

Harvard Council on Aging
Board of Directors Meeting
Tuesday, May 15, 2018

Present: Bruce Dolimount, Hank Fitek, Fran Maiore, Carl Sciple, Deb Thomson, Carol Lee Tonge, Cathy Walker, Beth Williams

COA Director Debbie Thompson, recorder Connie Larrabee, Minuteman representative Pam Frederick, Paul Green

Absent: Victoria Hayao

The meeting was convened at 4:03 p.m. at Hildreth House

The minutes of the April 17, 2018 board meeting were approved as submitted.

Treasurer's Report - Bruce Dolimount

The account balances are as follows:

Revolving Funds \$ 8,455.34

MART 9,571.47

Payroll 22,741.43

Gift account 61,140.29

Formula grant 5,227.16

Kitchen carts 1,052.66 *

- Town meeting last year appropriated \$2,000 for kitchen carts. Having purchased all the large carts we need, Debbie plans to spend as much of the balance as possible on qualified kitchen equipment. Whatever is left at the end of the fiscal year, June 30, will revert back to the general fund.

Director's Report

The outreach department has been putting in extra hours helping a homeless woman find suitable housing. She will go to

a rest home for now, and perhaps permanently, but is on the waiting list for a low-income apartment. Minuteman Senior Services has been extremely helpful with this case, and with the four protective services cases the outreach department is working on.

The outreach workers have also been working hard to get out in the community more. They have had a coffee hour at Bowers Brook, with police officer Daniele Fortunato as the speaker, and are planning a program at Foxglove.

Debbie is still working with Tim Bragan to settle a dispute with MART about invoicing before the end-of-year invoice is due.

Doug Lee is helping Debbie keep track of how much money is left as the fiscal year draws to a close. There will be some Formula Grant money left, so Debbie will request state permission to revise the grant so she can buy a new copy machine. Doug and Adam will help with that.

A crew from the Catholic Heart Work Camp will be at Hildreth House from Monday through Thursday, June 25-28. They will assist seniors with projects at home, and work on Hildreth House projects as well.

A CPR refresher course will be given on May 24th and May 31st from 3 to 5 p.m. The staff will be taking the class and one board member has also signed up.

Hildreth House has ants, and Debbie commended the DPW for its quick response, as well as its work mulching the flower beds and installing air conditioners. Acton Pest Control will come during the weekend to deal with the ants.

Friends of the Council on Aging - Beth Williams

Beth and Carl contacted the FCOA about starting a capital campaign for Phase 2 renovations and expansion. In response, FCOA board Chairwoman Ginger Quarles said the group had voted a year ago not to proceed with a capital campaign until

the project had gained the support of the selectmen, the capital committee, and the Finance Committee. That vote still stands, although the FCOA remains committed to raising funds to support the COA and has agreed to designate a portion of all fundraising to a future building fund. Ginger said if her board wants to revisit the decision she will put it on a future agenda for discussion, but she doesn't think the board has enough members with enough time to run a successful campaign.

COA board members were disappointed by the FCOA response. Beth noted that large corporations at Devens could be approached by simply submitting a request. But if the FCOA is unwilling to start a capital campaign, Cathy suggested that maybe another group - Friends of Hildreth House, perhaps - could be formed to start raising funds for the building project. Board members agreed that running a successful capital campaign is hard work, and that if nobody has the time and the passion to do it, it won't happen.

Housing @ Hildreth - Hank Fitek

The Housing@Hildreth Committee hopes to have a proposal ready for the fall Special Town Meeting. Carl is working to get the required sewer permit. A new appraisal is also required, based on a reduced number of proposed housing units.

Paul Green, who attended the meeting as an observer, said his calculations show there will be very little profit to attract a developer unless the housing is more densely concentrated. Paul will meet with the Planning Board soon to discuss his proposal to include affordable housing in the project. He thinks it's possible to do so without raising the cost of the other units too much.

Bruce mentioned objections he's heard that the proposed housing won't be restricted to Harvard residents. Paul replied

that it would be illegal to restrict the market rate units, but local preference is allowed for affordable units.

Buildings and Grounds – Hank Fitek

Hank said the old patio bricks were made in Still River and could be cleaned up and sold or reused on site.

At Debbie's request, Bruce and Hank will take a look at the old Hildreth House sign and see what needs to be done to rehang it at the end of the driveway.

Bruce will look into the cost of refinishing the old maple floors and report back at a future meeting. Carol Lee said that project might qualify for a new Lions Club initiative to support community projects. She said the COA should decide what it most wants to be done and present a request to the Lions.

Minuteman Senior Services – Pam Frederick

Pam had nothing to report, but Debbie reiterated her praise for Minuteman's help with a number of difficult cases.

Phase 2 Progress – Carl Sciple

Carl will meet with town procurement officer Marie Sobalvarro about starting the process of hiring an architect for the Phase 2 alternative design. Carl hopes LLB Architects can be hired for the job because of their extensive experience with the building.

Carl will schedule a Hildreth House Phase 2 COA subcommittee meeting within a month.

Old Business

Deb T. spoke with Marie Sobalvarro about the possibility of including tax relief information in residents' tax bills. Marie consulted the tax collector, who said no. Information about the Elderly and Disabled Tax Aid fund is already included in the bills.

New Business

Beth, Deb T. and Hank all have terms expiring this year. Beth and Deb agreed to serve another term, but Hank has reached the board's mandatory two-term limit. He will continue as a member of the Housing @Hildreth Committee and might be persuaded to rejoin the board after a year's hiatus.

Board members urged Paul Green to consider joining the COA board. He mentioned that he has fundraising experience.

Annual Planning Meeting

The board set Tuesday, August 21, from 9 a.m. to noon as the date and time for its annual planning meeting and election of new officers. No meeting is planned for July.

The board meeting was adjourned at 5:15 p.m.

The next meeting of the COA Board of Directors is scheduled for Tuesday, June 19, 2018 at 4 p.m.

Respectfully submitted, Connie Larrabee, recorder
