



Watertown Council on Aging

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PATRICIA GOLD, *Chairperson*

CARYL LESLIE FOX
Director of Senior Services

Minutes of C.O.A. Board Meeting – September 7, 2010

Members present: Pat Gold, Jane Stadolnik, Mary Keenan, Betty Finnell, Dottie Fleming, Will Twombly, Hagop Sarkissian, and Mike Donham.

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

The meeting was called to order at 5:10 pm by Chairperson Pat Gold.

1. The minutes of the last meeting were read by Board members. Mike Donham made a motion to approve and Dottie Fleming seconded. Passed.
2. Financial Statements:
Board members reviewed the statements from August. Caryl Fox noted the high cost of air-conditioning and its effect on the electricity line item. Statements from July and June were also available in the Board's material.
3. Old Business:
 - a. Food Pantry Update:
Caryl Fox reviewed the process of recruiting a new Food Pantry Coordinator. Deb Kaup gave her notice in early July to resign her position on September 17, 2010. Caryl Fox noted that Deb Kaup has done an excellent job during her fifteen years as coordinator. Ms. Fox met with Personnel Director, Gayle Shattuck, in July and August to go over the job description and to strategize on wide-spread distribution of the vacancy information. The position was posted and applications and resumes were submitted to the Personnel Department where they were viewed by Gayle Shattuck and Caryl Fox. Twenty-one candidates were interviewed on three different dates in August. A final candidate was selected and is in the process of being screened. It is expected that the new person will be available to start on September 20, 2010.
Ms. Fox mentioned that the Food Pantry cannot get food from the Boston Food Bank because it does not have a "Friends" group and 501 (c) status. Will Twombly and Mike Donham will look into whether the Pantry could use the COA's 501 (c) Friends group.
 - b. Parking Sticker Update:
Caryl Fox reported that senior parking stickers will be available on three afternoons in September at the Senior Center and as needed after those dates. The program, which begins October 1, 2010, allows Watertown residents, sixty-five and older to park free at the two hour meters of the three municipal lots. The cost will be two dollars for one year and three dollars for two years. Applicants must show their driver's license and car registration. The Police Department, Traffic Commission, and Town Manager have been very supportive of this initiative.
4. New Business:
 - a. COA Guidelines:

Board Chair, Pat Gold, reviewed the guidelines for COA Boards from the Commonwealth of Massachusetts Executive Office of Elder Affairs. The new open meeting law was also discussed. Written material on both issues was in each Board member's packet.

b. Faire in the Square:

The annual Town event will be held on Saturday, September 25, 2010. There will be a COA table with information about Senior Center services and programs, material on other agencies, and information on the Food Pantry. Staff and Board members will be at the table to answer questions.

c. Defibrillator for Senior Center:

Pat Gold announced that the Town will place an emergency defibrillator at the Senior Center as well as in Town Hall and the Public Library.

The meeting was adjourned at 7:00 p.m.

Submitted by Caryl Leslie Fox