



Watertown Commission on Aging

Regular Meeting Agenda

DATE: Thursday, February 19, 2026
TIME: 6:30 PM
LOCATION: Watertown Town Hall, lower-level conference room
61 Echo Lake Road, Watertown, CT

This meeting will be an In-Person meeting and will also be available via Zoom in Listen Only Mode.
A Link will be posted on the day of the meeting.
Please see www.watertownct.org under the Calendar of Meeting.

- I. **Call Meeting to Order**
- II. **Roll Call**
- III. **Election of Officers**
- IV. **Public Participation**
- V. **Correspondence**
- VI. **Approval of Minutes**
 - A. January 15, 2026, Regular Meeting
- VII. **Reports**
 - A. Chairman
 - B. Parks & Recreation Director
 - C. Senior Services Coordinator/Municipal Agent
- VIII. **Old Business**
- IX. **New Business**
- X. **Adjournment**

Commissioners, please contact the Watertown Parks & Recreation Department Monday through Friday by 4:30 PM at 860-945-5246 if you are unable to attend. Thank you.

AGENDA

Date: 2-19-26

Number: VI



WATERTOWN COMMISSION ON AGING REGULAR MEETING MINUTES

WATERTOWN TOWN HALL
FIRST FLOOR CONFERENCE ROOM
61 ECHO LAKE ROAD, WATERTOWN, CT

Thursday, January 15, 2026

I. The meeting was called to order at 6:30 PM by Melanie Flaherty, Chair

II. Roll Call

PRESENT:

Melanie Flaherty, Chair
Cynthia Blanchard, Vice Chair
Sally Kuslis
Alan Mickel
Karen Hosking
Debra Desena
Vacancy
Vacancy
Vacancy

ABSENT: None

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

III. Election of Officers

The Chair made a motion to table the Election of Officers until next month. Second by Cynthia Blanchard.

The motion passed unanimously.

IV. Public Participation

None.

V. Correspondence

- A. Revised invitation from the WCAAA for the COA members to attend a webinar on January 16, 2026, from 3 to 4:30. All Commission on Aging members across the state are invite to attend and share ideas.

VI. Approval of Minutes:

- A. December 18, 2025, Regular Meeting

Motion by Alan Mickel, seconded by Sally Kuslis, to approve the minutes of December 18, 2025

The motion passed unanimously.

VII. Reports

- A. Chairman – no report

- B. Parks & Recreation Director

Michael Ganem reported:

- The Pre-Procurement session for the next senior bus will be held at the CT DOT next week. Unlike previous grant cycles, the formula for reimbursing the state for any monies received from a trade-in is not 100%
- Budget highlights were presented to the COA. This budget will be presented to the Town Council on March 2, 2026, at 7 pm

- C. Senior Center Coordinator/Municipal Services

Laura Garay

- Provided a written report

VIII. Old Business

None.

IX. New Business

The importance of receiving vaccinations, among our vulnerable citizens, is suggested by the medical community.

X. Adjournment -

Motion: Alan Mickel seconded by Karen Hosking to adjourn the Regular Meeting at 7:15 P.M.

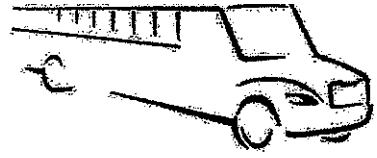
The motion passed unanimously.

Respectfully submitted,

Melanie Flaherty, Chair
Watertown Commission on Aging

Approved: _____
Susan King, Clerk

Legacy of Trust



Sales Agreement

Customer:
Town of Watertown
61 Echo Lake Road
Watertown, CT 06795

AGENDA

February 17, 2026

Date: 2-19-24
Number: VII B

Contact and Phone Number	Purchase Order #	Terms:
Michael Ganem / 860-945-5346		N-30

Qty	Description	Unit Price	Total
1	Startrans Bus per proposal Schedule RFP#05-2021 / 2026	\$142,921.00	\$142,921.00

Subtotal	\$142,921.00
Down Payment	\$0.00
Sales Tax	\$0.00
Due upon Delivery	\$142,921.00

To process this order, we will need:

- * A signed confirmation of the "Proposal Schedule".
- * A purchase order if applicable.
- * A copy of your non profit and/or tax exempt certificate.
- * A signed confirmation of the applicable floorplan and graphics scheme.

