

Harvard Council on Aging
Board of Directors Meeting
Tuesday, September 17, 2019
Hildreth House

Present: Beth Williams, Bruce Dolimount, Cathy Walker, Carol Lee Tonge, Carl Sciple, Chet Hooper, COA Director Debbie Thompson, recorder/alternate Connie Larrabee, COA board candidate Lynne A. Musto-Pesa

Friends of the COA members Heidi Siegrist, Hank Fitek, Mina Femino
Select Board liaison Lucy Wallace, DAI architect Tom Lam

Press reporter Joan Eliyesil

Absent: Guy Oliva, Fran Maiore

The meeting was convened at 4:04 p.m.

The minutes of the August 20, 2019 planning meeting were approved as written.

Treasurer's Report - Bruce Dolimount

The account balances are as follows:

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|-----------------|--|
| Revolving Funds | \$ 8,272.30 |
| MART | \$34,447.87 |
| Payroll | \$115,889.03 |
| Gift account | \$89,565.70 (\$7,000 reserved for kitchen) |
| Formula grant | \$13,368 (not received yet) |
| Architect study | \$39,880.00 |
| New van costs | \$24,791.62 |

Director's Report - Debbie Thompson

In the past month the outreach department has worked with 20 individuals and is following up with elders who are at risk.

Saturday, October 5 will be our Community Service Open House from 10 a.m. to 1 p.m. Both the Fire Station and Hildreth House will be open for tours, and here we will have lunch. A fire truck and an ambulance will be available for people to see and to learn how our emergency personnel work for this community. We will make it a community event

and include all of our emergency departments. The COA van will be on the road to bring people to this event.

HILDRETH HOUSE VAN: The DPW is going to see about putting another handle on the van doorway for ease in getting in and out. We will also look at lowering the back seats, which are high for some shorter riders.

COMING EVENTS:

| | |
|---------------------|--------------------------------------|
| Wednesday, Sept. 18 | Ham & Bean Supper 4-6 p.m. |
| Wednesday, Sept. 18 | All Boards meeting 7 p.m. |
| Wednesday, Sept. 25 | Heritage Museum and Concord Park |
| Thursday, Sept. 26 | Harvard Help volunteers event 4 p.m. |
| Thursday, Oct. 3 | Phase 2 CPIC application due |

Gift card: The board unanimously approved Debbie's request for permission to buy a \$100 gift card for a senior who bakes delicious desserts for Hildreth House meals all year. The money will come from the gift account.

Board members also endorsed Debbie's request to close Hildreth House on Thursday and Friday, Dec. 26 and 27. The staff will make sure seniors have food and necessities for the long holiday weekend. With the board's approval, she will ask Town Administrator Tim Bragan for permission.

Public Comment:

There were no comments from the public.

Phase 2 Hildreth House:

Architect Tom Lam from DiGiorgio Associates Inc (DAI) reviewed the firm's process in developing a schematic plan for Phase 2. He distributed exterior and interior views of the proposed new building, which would sit just east of Hildreth House. In the past two weeks, the Permanent Building Committee has reviewed the plan and suggested a number of possible cost-reduction changes. DAI architects have also produced a list, and the COA's Phase 2 Subcommittee has weighed the merits both lists. As a result of this exercise, DAI's initial cost estimate has been reduced by roughly \$250,000. It now stands at \$4.5 million.

Debbie said the fire chief agrees with the subcommittee's decision to include in the plans a generator large enough to power the whole addition, not just the sprinkler system. That way, the building could serve as an emergency shelter in a power outage.

The group briefly discussed the subcommittee's decision not to include a roof infrastructure upgrade to accommodate solar panels, saving \$53,000. Lucy suggested that the subcommittee or Public Building Committee contact the Energy Advisory Committee for input about solar panels and ways to make the building energy efficient.

An updated capital request application for Phase 2 funding will be distributed to board members before Oct. 1, when the board will hold a special meeting to review and approve the request. The request must be submitted to the Capital Planning and Investment Committee on or before Oct. 3.

Friends of the COA – Heidi Seigrist

Heidi reported that planning is getting underway for this year's First Night celebration. The theme will likely be the Roaring 20s.

Housing Update– Carl Sciple

Carl had nothing to report from the Housing@ Hildreth Committee.

Program Committee – Carol Lee Tonge

Board members agreed that it would be a good idea to repeat the program about getting a Real ID, possibly with a speaker from Triple A.

Another potential program might be a presentation by Lynne Musto-Pesa, our newest board member, who works for the Department of Mental Health.

Board Applicant:

Lynne A. Musto-Pesa, a 20-year resident with extensive experience as a caregiver navigating the challenges of aging, was unanimously endorsed by the COA Board. This endorsement was forwarded to the Select Board for approval at its next meeting.

Special Board Meeting Oct.1 at 4 p.m. to vote on the Phase 2 capital request. Board members will receive a copy of the updated request document to review before the meeting.

The meeting was adjourned at 5:26 p.m.

The next regular meeting of the COA Board of Directors is scheduled for Tuesday, October 15, 2019 at 4 p.m.

Respectfully submitted, Connie Larrabee, recorder
