



WATERTOWN COMMISSION ON AGING REGULAR MEETING MINUTES

**WATERTOWN TOWN HALL
LOWER-LEVEL CONFERENCE ROOM
61 ECHO LAKE ROAD, WATERTOWN, CT
THURSDAY, FEBRUARY 15, 2024 - 6:30 P.M.**

I. Call Meeting to order
Chair Melanie Flaherty called the meeting to order at 6:35 p.m.

II. Roll Call

PRESENT: Melanie Flaherty, Chair
Heather Chace
Debra Desena
Karen Hosking
Alan Mickel
Carol Stepanek
Vacancy

ABSENT: Sally Kuslis
Krista Palomba

OTHERS PRESENT: Michael Ganem, Director of Parks, Recreation, Senior and Social Services

Michael Ganem introduced himself to the commission and thanked the commission for their service.

- III. Correspondence
A. Resignation letter from Loretta Lambert.

- IV. Public Participation – none.

- V. Approval of Minutes:
A. November 16, 2023 – Regular Meeting

Motion: Al Mickel seconded by Carol Stepanek to approve the Regular Meeting of November 16, 2023.

Motion approved

- B. December 21, 2023 – Cancellation Notice
C. January 18, 2024 – Cancellation Notice

- VI. Reports:
A. Chairman – none.

- B. Parks & Recreation Director
Michael Ganem reported:
- Outlined goals and initiatives

Al Mickel suggested that he would like and believes that the Town Hall will also benefit by the posting of staff pictures so that “names can be matched to faces”.

- C. Senior Center Coordinator/Municipal Services
Melanie Flaherty read the report into the record.

Motion: Al Mickel seconded by Debra Desena to add to agenda under item Old Business B. Additional reports derived from participation at the Senior Center and C. Updated “Senior Bus Policy”

Motion approved

Motion: Al Mickel seconded by Carol Stepanek to add under New Business A Job Description of Municipal Agent.

Motion Approved.

VII. Old Business

- a. Senior/Community/Center Update
- b. Additional Reports derived from Senior Center – this will be added to the agenda for the next meeting under Old Business.
- c. Updated Senior Bus Policy – this will be added to the agenda for the next meeting under Old Business. Mr. Mickel also asked if the grant has been applied for with a new bus.

VIII. New Business

- a. Job description of Municipal Agent – Melanie reminded the commission that the municipal agent is by state statute and that the statute is a “de facto” job description

Heather Chace would like to learn more about the meal’s programs.

Discussion about a social worker, a letter was previously drafted with the intent that it be sent to the Town Council.

IX. Adjournment.

Motion: Al Mickel seconded by Heather Chace to adjourn the Regular Meeting at 7:10 p.m.

Motion approved

Respectfully submitted,

Melanie Flaherty, Chair
Watertown Commission on Aging

Approved: _____
Susan King, Clerk