



Town of Arlington
Office of the Town Manager

Adam W. Chapdelaine
Town Manager

730 Massachusetts Avenue
Arlington MA 02476-4908
Phone (781) 316-3010
Fax (781) 316-3019
E-mail: achapdelaine@town.arlington.ma.us

MEMORANDUM

DATE: October 2, 2018

TO: Board Members

SUBJECT: Appointment to the Elderly and Disabled Tax Aid Relief Fund Committee

This memo is to request the Board's approval of my appointment of Lillian Hartman, Arlington, MA, to the Elderly and Disabled Tax Aid Relief Fund Committee, with a term expiration of 6/30/2021.


Town Manager

June 24, 2018

Adam Chapdelaine
Town Manager
Arlington Town Hall
achapdelaine@town.arlington.ma.us

Dear Adam,

I am writing to request appointment to the Tax Aid Relief Fund Committee. I am interested in serving my neighbors and supporting people who are having a hard time keeping up with the cost of property taxes. From experience I know rising taxes can make seniors feel pushed out. Helping them stay at home with property tax relief honors their long-time contributions to the community, keeps neighborhoods more diverse, and sets Arlington apart as a caring town.

This will be an opportunity for me to continue planning and outreach to help seniors and people with disabilities. My attached resume outlines my work experience including most recently, serving as assistant director at the Belmont Council on Aging. I would be curious to learn how the property tax relief fund works in conjunction with other services that people need to make staying at home viable. I'd like to be sure that professionals already working with seniors or people with disabilities in town are aware of the relief fund to further assist them.

I've been an Arlington resident for over 3 years, but haven't become knowledgeable about or attached to it. As I take a hiatus from municipal work elsewhere, I hope to become more present here. I plan to remain in touch with the Envision Arlington standing committee but have opted to keep that connection informal. This more focused opportunity seems like a better match with my specific skills and interests, and requires a time commitment that I can certainly make.

Thank you very much for your consideration.

Lil Hartman

LILLIAN HARTMAN

Arlington, MA 02476

EDUCATION

MAXWELL SCHOOL, Syracuse University, Master of Public Administration
Public Administration with Certificate of Advanced Study in Conflict Resolution.

July 2009

CORNELL UNIVERSITY, Bachelor of Science
Policy Analysis and Management with a Health Concentration.

May 2007

EXPERIENCE

BELMONT COUNCIL ON AGING, Belmont MA

2015 – Present

Assistant Director. Coordinated the schedule and budget for classes offered by 20+ paid and volunteer instructors. Supervised volunteers at the front desk and in the office, as well as part-time employees. Monitored building needs, developed new website, partnered with other departments to offer programs and advertise jointly. Participated on One Book One Belmont Committee, Belmont Committee on Community Education. Promoted from Senior Center Coordinator to Assistant Director in 2017.

NORFOLK COUNTY COMMISSIONERS' OFFICE, Dedham MA

2014 – 2015

RSVP Director. Worked with partner agencies and supervised two staff to place volunteers serving home delivered meals, schools, and veterans in Norfolk County. Launched *RSVP Rides for Vets*, which grew to over 40 volunteers. Reported to a volunteer advisory committee, engaging them in planning and fundraising for the program. Monitored budget and reported outcomes for a federal grant, reaching ambitious 3-year targets in first year. Served as president of the Massachusetts Senior Corps Association, elected by fellow program directors.

NEW YORK CAMPUS COMPACT, Ithaca NY

2012 – 2013

AmeriCorps Program Coordinator. Served as grant manager for AmeriCorps and AmeriCorps VISTA programs at 25 college campuses. Completed grant applications and program reports. Provided training, technical assistance, and compliance monitoring for campuses. Adjusted programs to incorporate funder priorities, best practices in campus-community partnerships, and campus feedback. Supervised VISTA Leader and graduate assistant. Oversaw training conferences, marketing events, and support for AmeriCorps members.

LIFELONG SENIOR CENTER, Ithaca NY

2010 – 2012

RSVP Director. Worked with Lifelong management team, assistant, and twelve-member Advisory Council to lead the 450-member *Retired and Senior Volunteer Program* and *Tax Counseling for the Elderly*. During my tenure, our volunteer roster increased and clients served by the tax program grew by twenty percent. Engaged Advisory Council in planning, fundraising, and hosting an annual luncheon for 200 attendees. Supervised 30 volunteers providing free tax services at multiple sites. Developed applications and reports for federal, state, and local grants.

CORNELL HEALTH, Cornell University

2007 – 2008

Health Promotion Assistant. Administered screening and motivational interviewing-based intervention for college students. Provided a safe environment and nonjudgmental feedback for students to evaluate their own alcohol and drug use and set goals for increased safety. Consulted with a clinical team and campus partners and kept in touch with high-risk students. Represented the Health Promotion team at outreach events and on prevention-focused committees.

VOLUNTEER & INTERN EXPERIENCE

Tax Preparer for Low-Income Families	Ithaca NY and Lowell MA	2009 – Present
Food Pantry Kitchen Crew	Bedford MA	2014 – 2017
Long-Term Care Ombudsman	Ithaca NY	2011 – 2012
Community Coalition for Healthy Youth Volunteer	Ithaca NY	2007 – 2012
Suicide Hotline Counselor	Ithaca NY	2009 – 2010
United Way Outcomes Measurement Volunteer	Ithaca NY	2006 – 2009
MPA Consulting Project, Child Advocacy Center	Syracuse NY	2009
Facilitator/Recorder, City of Syracuse & Head Start	Syracuse NY	2008 – 2009
Teaching Assistant, Graduate Statistics Course	Syracuse University	2008
Youth Mentorship Program Coordinator	Cornell University	2007
Diversity and Faculty Development Office Assistant	Cornell University	2003 – 2007
ABT Associates Health Policy Research Assistant	Cambridge MA	2005

TECHNICAL SKILLS

Current ServSafe
 Current CPR and AED, former First Aid
 Advanced user of Microsoft Word, Excel, PowerPoint, Publisher, web editing, and database applications
 Slow conversational, reading and written French
 Limited spoken and reading Spanish, will refresh skills if needed

PROFESSIONAL REFERENCES

Nava Niv-Vogel, Director, Belmont Council on Aging	617-993-2975	(Current Supervisor)
Frank Hegarty, Director, Norfolk County Administration	781-461-6105	(Former Supervisor)
Wes Chin, Director, Belmont Health Department	617-993-2720	(Current Colleague)
Jillian Penidleton, Program Director, Lifelong	603-818-2143	(Former Colleague)

OFFICE OF THE SELECT BOARD

DANIEL J. DUNN, CHAIR
DIANE M. MAHON, VICE CHAIR
KEVIN F. GREELEY
JOSEPH A. CURRO, JR.
JOHN V. HURD



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

September 25, 2018

Lillian Hartman

Arlington, MA 02476

Re: Appointment: Elderly and Disabled Tax Aid Relief Fund Committee

Dear Ms. Hartman:

As a matter of the standard appointment procedure, the Select Board requests that you attend a meeting of the Select Board at Town Hall, Selectmen's Chambers, 2nd Floor, 730 Massachusetts Avenue, on Wednesday, October 10th at 7:15 p.m.

It is a requirement of the Select Board that you be present at this meeting. Your presence will give the Board an opportunity to meet and discuss matters with you about the area of activity in which you will be involved.

Please contact this office to confirm the date and time with either Fran or Ashley at the above number.

Thank you.

Very truly yours,
SELECT BOARD

Marie A. Krepelka
Marie A. Krepelka
Board Administrator

MAK:fr