

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

Present: Deb Thomson, Hank Fitek, Beth Williams, Victoria Hayao, Bruce Dolimount, Sue Guswa,  
Absent: Carol Lee Tonge, Fran Maiore  
COA Director Debbie Thompson, recorder/alternate Connie Larrabee, Friends of the Council on Aging representative Sharon Briggs, selectmen liaison Lucy Wallace, Minuteman representative Pam Frederick, Carl Sciple (prospective board member)

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

The minutes of the August 3 Planning Meeting meeting were approved as submitted.

**Treasurer's Report**

The FY18 account balances are not up to date yet due to staff changes at Town Hall. The partial numbers are:

Revolving Funds \$ 8,612.47

MART 32,443.78

Payroll -----

Gift account 42,267.62

Formula grant -----

The Farm on Table dinner organizers donated \$500 to the COA, which will be added to the gift account.

**Director's Report**

The outreach department continues to be very busy, working with 32 clients in the past month. Case management with these clients includes follow-up on a bi-weekly, weekly and

sometimes daily basis. There were also more than a dozen home visits that included follow-up and referrals.

The September 17<sup>th</sup> panel discussion on senior life issues went well and the staff is talking about starting an ongoing series focusing on one aspect of preparation for aging and elder care options at each session.

In September, the COA offered presentations on nutrition and hearing loss. One possible future program might deal with handling decisions about end-of-life issues.

The annual report to the Executive Office of Elder Affairs is due; copies of this year's report were distributed.

The annual state Formula Grant distribution has been cut from \$10 per elder to 9.70 per elder, although that number is not final.

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

The FCOA is preparing to send out its annual appeal letter, which will be mailed to all households in November.

The Friends want to participate in any organized tax-relief effort to mitigate the impact of proposed new school construction. Lucy Wallace said the selectmen are expecting a report from Stu Sklar, who has been researching such efforts in other towns.

### **Housing@ Hildreth – Sue Guswa, Lucy Wallace**

Some developers have been looking at the site and bids are due October 4. The selectmen expect to choose a recommended developer before the November 6 Special Town Meeting, when voters will be asked to approve the project. Sue Guswa suggested four talking points in support of the project:

1. It addresses a critical need for many elder residents who want to stay in town
2. The 17 units will provide needed tax revenue

3. The residents are unlikely to have school-age children so will have minimal impact on town services
4. Revenue from sale of the property can help fund Hildreth House improvements.

### **Capital Committee applications**

Board members reviewed two Capital Planning and Investment Committee applications, which are due September 28: \$40,000 for architectural services in FY19 to investigate alternative designs for Phase 2; and \$3 million in FY2021 for Phase 2 construction.

Both applications mentioned a one-story structure and combined dining/multipurpose room as a possible alternative to the current two-story plan. At Lucy's suggestion, the board decided that those references should be deleted, on the grounds that the capital committee might assume the board has already decided to pursue that alternative.

Connie, Victoria, and Debbie will revise the applications and submit them before the deadline; copies will be sent to the board.

### **New Board Member**

Carl Sciple, a long-time resident who moved away and then returned to Harvard this year, attended the meeting as a prospective new board member. After a round of introductions, board members enthusiastically endorsed Carl's appointment to the board. The selectmen are expected to consider his appointment at their next meeting.

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

The fascia boards, gutters and downspouts have been replaced. Bruce said he thinks the downstairs floors should be sanded at some point.

The old bricks from the patio are still stacked up in back. There has been talk about using them between the raised-bed gardens, so the DPW won't have to cut the grass in that narrow space. It was to be a student project but no progress is visible so far.

Debbie will add the attic ceiling to the list of repairs to be addressed by the DPW's building maintenance program.

### **Flea Market Booth**

The FCOA has paid for the COA booth (#105) at the October 7 Flea Market. The table(s) will display newsletters, brochures, and other COA literature, and offer cider, cookies, and a couple of chairs for weary shoppers. Deb Thomson will send an email to all board members and organize the schedule.

### **Culture Change – Deb Thomson**

Deb distributed information about a program to give better quality of life to nursing home residents. She suggested that it would make a good COA informational presentation, and other board members agreed. Deb will do some research to see if any local nursing homes are using the culture change protocols.

### **Volksfest Recap**

The intrepid COA bed-race team captured sixth place (out of 10 teams) at the Lion's Club Volksfest. Congratulations to team members Victoria Hayao, Katie Petrossi, Kathy Walker, Todd Lainhart, and Jackie Walker, and to Beth Williams and Hank Fitek, who provided technical support and overall cheerleadership.

The meeting was adjourned at 5:35 p.m.

The next meeting of the COA Board of Directors is scheduled for Tuesday, October 17, 2017 at 4 p.m.

Respectfully submitted, Connie Larrabee, recorder

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