

MINUTES
REGULAR MEETING
COMMISSION ON AGING
LISBON SENIOR CENTER
MONDAY, SEPTEMBER 10, 2018
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: Joseph Doran, Donna Gahrman, Mary Grant, Leonora Szruba,
Patricia Walburn, Karen Washington

MEMBERS ABSENT: Fidelis Kershaw, Carol Sadowski, Blanche Todriff

2. Reading of previous minutes

M. Grant moved to approve the previous minutes (7/2/18 Reg., 8/16/18 Can.) as presented.
Patricia Walburn seconded the motion. VOTE: UNANIMOUS MOTION CARRIED

3. Correspondence – None

4. Bills and action thereon

a. Review Financial Reports

The Profit & Lost Budget vs. Actual Statement through 9/10/18 was reviewed as was the Special Revenue – Sandwich Program Balance Sheet through 8/31/18.

b. Ratify/Approve Bills - Attached

J. Doran moved to ratify bills 1 – 31 as submitted and make it part of the public record.
The motion was seconded by Donna Gahrman.

VOTE: UNANIMOUS MOTION CARRIED

J. Doran moved that bills 32 and 33 be paid. M. Grant seconded the motion.

VOTE: UNANIMOUS MOTION CARRIED

5. Senior Coordinator's Report – Attached

Karen Washington, Senior Coordinator submitted and reviewed her report dated 9/10/18.

6. Old Business

a. Painting Project

Mrs. Szruba led a discussion regarding possible funding sources for the project.

b. Town Bus Backup Update

A short discussion was held regarding a suggestion for a back-up bus.

c. New Senior Van Update

A discussion was held regarding the poor condition of the senior van. There was no update regarding a replacement.

d. Rebranding

Ms. Washing led a discussion regarding rebranding (renaming) the center to change people's perceptions of a "senior center".

BILLS FOR APPROVAL/RATIFICATION AT THE SEPTEMBER 10, 2018, COA MEETING:

FOR RATIFICATION:

- 1) W.B. Mason - \$35.97 for 3 jugs water & jug deposits ('17-'18 budget, 70141 Utilities [7/17/18])
- 2) W.B. Mason - \$27.98 for kitchen paper towels (Sand Prog Special Revenue) & \$36.79 for bathroom tissue ('17-'18 budget, 70151 Supplies & Expenses)
- 3) D.B. Building Maintenance - \$390 for June janitorial service ('17-'18 budget, 70142 Maintenance)
- 4) Verizon - \$28.20 for van phone ('17-'18 budget, 70141 Utilities)
- 5) Fox Hollow - \$349.67 for heater hose assy, winterize cooling system ('17-'18 budget, 70143 Van Maintenance [8/1/18])
- 6) Walmart - \$428.25 for food & late charge (Sand Prog Special Revenue) & \$128.00 for sound bar (70130 S/Cit Services)
- 7) dll Financial Services - \$81.87 for property tax (70153 copier expenses) eventually backed out/we don't pay taxes
- 8) dll Financial Services - \$98.18 for lease payment on copier (70153 Copier Expenses)
- 9) W.B. Mason - \$14.29 for kitchen wipes (Sand Prog Special Revenue)
- 10) W.B. Mason - \$19.39 for business card stock (70150 Sr Coord Expenses)
- 11) W.B. Mason - \$14.78 for 2 pkgs cold cups (70130 Sr Cit Services)
- 12) W.B. Mason - \$43.19 for case copy paper (70151 Sr Ctr Supplies & Exp)
- 13) W.B. Mason - \$55.96 for 2 cases kitchen paper towels (Sand Prog Spec Rev) & \$58.78 for 2 cases creamers (70130 Sr Cit Serv)
- 14) W.B. Mason - \$59.95 for 5 jugs water & jug deposits (70141 Utilities) & \$14.78 for cold cups (70130 Sr Cit Services)
- 15) National Council on Aging - \$145 for membership renewal (70150 Sr Coord Supplies & Expenses)
- 16) Eversource - \$589.88 for 3,145 kwh electricity 6/19 thru 7/19 (70141 Utilities)
- 17) CT Asso. Of Sr Ctr Personnel - \$50 for membership renewal (70150 Sr. Coord Supplies & Exp)
- 18) Comcast - \$65.26 for cable (70141 Utilities)
- 19) Frontier - \$45.34 for Sr Ctr telephone (70141 Utilities)
- 20) Jencks Network LLC - \$70 for 2 Provider Showcase registrations (70130 Sr Cit Services)
- 21) D.B. Building Maintenance - \$740 for July janitorial service and strip/wax all tile floors (70142 Sr Ctr Maint [8/13/18])
- 22) W.B. Mason - \$8.39 for 3 clipboards (70151 Sr Ctr Supplies & Exp)
- 23) A&R Appliance Service - \$230.48 to repair dishwasher (Sand Prog Spec Rev [8/15/18])
- 24) dll Financial Solutions - \$103.09 for copier lease payment & late charge (70153 Copier Exp [8/20/18])
- 25) Verizon - \$28.20 for van cell phone (70141 Utilities)
- 26) Comcast - \$65.26 for cable (70141 Utilities [9/5/18])
- 27) Frontier - \$44.56 for Sr Ctr phone service (70141 Utilities)
- 28) Eversource - \$582.91 for 3,099 kwh electricity 7/19 thru 8/20 (70141 Utilities)
- 29) Walmart - \$574.05 for food purchases (Sand Prog Special Revenue)
- 30) Fox Hollow - \$397.47 for brake work (70143 Sr Van Maintenance)
- 31) W.B. Mason - CREDIT MEMO \$39.99 case copy paper (70151 Sr Ctr Supplies & Exp)

