

TOPSFIELD COUNCIL ON AGING
BOARD OF DIRECTOR'S MEETING
FEBRUARY 9, 2016
3:35 PM

BOARD MEMBERS PRESENT: Penny Rogers, Annette Cohen, Elaine Crippen, Ruth Lucy, Charlotte O'Toole, Bill Quinn, Martha Davis.

ALSO PRESENT: Jodi Gibeley, Director COA; Gracia Clemson, Co-Chair Friends of the COA; Members of the Board of Selectmen Town Hall Building Commtee: Greg Smith, Mark Lyons and Martha Morrison.

The meeting opened with an update of the needs of the Topsfield Town Hall by the Building Committee. Greg Smith talked of the renovations and additions being proposed, including the designated second floor space for the COA in the new plans. The second floor of Town Hall will become the third floor. Drawings from McGinley, Kalsow & Associates of the site plan, ground floor, first floor and second floor plans as well as a scheme of the addition from the rear of the building were distributed to the BOD members. Selectmen are going to be gathering impact information on how this will effect household taxes prior to the presentation at the May Town Meeting. The Building Committee will be exploring fund raising, grants, etc., similar to how the Topsfield Town Library expansion was funded many years ago. There will be a General Public Meeting on 3/31/2016 at Proctor School and the plans, cost and needs of the various town departments will be discussed.

On 2/22/2016 the U. Mass Needs Assessment conducted in the fall of 2015 will be presented to the Board of Selectmen at their meeting at 7:30 in the Proctor School library. All members of the COA Board of Directors are encouraged to attend.

Jodi spoke of the costs of using the Emerson Center space until the Town Hall space is ready. For 3 days a week (M-W-Th) from 9-1:00, the cost would be \$100/day or \$1,200/mo. or about \$ 9,600 for the remainder of the year. The agreement/contract would extend from May 1st- Jan. 1st, on a month to month rental to see how the space is used. The Friends of the COA will be asked to help with the rental cost.

The meeting ended at 4:50 PM.

The next meeting is Tuesday, March 8, 2016 at 3:30 in the Town Hall Conference Room.

Respectfully submitted, Charlotte O'Toole, Recording Secretary