

TOPSFIELD COUNCIL ON AGING BOARD OF DIRECTORS MEETING
February 9, 2021, 4:00 PM
TOPSFIELD TOWN HALL, 8 WEST COMMON STREET

VIRTUAL ZOOM MEETING

PRESENT: Chair Penny Rogers, and Members Elaine Crippen, Hannah Adelman-Menzer, George Berube, Kendra Berube, Stephen Walsh, Florence Brady, Lynne Bermudez and Associate Member Charlotte O'Toole. COA Director Kathleen Barbarisi and Town Clerk Beth Willis were also in attendance.

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. APPROVAL OF MINUTES:

Lynne Bermudez made motion to approve the minutes of January 12, 2021. It was seconded by Hannah Adelman-Menzer and the motion carried 8-0.

Penny Rogers – Aye
Lynne Bermudez, Aye
Elaine Crippen - Aye
Hannah Adelman-Menzer - Aye
George Berube – Aye
Kendra Berube - Aye
Stephen Walsh – Aye
Florence Brady – Aye

II. DIRECTOR'S REPORT:

- Meals on Wheels running smoothly. Starting in March, deliveries will be made five days a week. The drivers and staff have been provided with PPE.
- Senior Care Survey sent out with Meals on Wheels.
- Maggie Hurley will be working as volunteer for Meals on Wheels.
- Girl Scout Troop made Valentine cards to be distributed by Meals on Wheels.
- Jessica and Lonnie Caputo prepared one-time volunteer care packages for seniors.
- Topsfield Library is putting together two to four books to deliver to seniors that are homebound.
- Virtual programs are underway. Chrysa DeCosta spoke about Groundhog Day; a talk on Budapest and the 50th anniversary of the Beatles. Other programs held included the Supper

Club, TED talks, Dance Out Dementia, and Library Book Club. Meet and Greet gave COA Director an opportunity to talk with seniors.

- Topsfield's COVID Vaccination Program for 75+ provided vaccinations to 100 people. Thirty people will be inoculated Thursday, February 11th. At some point, Topsfield will reach out to individuals outside of town. Fire Department has list of names and, as shots are given, will strike names. Senior Care provided the COA with a \$3,000 donation. First responders will be getting their second inoculation.
- Annual Report is completed.

III. REPORTS:

1. FRIENDS LIAISON:

According to COA Liaison Elaine Crippen:

Bill Hodges, MASCO School Committee, would like to be involved with COA.

COA Director, Kathleen Barbarisi, will attend Friends February meeting.

Planning St. Patrick's Day Party.

Friends were given donation of \$2,000 from the Box-Top Shop.

Membership drive will start soon. Hannah Adelman-Menzer volunteered to help Friends, but will not be involved in the fundraising activities. She will be the first COA Board Member to help Friends.

2. DEMENTIA-FRIENDLY TEAM:

Joan Chiffer, DFT Chair, was not at the meeting, but it was mentioned that the third-grade story time with seniors will be increased from 30 to 45 minutes.

3. INTERGENERATIONAL:

According to IG Liaison Hannah Adelman-Menzer:

Three Girl Scout volunteers prepared 70 Valentines to be sent to seniors.

Eric Roth and Hannah will do a sing along this Thursday. They are in the process of preparing a St Patrick's Day sing along and may invite students.

4. TRIAD LIAISONS:

According to TRIAD Liaison George Berube and Kendra Berube:

Fifty contact cards will go out with Meals on Wheels. COA Director Kathy Barbarisi said she had seen the cards and they are wonderful.

Grab bags will be prepared for distribution for the St. Patrick's Day event.

IV. OLD BUSINESS:

-Lynne Bermudez spoke about current activities regarding Topsfield's Downtown Revitalization.

The Fire Department building and the Old Highway Garage are located on one single lot. The town is in the process of surveying the lot to split it into two lots. The Planning Board is drafting an warrant article for Town Meeting that would bring the Fire Department, Old Highway Garage, BoxTops store and one other undeveloped lot beside the BoxTops store into the Business Village District. Meetings are being held with the Public to inform them of this upcoming article and to solicit input. Concurrent discussions are underway with residents to discuss development opportunities for the town-owned Old Highway Garage property. Possible option might include a restaurant or a brew pub.

Another area being reviewed is signage. Currently there is no sign on Rt1 (at the corner of Ipswich Rd) pointing to the Downtown Village. There also is no signage at the four corners of Rt 97 and High St. directing drivers to the Downtown Village.

Four electric vehicle chargers have been installed at the Town Hall. The Town Administrator's staff is currently doing a cost/market analysis to determine the price a driver will be charged to hook up to the charger.

V. NEW BUSINESS:

-Charlotte O'Toole resigned as COA Board Member. She has requested that she be an Associate Member of the COA Board. In doing this, she will be unable to vote; will not be sworn in as a member; will not have to complete ethics briefing, but would be provided with agenda and minutes.

Motion by Kendra Berube to appoint Charlotte OToole as an Associate Member. It was seconded was by Elaine Crippen and the motion carried 8-0.

Penny Rogers – Aye
Lynne Bermudez, Aye
Elaine Crippen - Aye
Hannah Adelman-Menzer - Aye
George Berube – Aye
Kendra Berube - Aye
Stephen Walsh – Aye
Florence Brady – Aye

-Motion by Florence Brady to appoint Lynne Bermudez to be COA Vice Chair. It was seconded by Elaine Crippen and the motion carried 8-0.

Penny Rogers – Aye
Lynne Bermudez, Aye
Elaine Crippen - Aye
Hannah Adelman-Menzer - Aye
George Berube – Aye
Kendra Berube - Aye
Stephen Walsh – Aye
Florence Brady – Aye

VI. OTHER:

. -Motion by Elaine Crippen to adjourn the meeting. It was seconded by Hannah Adelman-Menzer and carried 8-0.

Penny Rogers – Aye
Lynne Bermudez, Aye
Elaine Crippen - Aye
Hannah Adelman-Menzer - Aye
George Berube – Aye
Kendra Berube - Aye
Stephen Walsh – Aye
Florence Brady – Aye

-Next Meeting will be March 9, 2021.

Respectfully submitted by Florence Brady, Recording Secretary/Clerk