

FINCOM
Meeting Minutes – January 28, 2015

Members Present: Alice, Don, Steve, John
Not Present: Rudy, Heidi, Alan, Laura, Bruce
Others: Tim, Debbie Thompson
Location: Town Hall meeting room

Alice opened the meeting at 7:15 PM.

Minutes of the Saturday, January 24 meeting were reviewed and approved unanimously. John was seated as a voting member of the committee to make a quorum.

Public Commentary: None.

Review of Council on Aging Request:

Debbie Thompson, Director of the COA, distributed FY13, FY14, and FY15 through November 21 data on the COA's Utilization and Case Management trends in service units provided and number of people served. It is clear they are experiencing increased demand/need for their services. She also passed out additional detail regarding the time it takes to provide case management/advocacy services.

The current outreach coordinator, Maria Holland, works 19 hours per week/50 weeks per year making \$21.08 per hour at Grade 6, Step 1. Debbie is requesting approval to add a second outreach coordinator at the identical 19 hours per week and pay grade as Maria, requiring an additional \$20,026 funding. Points made during the discussion were:

- COA's workload has increased to the point where Maria does not have enough time to follow up with people who do not require consistent, on-going services or enough time to initiate contact with the town's seniors to let them know about the services available.
- Adding a second 19 hour position is a much less expensive alternative for the town than promoting Maria to full time.
- Debbie is fairly certain she can identify and hire a qualified outreach coordinator who would work 19 hours per week and this pay rate. If the position was only 10 hours or so per week, she is less certain she could find a person interested in this position.
- The need for COA-provided services will likely continue to grow given Harvard's aging population and increased awareness of the services available to senior residents.

The Committee thanked Debbie for providing support for her additional position and answering our questions.

Planning for The Book: Alice shared her ideas for Committee members who would be responsible for developing sections of the Book for Town Meeting. She believes that Heidi has a picture for the cover. Alice suggested the Spotlight article be about our Municipal Buildings—Don agreed to work with another committee member to develop this article. Steve agreed to write the overview of Schools and will do so before leaving for a month long vacation in early-February. The two other section development needs are the State of the Town--Alice wondered if Alan and Rudy would agree to develop, and the Community Comparison Chart which she wondered if Laura and Bruce would agree to develop.

Town Administrator Report: Tim confirmed the questions for Park and Rec. have been sent and he will check their availability to meet with the Committee. Tim had no other updates as the focus has been on blizzard Juno cleanup. Thankfully, not a single home in Harvard lost electricity during the storm.

Finance Director Report: None.

Liaison Reports: None—the School and Master Plan meetings scheduled for Monday were cancelled due to the storm.

Agenda Items for Next Meeting: Lorraine will bring an updated budget recap sheet and Alice will develop a summary of all incremental spending requests. If Park and Rec. is available, we will discuss their answers to our questions as well.

Next Meeting: We will meet at 8:30AM on January 31 in the Town Hall meeting room. The next meeting will be at 7PM on February 4 in the Town Hall meeting room.

The meeting adjourned at 8:03PM.

Respectfully submitted,

John W. Seeley, Secretary