

**TOPSFIELD COUNCIL ON AGING BOARD OF DIRECTORS MEETING
NEW TOPSFIELD TOWN HALL, 461 BOSTON ST. SUITE E6
MAIN CONFERENCE ROOM, AUGUST 14, 2018 4:00 PM**

PRESENT: Kim Love, Martha Davis, Lynne Bermudez, Bette Cullinan, Charlotte O'Toole, Elaine Crippen, Penny Rogers.

OTHERS: Kathy Faust, Friends of the COA Liaison; Zillie Bhuj, Green Topsfield Committee; Paula Burke, Director of Topsfield COA.

I. APPROVAL OF THE MINUTES: Motion made and seconded to approve the minutes from the July 10, 2018 Meeting. Minutes approved: 7 Ayes, 0 Nays.

II. DIRECTOR'S REPORT:

- Senior Care Traveling Chef will be coming to Topsfield COA to prepare lunch for all attending once each month.
- COA office hours in the new setting will be 9AM-4PM Monday through Thursday and 9AM to 12 PM on Fridays. The COA office will be locked at other hours but the second floor will be open. The "Escape Room" will be open at other times for private appointments.
- The office moving to the new space at 8 W. Common St. will be on Sept. 12th and 13th. The new office space will be opened on Sept. 17th. COA activities will continue at Trinity until November.
- The Senior Scoop will now be issued every other month. Minor schedule changes will be publicized on the website, Facebook page and Town Events sign.

III. FRIENDS' LIAISON REPORT:

- Paula and Donna Rich will be meeting to go over COA space expenses/funding that the Friends may be helping to offset. Kitchen appliances and supplies are still unknown.

IV. OLD BUSINESS:

- A Grand Reopening of Town Hall for all of Topsfield will take place on Saturday October 20th at 10:00AM. with a ribbon cutting ceremony.
- The first Intergenerational Week was successful despite the heat causing the Zoo trip to be postponed. The Monday game day was the most fun for seniors and children to interact. The Thursday pizza and Disney film presentation was well attended by seniors and Daisy scouts and their parents, but not as interactive. Prior Mother's Day tea was more organized with children taking part in serving tea. Over 100 participated in the IG week of events.
- November 1st will be our next IG event as COA will host **NOVEMBERFEST** in our new town hall home.

V. NEW BUSINESS:

-Zillie Bhuj, from **Green Topsfield**, presented on recycling efforts in town schools and at the restored town hall with "reduce, reuse, recycle". We need to rethink how we use containers so they can be reused or disintegrate. Get organic waste out of trash. Both schools have bins to separate trash and recycleables. Bins will be put in the new town hall. Black Earth Compost picks up private resident compost.

Motion made and seconded to adjourn the meeting at 4:50 PM. Motion passed 7 Ayes; 0 Nays. Next meeting will be 9/18/18 at 4pm.

Respectfully submitted by Charlotte O'Toole, Clerk/Recording Secretary.

CHARLOTTE O'TOOLE
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