

Harvard Council on Aging  
Board of Directors Meeting  
Tuesday, September 18, 2018  
Hildreth House

Present: Bruce Dolimount, Fran Maiore, Guy Oliva, Carl Sciple, Deb Thomson, Carol Lee Tonge, Cathy Walker, Beth Williams, COA Director Debbie Thompson, recorder/alternate Connie Larrabee, Friends of the Council on Aging representative Sharon Briggs, Minuteman representative Pam Frederick

Absent: Victoria Hayao, selectmen liaison Lucy Wallace

The meeting was convened at 4:01 p.m.

The minutes of the August 21, 2018 annual planning meeting were approved as amended.

**Treasurer's Report - Bruce Dolimount**

The account balances are as follows:

Revolving Funds	\$ 8,240.85
MART	32,900.68
Payroll	115,915.79
Gift account	*****
Formula grant	*****

\*The gift account closed out the previous fiscal year at about \$63,000 but is shown as \$40,000 on town accounts at the beginning of this fiscal year. Debbie will push for a resolution of the discrepancy.

\*\* The state Formula Grant for this fiscal year is still awaiting approval on the state level.

**Director's Report**

The Mart contract has finally been signed and we are getting reimbursement for our invoices.

The formerly homeless woman who the staff worked so hard to find housing for is now settled in her subsidized apartment in Groton. The COA purchased a new bed for her with money from the gift account, and

has contacted the Groton COA to help her become part of that community.

The outreach department is working with two new protective services cases, in addition to several others who are already in the protective services system.

In the past month we have given out six farmers market coupons to low-income seniors and have worked with 56 clients since August 1, some of them multiple times.

Harvard Help has donated \$2,400 to be used for emergency funds for seniors for such things as food, gas, and heat. The money is in the gift account.

The book club this month discussed "Life is so good" by George Dawson.

In October, the book will be "Little Women" by Louisa May Alcott.

Our summer porch suppers are done for the season. We're grateful to the Knights of Columbus for hosting a delicious ham and bean supper this month.

Debbie will attend the MCOA conference on Wednesday and Thursday, October 24 and 25. Maria and Charlotte will each attend for one of those days and cover Hildreth House for the other day.

## **Public Comment**

There were no comments from the public.

### **Friends of the Council on Aging – Sharon Briggs**

Carl asked how the FCOA keeps track of donations for expansion of Hildreth House. Sharon explained that she keeps track of all restricted donations but there is no separate building fund account. At some point, a separate building account could be set up to accept donations from corporate and other large donors. She offered to submit a copy of her FCOA treasurer's report to the COA every month.

The FCOA will do its annual town-wide mailing in November, as part of the November newsletter. There will be a letter to the editor in the Press before the mailing to explain the importance of COA programs. Planning for Harvard's second First Night is underway. The Friends will organize and run the New Year's celebration in the Unitarian Fellowship Hall, and other town organizations will hopefully take ownership of outside family activities during the day.

### **Housing @ Hildreth**– Carl Sciple

The Housing @ Hildreth House Committee is waiting for the Fire Station study to be completed before moving ahead with its plans. The committee intends to appeal the Sewer Commission's decision not to allow the proposed housing to be connected to the town sewer system as soon as that decision is formally filed.

### **Program Committee**

This month's program is a real ID workshop on Thursday, September 27 at 7 p.m. A representative from the Registry of Motor Vehicles will explain new requirements and procedures for obtaining a driver's license.

Deb T. suggested that a program about potential home-care abuses would be a good idea. Debbie outlined the steps the Harvard COA takes to safeguard seniors from home-care abuses. The program committee will discuss this proposal further at its next meeting.

### **Buildings and Grounds** – Bruce Dolimount

The raised-bed garden has been producing tomatoes and herbs that have been harvested and used in Hildreth House salads. Kathy Hewett planted the beds and Pete Dumont has been helping a group of seniors with container-planting, and helping Debbie with picking.

### **Minuteman Senior Services** – Pam Frederick

In addition to looking for ways to improve Minuteman's outreach to seniors and people with disabilities, the board has been looking at ways to help the agency's employees get the wages and benefits they deserve.

Each month a member town's COA presents a report. The town of Wilmington has some notable programs, including a one-mile Family Fun Walk to highlight the importance of exercise for all ages and to celebrate grandparents day. Another idea was a pen pal program with younger special needs kids.

Minuteman offers Options Counseling at Hildreth House the third Tuesday of every month. The program provides unbiased information about long-term care services and resources and support for clients and family caregivers in making important decisions.

### **Phase 2 – Carl Sciple**

Carl reported that he doesn't know if the request for qualifications (RFQ) for a Phase 2 architect has been published yet, although it was ready for release a month ago. The Select Board has appointed Carl as a member of the new Permanent Building Committee, which will oversee the Phase 2 project.

With no discussion, the board unanimously voted to approve Guy Oliva as the COA's representative on the building committee.

### **New Business**

**Capital Planning and Investment Committee request:** The deadline for sending the Phase 2 capital funding request is Thursday, October 4. Beth and Cathy will work with Debbie to revise last year's application for submission this year. The Phase 2 building project is currently on the town's capital plan for FY 2021.

**Flea Market:** The COA will have booth #105 again, near the Old Bromfield gate. Beth, Cathy, and Deb T. volunteered to help set up the table, which will offer information about COA programs and services. Beth will send out a request for volunteers to cover the booth in shifts.

The meeting was adjourned at 5:25 p.m.

The next meeting of the COA Board of Directors is scheduled for Tuesday, October 16, 2018 at 4 p.m.

Respectfully submitted, Connie Larrabee, recorder

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