

MINUTES
REGULAR MEETING
COMMISSION ON AGING
LISBON SENIOR CENTER
MONDAY, FEBRUARY 4, 2019
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: Leonora Szruba, Mary Grant, Patricia Walburn, Karen Washington, Joseph Doran

MEMBERS ABSENT: Donna Gahrman, Blanche Todriff, Carol Sadowski, Fidelis Kershaw

OTHERS PRESENT: Ian Tattersall, LCS Student Ambassador

2. Reading of previous minutes – Motion by J. Doran second by M. Grant to approve previous minutes as mailed. VOTE: UNANIMOUS, MOTION CARRIED

2. Correspondence – Discussion regarding reappointments need to be sworn in before March 4, 2019 meeting. L. Szruba has done so. M. Grant and P. Walburn still need to do so.

4. Bills and action thereon:

- a. Review Financial Reports (Profit & Loss Budget vs. Actual July 1, 2018 through February 1, 2019; Special Revenues Fund as of January 31, 2019) – review and discussion.

- b. Ratify/Approve Bills: Motion by J. Doran second by M. Grant Bills 1-8 be ratified and added to public record. (see attached). VOTE: UNANIMOUS, MOTION CARRIED
Motion by M. Grant second by P. Walburn Bills 9-15 be approved for payment (see attached). VOTE: UNANIMOUS, MOTION CARRIED

For Other Action: one additional bill to Fox Hollow for \$634.78 for replacing radiator (only \$34.12 left in van maintenance line item after paying bill #13 (see attached list)).

Motion by J. Doran second by M. Grant to ask for additional appropriation of van maintenance line item for approval by Board of Selectmen or Board of Finance

VOTE: UNANIMOUS, MOTION CARRIED

5. Senior Coordinator's Report – see attached.

6. Old Business

- a. Town bus – K. Washington gave an update

- b. Senior van and lounge issues – L. Szruba reported she received a letter from Board of Selectmen dated December 10, 2018 regarding possibility of seeking grants from SE Council of Governments or State DOT for senior van and possibility of seeking grant from STEAP funds or use of funds from Town's CNR account for rotted fascia board and window in lounge issue

- c. Credit card payments - NONE

- d. Rebranding – NONE

- e. Reappointments – discussed under correspondence

- f. Purchase Policy – L. Szruba reported letter was sent to M. Zelasky, Chairman of Board of Finance inviting him to sit in on the February 4, 2019 or March 4, 2019 Commission on Aging meeting to go over any questions the Commission has regarding the new Purchase Policy. M. Zelasky's response was that he would be glad to attend the March 4, 2019 meeting

BILLS FOR RATIFICATION/APPROVAL AT THE FEBRUARY 4, 2019 COA MEETING:
FOR RATIFICATION:

- 1) Comcast - \$71.26 for cable service (70141 Sr Ctr Utilities – 1/23/19)
- 2) W.B.Mason - \$18 CREDIT on water jugs (70141 Utilities – 1/23/19)
- 3) D.B. Building Maintenance - \$390 Janitorial Service for December 2018 (Sr Ctr Maintenance – 1/23/19))
- 4) W.B. Mason - \$35.97 for 3 jugs water & jug deposit (70141 Utilities – 1/23/19)
- 5) W.B. Mason – \$33.97 for hand soap & tape (70151 Sr Ctr Supplies & Expenses – 1/23/19)
- 6) Uncas Gas - \$683.08 total = \$682.40 for 1/07/19 delivery of 477.2 gals @ \$1.43 + \$0.68 finance charge (70141 Utilities – 1/23/19)
- 7) dll Financial Solutions - \$103.09 for lease payment on copy machine including \$4.91 late fee (70153 Sr Ctr Copier Expenses – 1/23/19)
- 8) Russell Bruscato - \$600 for painting lounge (70130 Sr Cit Services – 1/23/19)

FOR APPROVAL:

- 9) Staples - \$65.54 for business hours sign & bathroom tissue (70151 Sr Ctr Supplies & Exp)
- 10) Walmart - \$455.28 total = \$450.83 food + \$4.45 late chg (Sand Prog Special Revenue)
- 11) Verizon - \$17.43 for van phone (70141 Utilities)
- 12) Frontier - \$43.50 for Sr Ctr phones (70141 Utilities)
- 13) Fox Hollow - \$54.06 for oil change (70143 Van Maintenance) with NOTE that rear valve cover is beginning to leak and should be repaired soon)
- 14) D.B. Building Maintenance - \$390 for January janitorial service (70142 Sr Ctr Maint)
- 15) Eversource - \$347.21 for 1,943 kwh electricity 12/18/18-1/18/19 (70141 Utilities)

FOR OTHER ACTION:

Fox Hollow - \$643.78 for replacing radiator (only \$345.12 left in van maintenance line item after paying bill #13 listed above)

Commission on Aging

Monthly report

For the month of:	November	December	January
Center visitors	475/18	441/19	503/21
Van rides	52	26	30
Meals on wheels	95	84	176
Sandwich program	131	160	244
Other meals	51	84	16

On January 4th we had over 20 people give blood at our Red Cross Blood Drive.

January 15th was our annual Club Lisbon to celebrate the New Year. We had over 20 people attend who enjoyed entertainment by John Banker.

We had a lunch special of Beef Stew on January 25th that 16 people attended.

In February we have trips to Texas Roadhouse on the 6th, Groton Senior Center on the 11th for lunch and the 22nd for their annual Gnog Show.

We are having our annual Souperbowl on February 13th and make your own pizza on the 26th.

The refrigerator/freezer has been replaced with full-sized refrigerator.

TVCCA replaced their refrigerator.

The painting in the lounge has been completed.

We have 5 new crafters who will be working on items for the annual sale at Lisbon Central School. They are coming up with several projects using the many crafting supplies that have accumulated in our craft room.

We are running an ad on 50,000 placemats at Gus' Pizza. These should last for approximately 6 months.

The van continues to have issues. A new radiator was needed this month.

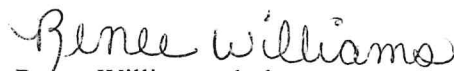
We have started coordinating with Preston Parks & Rec to combine larger trips with some travel agencies.

Submitted
February 4, 2019 by
Karen Washington

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- g. Refrigerator – covered already under Senior Coordinator's Report. Additional note – will be getting one more shelf to put in the refrigerator and no bill received yet for the refrigerator
- 7. New Business –
 - a. Policy for removal - Discussion regarding complaints made at a recent bingo game. K. Washington to check with other towns to see if they have a policy in place for health issues that may be adopted into our Code of Conduct. Would need to run by Town Attorney or check with Uncas Health.
- 8. Any other business which may properly come before the Commission – K. Washington reported that the Town Bookkeeper had questions about budget figures previously submitted to her.
- 9. Adjournment – Motion by J. Doran second by P. Walburn to adjourn at 7:45 p.m.

VOTE: UNANIMOUS, MOTION CARRIED


Renee Williams, clerk

APPROVED: _____
Leonora Szruba, Chairman

RECEIVED FOR RECORD AT LISBON
CT ON 02/07/2019 AT 12:45pm
ATTEST. LAURIE TIROCCHI, TOWN CLERK
