

MINUTES
REGULAR MEETING
COMMISSION ON AGING
LISBON SENIOR CENTER
MONDAY, JULY 1, 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, Joseph Doran,
Donna Gahrman

MEMBERS ABSENT: Blanche Todriff, Carol Sadowski, Fidelis Kershaw

OTHERS PRESENT: Karen Washington

2. Reading of previous minutes – Motion by J. Doran second by P. Walburn to accept previous minutes of June 3, 2019 as mailed. VOTE: UNANIMOUS, MOTION CARRIED

3. Correspondence

- a. Flyer regarding the Farmers Market every Thursday (except July 4th) through September 19th from 3:30-6:30 pm at Lisbon Meadows Park.
- b. Copy of Memo from Mike Zelasky, Chairman of the Board of Finance, regarding the Board of Finance's approval of request for a \$200 Line Item Transfer from Senior Center Utilities (70141) to Senior Center Maintenance (70143).

4. Bills and action thereon

- a. Review Financial Reports- Profit & Loss Budget vs. Actual July 1, 2018 through June 30, 2019 and Special Revenues Fund as of June 30, 2019 – review and discussion.
- b. Ratify/Approve Bills - Motion by D. Gahrman second by M. Grant Bills #1-5 be ratified as written and added to public record (see attached).

VOTE: UNANIMOUS, MOTION CARRIED

Motion by M. Grant second by P. Walburn Bills #6-16 be approved for payment (see attached).

VOTE: UNANIMOUS, MOTION CARRIED

4. Senior Coordinator's Report – see attached. Mrs. Washington reported that a patron slipped last week and it has been documented in the log book.

5. Old Business

- a. Town Bus Backup – L. Szruba reported that she is still in the process of obtaining correct contact person to speak to about coverage of a bus in an emergency.
- b. Window Issues – Reply from Selectmen: Still awaiting a response from Board of Selectmen
- c. Credit Card CCM Model – Awaiting response from Board of Finance.
- d. Driveway Sign – Still ongoing.
- e. Fall Festival Participation – Tag Sale at Senior Center on September 28th
- f. Woodturners – J. Doran reported the Club is very appreciative for the use of the Senior Center for its monthly meetings. Woodturners are on board with the Fall Festival as well.

BILLS FOR RATIFICATION/APPROVAL AT THE 7/1/19 COA MEETING:

FOR RATIFICATION:

- 1) \$435. to Norwich Business Machines for copy machine toner (70151 S/C Supplies & Expenses -6/19)
- 2) \$2.78 to Fox Hollow for bulb (70143 Sr Van Maintenance)
- 3) \$54.06 to Fox Hollow for 12/26/18 oil change (70143 Sr Van Maint)
- 4) \$103.09 to dll Financial Solutions for copy machine lease payt (70153 S/C Copier Expenses)
- 5) \$78 to Concentra for D Gahrman recertification physical (70130 Sr Cit Services)

FOR APPROVAL:

- 6) \$43.97 to Frontier for S/C phone service (70141 Utilities)
- 7) \$17.41 to Verizon for van phone (70141 Utilities)
- 8) \$478.88 to Eversource for 1,827 kwh electricity 5/20-6/19/19 (70141 Utilities)
- 9) \$71.27 to Comcast for cable (70141 Utilities)
- 10) \$54.06 to Fox Hollow for 5/9/18 oil change (70143 Sr Van Maint)
- 11) \$50 to CASCPC for annual membership fee (70150 Sr Coord Supplies & Exp)
- 12) \$551.50 to Walmart for food purchases (Sandwich Program Special Revenue)
- 13) \$320.72 to K. Washington for reimbursement of Webstaurant Store purchases (Sand Prog Spec Rev)
- 14) \$213 to ASP Security Systems for 3rd quarter alarm monitoring (70142 S/C Maintenance)
- 15) \$92.35 to W. B. Mason for:
 - a) \$44.97 for 3 jugs water & jug deposit (70141 Utilities)
 - b) \$18 CREDIT memo for jug deposit refund (70141 Utilities)
 - c) \$31.59 for creamers (70130 Sr Cit Services)
 - d) \$33.79 for kitchen paper towels (Sandwich Program Special Revenue)

16) Staples \$128.56 (70150 senior coord.'s Supplies & Expense)
copy paper
post its
sharpies

Commission on Aging

Monthly report

For the month of:	April	May	June
Center visitors	421/21	482/22	426/20
Van rides	52	60	56
Meals on wheels	235	321	242
Sandwich program	199	211	174
Other meals	55	18	10

In June we had trips to Bali Restaurant on the 12th and to Wright's Chicken Farm on the 27th.

We had a ham grinder lunch special on June 5th and Summer Breakfast was on the 21st.

In July we are having our Luau on the 9th with Airborne Trio for entertainment. We will be having a wings & fries special on the 30th.

On July 2nd we have a trip to Theatre by the Sea and Bistro by the Sea to see the play Singin' in the Rain.

We have a trip to the Rhode Island Bay Cruise with lunch at Gregg's Restaurant.

7/2/19

There is trip sponsored by The Travel Group to the Log Cabin in Holoyke, MA for a Motown Review show.

We held a Red Cross Blood Drive on June 25th.

We've started a Paint Night on the First Friday of each month from 6-8pm beginning August 2nd.

We received our renewed Food Service License good through July 31, 2020.

The floors were stripped and waxed on June 29th.

Submitted
July 1, 2019 by
Karen Washington

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7. New Business –

- a. Per Diem Town Bus Driver – Mrs. Washington reported that First Selectman Thomas Sparkman is to review advertisement wording before job advertisement is placed in local newspaper.
- b. Healthy Living Expo – Discussion regarding participation. Motion by J. Doran second by M. Gant to not participate in Healthy Living Expo this year.

VOTE: UNANIMOUS, MOTION CARRIED

8. Any other business which may properly come before the Commission – NONE.

9. Adjournment – Motion by J. Doran second by P. Walburn to adjourn at 7:40 p.m.

VOTE: UNANIMOUS, MOTION CARRIED

Renee Williams

Renee Williams, clerk

APPROVED: _____
Leonora Szruba, Chairman

RECEIVED FOR RECORD AT LISBON
CT ON 7/2/2019 AT 9:30am
ATTEST. LAURIE TIROCCHI, TOWN CLERK
Laurie Tirocchi