

Harvard Council on Aging  
Board of Directors Meeting  
Friday, December 20, 2019  
Hildreth House

Present: Beth Williams, Bruce Dolimount, Carl Sciple, Carol Lee Tonge,  
Cathy Walker, COA Director Debbie Thompson, recorder/alternate  
Connie Larrabee, FCOA member Mina Femino  
Absent: Chet Hooper, Fran Maiore, Lynne Musto-Pesa, Guy Oliva

The meeting was convened at 9:00 a.m.

The minutes of the November 19, 2019 board meeting were approved  
as written.

**Treasurer's Report - Bruce Dolimount**

The account balances are as follows:

Revolving Funds	\$ 8,229.73
MART	\$25,103.62
Payroll	\$ 80,055.21
Gift account	\$ 89,864.35 (\$7,000 reserved for kitchen)
Formula grant	(grant not received yet)
New van costs	\$20,514.47

**Director's Report - Debbie Thompson**

The formula grant is done and has been sent to the Executive  
Office of Elder Affairs.

The annual report has also been sent to the Executive Office of  
Elder Affairs.

The Capital Planning and Investment Committee will meet  
January 6 to finish ranking fiscal 2021 capital requests and  
decide on its recommendations. CPIC will present its  
recommendations to the Select Board January 7 and the  
Finance Committee January 8.

On Tuesday, December 24 the Girl Scouts will help pack and deliver full ham dinners to 16-18 seniors who are either homebound or who have no family in the area.

Town Hall closes at 1 p.m. Dec. 24 so the COA staff will go home after the Tuesday meal is cleaned up and the homebound meals are delivered. The COA will be closed Dec. 25-27 for our holiday break.

**COMING EVENTS:**

Sunday, January 5      Trip to Jazz Jam open mic in Westford 2:30 p.m.  
Tuesday, January 7      Nutrition talk by Minuteman 12:45 p.m.  
Tuesday, January 14      Vet Café 9 a.m. Hildreth House  
Tuesday, January 21      COA Board meeting 4 p.m.  
Wednesday, January 22      Lunch at J's Restaurant (Nashoba Winery)

**Public Comment:**

There were no comments from the public.

**Phase 2 Hildreth House - Beth Williams**

Board members discussed the Capital Planning and Investment Committee's preliminary rankings of fiscal 2021 capital projects. Hildreth House Phase 2 was ranked next to last based on CPIC's criteria. Beth said Phase 2's low ranking was based on a number of factors, including that it's new construction, as opposed to a necessary repair, it doesn't add to the longevity of Hildreth House, and the project would serve a relatively low percentage of seniors.

After discussing the COA's options, members agreed it's important to continue explaining the need for the project and to factually respond to questions posed by CPIC, FinCom, and the Select Board, whose members will decide whether the project is included in the Town Meeting warrant. At the same time the board should prepare for an extensive effort to make a compelling case to the voters.

**Friends of the Council on Aging – Cathy Walker**

The FCOA is busy planning for its First Night celebration on New Year's Eve. Invitations have gone out and there's been a good response so far.

**Program Committee – Carol Lee Tonge**

The committee will hold a planning meeting on January 7 at 1 p.m. at Hildreth House. New suggested programs for next year include a wreath-making workshop, a program by an attorney specializing in elder law, and a program to fully explain the COA's Phase 2 proposal and answer questions about it.

**Buildings and Grounds – Bruce Dolimount**

Bruce and Karen will be working on the old Hildreth House sign in the coming months. Carol Lee offered to help.

Cathy pointed out that the sidewalk from the lower parking area needs to be shoveled after a storm.

The meeting was adjourned at 10 a.m.

The next meeting of the COA Board of Directors is scheduled for Tuesday, January 21, 2020 at 4 p.m.

Respectfully submitted, Connie Larrabee, recorder

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