

MINUTES
REGULAR MEETING
COMMISSION ON AGING
LISBON SENIOR CENTER
MONDAY, JULY 7, 2014
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, Mary Grant, Judith Jencks, Fidelis Kershaw,
Leonora Szruba

MEMBERS ABSENT: Edwin Brown, Cava Castagnaro, Dorothy Coggins,
Carol Sadowski

2. Reading of Previous Minutes

A motion was made by M. Grant, seconded by J. Doran, to approve the previous minutes with a correction by deleting Mary Grant's name from those present:

VOTE: UNANIMOUS MOTION CARRIED

3. Correspondence

Memo, Wayne Donaldson, Chair., Board of Finance, 6/10/14, Re: Financial Plan (request for items to be placed on a 10-year financial plan)

4. Bills and Action thereon (attached)

A motion was made by J. Doran, seconded by M. Grant, to pay bills 1 – 12.

VOTE: UNANIMOUS MOTION CARRIED

ASP – A motion was made by M. Grant, seconded by F. Kershaw, to approve what is owed.

VOTE: UNANIMOUS MOTION CARRIED

JKS Electric – A motion was made by J. Doran, seconded by M. Grant, to kick the bill back and ask for clarification; no one has knowledge of any work being done.

VOTE: UNANIMOUS MOTION CARRIED

5. Senior Coordinator's Report (attached)

6. Old Business

a. New Computers

Mrs. Szruba reported that the computers are installed and working.

b. Suppression Hood

A motion was made by J. Doran, seconded by M. Grant, to accept the proposal of All State Fire Equipment for a fire suppression system at a cost of \$2,650 to be paid out of the new fiscal year.

VOTE: UNANIMOUS MOTION CARRIED

c. Blood Pressure Clinic

The service and costs associated with the monthly blood pressure clinic were discussed.

SENIOR CENTER BILLS FOR APPROVAL AT THE COMMISSION ON AGING MEETING
OF JULY 7, 2014

1) D.B. Building Maintenance dated 6/30/14 - \$390 for June janitorial service (L.I. 70142 S/C Maintenance) and

D.B. Building Maintenance dated 6/1/14 - \$740 (\$390 for May janitorial service and \$350 to strip and wax S/C floors) (LI 70142 S/C Maintenance) for a total of \$1,130 to D.B.

2) Staples dated 6/27/14 - \$70.75 for creamers, stirrers (LI 70130 S/Cit Services) and
\$41.37 for kitchen paper towels (Sandwich Prog. Special Revenue)

3) Walmart dated 6/16/14 - \$321.78 for lunch program food (Sandwich Prog. Spec. Rev.)

4) Comcast dated 6/13/14 - \$78.52 for 6/23-7/22 cable (LI 70141 S/C Utilities)

5) Diversified Telecom dated 6/12/14 - \$96.15 for phone service (LI 70141 S/C Utilities)

6) Dell dated 6/10/14 - \$1,022.16 for reception desk and library computers & software
(LI 70130 S/Cit Services) **Question re filling out purchase order

7) Crystal Rock dated 5/31/14 - \$34.70 for 2 bottles water (LI 70141 S/C Utilities)

8) Staples dated 5/28/14 - \$640.78 for various supplies (restroom towels, toilet tissue, computer ink
cartridges, copy paper, etc.) (LI 70151 S/C Supplies & Expense)
\$44.48 for desk organizer, letter opener (LI 70150 Sr. Coord Expense)

9) H.V.A.C. Repair dated 6/30/14 - \$2,587.15 for ceiling diffusers, ductwork, thermostat in main
room (LI 70142 S/C Maintenance)

10) Frank's Auto dated 6/27/14 - \$229.46 for tune up plus \$30 for oil change (LI 70143 Sr. Van
Maintenance)

11) Allstate Fire Equipment dated 6/18/14 - \$200.00 for Range Guard semi annual inspection
including fusible link, nozzle seal (LI 70142 S/C Maintenance)

12) AT&T dated 6/24/14 - \$17.49 for van cell phone

QUESTIONED BILLING:

ASP Security Systems dated 7/1/14 - \$153 for alarm monitoring 7/1/14 thru 9/30/14

to be questioned: \$264 @ 60 days past due; we approved 2 bills on 4/7/14 - \$153 and \$140;
Lynda says last bill was paid on 4/14/14 with check #7572 for \$293 - we can't figure out what the
past due charge is for and that will need to be researched with ASP

**I recommend approval of the current charge of \$153

UNAUTHORIZED BILL:

JKS Electric LLC dated 6/29/14 - \$416.00 for labor and material to replace emergency lighting unit
located at the Lisbon Senior Center; no one at the S/C knows anything about this

Commission on Aging

Monthly report

For the month of:	April	May	June
Center visitors	353/22 days	367/20 days	383/21 days
Van rides	121	146	79
Meals on wheels	190	176	125
Sandwich program	133	124	143
Other meals	19	15	7

The new computers have been hooked up and I have asked several seniors to check them out.

The calendar/events list in the newsletter went over very well and I will continue with that.

July 8 is birthday cake for those whose birthdays are in July. July 9 a lecture on the Burnham Tavern. July 11 the foot clinic. July 13 Ivoryton Playhouse. July 17 Blowout Bingo and grinders.

July 23 we will have a Picnic Fair from 10:30 to 2:00. The menu is hotdogs, potato salad, clear clam chowder, beans, popcorn and ice cream cups. We will have fair type games and mini golf using the new golf setup. The cost is \$5.00 each. 25 have signed up so far.

I have been working on a number of fall activities. They include Rummicub tournament, living will/power of atty workshop, chronic disease self-management series, Swedish weaving class, obit writing workshop, and mini golf league. Still in the works is Reiki, open enrollment and speakers. The holiday party for December has been reworked as well.

The medical transportation and mileage reimbursement grant has stated a new fiscal year. It is projected that riders will be able to receive 24 rides each this year. All seniors are encouraged to fill out the application as one never knows when they might need a ride.

Submitted July 7, 2014 by
Judith M. Jencks

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7. New Business

a. Financial Plan

It was the general consensus of the Commission to forward the following items for the financial plan: replace leaking roof, floors, copier, and ceiling tiles, new entry-way, painting of interior, replace 20 + year old air conditioning, repair/replace leaking office bathroom sink, and the re-piping of the heating system.

b. October Craft Show

Mr. Doran led a discussion regarding holding a wood turning/wood carving event at the Senior Center on October 25th.

VOTE: UNANIMOUS MOTION CARRIED

8. Any other business that may come before the Commission. – None

9. Adjournment

A motion was made by J. Doran, seconded by M. Grant, to adjourn at 8:15 p.m.

VOTE: UNANIMOUS MOTION CARRIED


Madeline LePine, clerk

APPROVED: _____
Leonora J. Szruba, Chairman

RECEIVED FOR RECORD AT LISBON
CT ON 07/08/2014 AT 11:45am
ATTEST: LAURIE TIROCCHI, TOWN CLERK