Note: Please acknowledge that chassis promotional programs were calculated into your proposal that may require endorsement. Matthews Bus Alliance, Inc. does not guarantee or express that the proposed vehicle is suitable for a particular transportation application. The appropriate use of this vehicle in reference to a particular transportation application is at the sole discretion of the buyer. The delivery of the vehicle/s is subject to adjustment as mandated by the factory backlog of this product. Matthews Bus Alliance, Inc. shall be held harmless and in no way responsible for delivery delay's beyond our control including "acts of god". Delivery is anticipated within 365 days of receipt of the completed order.

Title to: >>>>> Confirm []
Town of Watertown
61 Echo Lake Road
Watertown, CT 06795

X _____ X _____
Printed Name of Signatory Title of Signatory


X _____ X _____
Authorized Signature Date

Thank You for Your Business.....

Direct Correspondence and Remit to:
Matthews Bus Alliance, Inc. 4802 West Colonial Drive in Orlando, FL 32808

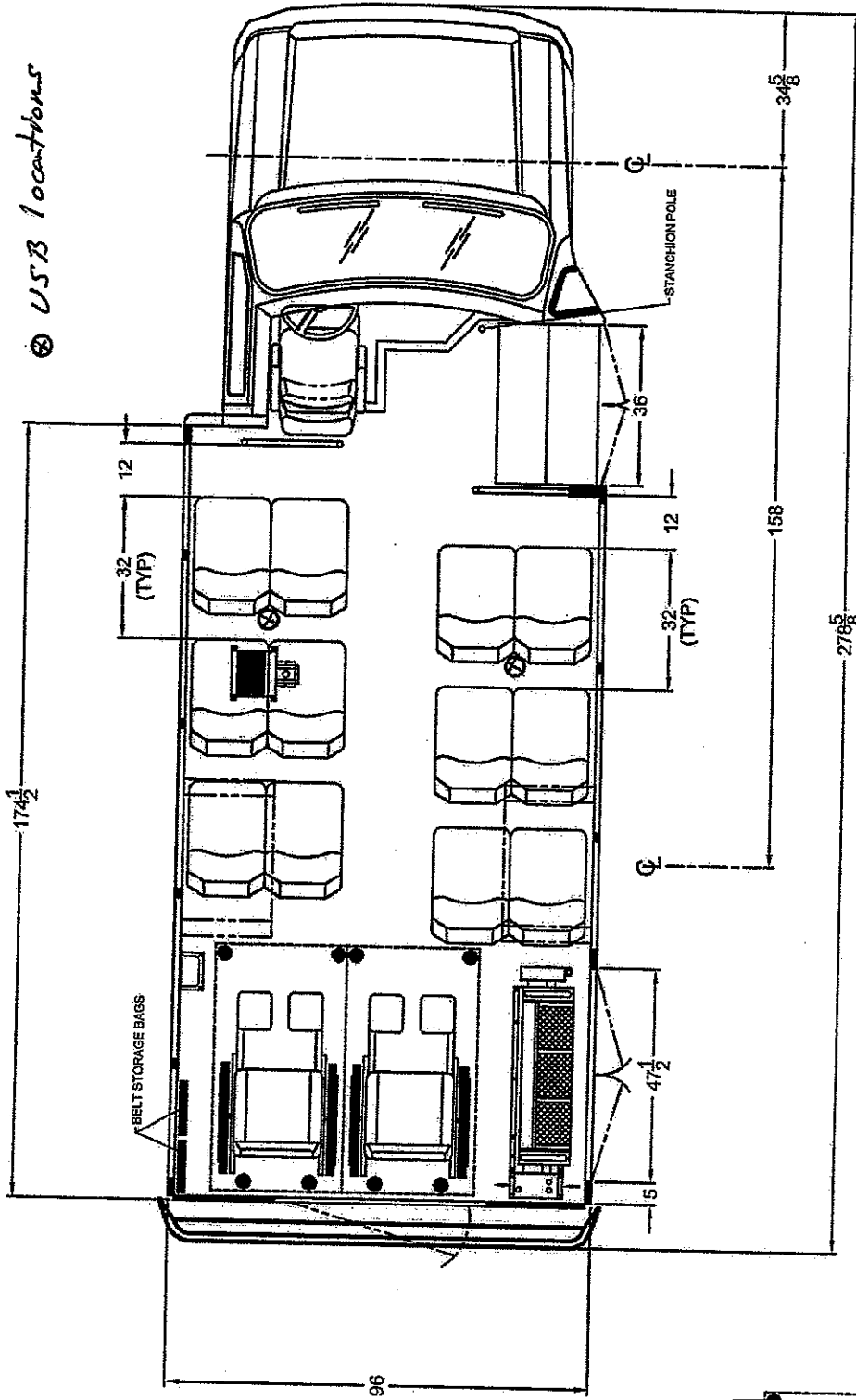
Matthews Buses Commercial
GNHTD / RFP #05-2021 / PROPOSAL SCHEDULE / 2026

