

Harvard Council on Aging  
Board of Directors Meeting  
Tuesday, November 27, 2018  
Hildreth House

Present: Bruce Dolimount, Victoria Hayao, Fran Maiore, Guy Oliva, Carl Sciple, Deb Thomson, Carol Lee Tonge, Cathy Walker, Beth Williams, COA Director Debbie Thompson, recorder/alternate Connie Larrabee Minuteman representative Pam Frederick, Friends of the COA treasurer Sharon Briggs, Select Board liaison Lucy Wallace

The meeting was convened at 4:02 p.m.

The minutes of the October 16, 2018 board meeting were approved as submitted.

**Treasurer's Report - Bruce Dolimount**

The account balances as of the end of October are as follows:

Revolving funds	\$ 8,902.01
MART	27,441.47
Payroll	97,055.07
Gift account	63,399.68
Formula Grant	\$11,946 not yet received from the state; \$2,690.22 used

At Debbie's request, the board voted unanimously to give Anna Mason a \$100 gift card to Market Basket in appreciation for the wonderful desserts Anna makes for COA lunches. The money will come from the gift account.

**Director's Report**

Debbie has submitted the COA budget request and responded to 21 questions from the Select Board and Finance Committee. Many questions were about her request for a town-owned van or SUV that would provide additional transportation options for seniors and disabled residents. The vehicle would be purchased through private fundraising, or possibly a car dealership donation, so the COA is asking

the town to cover only maintenance, insurance, and pay for the drivers. Debbie estimates that total cost at roughly \$25,000 a year.

The COA provided a total of 2,883 rides this year for shopping, medical appointments, and other activities, in addition to more than 300 rides provided by Harvard Help when the COA van was not available. Having an additional vehicle would allow us to accommodate more requests.

Annual reports are due soon so Debbie has been working on that as well. The COA has served 162 clients so far this year and has contacted almost 1,000 residents through the efforts of the outreach department.

### **Public Comment**

There were no comments from the public.

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

Ginger Quarles has retired from the FCOA, so the group is looking for new leadership. But plans for the annual First Night celebration are underway, with Pat Cooper and Heidi Siegrist in charge.

Response to the annual fundraising letter has not been as good as it was last year, when the appeal brought in \$8,500. This year, the total was just \$5,500, as of late November. Sharon suggested that donations might pick up when people have something they can visualize to support, such as a van or a plan for Phase 2.

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

The housing committee is still on hold, pending agreement on the sewer connection.

### **Program Committee – Carol Lee Tongue**

The December program will be a clutter control presentation by humorist Dave Downs on Tuesday, December 4 at 6:30 p.m. at Hildreth House.

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

Bruce has asked DPW Director Tim Kilhart if the Hildreth House driveway and parking lot could be sanded earlier on days when slippery conditions prevail.

Kilhart is also looking at directional signs for the Ayer Road end of the driveway.

Debbie said the DPW is planning to fix the attic ceiling, which has been deteriorating for some time.

**Minuteman Senior Services – Pam Frederick**

Pam reported that Emerson Hospital has invited Minuteman to be on its Dementia Friendly Task Force, with the goal of making member towns better able to respond to the needs of residents with dementia.

She also noted that Minuteman relies heavily on donations and encouraged anyone who has benefited from Minuteman services to consider a donation.

**Phase 2 – Carl Sciple and Guy Oliva**

Now that the traffic study of the area around Town Hall is done, the Permanent Building Committee will recommend that the town proceed immediately with publication of the RFQ for a Phase 2 architect.

The meeting was adjourned at 5:02 p.m.

The next meeting of the COA Board of Directors is scheduled for Tuesday, December 18, 2018 at 4 p.m.

Respectfully submitted, Connie Larrabee, recorder

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