



Watertown Council on Aging

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PATRICIA GOLD, *Chairperson*
MARIE MORELLO, *Vice-Chairperson*

CARYL LESLIE FOX
Director of Senior Services

Minutes of C.O.A. Board Meeting – January 13, 2010

Present: Pat Gold, Marie Morello, Betty Finnell, Dottie Fleming, Will Twombly, Mike Donham, and Hagop Sarkissian.

Members Excused Absence: Mary Keenan and Jane Stadolnik.

1. The meeting was called to order at 5:30 by Chairperson Pat Gold.
2. The minutes of the November meeting were reviewed by Board members. (The December meeting was cancelled due to weather.) Mike Donham made a motion to approve and Will Twombly seconded. Passed.
3. Financial Statements:
The financial statements for the month were reviewed. Caryl Fox noted that the building maintenance line item will need funds transferred in because of heating repairs made in the fall. All other line items are on target for the half-way point in the fiscal year. Betty Finnell made a motion to approve and Dottie Fleming seconded. Passed.
4. Correspondence:
 - a. A Martin Luther King Day Unity Breakfast will be held on January 18, 2010.
 - b. There is a new informational flyer about the Senior Center exercise class.
 - c. New fact sheets with updates on any changes for Social Security and Medicare are available.
5. Staff Reports:
Caryl Fox highlighted areas from the three staff reports. Ms. Fox submitted the capital improvement budget for the COA / Senior Center. The Auditor's Department has made some changes in deposit procedures for departments. The shopping bus will be taking seniors from Arsenal Apartments to the supermarket in January while their bus is being repaired. The instructors in the exercise classes will be asking for three dollars per person, per class, rather than two dollars, beginning in January. State Representative Jonathan Hecht spoke at the Center in December and a representative from Social Security updated the seniors on changes. The Holiday party was very successful, with more than one hundred people in attendance.
6. Old Business:
 - a. Springwell Update:
Cuts that were initially made to the FY '10 budget for some programs including dental and podiatry services and adult foster care were restored. Springwell has a new group of volunteers trained to offer several Positive Aging Workshops.
 - b. Senior Center Winter Weather Policy:

Caryl Fox reviewed the weather policy that cancels events at the Center and the shopping bus if Watertown's schools are closed. Classes can also be cancelled at an instructor's request. Staff is here, even if schools are closed.

c. Quarterly Attendance Numbers:

The art, knitting group, and the book club showed increases in attendance. The Marshall Home Fund Taxi program was used more frequently during this quarter. A few groups were quieter during the holidays and are returning to previous levels.

7. New Business:

a. Snow Shoveling Clearinghouse:

Watertown senior and individuals with disabilities can call us to get the names and phone numbers of snow shovellers. We have also put out a request for new people who may want to be on our list. Cost is negotiated directly between senior and shoveller.

b. COA By-Laws Revisions:

Board member, Will Twombly, discussed a process for reviewing the COA Board mission statement and Board and staff roles and responsibilities. A subcommittee was formed by Chairperson, Pat Gold. Members of the committee are Pat Gold, Will Twombly, Mike Donham, and Caryl Fox.

c. FY '11 Budget:

All departments have to submit a level service and a five percent reduction budget. Caryl Fox is in the process of putting the information together, which is due on January 21, 2010. Board member, Mike Donham, raised the issue of increasing the hours of the Food Pantry coordinator. Ms. Fox said she would talk with the Town Manager at the department's budget meeting at the end of January.

d. State Ethics Regulations:

The Commonwealth of Massachusetts has a new ethics regulation that affects Town employees and Board members. Copies of this new law were sent to Board members. A required test is currently only on the computer, but the state is looking into an alternate procedure.

8. The meeting was adjourned at 6:55 p.m.

Submitted by Caryl Leslie Fox