

Harvard Council on Aging  
Board of Directors Meeting  
Tuesday, December 19, 2017

Present: Bruce Dolimount, Hank Fitek, Sue Guswa, Victoria Hayao, Fran Maiore, Carl Sciple, Deb Thomson, Beth Williams  
Absent: Carol Lee Tonge

COA Director Debbie Thompson, recorder/alternate Connie Larrabee, Minuteman Senior Services representative Pam Frederick, Friends of the Council on Aging treasurer Sharon Briggs

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

The minutes of the November 21 board meeting were approved as submitted.

**Treasurer's Report - Bruce Dolimount**

The account balances are as follows:

Revolving Funds \$ 8,420.84

MART 23,352.73

Payroll 71,029.66

Gift account 41,172.28\*

Formula grant ----- Payment expected in January

- Not including \$2,500 check from the Harvard Artisans event

Debbie used money from the gift account this month to buy a storm/screen door for the back door in the living room, and some new card tables and chairs.

**Director's Report**

The outreach department has worked with 40 clients since the beginning of November, including 10 new clients. Charlotte and Maria have made home visits and delivered "blizzard bags"

and buckets of sand to 10 residents. They also offered information on holiday depression, proper nutrition and hydration.

The COA will be delivering a Christmas meal (ham, baked mac & cheese, vegetables and cookies) on Friday, December 22, to homebound seniors and others who are alone for the holiday. The meals are being donated by Patricia Hurter and Walt Lunnsmann, and will be prepared by Roche Bros. grocery.

Reba Maisel and Barbara Cerva presented a donation of \$2,500 to the COA from the proceeds of the November Artisans Show and Sale. This is the third year Reba and Barbara have organized this wonderful 2-day event.

The COA entry for the Annual Town Report is finished and has been submitted ahead of schedule. Victoria edited Debbie's draft down to one page, as requested.

Lisa Rosen will start work as the new administrative assistant/van dispatcher in January. She spent some time working with Cathy and has been trained by MART so is ready to go.

The COA will close at 1 p.m. Friday, December 22, and reopen Tuesday, December 26. The COA will also be closed New Years Day.

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

The FCOA is moving ahead with plans for Harvard's First, First Night, New Years Eve from 8 p.m. to 12:30 a.m. at the Unitarian Church Fellowship Hall. There will be a preview open house from 3 to 4 p.m. when people who don't want to drive late at night can see the decorations and enjoy light refreshments. Beth suggested that people might want to offer to carpool to the party for people who don't drive at night. Sue, Connie, Fran, Beth, Carol Lee, Carl, and possibly Hank and Victoria volunteered to help with the afternoon event. They were asked to come a little before 3 if possible.

Board members were encouraged to get the word out and to attend, if only for a couple of hours.

### **Program Committee – Deb Thomson**

A panel discussion about skilled nursing facilities is scheduled for Monday, January 15 from 7 to 8:30 p.m. at Hildreth House. Three panelists will provide residents and family members with basic knowledge they will need to adequately assess skilled nursing facilities. The panelists are Carol Kapolka of Beaumont Skilled Nursing, Lanette Duggan of Right at Home, and Arlene Germain of Mass Advocates for Nursing Home Reform.

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

Bruce said he had asked DPW Director Tim Kilhart about cleaning up the HH grounds and requested quicker sanding of the driveway and parking lot in slippery weather.

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

The new Minuteman kitchen in Southborough should be operational soon. Debbie reported that the roast beef dinner that day had been exceptionally good.

New Medicare cards are coming out soon and a lot of scams have been reported, asking seniors to provide personal financial information. Board members agreed it would be good to inform Harvard seniors about services provided by the Minuteman ombudsman.

### **Old Business**

Several new board members reported not having received the packet of information generally issued to new members. Debbie will make sure they all get one.

### **Phase 2 Progress**

Both the Board of Selectmen and the Capital Planning and Investment Committee are now supporting the COA request for \$40,000 for architectural services to investigate alternative Phase 2 designs. The article now goes to the Finance Committee, which starts reviewing financial articles in January. The board agreed to form a subcommittee to guide the article through Town Meeting, and to work with the architect if the article passes. The new Phase 2 Hildreth House COA Subcommittee will consist of Carl Sciple (chairman) Beth Williams, Deb Thomson, Hank Fitek, and Victoria Hayao. Connie volunteered to take minutes.

### **New Business**

School Superintendent Linda Dwight invited board members to attend a tea Dec.21 at 10 a.m. to learn about the proposed school project. Beth, Connie, Victoria, and Sharon will attend.

This was Sue Guswa's last board meeting so she was presented with a lovely plant and a card signed by all. Sue's leadership and energetic support for the COA and its programs have been a critical factor in the board's success in recent years.

The board meeting was adjourned at 5 p.m.  
The next meeting of the COA Board of Directors is scheduled for Tuesday, January 16, 2017 at 4 p.m.

Respectfully submitted, Connie Larrabee, recorder

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