; duration of loan. Agreement will be discussed with legal counsel.

-Roll Call Vote taken to adjourn meeting. Motion made by Elaine Crippen to adjourn meeting and seconded by Kendra Berube at 4:55 P.M. 10 Ayes, 0 Nays. Penny Rogers, Aye, Charlotte O'Toole, Aye, Kimberly Love, Aye, Elaine Crippen, Aye, Joan Chiffer, Aye, Hannah Adelman-Menzer, Aye, George Berube, Aye, Kendra Berube, Aye, Lynne Bermudez, Aye, Florence Brady, Aye. .

-Next Meeting will be October 13th.

Respectfully submitted by Florence Brady, Recording Secretary/Clerk