



Town of Harwich **COUNCIL ON AGING**



Board of Directors Meeting Minutes

Wednesday, December 17, 2025

Harwich Community Center
100 Oak Street, Harwich, MA 02645
Harwich Channel Studio

Meeting Attendance:

Present: Linda Roderick, Angie Chilaka, John Bathelt, Rochard Waystack, Lauren Swift, Julie Witas

Absent: Sheila House, Carol Thayer, Jenny Andersen

Guests: Bob Hamilton

1. **Call to Order:** Richard Waystack called the meeting to order at 10:01am.
2. **Approval of last meeting minutes:** Motion to approve minutes made by John Bathelt. Seconded by Angie Chilaka. Unanimous vote to approve.
3. **Public Comment:** None
4. **COA Director (Julie Witas) Report:**
 - A. Santa for Seniors – Approx 250 seniors will be getting a gift this year. Increased from last year. We are in good shape for volunteers to deliver the gifts.
 - B. Cranberry Breads – going to approx. 40 people this year.
 - C. Holiday Luncheon – the first one was last Wednesday, and the second one is today. A group from the high school will come by to sing carols and to play a bingo game after the lunch.
 - D. Fuel Assistance – No delay in approving applications this year. The average amount each person gets seems to have decreased this year. If anyone has trouble with resources, to please call the COA to figure out a way to help. The Friends donations for SNAP was also just approved to be used for heating assistance as well. We usually submit 50/60 applications a year.
 - E. We ordered space heaters for loan, if someone loses heat for any reason. Call the COA for more info. Richard thinks we should have anyone who borrows one to sign a waiver, releasing the COA of any liability. Other thoughts were: would covering a hotel stay be helpful? Should we get a list of hotels together that would help?
 - F. New Years Program – Murder Mystery Program held on 12/30 from 1pm to 3pm.
 - G. January program to highlight – Movement Arts Showcase, held on 1/13 from 1:30 to 3pm.
 - H. Some programs in January and February will have a fee. But if this prevents you from attending, please contact the COA for help.

I. Non-essential town buildings will be closed from 12/24 at 12pm through end of day 12/26. As well as 12/31 at 12pm through end of day 1/2.

J. Volunteer Needs – we are good for now but can always use more medical drivers.

5. **Old Business:** Needs Assessment discussed.

6. **New Business:** Needs Assessment recommendations discussed. They were ranked by the board members according to the most important. Outreach and Information sharing was at the top of the list. Key findings and recommendations were reviewed and discussed among the board members, along with possible ways the COA can help. Discussion on this topic will continue to next month.

7. **Chair/Member Comments:** None

8. **Adjournment:** John Bathelt made the motion to adjourn. Seconded by Linda Roderick. Meeting ended at 11:10am.

The next meeting is scheduled for Wednesday, **January 21, 2026** at 10am.