

MINUTES
REGULAR MEETING
COMMISSION ON AGING
LISBON SENIOR CENTER MEETING
MONDAY, MAY 10, 2021
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 7:02 p.m.

MEMBERS PRESENT: Leonora Szruba, Karen Arremony, Joseph Doran, Donna Gahrman,
Patricia Walburn, Karen Washington

MEMBERS ABSENT: Mary Grant, Fidelis Kershaw, Carol Sadowski

2. Reading of previous minutes – Motion by J. Doran second by P. Walburn to approve the previous minutes of the March 1, 2021 regular meeting as mailed.

VOTE: UNANIMOUS, MOTION CARRIED

3. Correspondence - NONE

4. Bills and action thereon

- a. Review Financial Reports- Profit & Loss Budget vs. Actual July 1, 2020 through May 5, 2021 – review and discussion.
- b. Ratify/Approve Bills - Motion by J. Doran second by D. Gahrman that Bills #1-37 a & b be ratified as written and added to public record (see attached).

VOTE: UNANIMOUS, MOTION CARRIED

5. Senior Coordinator's Report – see attached.

6. Old Business

- a. Window Replacement – Karen Washington reported on the 3 estimates she received for the window replacement. Review and discussion. Motion by P. Walburn second by K. Arremony to forward a request to the Board of Selectmen along with the estimates for the Selectmen's action.

VOTE: UNANIMOUS, MOTION CARRIED

- b. Reopening

1. Date – No date yet. Uncas Health District will advise when the senior center may reopen.
2. Notification – Mrs. Washington would like to send a notification out to everyone in the town who is 60 and over of the rules and dates the senior center will be open once the date is set. There are 475 on the mailing list which would cost approximately \$300.00. That could be paid for under Senior Citizen's Services (LI #70130)
3. Safety requirements – Review and discussion. Masks will still need to be worn. The issue will be on spacing - whether it will be 6 ft or 3 ft social distancing. Further discussion once new guidelines are set.
4. Scheduling of activities – Discussion on the possibility of certain activities being scheduled on certain days and having sign-up sheets for members in order to attend as seating will be limited.

- c. CARES funding - Mrs. Washington reported that they have been approved for CARES funding. She submitted the reimbursement request and is waiting for the check to arrive.

- d. Flushing heating system – Mrs. Washington reported that the flushing of heating system is currently being done. Five gallons have been put into the system and in a couple weeks, the remaining five gallons will be added.

