

Harvard Council on Aging
Board of Directors Meeting
Tuesday, October 20, 2015
Minutes

Present: Sue Guswa, Bruce Dolimount, Hank Fitek, Fran Nickerson, Deb Thomson, Pam Frederick, Katie Petrossi, Suzanne Roberts

COA Director Debbie Thompson, recorder Connie Larrabee, BOS liaison Lucy Wallace, FCOA liaison Willie Wickman

Absent: Beth Williams

Guest: Town Hall-Hildreth House Construction Committee Chairman Rick Maiore

Co-Chairwoman Fran Nickerson called the meeting to order at 4 p.m.

The minutes of the September 15, 2015 meeting were approved as submitted.

Treasurer's Report: Bruce explained that three accounts have not yet been posted to the town's accounts, but according to our records, the current balances are:

Revolving Fund \$14,193.42

Gift Account \$12,535.10

Formula Grant \$10,000 (approximately)

Otherwise, expenses are tracking on target

Committee Reports

Program/Housing:

The next housing program will be a Housing Expo on Saturday, November 21 from 2-4 p.m. in the Unitarian Church Fellowship Building. Plans for the expo include presentations by up to twelve agencies and organizations outlining housing options for seniors.

Building project update - Connie Larrabee

The request for proposals for the design development phase went out and responses are due by mid-November. The architect should be selected by early December. Design development is expected to be done by the end of January, after which the project will go out to bid. The current timeline calls for construction to start in May.

There's been no word yet on the delivery date for the replacement windows, but it's expected to be by the end of the month.

Director's Report - Debbie Thompson

New Program Director Pete Dumont joined the staff on October 19. Pete has been a COA van driver and has lots of ideas for programs. He will work 12 hours a week, Mondays, Tuesdays, and Fridays.

The outreach department has sent letters to residents age 90 and above, then to those in their 80s, informing them about COA services. The letters are followed by a

phone call, and have resulted in support for seniors who weren't previously served by the COA.

The MCOA conference offered a variety of useful workshops and was a chance to reconnect with area directors. One interesting workshop, put on by the Department of Public Health, focused on building a healthy community. Others covered topics such as inclusive programming to support seniors with disabilities, senior home safety, and preventing elder abuse.

Flu Clinic – 77 people came in for flu shots at the Oct. 20 clinic.

Coming events:

October 28 - SHINE presentation on open enrollment for Medicare

October 29 – Halloween party hosted by the Woman's Club

November 13 – Computer class on social media

November 19 – Turkey dinner from Bob's Turkey Farm

Historical District Expansion

Rick Maiore outlined the interactions between the Historical Commission and the Town Hall Construction Committee in the past year. In a series of emails, the Historical Commission requested a number of alterations to the Town Hall construction plan, many of which would have added to the cost and did not fall within the commission's jurisdiction. In considering whether to support expansion of the historic district to include Hildreth House, Rick advised the board to weigh the benefits and drawbacks carefully.

After a lengthy discussion, board members agreed that inclusion in the district would bring increased Historical Commission oversight of future development of the Hildreth property, which could present roadblocks to COA goals for both expansion of the house and construction of senior housing on the land.

The board further agreed that any development of the property would require extensive discussion and approval at Town Meeting, so unwanted development seems unlikely. All in all, board members agreed that the COA would welcome the Historical Commission's advice on any future project, but does not support inclusion in the district at this time. The vote was unanimous.

Katie was delegated to write a note informing the Historical Commission of the COA's decision.

New Business

Alternative office space: Sue Guswa and Pam Frederick agreed to investigate alternative sites for COA offices and other activities during construction next year. One possible location for temporary office space is the old library. Willie Wickman, a board member of the Harvard Cultural Collaborative, agreed that the COA would be a priority tenant if the collaborative leases the building.

Other suggested locations included the churches, and possibly the schools, if construction is delayed until summer.

The working group will report back in November.

Communications protocol: Discussion of the proposed communications protocol for board members was put off until the November meeting.

The next Board of Directors meeting is scheduled for Tuesday, November 17, 2015 from 4 to 5:30 p.m. at Hildreth House.

The meeting was adjourned at 6 p.m.

Respectfully submitted, Connie Larrabee, recorder