

Harvard Council on Aging
Board of Directors Meeting
Tuesday, July 26, 2016
Minutes

Present: Deb Thomson, Hank Fitek, Pam Frederick, Katie Petrossi,
Beth Williams, Sue Guswa, recorder Connie Larrabee
Absent: Bruce Dolimount, COA Director Debbie Thompson
Other attendees: Selectmen liaison Lucy Wallace, FCOA representative
Sharon Briggs, Willie Wickman, Victoria Hayao

Chairwoman Deb Thomson called the meeting to order at 4:01 p.m.

The minutes of the June 21, 2016 board meeting were approved as submitted.

Treasurer's Report

The balances as of the end of the fiscal year (June 30) are as follows:

Payroll	\$ 531.88
Special payroll	345.07
Revolving funds	8,612.47
Gift account	19,773.09
Formula Grant	43.97

Directors Report - Debbie Thompson

The outreach department has had a busy month assisting seniors with serious illnesses and also two serious situations involving clients under the age of 60. In addition, the staff is working with the department of child and family services to address issues involving homelessness with very low or no-income clients.

Four Bromfield students - Ross Hayao, Matthew Chacko, Abbey Pacl, and Jessica Cohen - will do their 40-hour senior projects with the COA this year. Services include serving lunch, doing yard work, and helping with computer problems. In addition, student Charlotte Durham will be a summer volunteer.

Upcoming events:

- August 12 Trip to Cape Ann
- August 17 Lunch at Olympia restaurant
- August 26 Peabody Essex Museum

August 31 Trip to Roger Williams State Park and zoo

Building Project Update - Connie Larrabee

Demolition work is complete but a delay in getting the building permit has delayed the start of construction, The new estimated completion date is January 7.

The wall sconces upstairs will require new wiring so the sconces have been removed until a decision is made about keeping them.

Because the building does not have sprinklers, the fire code requires steel doors on the lift. Board members agreed with the building committee's choice of door.

Kathy Hewett is planning to remove the peonies in front of Hildreth House so they don't get destroyed during construction. She is also working to get the rose trellis and roses removed for safekeeping.

The building committee is hoping to work out a mutually acceptable solution with the Planning Board regarding the site plan requirement for granite curbing separating the HH and fire station driveways.

Fourteen windows - eight in the attic and six downstairs - are still awaiting replacement and the building committee has agreed the work could be done as part of the building project. Funding for the work is available from the 2014 Community Preservation grant (\$66,600), only a little more than half of which has been spent.

New board members

The board welcomed prospective member Victoria Hayao, a six-year resident of Harvard with a longstanding interest in intergenerational activities. Victoria is particularly interested in getting more Bromfield students involved in helping the COA. The board voted unanimously to recommend Fran Maiore and Victoria Hayao as new members, and to request their appointment at the August 9 selectmen's meeting.

Old Business - Housing and Phase 2

Sue Guswa reminded the board that the selectmen have still not responded to the COA's request for direction and concerted action in regard to senior housing on the Hildreth property, and a firm commitment to Phase 2 of the Hildreth House renovation and expansion plan. The board conveyed its request in a letter to the BOS two months ago.

After a lengthy discussion, the board agreed to request time at the August 9 selectmen's meeting to discuss these two issues.

Lucy Wallace pointed out that an updated cost estimate for Phase 2 will be needed if the COA plans to submit a request to the Capital Planning and Investment Committee to consider the project this year. Lucy said funding for the new estimate could come from the large Rantoul Trust, which is under the selectmen's control. She said Marie Sobalvarro estimated the cost at no more than \$4,000. The board voted unanimously to authorize Lucy to raise the issue with the selectmen.

Board members discussed whether to push for Phase 2 this year but did not make a decision. Sharon Briggs reported that Michelle Catalina of the Planning Board is working on zoning for limited housing on the Hildreth property and hopes to have something to take to a special town meeting this fall. Members agreed that Phase 2 and housing are interwoven issues and that somebody has to take the lead in developing a coherent strategy.

Applications for FY18 capital projects are due in late September.

Senior Survey

Due to the full agenda and limited time this month, the board agreed to table a discussion about doing a new survey until the August 23 planning meeting. As a starting point, Katie Petrossi said the board needs to agree on the purpose of the proposed survey.

FCOA Report – Sharon Briggs

In preparation for a capital campaign, a subcommittee is working on a case statement – a small informational booklet about Hildreth House and the COA's unmet needs that would be given to potential donors. She said a draft will be available by September.

Claudia Jarrett is collecting items for the FCOA booth at the Columbus Day weekend flea market.

The FCOA will do a town-wide mailing again this year; the mailing raised \$7-8,000 last year, plus additional donations for special items, such as kitchen equipment.

The FCOA has approved \$5,000 for the COA director to use for various things, but doesn't think donations to the FCOA should be used to clean rugs and other much-needed maintenance activities. The FCOA board believes the town should take responsibility for adequate cleaning and building maintenance, and that FCOA funding should go for

enhanced programs instead. The COA board agreed with Sharon that pushing for improved maintenance will require sustained political advocacy with the selectmen and the Finance Committee and that the board should be more aggressive in pushing for a maintenance budget.

The next COA board meeting is scheduled for Tuesday, August 23 from 9 a.m. to noon. This is the annual planning meeting and election of new officers.

The meeting was adjourned at 5:30 p.m.

Respectfully submitted, Connie Larrabee, recorder