

Harvard Council on Aging  
Board of Directors Annual Planning Meeting  
Tuesday, August 20, 2019  
Hildreth House Porch

Present: Beth Williams, Bruce Dolimount, Cathy Walker, Guy Oliva, Fran  
Maio, COA Director Debbie Thompson, recorder/alternate Connie  
Larrabee, Board candidate Chester Hooper

Absent: Carl Sciple, Carol Lee Tonge, selectmen liaison Lucy Wallace

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

The minutes of the June 18, 2019 meeting were approved as written.

### **Treasurer's Report**

The final FY2019 account balances are as follows:

Revolving Funds	\$ 8,025.13
MART	35,969.28
Payroll	123,384.51
Gift account	89,565.70 (\$7,000 reserved for
kitchen)	
Formula grant	No figures as of yet
Architect Study	\$39,880.00
New Van Operation Costs	\$25,400.70

### **Director's Report**

Over the summer the outreach department has worked with 89  
individuals with 3 having been filed as elders at risk.

Jennifer Schoenberg (program coordinator) is working with Bill  
Berthoud from the Fire Department to put together a Community  
Service Open House that will offer both the Fire Department and  
Hildreth buildings to be open for tours, and up here we will have food.  
The plan would be to have a fire truck and an ambulance 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. This is in the works, but we do have a date of  
Saturday, October 5th. We are very excited about having a big

community event to encourage all town residents to come up and see what we are all about.

#### **VAN DRIVERS:**

This is our van driver schedule for the MART van:

Monday David Burney

Tues & Fri Scott Dinsmore

Wed & Thurs Pam McInnis

Fill in drivers are Peter Tenneson, Julio Valladares and Jeanell Scott.

#### **HILDRETH HOUSE VAN:**

We are busily keeping both vans on the road and as of this writing, we actually had the two vans booked all day and both with wheelchair rides at the same time. Even with the use of both vans, we have had to refer some requests to Harvard Help. We are giving all of the van drivers an opportunity to drive the new van and want to make sure they are all comfortable with it. The lift in the new van is different from the MART van and everyone needs to know how to use it.

#### **COMING EVENTS:**

Wednesday, August 21	Trip – O’Connor’s Restaurant 11:30 am
Thursday, August 22	12:30- 3 massage appointments
Wednesday Sept. 11	Trip – Pickety Place 11am
Wednesday, Sept. 18	Ham & Bean Supper 4pm

#### **Public Comment:**

There were no comments from the public.

#### **Phase 2 Hildreth House:**

Guy presented the plans for Phase 2 Hildreth House, explaining the reasoning behind the decision for Phase 2 to be a separate building and location concerns. He stated that the tentative \$3,030,557 construction cost estimate did not include kitchen equipment and furniture for Phase 2. Tom Lam from DiGiorgio Associates Inc (DAI) will present plans and figures at the September 17, 2019 COA Board meeting.

## **Board Applicants:**

Chester Hooper, a retired attorney, was accepted by the COA Board and this was forwarded on to the Select Board for their approval at the next meeting on August 27th.

## **Goals 2019-2020**

Board members reviewed the goals set at last year's planning meeting and agreed to continue working on some of them.

The board agreed on the following goals for the coming year:

1. Keep Phase 2 moving forward and on schedule and start educating the town as to the need for this building, for approval at the May Town Meeting and election.
2. Increase COA's voice and visibility through education and outreach, including liaisons with town committees, advertising in the Press and social media, and working with the Friends of the Council on Aging and continuing articles in the Press regarding Senior issues. It was decided that the COA will not have a booth at the October Flea Market since we will be participating in the Community Service Open House on October 5<sup>th</sup>.
3. Continue to support Hildreth House staff through ongoing communication and active participation in events.
4. Continue to document unmet needs regarding transportation and space.
5. Cleaning – Establish a thorough cleaning schedule and advocate for funding in the annual town operating budget. Debbie will work with the Board of Health and other town departments towards this goal.

## **Committees and Liaisons**

### **Committees**

Age Friendly  
Housing  
Programs

Phase 2

Beth Williams

Carl Sciple

Carol Lee Tonge, Chet Hooper, Sharon  
Briggs

Guy Oliva

### **Liaisons:**

Selectman	Beth Williams
School Committee/Hildreth to Hildreth	Cathy Walker
Planning Board	Open
FCOA	Carol Lee Tonge
Parks & Rec	Open
Minuteman	Open

### **New Officers**

The board elected the following officers for the upcoming year:

Co-Chairs	Beth Williams & Cathy Walker
Treasurer	Bruce Dolimount
Recorder	Connie Larrabee

The meeting was adjourned at 10:20 a.m.

The next meeting of the COA Board of Directors is scheduled for  
Tuesday, September 17, 2019 at 4 p.m.

Respectfully submitted, Beth Williams, recorder

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