

Town of Boxborough  
Well-Being Committee  
Meeting Minutes, January 29, 2014

Meeting called to order at 9:35am.

**Attendees:**

Susie Allen, **Member at Large**  
Laura Arsenault, **Boxborough COA**  
Warren O'Brien, **Boxborough Police**  
Randolph White, **Boxborough Fire**  
Selina Shaw, **Town Administrator**  
Jim Gorman, **Selectman**  
Al Murphy, **Housing Board**  
Pamela Follet, **Board of Health**  
Liz Markiewicz, **Chair**  
Starr Miyata, **Boxborough Department Assistant**

**Handouts:**

-Meeting Agenda  
-Contact log from other towns' social services providers  
-E-mail from Corrina Roman

1. Approval of Minutes from December 18, 2013 meeting **Approved as corrected**
2. Review and approve draft language for warrant article as place holder
  - Language will be drafted by Selina Shaw and Jim Garmon, but before the warrant is drafted, consensus is needed for the social worker employment model
  - Four possible models:
    - coordinate with Acton to work with Laura Ducharme
    - part-time, on-site social worker with "x" number of hours
    - on call/appointment based, up to "x" number of hours
    - combination model that includes set on-site hours with "x" number of hours available for appointments
  - Jim Gorman suggested using \$25,000 as budget placeholder for the warrant
  - Members agree that the programs of other towns (Acton, community services director in Concord) should be used as models for determining desired qualifications of social worker
  - The questions of providing direct services vs. someone who can act as liaison to other resources/funding was raised
3. Possible grant opportunities for funding a town social worker
  - Susie Allen has been in contact with multiple people regarding funding (see attached) will follow up with Doug Meagher
4. Budget information for Elliot and First Connection
  - 92% of funding for Elliot comes from billed fees

- Funding for First Connections comes 60% from the state, and 30% from United Way
5. Possible Subcommittees
- Research/Data Collection Subcommittees to complete case studies and numerical info.
  - Housing Board currently doesn't provide assistance to the low-income target demographic of WBC, but Al Murphy invites WBC members to attend Housing meeting, and is open to collaboration
6. New business
- Regarding Elliot House, members unanimously agreed to not pursue Elliot House this year

**Tentative date for next meeting, February 19<sup>th</sup> 2014, 9:00am**

**Meeting adjourned at 10:45am**

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**Elizabeth Markiewicz, Chair**

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**Date**

## Boxborough Well-Being Committee

January 29, 2014

Called Social Service Dept at Emerson Hospital and spoke with Anne

- no grants for town social worker position available through Emerson Hospital
- referred me to Town of Concord Social Worker (Community Services Coordinator)

Spoke with Rev. Tim Knapp from ABS Clergy group

- asked about his experience with process of hiring Laura Ducharme
- 2 years of talking about it at Town Meeting before hiring Laura
- she was part-time first year
- recommended that I contact Rev. Bob Moore, formerly of St. Matthew's UMC
- Bob 'made this happen; galvanized clergy'

Emailed with Bob Moore

- asked him about potential grant funding for town social worker
- he referred me to Corrina Roman (on town committee [?] in Acton)

Email correspondence with Corrina Roman

- see attached

Talked with <sup>A</sup>Eileen Buford, Concord-Carlisle Community Services Coordinator

- position is fully-funded by CC Community Chest
- for first 7 years, was 20 hours/week (no benefits)
- Community Chest declared need to town, which provides office space and supervision
- Eileen in position since 2010
- position is now 30 hours/week on a temporary basis, pending town meeting approval for full-time status as of 7/1/14
- compiles data of services provided
- Concord and Carlisle each have Council on Aging Coordinator
- Eileen provides very limited direct service
- position is mostly referral and advocacy
- Concord population (2013) is 15,954

Talked with Concord Deputy Town Manager, Doug Meagher

- Eileen is 3<sup>rd</sup> person in this position
- she is responsible for intake and referral – not seniors and not vets as they are cared for by Council on Aging and Veterans Services
- Community Chest provides funding; town provides office and supervision
- at next Town Meeting, they will be introducing a request for some tax support for the position to bring it up to full-time status
- at part-time, she is only able to ‘put out fires’
- at full-time, they are hoping she can engage in more outreach and help to increase awareness of need and services
- Doug urged us to actively publicize the need and the potential position
- wonders about a few generous donors to help fund initially
- determine per hour pay (ask Laura Ducharme?) and factor how many weeks of service could be provided by specific financial gift . . . \$5K
- important to report back successes

As I sit here right at this moment, I am not aware of grants available. I will reach out over the next few days and see if I can come up with any leads. The ABUW funds the social worker who works with the Acton Housing Authority, but I know their funding is stretched pretty thin.

Has your committee reached out to Laura Ducharme at all?

In terms of advice - well the more outreach you can do in your community the better. We had a very aggressive outreach program to town officials, schools, police, fire and clergy. Bob Moore's stirring speech brought everyone at our Town Meeting to YES - not one dissenting vote. We did also have copious amounts of data to support our case that this was needed. Really in the end though - Bob's speech was amazing. We booked time well ahead of Town Meeting with our Board of Selectmen, Finance Committee etc. Also, I believe our Council on Aging social worker helped lobby as she would be getting calls from non seniors needed assistance.

Corrina Roman (referred to her by Bob Moore)

1/21/14