CONFIGURATION A THROUGH G / BUSES

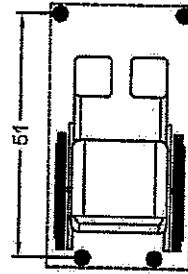
AGENCY NAME: Town of Watertown
ADDRESS: 61 Echo Lake Road
ADDRESS: Watertown, CT 06795
CONTACT: Michael Ganem / 860-945-5346
SIGNATURE: 

QTY	OPTION	DESCRIPTION	PRICE	EXT. PRICE
1	CONF. F	FORD E SERIES / 16 SEATS WITH 2 WHEELCHAIR POSITIONS	\$111,102	\$111,102
1		PRE-COLLISION ASSIST WITH AUTOMATIC EMERGENCY BRAKING (AEB)	\$340	\$340
1	12	RUNNING BOARD STEP - DRIVER SIDE - ALUMINUM (APPROX. 12" WIDE)	\$420	\$420
1		CHROME GRILLE AND BUMPER IN LIEU OF BLACK PAINTED STEEL	\$225	\$225
1		UPGRADE AC SYSTEM FROM 70K BTU (FG-STD) TO 74K BTU CAPACITY	\$798	\$798
1		UPGRADE AC SYSTEM TO INCORPORATE A ROOFTOP CONDENSER	\$1,550	\$1,550
1		HEATER - ADD A 35K BTU HEATER	\$480	\$480
1		UPGRADE WINDOWS TO 36" HIGH TINTED TRANSIT T-SLIDE STYLE (30" STD)	\$410	\$410
2		UPGRADE / RETRACTABLE WHEELCHAIR SECUREMENTS WITH "SLIDE-N-CLICK" ATTACHMENT (PER LOCATION)	\$375	\$750
1	16	UPGRADE DRIVER'S SEAT / HIGH BACK RECLINER WITH ARMREST	\$838	\$838
-4		ADD / DELETE PASSENGER SEATS (PER PASSENGER)	\$192	-\$768
12		UPGRADE PASSENGER SEATS TO INDIVIDUALLY CONTOURED LOW BACK DESIGN (PER PASSENGER / BENCH STYLE IS STD.)	\$80	\$960
12	17	UPGRADE PASSENGER SEAT BELTS TO UNDER SEAT MOUNTED RETRACTABLE TYPE (PER POSITION)	\$96	\$1,152
6		SEAT GRAB HANDLE - PADDED (EACH / AISLE POSITIONS)	\$66	\$396
1	21	STORAGE AREA OVER WINDSHIELD WITH LATCHING COVER / APPROXIMATELY 30" WIDE X 12" HIGH X 15" DEEP	\$280	\$280
1		FABRIC HEADLINER / VANDAL RESISTANT OLEFIN FIBER / ABSORBS NOISE	\$480	\$480
2		DUAL USB CHARGE PORTS (PER LOCATION)	\$90	\$180
1	23	CAMERA SYSTEM WITH COLOR MONITOR / DRIVER VIEW TO REAR OF BUS / MONITOR INTEGRATED INTO REARVIEW MIRROR	\$620	\$620
1		COLLISION AVOIDANCE LANE MONITORING CAMERA SYSTEM INTEGRATED INTO THE BACKUP CAMERA SYSTEM	\$813	\$813
