

**TOPSFIELD COUNCIL ON AGING BOARD OF DIRECTORS MEETING**  
**May 18, 2021, 4:00 PM**  
**TOPSFIELD TOWN HALL, 8 WEST COMMON STREET**

**VIRTUAL ZOOM MEETING**

**PRESENT:** Chair Penny Rogers, Vice Chair Lynne Bermudez and members Elaine Crippen, Hannah Adelman-Menzer, Kim Love, Joan Chiffer, Stephen Walsh, George Berube, Kendra Berube, Florence Brady, and Associate Member Charlotte O'Toole. COA Director Kathleen Barbarisi, Town Clerk Beth Willis were 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:**

Hannah Adelman-Menzer made motion to approve the minutes of April 13, 2021. It was seconded by Joan Chiffer and the motion carried 10-0.

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

**II. DIRECTOR'S REPORT:**

- James Michael concert was a huge success. There were 54 people in attendance, and all seemed very happy.
- Art demo, oil painting going forward. Would like to have three art classes outside town hall using an umbrella or tent. Item to be paid for with grant money. Would also like to purchase karaoke machine which could be used remotely, as a microphone. Also, a projector for virtual movies, as well as movies at town hall, allowing social distancing.
- First "Grab and Go" this week. Twenty-six people received meals. Element Care provided giveaway of suntan lotion and a card.
- Wednesday, May 26<sup>th</sup> will be virtual Civil War presentation. It will be videotaped and put on cable. Cable date TBD.

- Memorial Day Parade route will be the same this year as last year.
- Brief discussion held on the previous evaluation that was conducted to create pickleball courts in town. Tennis courts at Masco, Proctor or Steward were evaluated. Some neighbors near Proctor objected to those courts being utilized due to the noise of pickleball. The courts at Masco would not work due to student use during the day and tennis team practices/use on weekends. Steward would be available, but cost of redoing court would be costly at \$20,000-\$30,000.
- Buses are now underway for doctor appointments and shopping.
- Tai Chi classes currently being held outside, next to town hall.
- Painting classes will begin the first week of June.
- Crafts Group had 10 people in attendance.
- "Scrabble" day will begin on Mondays.

### **III. REPORTS:**

#### **1. FRIENDS LIAISON:**

According to COA Liaison Elaine Crippen:

- Membership flyers mailed out.
- Bill Hodges spoke at the Coffee & Conversation on May 5<sup>th</sup>.
- Friends will be donating \$1,000 to Topsfield COA from their budget for entertainment.

#### **2. COMMUNITY CONNECTIONS:**

According to CC Liaison Joan Chiffer:

- Our Topsfield "Awesome Elders" Story Time will be completed the end of May. Whether it will continue in September is still TBD.
- Not sure if notebook pre-school program will continue during the summer.
- According to Kendra Berube:
  - The card craft was successful. There are about 11-13 people who attend every week on Zoom. Next one is June 24<sup>th</sup>.

#### **3. INTERGENERATIONAL:**

According to IG Liaison Hannah Adelman-Menzer:

- Kathleen, Hannah, Janet Wilkinson and Ellen Schaan will continue with the garden this summer.
- Tomato planting will start soon.

-There will be a "Tomato" Festival, September 12<sup>th</sup>, 12-3 PM. There will be music from live musicians including the Proctor School Band. Many events will take place including tomato contests, taste testing contests, games, tomato arts & crafts, "scarecrow" scavenger hunt, as well as many other activities.

#### **IV. OLD BUSINESS:**

-Town Hall will be closed on Fridays for three months beginning first of June.

-Our projected new member, Marjorie Hurley will be moving to Florida, so we will still need a new member.

#### **V. NEW BUSINESS:**

-Discussed the quality of the acoustics for music in the town hall. Stephen Walsh said that there were about 70 people in attendance at one of the functions and that music sounded well. Discussion regarding this may follow.

#### **VI. OTHER:**

Jazz Festival, August 21, 11-5 P.M. Kathleen Hunt of the Cultural Council is coordinating. Event to have 5 bands, games, food trucks and ice cream stand. There may not be enough staff to help and maybe seniors could help in conjunctions with the library. Note: COA members cannot fund raise. Only Friends can fund raise.

Motion made by Kim Love to adjourn the meeting. It was seconded by Elaine Crippen and carried 10-0 at 4:52 P.M.

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

-Next Meeting will be May 11, 2021.

Respectfully submitted by Florence Brady, Recording Secretary/Clerk

Board approved minutes June 8, 2021.