

TOWN OF HOPKINTON  
HUMAN SERVICE ADVISORY COMMITTEE

MINUTES

April 4, 2017 – 3:30 pm

TOWN HALL

Present: Marilyn Bresaw, Karen Dufault, Gordon Crouch, Allita Paine, and Betsy Wilder

Absent: Judy Delisle and Luciele Gaskill

Betsy filled in as meeting facilitator in the absence of Judy. The committee approved the March 7, 2017 Minutes.

Old Business

- **Got Lunch** – the Got Lunch committee met April 3. 7 students signed up for weekend backpacks. \$25 gift certificates will be given to each family (9 families) once a month for up to ten families for the next three months. There is \$2,700 in the bank account which will cover the gift cards. Judy McPhail will coordinate lunches for April vacation. She has volunteers to cover the summer, and they will do it like they have always done it.
- **Food Pantry Appreciation Dinner** – May 2 at 6 pm at the Senior Center. Our committee members will arrive at 4:30pm to set up and to hold a short meeting beforehand. 35 volunteers were invited, so 40 people may be present. Flyer invitations went in the mail April 4.

Menu:

Cheese and crackers – Gordon

Ham – Marilyn

Scalloped potatoes – Marilyn

Broccoli salad – Allita, Karen, and Betsy

Coleslaw – Betsy and Karen

Punch – Lucy

Dessert – Judy

- **Fall Forum on Aging in Place.** We are scheduling this for Saturday, Oct. 21, from 2-4pm, at the Senior Center. Marilyn wants to invite Jane Bradstreet to come and talk about probate and living wills. She would also like to invite the VNA to talk about home care. The format will be a presentation as people are seated. Marilyn thinks that inviting one or two more organizations to present would be helpful.
- **Committee Secretary** – Gordon is replacing Betsy, beginning April 4.
- **Committee Coordinator** – Allita and Karen have agreed to share this position, beginning April 4.
- **Charge to Our Committee** – We reviewed the “Charge to the Human Services Advisory Committee” that was created by the Select Board, and it prompted the following conversations:
  - **What Community Needs Can Senior Center Meet?** – Marilyn asked if we know of needs in the community that the Senior Center can meet. It was felt that a lot of needs can be met for those who attend the Senior Lunches. People look for one another and check in on each other, so that a variety of needs and even safety concerns can be met if people attend. Thus, there was an expressed desire to try to get more people to attend. It was thought that an intentional effort should be given to try to correct preconceived ideas that some people hold about what Senior Lunches are all about (i.e. charity, only for those who are in need or very old). It was also thought that more attention can be given to personal invitations and to welcoming and being friendly. Maybe “Bring a Friend Wednesday”? It was agreed that this is something that falls under our committee.
  - **More Financial Need Families** – Marilyn reported that Meg Bamford, Student Services Director for the Hopkinton School District, said that more families are coming into town who are in financial need. Marilyn told Meg to send people her way. In addition, we talked about bringing together some of the counselors in town to see if they might be willing to offer counseling at a reduced or pro bono rate for struggling families who also have financial need.
  - **Concern about National and State Funding Cuts** - Concern was expressed about the possibility of funding getting cut for many social service agencies. This will likely mean that our committee’s responsibilities will need to increase.

- Rewriting the Charge – There appeared to be a lot of repetition in the wording of our charge. In addition, the directive “to assess youth and family service needs within the Town on a continuing basis” doesn’t seem to fit in this committee’s purview. Karen and Allita will work on rewriting the charge, and they will bring it before our committee at the June meeting. The hope is to eventually bring it before the Select Board.
- Human Services Calendar – Marilyn brought with her some notes about the annual responsibilities of the Town Human Services Department. She gave Gordon a copy to type up and include with these minutes for discussion at future meetings. The purpose of the calendar is so that all committee members are aware of everything that needs to be done at various times every year.

#### New Business

- Meeting Schedule – There was discussion about whether we need as many meetings. In addition to meeting before the May 2 dinner, we agreed to meet in June to discuss the forum, but we will not meet in July and August. We will meet again in September and October, and we will decide at the October meeting whether we need to meet in November. We were informed that the agenda and minutes need to be turned into Town Hall (Robin Buchanan) after they have been corrected at the next meeting.

Next meeting May 2<sup>nd</sup> at 4:30 PM before Appreciation Dinner

Meeting adjourned at 4:30 PM

Submitted by:

Gordon Crouch  
Committee Secretary  
April 7, 2017

## **HUMAN SERVICES CALENDAR OF RESPONSIBILITIES**

### **January**

- Year-end accountings
- Town Report
- Thank You's
- Fuel Assistance
- Open Enrollment Medicare
- Intern

### **February**

- Tax deferrals and exemptions
- Got Lunch – February vacation

### **March**

- Town Meeting
- Easter Food Program

### **April**

- Senior Center staff appreciation
- Food Pantry staff appreciation
- Woman's Club scholarship meeting
- Got Lunch – April vacation

### **May**

- DP-8 forms
- Camp scholarships: appointments, review, fundraiser
- Appreciation dinners, if not in April

### **June**

- Scholarships

### **July**

### **August**

- Back-to-school backpack program

## September

- Back-to-school backpack program
- Medicare training
- Various trainings, fuel assistance, electric, etc
- Start budget process

## October

- Budget to Selectmen
- (something) Cap (?) Reg re Christmas
- (something) EverSource
- Senior Center/Halloween Party
- Medicare open enrollment/ Med D
- Got Projects?
- Start Operation Christmas

## November

- Operation Christmas
- Medicare
- Fuel Assistance
- Cap (?) Reg
- Thanksgiving (program with churches, etc)
- Potato Project

## December

- Operation Christmas
- Fuel Assistance
- Breakfast/Santa
- Senior Center/centerpieces

## Monthly Meetings and Obligations of Human Services Director

NHLWAA, Senior Advisory Committee, Hopkinton Family Support Team, Hopkinton Cares/Got Lunch, Food Pantry (weekly)