1		RIGHT SIDE ANGLED ENTRY ASSIST GRABRAIL	\$140	\$140
1		ADDITIONAL VERTICAL GRABRAIL AT ENTRANCE STEPWELL	\$188	\$188
1		RADIO - AM/FM WITH BLUETOOTH AND 4 SPEAKERS	\$380	\$380
1		EXTERIOR STRIPE PACKAGE / CHOICE OF 4 SCHEMES / ONE COLOR VINYL	\$438	\$438
1		EXTERIOR LETTERING PER AGENCY SPECIFICATIONS	\$560	\$560
1		ALUMINIZED STEEL FLOOR SUB STRUCTURE / CORROSION RESISTANT	\$520	\$520
1		UPGRADE TO STAINLESS STEEL STEPWELL AND COMPOSITE SKIN	\$3,672	\$3,672
1		LIGHT REAR OF ENTRY DOOR - FLUSH MOUNT	\$60	\$60
1		UPGRADE TO LED (LIGHT EMITTING DIODE) INTERIOR LIGHTS	\$285	\$285
1		UPGRADE TO LED (LIGHT EMITTING DIODE) DRIVERS LIGHT	\$85	\$85
1		UPGRADE TO LED TURN SIGNALS - SIDE MOUNT (MID BODY)	\$160	\$160
1	24	ADDITIONAL HIGH MOUNTED REAR TURN SIGNAL LIGHTS	\$360	\$360
1		FLEX TECH MULTIPLEX ELECTRICAL SYSTEM WITH SAFETY SUITE	\$410	\$410
*			TOTAL	\$128,284
*		PRODUCER PRICE INDEX INCREASE PER CONTRACT / 2026		11.41%
*			TOTAL	\$142,921

⊗ USB locations



NOTE: SHOWN WITH MID HI FREEDMAN SEATS
 SENATOR II E-350-12,500 GVWR
 THIS FLOOR PLAN IS FOR ILLUSTRATION PURPOSES ONLY.
 A WEIGHT ANALYSIS HAS NOT YET BEEN PERFORMED.
 FINAL APPROVAL WITH A WEIGHT ANALYSIS IS REQUIRED UPON RECEIPT OF A
 COMPLETED ORDER WITH ALL OPTIONS SHOWN.
 OPTIONAL EQUIPMENT MAY BE SHOWN.
 THE SALES ORDER PLACED DICTATES ACTUAL OPTION CONTENT.



Waterfawn

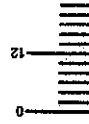
BEAVER APPROVAL

APPROVED

CUSTOMER SIGNATURE

THIS DRAWING AND THE INFORMATION THEREON ARE THE EXCLUSIVE PROPERTY OF STARTRANS BUS, A DIVISION OF FOREST RIVER. IT SHALL NOT BE COPIED OR DUPLICATED IN ANY MANNER, NOR SHALL IT BE SUBMITTED TO OUTSIDE PARTIES FOR EVALUATION WITHOUT OUR WRITTEN CONSENT. IT IS LOANED FOR USE WITH REFERENCE TO WORK UNDER CONTRACT WITH, OR PROPOSALS SUBMITTED TO STARTRANS BUS, A DIVISION OF FOREST RIVER.

