

Harvard Council on Aging
Board of Directors Meeting
Tuesday, November 17, 2020
Via Zoom Conference

Present: Beth Williams, Chet Hooper, Fran Maiore, Lynne Musto-Pesa,
Guy Oliva, Cathy Walker, Nancy Webber, COA Director Debbie
Thompson, recorder/alternate Connie Larrabee
FCOA member Sue Barber
Absent: Carl Sciple, Kim Schwarz

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

The minutes of the October 20, 2020 board meeting were approved as written.

Treasurer's Report

Account balances as of 11/09/2020 – per MUNIS report

COA Salary	\$117,579	(Annual Budget: \$161,432)
COA Expense	9,821	(Annual Budget: 10,547)
MART Salary	27,479	(Annual Budget: 35,108)
MART Expense	774	(Annual Budget 1,000)
Gift account	88,769	(\$7,000 reserved for kitchen)
Formula Grant	(2,177)*	
Revolving Funds	7,460	

* The new grant amount has not been determined yet, but is expected to be level-funded. \$ 2,177 has been spent in anticipation of receiving funds later this year.

Director's Report – Debbie Thompson

Outreach:

The Outreach Department is continuing to follow up with seniors, and worked with 71 people by phone, mail, or home visits.

Most recent calls have been concerns about the pandemic and the upcoming holidays. The COA has made a connection with

Counseling Advocates in Harvard, which will be added to the referral list. They have a grant to cover up to six free sessions for Harvard elders.

Emergency Rental and Mortgage Assistance

Debbie and Director of Community and Economic Development Chris Ryan are putting together the application for the emergency assistance program, which is intended to help residents who need financial help due to the pandemic.

Budget

Cathy and Debbie will work on the COA's fiscal 2022 budget request, to be submitted by Friday, November 20. The deadline is Dec. 1, but Debbie wants to get it done early.

The town has asked departments to submit two versions: a level-funded budget and a budget showing a 5 percent decrease in spending.

COMING EVENTS (On Zoom unless otherwise noted)

- Wed., Nov.18 Free stress reduction yoga 4 p.m.
- Thurs., Nov.19 Panel discussion with Harvard's EMS 6 p.m.
- Wed., Nov. 25 Turkey dinner packing and distribution 11 a.m.
- Nov. 26 & 27 COA closed for Thanksgiving holiday
- Tues., Dec. 8 Vet Café 9 a.m.
- Tues., Dec. 8 Story Slam 1 p.m.
- Thurs., Dec. 10 Cooking with Kim Manning 4:30 p.m.
- Wed., Dec. 16 Grab & Go holiday meal by Chef Paul 1 p.m.
- Wed., Dec 16 Holiday sing-along (pre-recorded) 3 p.m.

Buildings and Grounds

Beth suggested installing tent side-panels on the Hildreth House porch to block wind and rain, thereby expanding seasonal use of the porch for outdoor activities. Carlson's has installed such panels to shelter the porch on its new building. Board members agreed it sounds like a workable idea, so Beth will contact a tent company to see what it would cost. Possible funding sources include the COA gift account, expense account, or even the state Formula Grant. The board will discuss it again at its December meeting.

Phase 2

Suggested alternative sites for a new senior center have continued to surface, including the former Harvard Lanes building on Ayer Road and a large commercial building off Lancaster County Road that once served as classroom space during a school building project.

Guy pointed out again that creating a new senior/community center elsewhere in town, with enough space for COA offices, programs, community activities, and adequate parking is likely to cost much more than \$4.3 M, the most recently estimated cost of Phase 2.

FCOA

Sue Barber said the FCOA hasn't met recently so there was no update. But she suggested the FCOA could be a source of funding for the porch tent flaps if the COA decides to pursue that option.

New Business

The town has advised all board and committee members to set up dedicated gmail accounts to be used only for town business. This would protect personal email accounts from being compromised. Some COA board members have already made the change, but it is not required.

After the meeting was disrupted by a Zoom bomber, the board discussed how to prevent such interruptions again. This was the third time in recent months a COA meeting has been targeted. Debbie will find out what she can legally do to limit participation in a public meeting.

The meeting was adjourned at 4:42 p.m.

The next COA Board meeting is scheduled for Tuesday, December 15 at 4 p.m.

Respectfully submitted, Connie Larrabee, recorder
