

Harvard Council on Aging  
Board of Directors Meeting  
Tuesday, June 21, 2016  
Minutes

Present: Deb Thomson, Bruce Dolimount, Hank Fitek, Pam Frederick, Katie Petrossi, Suzanne Roberts, Beth Williams, COA Director Debbie Thompson, recorder Connie Larrabee

Absent: Sue Guswa, Fran Nickerson

Other attendees: Selectmen liaison Lucy Wallace, FCOA representative Bob Eubank, Fred Prifty

Co-Chairwoman Deb Thomson called the meeting to order at 4:00 p.m.

The minutes of the May 19, 2016 board meeting were approved as submitted. There were no minutes from the 6/14/16 pre-Town Meeting session.

**Treasurer's Report – Bruce Dolimount**

The current balances are as follows:

Revolving funds	\$ 9,894.12
Gift account	\$19,473.09
Formula Grant	\$1,102.25

There will be unspent funds in the amount appropriated for the new outreach worker at the end of the fiscal year June 30. Debbie has permission from Finance Director Lorraine Leonard to apply the balance to other payroll accounts to pay staff to work extra hours if necessary.

**Directors Report – Debbie Thompson**

The move to the old library went relatively well. Debbie had the carpets cleaned and will ask the FCOA to pay for it. All staff members worked hard to make the transition as seamless as possible. The DPW was very helpful in cleanup, doing various repair jobs, and installing air conditioners.

Several calls came in about Foxglove residents without water over Memorial Day weekend. The resident manager reported the problem to SK Management's 24-hour emergency line, but got no response until

Tuesday. Debbie notified the DEP, which sent an inspector to meet with the management and resolve the issue.

Catholic Heart Work Camp students helped serve lunch the first day at St. Theresa's and had a good time talking to seniors there. The students are also helping with projects in residents' homes.

Debbie is looking into the possibility of having hot lunches delivered to the old library on Tuesdays, but in the meanwhile, only cold lunches will be served there on Thursdays.

#### Building Project Update - Connie Larrabee

The vetting of the general contractor is complete and the selectmen are expected to approve the contract this week. A pre-construction meeting is scheduled for Tuesday, June 28 at 2 p.m. with the contractor, OPM, and members of the building committee. At that time, we'll know more about the schedule.

Hank has removed the old patio bricks and granite stones and moved them away from the building. He volunteered to remove usable shelving from the pantry as well.

#### Performance Review

Beth will help Deb with Debbie's performance review. Deb asked board members to submit input about Debbie's job performance.

#### New board members:

The board welcomed prospective member Fred Prifty, a lawyer and Meals on Wheels driver who has lived in town for more than 40 years and is a member of the men's coffee group. After a short discussion later in the meeting, the board voted to recommend Fran Maiore and Fred Prifty as new members. They must both submit paperwork to Town Hall prior to their appointments; the application is available online.

#### Minuteman Senior Services – Pam Frederick

Pam reported on her experience as a Minuteman board member. She said it is a very well-run organization despite a continual struggle for enough funding. She encouraged board members to send emails to Senators Ed Markey and Elizabeth Warren in support of full funding for the SHINE insurance advisory program.

#### FCOA Report – Bob Eubank

The FCOA is beginning to organize a serious fundraising effort for Phase 2 of the Hildreth House project. A working group will meet next week to begin creating a case statement. The group will include Bob Eubank, Willie Wickman, Rick Maiore, and Connie Larrabee.

#### Selectmen Liaison Report - Lucy Wallace

The selectmen's recent strategic planning session included several COA-related topics, including consideration of forming a group to study the feasibility of senior housing on the Hildreth property.

Lucy said the COA board will have to decide how aggressively it wants to push to move Phase 2 ahead of the school project in the town's capital plan.

The board discussed the need for a new survey to determine what senior residents want, but all agreed it would take a lot of work. The board's July meeting will be devoted primarily to discussion of the survey: what information the board wants to get and for what purpose.

The next COA board meeting is scheduled for Tuesday, July 19 at 4 p.m. The Annual Planning Meeting will be held Tuesday, August 23 from 9 to noon.

The meeting was adjourned at 5:45 p.m.

Respectfully submitted, Connie Larrabee, recorder