BILLS FOR RADIFICATION

- 1) Uncas Gas - \$917.70 for 437 gal of gas at \$2.10/gal (70141 Utilities 3/1/21)
- 2) Xfinity - \$82.79 for cable (70141 Utilities 3/1/21)
- 3) Eversource - \$246.50 for electricity (70141 Utilities 3/4/21)
- 4) D.B. Building Maintenance - \$290 for January janitorial services (70142 Maintenance 3/4/20)
- 5) ASP Security Systems - \$111.00 for test/inspection of fire alarm system & battery replacements (70142 Sr. Center Maintenance 3/4/21)
- 6) Lisbon Central School Cafeteria - \$49.49 for broccoli soup (Sandwich Program 3/5/21)
- 7) Staples - credit of \$38 for return of file organizer (70150 Sr Coord Expenses 3/10/21)
- 8) DII Financial - \$98.18 for copier lease (70153 Copier Expenses 3/8/21)
- 9) Uncas Gas - \$883.75 for 505 gal of gas at \$1.75/gal (70141 Utilities 3/25/21)
- 10) The Day - \$119.99 for 26 week renewal of newspaper (70130 Sr Citizen Services 3/25/21)
- 11) Xfinity - \$82.79 for cable (70141 Utilities 3/25/21)
- 12) Walmart - \$57.33 (Sandwich Program 3/29/21)
- 13) Eversource - \$258.18 for electricity (70141 Utilities 3/29/21)
- 14) ASP Security Systems - \$213 for cellular and AED monitoring from 4/1/21-6/30/21 (70142 Utilities 3/29/21)
- 15) D.B. Building Maintenance - \$290 for February janitorial services (70142 Maintenance 3/29/20)
- 16) Jerry's Appliance - \$179.95 for removal of mouse from refrigerator drain hose (Sandwich Program 4/1/21)
- 17) Allstate Fire Equipment - \$190 for semi-annual fire suppression system inspection and new fusible links (70142 Maintenance 4/1/21)
- 18) AA Lock & Key - \$119.50 for adjustment of strike plate on front door (70142 Maintenance 4/1/21)
- 19) Charles Martin - \$99.68 for mileage to drop off and pickup senior bus for service (70143 4/9/21)
- 20) Uncas Gas - \$.87 for finance charge from bill #9 (70141 Utilities 4/21/21)
- 21) Frontier - \$43.61 for telephone (70141 Utilities 4/21/21)
- 22) Minuteman Press - \$78.61 for 500 Commission on Aging envelopes (70151 Senior Ctr Supplies & Exp 4/21/21)
- 23) Verizon - \$16.08 for van phone (70141 Utilities 4/21/21)
- 24) Creative Forecasting - \$72 for online subscription magazines (70130 Senior Ctr Services 4/21/21)
- 25) Walmart - \$52.34 (Sandwich Program 4/23/21)
- 26) Xfinity - \$82.79 for cable (70141 Utilities 4/23/21)
- 27) Uncas Gas - \$925.88 for 586 gal of gas at \$1.58/gal (70141 Utilities 4/26/21)
- 28) State of Connecticut - \$160 for boiler and water heater inspection (70142 Maintenance 5/3/21)
- 29) Fox Hollow Enterprises - \$90 for quarterly inspection of van (70143 Van Maintenance 5/3/21)
- 30) Staples - \$28.25 for appointment book (70151 Sr Ctr Supplies & Expenses 5/3/21)
- 31) WB Mason - \$93.96
 - a. \$65.97 for D Batteries (70151 Sr Ctr Supplies & Expenses 5/3/21)
 - b. \$27.99 for Copy Paper (70130 Sr Ctr Services 5/3/21)
- 32) ASP Security Systems - \$288 for Fire Alarm Inspection 5/1/21-4/30/22 (70142 Maintenance 5/3/21)
- 33) DG Electric - \$950 for new emergency lights with installation (70142 Maintenance 5/5/21)
- 34) W.B. Mason - \$29.97 for 3-5 gallon jugs of water and deposits (70141 Utilities 5/5/21)
- 35) Staples - \$164.78 for 2 touchless trash cans (70151 Sr Ctr Supplies & Expenses 5/5/21)
- 36) W.B. Mason - \$12 refund for empty water jugs (70141 Utilities 5/5/21)
- 37) W.B. Mason - \$20.15
 - a. \$13.29 for 12 pocket file folder (70151 Sr Ctr Supplies & Expenses 5/5/21)
 - b. \$6.86 for 2 phone message books (70151 Sr Ctr Supplies & Expenses 5/5/21)

Commission on Aging

Monthly report

For the month of:	February	March	April
Center visitors	0	0	0
Van rides	24	29	33
Meals on wheels	284	256	201
Sandwich program	0	5	2
Other meals	35	56	49

The Lisbon Senior Center is remaining closed with no reopening date set as of yet.

All of our receipts have been submitted and approved for the CARES Act Funding Grant. Items that have been purchased include 5 air purifiers, disinfecting supplies, paper products for take-out meals and touch free garbage cans for the rest rooms. We should be receiving our reimbursement check very soon.

We continue to have walk-through, take-out food events once per month. In March we had 56 people for our annual corned beef and cabbage meal. In April we had 49 people for a meatloaf meal. We are having a chicken casserole take-out meal on May 20th.

As we look towards a reopening date, I've prepared a special news bulletin that will be mailed to everyone 60 years and older with the details of how things will operate and what activities we will be starting with.

Our semi-annual fire suppression system inspection was done on March 24th.

There was an issue with our emergency lights on the main entrance side of the building. The original battery supply board was bad and could not be serviced. All new lights were installed that have their own individual battery backup.

I am working on a mailing to over 50 area doctors' offices to promote our transportation. It also includes our activities once we are open. I've also updated the transportation portion of our seniorcenterct.org page with hours and guidelines for using our services.

On Monday, May 10th our heating system will be getting flushed out by Izbicki Heating.

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7. New Business

- a. Senate Bill 817 – Chairman Szruba reported this Bill amended an act concerning senior centers. There are a couple new sections, one of which leaves the door open for several municipalities to establish a multi-purpose senior center, almost like a regional senior center. The catch phrase is “within available appropriations”. A statewide working group consisting of 14 people has been established to investigate and it will be submitting a report of its findings January 1, 2023.

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 7:45 p.m.

VOTE: UNANIMOUS, MOTION CARRIED

Renee Williams

Renee Williams, clerk

APPROVED: _____
Leonora Szruba, Chairman

RECEIVED FOR RECORD AT LISBON

CT ON 05/14/2021 AT 10:30am

ATTEST. LAURIE TIROCCHI, TOWN CLERK

Laurie Tirocchi Attest