

Harvard Council on Aging  
Board of Directors Meeting  
September 17, 2012

Present: Pam Frederick, Connie Larrabee, Sharon Briggs, Carlene Phillips, Hank Fitek, Debbie Thompson

Absent: Katie Petrossi, Fran Nickerson

Guests: Lucy Wallace, Anne Marie Rowse, Suzanne Roberts, Bruce Dolimount, Mina Femino

Call to Order: 4 pm

The minutes of the August 17 Board of Directors meeting and annual planning session were approved as submitted.

There was no treasurer's report, but Sharon and Debbie continue to work with Town Hall to ensure that things are charged to the correct accounts.

Directors Report:

The FY2012 annual report has been submitted to the Executive Office of Elder Affairs, showing an overall increase in COA activity. The total number of seniors using COA services was up by 150 this past year, and congregate meals have increased from 992 to 1,079.

Since the MART dispatch operation moved to Hildreth House in June, there's been a marked increase in van use, with a total of 160 rides in August, compared with 144 in June. Debbie has conveyed the COA's thanks to the Finance Committee for supporting the change.

Work on the FY 2013 town budget has begun, and we've been told it will be a "level service" budget, with no new staff requests.

Debbie will attend the MCOA conference on Wednesday and Thursday, October 3rd and 4th. Marna, Maria, and Bill will keep things running at Hildreth House.

Tax Work-off: The board discussed instituting an income eligibility requirement as a way of ensuring that seniors with the most difficulty paying their taxes get as much help as possible. Debbie will bring a proposal to the October board meeting.

Minuteman Senior Services

Anne Marie Rowse, Harvard's liaison to Minuteman Senior Services, in Bedford, reported on the regional organization's activities in Harvard. In FY 2011, town residents used Minuteman services valued at \$139,764, including care management and in-home care (\$110,979), senior meals and Meals on Wheels (18,479), and protective services (2,306). Anne Marie invited any board member to accompany her to Minuteman's monthly meeting October 3, and said she would welcome help in representing the town's interests.

Committee Reports

Hildeth House Improvements: The board discussed several maintenance issues on Hank's list, including 11 cracked window panes and other window repairs throughout the building. As the weather gets colder, we will try to isolate the worst problem areas and look for ways to make the inside temperature more comfortable. Hank will also determine what code requirements might arise if we use the back patio next spring and summer

Board members agreed on the need for better lighting and other improvements to make the parking area safer. We will consult Rich Nota about our options.

Building project schematic plan: Hank will locate the MBC final report in the town library and see if he can find a breakdown of estimated costs.

#### Prospective Board Members

Suzanne Roberts, Bruce Dolimount, and Mina Femino were guests at the meeting, and all expressed some interest in serving on the board. We have seven members at present and have talked about reducing the size of the board from 9 to 7 because of previous difficulties getting a quorum. The board will continue the discussion at the October meeting and come to a decision.

#### Upcoming Events:

- September 20 – Big E trip. full with 22-passenger van
- September 21 – Searching with Google computer class
- October 4 - BSO rehearsal trip
- October 10 – Theater 111performance of “Brigadoon”
- October 16 – Flu clinic
- October 24 – SHINE presentation: open enrollment
- October 31 – Woman’s Club special Halloween luncheon

The next COA board meeting will be Monday, October 15, 2012

Adjourned at 6:10 pm

Respectfully submitted, Connie Larrabee

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