

MINUTES  
REGULAR MEETING  
COMMISSION ON AGING  
LISBON SENIOR CENTER  
MONDAY, FEBRUARY 4, 2013  
7:00 P.M.

1. Call to Order

The regular meeting of the Commission on Aging was called to order by Leonora Szruba, Chairman, at 7:00 p.m.

MEMBERS PRESENT: Cava Castagnaro, Dorothy Coggins, Joseph Doran, Judith Jencks, Carol Sadowski, Leonora Szruba

MEMBERS ABSENT: Edwin Brown, Mary Grant, Fidelis Kershaw,

OTHERS PRESENT: Chris Arpin, Elizabeth Joyal, Student Ambassadors

2. Reading of Previous Minutes

A motion was made by J. Jencks, seconded by C. Sadowski, to approve the previous with a clarification under New Business, a. that the funds for the lunches will come from the Senior Citizen's Service line item.

VOTE: UNANIMOUS MOTION CARRIED

3. Correspondence - None

4. Bills and action thereon - None

5. Senior Coordinator's Report - Attached

Mrs. Jencks distributed and reviewed her written report dated February 4, 2013. A motion was made by J. Doran, seconded by C. Castagnaro, to add "d. Sound System" under New Business.

VOTE: UNANIMOUS MOTION CARRIED

6. Old Business

a. Heating System

Mrs. Jencks reported that there is heat.

b. Special Revenue Account

Mrs. Jencks advised that Vicki Lawhead, Senior Van Driver, was unable to use the Center's Walmart card due to the account being past due.

c. Van Line Item Transfer

It was noted that the line item transfer for the Senior Van line item was approved by the Board of Finance.

7. New Business

a. Review Purchase Order Authorization

Mrs. Szruba led a discussion regarding a purchase order that was signed, the purchase made and assignment of a senior center line item for the item by someone other than the person authorized to do so, contrary to the town's Purchase Order Policy.

b. Serve Safe

Mrs. Jencks reported that she and Glenda White, Nutrition Site Server, have both been

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certified for Food Services Class 4 after attending Serve Safe classes. She also reported that the Center received 100% on the recent Uncas Health District inspection.

c. Municipal Staff Identification

Mrs. Jencks led a discussion regarding senior center staff wearing identification similar to that worn by the teachers at the school.

A motion was made by C. Castagnaro, seconded by J. Doran, to get identification name tags for the staff.

VOTE: UNANIMOUS MOTION CARRIED

d. Sound System

After discussing approximate costs associated with new sound systems, a motion was made by J. Doran, seconded by C. Sadowski, to purchase a new sound system.

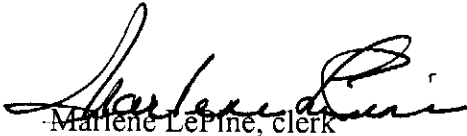
VOTE: UNANIMOUS MOTION CARRIED

8. Any other business which may properly come before the Commission - None

9. Adjournment

A motion was made by J. Doran, seconded by C. Castagnaro, to adjourn at 7:35 p.m.

VOTE: UNANIMOUS MOTION CARRIED

  
Marlene Lepine, clerk

APPROVED: \_\_\_\_\_  
Leonora Szruba, Chairman

RECEIVED FOR RECORD AT LISBON  
CT ON 02/06/2013 AT 11:00am  
ATTEST. LAURIE TIROCCHI, TOWN CLERK  
