

Harvard Council on Aging  
Board of Directors Meeting  
Tuesday, March 21, 2017

Present: Deb Thomson, Hank Fitek, Beth Williams, Victoria Hayao, Katie Petrossi, Fran Maiore

Absent: Bruce Dolimount, Sue Guswa

COA Director Debbie Thompson, recorder/alternate Connie Larrabee, selectmen liaison Lucy Wallace, Minuteman Senior Services representative Pam Frederick

The meeting was convened at 4:07 p.m. at Hildreth House

The minutes of the February 21, 2017 meeting were approved as submitted.

### **Treasurer's Report**

There was no treasurer's report but Debbie reported that there have been no expenditures in the past month other than payroll. She will have more information when she is able to access the Town Hall's Munis accounting system.

### **Director's Report**

The St. Patrick's Day lunch at St. Theresa's had a great turnout (60-65 people) and the food was delicious, as always. The meal was catered but Lions Club members helped COA staff and board members set up, serve, and clean up afterward.

There was no phone service for a week after the move back to Hildreth House, and no internet for a week after that. The printers are still not connected properly but that glitch is expected to be corrected soon.

The furnace was not working properly either for a few days due to a clogged air filter. Debbie and Pete Dumont found some

spare filters and got the heat up to temperature again. This is something that should go on the routine maintenance list.

The annual volunteer appreciation luncheon will be held April 28 from noon to 2 pm. All COA volunteers will be mailed an invitation.

There has been no further word on the possibility of getting an additional MART van that could be used for both a commuter shuttle and regular COA activities. The Planning Board has asked town planner Bill Scanlan to research the issue.

### **Annual Town Meeting – April 1**

Debbie and Katie will be prepared to answer questions at Town Meeting about Article 15, the COA request for funding to buy rolling carts that can be used for food preparation and serving. The COA asked for \$5,000 but the Finance Committee reduced it to \$2,000, which Debbie says is enough to get what we need now.

The carts will replace the old kitchen table as food preparation space.

### **Housing@Hildreth House Update – Hank Fitek**

Hank showed a preliminary site plan for up to 20 units on the west side of the Hildreth property. The Housing@Hildreth House Committee has requested variations to the plan, and is awaiting the results.

### **Minuteman Senior Services – Pam Frederick**

Pam reported on proposed legislation to increase the pay of government-employed home healthcare workers from \$30,000 to \$45,000 a year.

She will be giving a report on the Harvard COA at the next Minuteman meeting and asked for ways to describe our organization. Among the suggestions were “neighborly” and

“having diverse interests,” which members agreed describes the board as well as Harvard seniors in general. Among the future challenges facing the COA are a growing senior population at Devens, and getting town leaders to recognize that “we’re here and we’re not going away,” board members agreed.

### **Survey Follow-up**

The board briefly discussed possible follow-up actions to keep the survey results in the public eye. Starting with a letter thanking the Press for its recent article about the survey, reminders might include articles in the paper about volunteers, staff members, and various seniors (and others) who benefit from COA programs.

### **Board Vacancies**

Carol Lee Tongue has agreed to serve on the board at least for the remainder of Pam Frederick’s term, which will end June 30. Hank will remind her that she has to file paperwork with the selectmen’s office and be appointed by the selectmen.

Katie Petrossi’s term will also expire in June so board members were urged to think of possible new recruits.

### **Building Maintenance**

Selectman Ken Swanton has invited Connie to meet with him and the new DPW director to discuss the building maintenance needs at Hildreth House. The board agreed that the list should include: regular furnace maintenance, new porch gutters and downspouts, the attic ceiling, and maintenance of the ramp.

The old part of the porch floor can be sanded and painted by Catholic Heart work crews this summer.

Katie suggested hiring an exterminator to get rid of resident rodents but Debbie seemed satisfied with using mousetraps.

The board discussed ways of improving cleanliness in the building. Lucy suggested getting a cost estimate for monthly cleaning by a professional service.

The meeting was adjourned at 5:25 p.m.

The next meeting of the COA Board of Directors is scheduled for Tuesday, April 18, 2017 at 4 p.m.

Respectfully submitted, Connie Larrabee

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