

MINUTES
SPECIAL MEETING
COMMISSION ON AGING
LISBON SENIOR CENTER
WEDNESDAY, DECEMBER 9, 2015
9:30 A.M.

The special meeting of the Commission on Aging was called to order by Lee Szruba, Chairman at 9:40 a.m.

MEMBERS PRESENT: Leonora Szruba, Joseph Doran, Dorothy Coggins, Mary Grant

MEMBERS ABSENT: Karen Washburn, Fidelis Kershaw, Robert Sadowski, Cava Castagnaro,
Donna Gahrman, Daniel Teper

OTHERS PRESENT: Thomas Sparkman, First Selectman

Thomas Sparkman, First Selectman, was seated by Chairman Leonora Szruba to fill the quorum.

1. Reading of Previous Minutes - Motion by J. Doren second by M. Grant to accept the previous minutes as mailed.
VOTE: UNANIMOUS, MOTION CARRIED
2. Correspondence
 - a. Email: From, Elliot Johnson, Student Ambassador re: Animal Embassy video
 - b. Donation: from School Activity Account, \$200.00 towards the cost of the Animal Embassy show.
 - c. Memo: from, Thomas Sparkman, First Selectman re: December 24th, 11 a.m., Christmas Pot Luck at Lisbon Town Hall.
3. Review Financial Reports – deposit of 11/5/15 is questionable and needs to be clarified by bookkeeper.
4. Ratify/Approve Bills: (see attached)
Motion by J. Doren second D. Coggins to ratify bills #1 – #3 and enter them into the public record.
VOTE: UNANIMOUS, MOTION CARRIED
Motion by J. Doren second M. Grant to pay bills #4 - #12.
VOTE: UNANIMOUS, MOTION CARRIED
Motion by J. Diran second M. Grant to approve “Frontier” bill of \$54.54.
VOTE: UNANIMOUS, MOTION CARRIED
5. Senior Coordinator’s Report – Leonora Szruba, Chairman, distributed and reviewed Senior Coordinator Karen Washington’s report dated December 7, 2015 (see attached).
6. Evening Activities – The Senior Center would like to organize an evening activity open to all pre-retirement members of the town, as a means of introducing the Senior Center to possible future members.
7. Social Security Seminar – Update by L. Szruba
8. Advertising Coordinator – Update by L. Szruba

BILLS FOR RATIFICATION/APPROVAL AT DECEMBER 7, 2015, COA MEETING

FOR RATIFICATION:

- 1) D.B. Building Maintenance - \$390 for October janitorial service – approved by LJS 11/5/15 [70142 Sr Ctr Maintenance]
- 2) Crystal Rock - \$62.55 for bottled water and cooler rental – approved by LJS 11/16/15 [70141 Utilities]
- 3) Verizon - \$31.83 for van cell phone – approved by LJS 11/17/15 [Sr Ctr Utilities]

FOR COMMISSION APPROVAL:

- 4) Diversified Telecom - \$99.84 for Sr Ctr phones [70141 – Utilities]
- 5) Comcast - \$81.54 for 11/23-12/22 cable [70141 – Utilities]
- 6) Eversource – \$335.09 for 1,909 kwh electricity 10/19-11/17, 29 days [70141 – Utilities]
- 7) Walmart - \$389.48 for food purchases [Sandwich Program Special Revenue]
- 8) Anthony's Hardware - \$36.99 for 4x6' US flag [70142 – Sr Ctr Maintenance]
- 9) W. B. Mason –
 - a) \$62.92 - #564XL color cartridges, transparent tape [70151 - Sr Ctr Supplies & Expenses]
 - b) \$39.99 - #83A toner [70151 – Sr Ctr Supplies & Expenses]
 - c) \$58.49 – towel, roll, non-perf,wh [70151 – Sr Ctr Supplies & Expenses]
 - d) \$67.99 – towel, enmotion, 800', 6/ct, white [70151 – Sr Ctr Supplies & Expenses]
 - e) \$4.96 – tabletop book stand [70150 – Sr Coord Supplies & Expenses]
\$10.60 -12" portable trimmer [70151 – Sr Ctr Supplies & Expenses]
\$16.99 – multifold paper towels [70151 – Sr Ctr Supplies & Expenses]
- 10) Heidi Astrella - \$40 for card techniques classes [70130 – Sr Cit Services]
- 11) Leonora Szruba – \$23.64 for Mayo Clinic Health Letter electronic subscription [70130 – Sr Cit Services]

12) KAREN WASHINGTON - \$29.90 MILEAGE 11/19/2015
WEBSITE TRAINING IN GROTON

FOR FURTHER INVESTIGATION:

\$54.54 to Frontier Communications for ????? We have not gotten a previous billing from Frontier in my recollection and the charging details are very confusing.

Commission on Aging

Monthly report

For the month of:	September	October	November
Center visitors	364/21	387/21	279/17
Van rides	114	104	110
Meals on wheels	134	109	148
Sandwich program	176	98	102
Other meals	6	65	19

Healthy cooking classes by UConn Health for 4 Mondays. It was very informative – reading labels, etc. and cooking some recipes

November 9th Pot luck with turkey was attended by 19 people

November 17th – Bus ride to Hank's restaurant – 18 total – great meal

November 24th – We had a visit from Animal Embassy along with 20 of Marty Mlyniec's 7th graders from Lisbon Central School. It was a wonderful experience for everyone

We have 54 people going on the Radio City Music Hall trip on Dec. 9th

64 people have signed up for the annual Holiday Luncheon. There will be a blood pressure screening going on from 10-11:30 in the pool room.

Our first Foot Clinic with Dr. Walter is scheduled for December 16th with 9 people signed up. He has taken care of all the Medicare requirements for us to be a "site". Preliminary paperwork has been given to all who have signed up.

The annual craft sale at Lisbon Central School is happening on December 9, 14 & 17

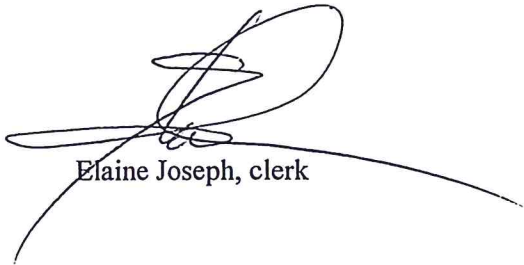
The Senior Centers of Eastern Connecticut: seniorcenterct.org is up and running. I have posted all activities. Working on getting photos of events uploaded

Submitted December 7, 2015 by
Karen Washington

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9. Communication/Answering Machine – An answering machine has been set up for after-hours calls.
10. Handicap Door Openers – Estimates have been requested.
11. Capital Expenditure Request – Upgrade to heating delivery (piping) system.
12. FY2016-17 Budget Preparation – Update by L. Szruba.
13. Shooting Stars Update – Working on transferring the account to a Special Revenue Account.
14. Newsletter Publication Date – Discussion

Motion by J. Doran second D. Coggins to adjourn at 9:57 a.m.



Elaine Joseph, clerk

APPROVED: _____
Leonora Szruba, Chairman

RECEIVED FOR RECORD AT LISBON
CT ON 12/10/15 AT 1:40 pm
ATTEST. LAURIE TIROCOHI, TOWN CLERK
