

Minutes of COA Board Meeting – October 8, 2014

Members present: Pat Gold, Mary Keenan, Mike Donham, V.V. Martin, Carol Airasian, Dorothy Brown, Burt Greenberg, Alice Wadden, and Linda Moffitt.

Staff members present: Caryl Fox and Debbie Dunn.

The meeting was called to order at 5:30 pm.

1. Members reviewed the [minutes](#) from the previous meeting. Mike Donham made a motion to approve the minutes and Dorothy Brown seconded. Passed.

2. Financial Statements:

Caryl Fox reviewed the [September statements](#) with the Board. The electricity line item has had higher spending due to summer air-conditioning in the Center, and in the gym when we have activities. We had a number of repairs (mostly plumbing), in addition to our usual monthly expenses in the building maintenance line item. The Food Pantry received a seven thousand dollar grant from Project Bread.

3. FY '15 Property Tax Work-off Program:

The property tax work-off program allows qualified individuals (low-income and new to the program get preference) to earn up to a seven hundred and fifty dollar deduction off of their real estate taxes in exchange for eighty-three hours of work for a participating department. Applicant skills must match the needs of the department requesting help. Caryl Fox gave the Town departments forms if they want to participate and the application for seniors is also now available.

4. Fuel Assistance 2015:

The COA helps Watertown seniors who are applying for the fuel assistance for the first time fill out applications. The new case worker will be doing this either in the office or in homes. Caryl Fox also sees people in the office. This program starts November first. There is a lot of documentation required to qualify for this federal and state funded program. We submit the paperwork to an agency in Lowell that makes the eligibility determination.

5. Case Worker Position Update:

Caryl Fox told the Board that Marina Kirsanova will be starting her position as the new case worker on October 27, 2014. Ms. Kirsanova has a degree in psychology and two years of experience as a care manager at Springwell. She is fluent in Armenian and Russian and will be a big asset in reaching out to seniors who speak those languages.

6. Program Coordinator Position Update:

Debbie Dunn has been promoted to the program coordinator position effective October 6, 2014. She brings twenty years of experience at the COA/Senior Center and a working knowledge of the coordinator responsibilities. Ms. Dunn enjoys helping people and will add her own ideas on future programs and activities.

7. Faire in the Square:

Staff and some Board members were at the Senior Center table for the event on Saturday, September 27, 2014. There are always people who come by that are unfamiliar with the Center and they

are able to obtain needed information. Many familiar friends visited with us also. It was a very warm day and the Board discussed the possibility of buying, renting, or borrowing a canopy next year.

8. Assisted Living Facilities:

Chairperson, Pat Gold, brought up the issue of the lack of regulations, federal or state, required for assisted living facilities, including for licensure of these places. The training requirements for staff are minimal, according to Ms. Gold. She has been in contact with state senator, Will Brownsberger, about this situation. These facilities are privately owned and can vary significantly in quality of care.

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

Submitted by Caryl Leslie Fox