SCALE
 IN INCHES



TOLERANCE UNLESS OTHERWISE SPECIFIED	WOOD	OTHER	DATE	TITLE
	± 1/8"	± 1/16"	08/07/17	12.2 WC 158" WG 163 BDY 20' SENATOR II
	± 1"	± 1/2"	NAME - JPC	DWG. No.
			EDN No.	12.2 WC 158 163-39 U

STARTRANS a division of Forest River
 DATE: 08/07/17 TITLE: 12.2 WC 158" WG 163 BDY 20' SENATOR II
 NAME: JPC
 DWG. No. 12.2 WC 158 163-39 U

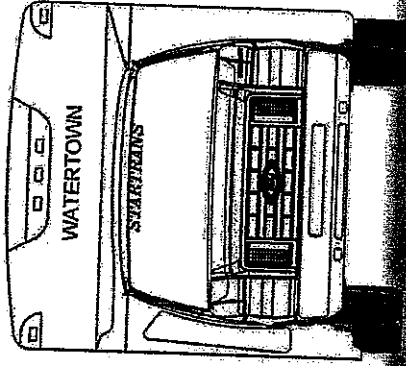
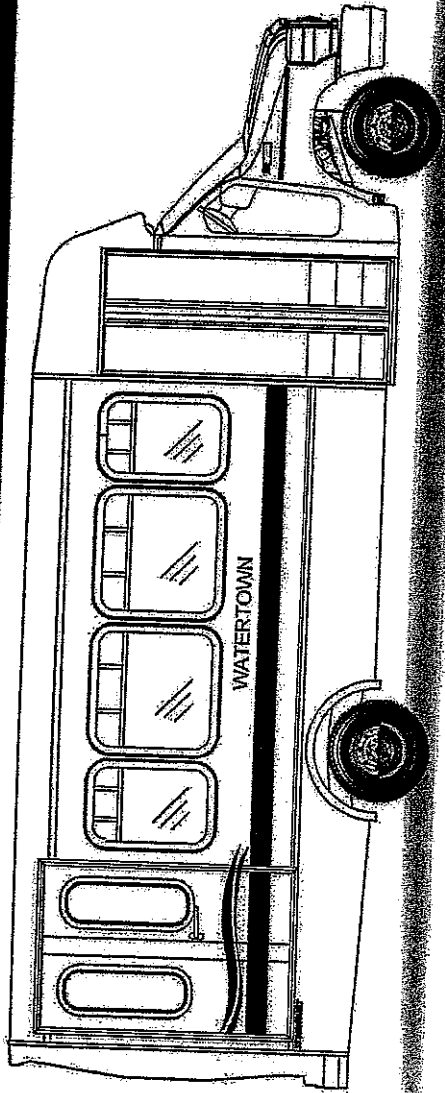
DESCRIPTION OF CHANGE

BY

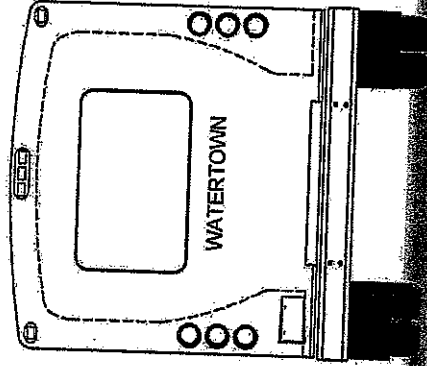
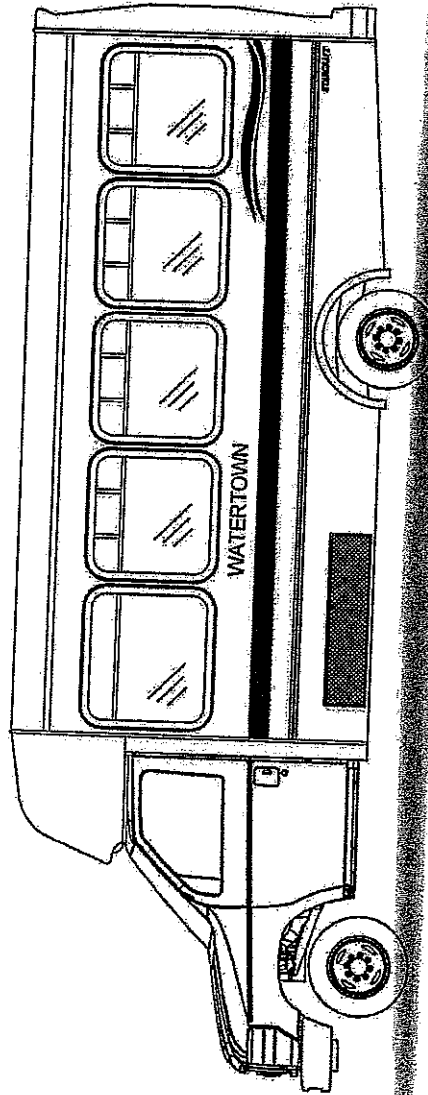
CHK

