

## **Dover Council on Aging Board Minutes**

**Tuesday, January 6, 2026**

Present: B. Cocks, M. Dilg, , P. DiSanto, C. Holmes, G. Thisse, G. Wise

Staff: J. Claypoole

Meeting called to order at 9:30 a.m.

### **ACCEPTANCE OF MINUTES**

A motion was made by G. Wise and seconded by C. Holmes to accept the December 2 and December 9, 2025 Minutes. All in favor.

### **TREASURER'S REPORT**

The Fiscal Year 2026 Expense Control Report ending December 30, 2025 was distributed. The December operating expenses were \$160.00. Some of the payables that were submitted and paid after December 20 were not reported. There should be approximately \$3,000.00 in payables for December. A motion was made by P. DiSanto and seconded by G. Wise to approve the Treasurer's Report subject to the posting of expenses for December. All in favor.

### **DIRECTOR'S REPORT**

#### Operations

The ECO counter system that will track all people entering the Community Center was presented to the Building Committee and use of contingency funds for this was approved. It will go to the Selectmen for their approval.

#### Personnel

The Outreach Coordinator position was posted in November with only two applications received. HR has reposted the position in January to recruit more candidates. N. Vaida has been out since December 18 with a medical issue. J. Claypoole is covering outreach services. Town Accountant position was filled and new hire starts next week.

#### Transportation Issues

J. Claypoole is in the process of developing a COA transportation policy. Some of the seniors who request to go on COA trips are not physically able to get on and off the bus. There is no wheelchair transportation available. A review of other Town COA transportation policies noted that riders must be able to get in and out of vehicles unassisted. Town Counsel stated that each department can set their own policy. Discussion took place on the various transportation options and transportation policies from other towns. J. Claypoole will draft a transportation policy for the Board to review.

#### Programs

December programs were well-attended; 24 people attended Holiday Tea and the Holiday Cookies and Concert by Golden Tones filled the Community Room. Boxes of cookies baked by volunteers were distributed. We had a reading from the Christmas Carol. The Sand for Seniors annual program served 39 seniors and is funded by the Friends of COA. January programs include a Travel Talk about the French Riviera later today and a Talk with the Town with the Police Chief tomorrow. Coffee and Conversation

has been changed to Wednesdays at 9:30 a.m. The COA lunch next week will include bingo. Dover Police officers will join us for this event and sponsor prizes. Upcoming events include an Intergenerational Lunch, a Valentine's Day lunch, and a cooking class at the Community Center with Chef Roberta Hing. Two Dover families will provide programs – one on Cross Country Cycling and the other on Marine Life in Indonesia. Trips are planned to the Peabody Essex Museum, Raven's Nest Restaurant for lunch, Wicked and The Lion King at PPAC, and to Boston Ballet's Sleeping Beauty in June.

#### Outreach Report – October

- **Senior Engagement:**
  - 73 unduplicated contacts
  - 126 duplicated contacts
  - 22 home visits
- **Key Issues Addressed:**
  - Aging in Place
  - Elders at Risk of abuse and/or neglect
  - Placement help
  - Mental Health support for seniors and adult children
  - Long term care planning

#### **COA FY2027 BUDGET**

J. Claypoole reported that at the last Board meeting the Board approved an amended budget. J. Claypoole and B. Cocks met with the COA Warrant Committee representative and presented the COA FY2027 budget to be reviewed. Since then, Town administration provided a correction to the salary worksheets due to two missing work days. Due to this change, there is an increase of \$1,439.00 in the total FY27 budget to \$367,965.00. Discussion took place on presenting the budget to the Warrant Committee. A motion was made by G. Thisse and seconded by P. DiSanto to approve the amended budget as proposed. All in favor.

#### **CHAIRPERSON'S REPORT – None.**

**FRIENDS OF COA REPORT --** C. Holmes reported that in December the Friends of Dover COA had 105 people apply for 2026 membership.

**BOARD MEMBER ANNOUNCEMENTS** - G. Wise stated that Justine Kent-Uritam asked the COA to provide bamboo utensils rather than plastic at COA lunches. The bamboo utensils are more expensive but are washable. The Board discussed the pros and cons regarding changing to bamboo utensils.

#### **CITIZEN COMMENTS – None**

**ADJOURN --** A motion was made by G. Wise and seconded by P. DiSanto to adjourn the meeting at 10:30 a.m. All in favor.

Respectfully submitted,

Maureen Dilg, Secretary