FOR APPROVAL:

- 32) D.B. Building Maintenance 0 \$390 for august janitorial service (70142 r Ctr Maintenance)
- 33) The (Norwich) Bulletin - \$94 for 6 month subscription renewal (70130 Sr Cit Services)

Commission on Aging

Monthly report

For the month of:	June	July	August
Center visitors	396/21	424/21	465/23
Van rides	46	46	42
Meals on wheels	63	56	63
Sandwich program	218	158	156
Other meals	26	56	36

In July and August we had the following trips:

- 7/7/18 – Theatre by the Sea for “Momma Mia”
- 7/10/18 – Elizabeth Park
- 7/12/18 – Wrights Chicken Farm
- 7/17/18 – Essex Steam Train & Riverboat
- 8/2/18 – Bushnell Theatre for “The Lion King”
- 8/4/18 – Aqua Turf
- 8/21 18 – Rhode Island Bay Cruise

Our Food Events were:

- 7/11/18 – Make your own Pizza
- 7/18/18 – Luau with The New London Senior Center as guests with

Airborne Trio for entertainment

- 7/31/18 – Ham & Swiss on Croissants
- 8/15/18 – Turkey Grinders
- 8/22/18 – Annual Picnic with Bill Dougal’s caricature drawings

July 2nd we had a Red Cross blood drive.

July 6th Senior Resources came in to give out farmer’s market vouchers

August 8th was our foot clinic

August 10th we had a booth at the Senior Expo held at Griswold Middle School

In September we have the following trips:

- 9/8/18 – Theatre by the Sea for “Chicago”
- 9/19/18 – The Big E

Blowout Bingo is on September 13th and Fall Breakfast is on September 25th.

September 11th we are having an ice cream social with special guest Senator Cathy Osten.

Submitted
September 10, 2018 by
Karen Washington

Lisbon Senior Center Mission Statement

To be a welcoming setting for socialization, activities, trips, classes and maintaining the health, independence and well-being of our town's active agers.

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e. Square Account/Credit Card Update

Mrs. Szruba advised that the Board of Finance is waiting for the COA to develop a policy regarding usage. A discussion followed with members making suggestions.

f. Lounge Window Issue – Still unresolved.

g. Parking Situation

Ms. Washing advised that the Resident Trooper was present on a couple of occasions during students being picked up, which calmed the situation but doesn't resolve the problem.

7. New Business

a. Mission Statement – Attached

J. Doran moved to adopt the proposal for a Town of Lisbon Senior Center Mission Statement. The motion was seconded by Mary Grant.

VOTE: UNANIMOUS MOTION CARRIED

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

9. Adjournment

J. Doran moved to adjourn at 7:50 p.m. K. Washington seconded the motion.

VOTE: UNANIMOUS MOTION CARRIED


Marlene LePine, clerk

APPROVED: _____
Leonora Szruba, Chairman

RECEIVED FOR RECORD AT LISBON
CT ON 9/11/18 AT 9:40am
ATTEST. LAURIE TIROCCHI, TOWN CLERK