DATE

EDN No.



lettering on rear 3" below window



STRIPE #1

Agency Confirmation

no window blackout

Stripe Color Dark Blue

Lettering color Black

Bus Specification / Data Sheet

Date:	<u>2/17/2026</u>
Customer:	<u>Watertown</u>

Exterior Stripe Color: Dark Blue Sapphire Blue Red Green

Passenger Seat Color: 624 Blue Vinyl

Driver Seat Color: OEM Gray

Flooring Color: Black Step Nosing Color: White

Clarifications:

- Free Standing or Retractable Passenger Seat belts.
- Driver electrical panel (SII only) in windshield header or dash mounted .
- Rear emergency door or oversize 30" x 48" rear egress window .
- Rear emergency door to include an upper window or upper & lower windows .
- Two way radio pre-wire: conduit routed to roof or vacant power taps .
- Auxiliary battery to be located in skirt mounted box or Ford OEM mounted .
- Egress window marker lights (red lights over egress windows) yes or no .
- Q'Straint QRT Deluxe Retractors or QRT 360 Oversize Retractors .
- Chassis GVWR: 11,000 11,500 12,500 14,500 .
- Rear Bumper / Transit Style Steel Channel or Multi Piece Rubber Bumper .
- "Service bus registration" (DMV inspection) Comb. or "bus plates" .

Requested Delivery _____

X
Customer acknowledgment

X
Date

AGENDA

Date: 2-19-2026

Number: VII C

Senior Center: Reporting for January 1 – 31, 2026

- (4) New FASC Members came on board between January 1- 31, 2026
- (17) Seniors attended a **Guided Sound Meditation** at FASC on Friday, January 9.
- (15) Seniors attended a **Presentation on How to Lower your Electric Bill** at the FASC on Tuesday, January 13.
- (8) Seniors attended the **Reflexology Session (25 Minutes)** on Tuesday, January 13, which is private pay.
- (70) Seniors attended a **Lithuanian Cultural Luncheon** at FASC on Friday, January 23.
- (6) Members of the **FASC Wii Bowling Team** competed in **League Play** on Wednesday, January 28 against Rocky Hill.
- The FASC Book Club continues to meet on the fourth Tuesday of the month. The Book Club discussed **Art of the Chicken** written by Jacques Pepin on Tuesday, January 27.
- (77) Energy Assistance Applications have been completed to date.
- Social Service referrals have increased each week.

Planned Activities for February 2026

- **Bus Trip to Kaynor Café on 2-2**
- **Zumba sponsored by Oak St Health on 2-3**
- **Meet Your Representatives on 2-3**
- **Super Bowl Chili Cook-Off on 2-6**
- **Presentation by J&J Best Home Care on 2-10**
- **Valentine's Brunch on 2-13**
- **Blood Pressure Clinic on 2-17**
- **Wii Bowling Match Travel vs Bristol on 2-18**
- **Movie and Popcorn (Fiddler on the Roof) on 2-20**
- **Bus Trip to Kaynor Café on 2-23**
- **Book Club on 2-24**
- **Souper Lunch on 2-27**