



TOWN OF WATERTOWN
Council on Aging
SENIOR CENTER

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Caryl Leslie Fox
Director of Senior Services

Patricia Gold, Chairperson

Minutes of COA Board Meeting - December 11, 2013

Members present: Pat Gold, Mary Keenan, Will Twombly, Mike Donham, Carol Airasian, and Alice Wadden.

Members excused absence: V.V. Martin and Dorothy Brown.

Staff members present: Caryl Fox, Kathleen Wolf, Debbie Dunn, and Laura Gold.

The meeting was called to order at 5:35 pm by Chairperson Pat Gold.

1. The [minutes](#) from the November meeting read by Board members. Mary Keenan made a motion to approve the minutes and Carol Airasian seconded. Passed.

2. Financial Statements:

The November [financial statements](#) were reviewed. Caryl Fox noted that the monetary donations to the Food Pantry were very generous in November. Organizations, businesses, and individuals responded to the call for financial help. The Watertown Commission on Disabilities gave to the Pantry and also funded the new handicapped accessibility for the Senior Center front entrance. The Taxi Grant is being used quickly. A suggestion was made that the Friends of the COA may be able to help.

3. Food Pantry Statistics:

Board members reviewed monthly Food Pantry [attendance numbers](#) for FY '13 and for five months of FY '14. It was noted that the pantry serves the diverse population of Watertown, including families with children, the elderly, and continues to get new people requesting assistance.

4. Snow Closure [Policy](#):

Caryl Fox reviewed the policy for the Senior Center. If Watertown schools are closed

there are no activities at the Center and the shopping bus doesn't run. If schools open late, the morning shopping run is cancelled and programs may be cancelled at the discretion of instructors and staff. There is always a staff person present during regular business hours.

5. Lack of Heat in the Phillips Gym:

The Phillips gym was without heat in November and into early December. With the Holiday Party on December 6, 2013 coming up, Caryl Fox contacted the Town manager about the problem. The School Department was responsive and made both temporary and more lasting repairs to the heating system.

6. State Ethics Commission:

Pat Gold reminded Board members that they need to go on the state website to take an [ethics quiz](#) and get a certificate. The certificate goes to the Town Clerk.

7. The meeting was adjourned at 6:25 pm.

Submitted by Caryl Leslie Fox