

MINUTES  
REGULAR MEETING  
COMMISSION ON AGING  
LISBON SENIOR CENTER  
MONDAY, MARCH 2, 2020  
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 7:01 p.m.

MEMBERS PRESENT: Leonora Szruba, Mary Grant, Joseph Doran, Donna Gahrman,  
Karen Washington

MEMBERS ABSENT: Patricia Walburn, Fidelis Kershaw, Blanche Todriff, Carol Sadowski

2. Reading of previous minutes – Motion by J. Doran second by M. Grant to accept previous minutes of the February 3, 2020 regular meeting as mailed.

VOTE: UNANIMOUS, MOTION CARRIED

3. Correspondence

- a. Copy, Letter to Carol Sadowski from First Selectman Thomas Sparkman re: reappointment as member of the Commission on Aging for the term 3/1/2020-2/28/2022.
- b. Copy, Letter to Joseph Doran from First Selectman Thomas Sparkman re: reappointment as member of the Commission on Aging for the term 3/1/2020-2/28/2022.
- c. Copy, Letter to Donna Gahrman from First Selectman Thomas Sparkman re: reappointment as member of the Commission on Aging for the term 3/1/2020-2/28/2022.
- d. Copy, Letter to Fidelis Kershaw from First Selectman Thomas Sparkman re: reappointment as member of the Commission on Aging for the term 3/1/2020-2/28/2022.

4. Bills and Action Thereon

- a. Review Financial Reports (Profit & Loss Budget vs. Actual July 1, 2019 through February 28, 2020; Special Revenues Fund as of February 28, 2020) – review and discussion.
- b. Ratify/Approve Bills – Motion by J. Doran second by D. Gahrman to ratify Bills #1 & 2 on the list for ratification and make part of the public record (see attached).

VOTE: UNANIMOUS, MOTION CARRIED

Motion by J. Doran second by M. Grant to pay Bills #3-13 on the list for approval  
(see attached).

VOTE: UNANIMOUS, MOTION CARRIED

5. Senior Coordinator's Report – Presented by Ms. Washington, Senior Coordinator (see attached).

6. Old Business

- a. Town Bus Backup - No update.
- b. Window Issues – No progress.
- c. Accepting Credit Cards – No update.
- d. Norwich Bulletin – review and discussion. Consensus to not restart delivery of the Norwich Bulletin at the present time. Motion by J. Doran second by D. Gahrman to pay Norwich Bulletin, \$30.24 re: balance due for newspaper delivery 12/8/2019 through 2/6/2020.

VOTE: UNANIMOUS, MOTION CARRIED

BILLS FOR RATIFICATION/APPROVAL AT THE MARCH 2, 2020, COA MEETING:

FOR RATIFICATION:

- 1) \$233.92 reimbursement to K. Washington for purchase of P.A. system (70130 Sr Cit Services 2/12)
- 2) \$390 to D.B. Building Maintenance for January janitorial service (70142 Maint 2/19)

FOR APPROVAL:

- 3) W.B. Mason - \$47.97 for 3 jugs water and jug deposit (70141 Utilities) and \$18 deposit credit memo
- 4) dll Financial Services - \$98.18 monthly lease payment on copier (70153 Copier Expenses)
- 5) Uncas Gas - \$3.53 finance charge on Dec/Jan bill (70141 Utilities)  
\$479.52 for 2/10/2020 delivery of 399.6 gals @ \$1.20 (70141 Utilities)
- 6) Frontier - \$44.57 for Sr Ctr phone service (70141 Utilities)
- 7) Eversource - \$317.18 for 1,671 kwh electricity from 1/20 to 2/19, 30 days (70141 Utilities)
- 8) Walmart - \$457.08 for food purchases and late charge (Sandwich Program Special Revenue)
- 9) Comcast - \$82.27 for 2/23 to 3/22 cable service (70141 Utilities)
- 10) Allstate Fire Equipment - \$230 for Ansul system and piping obstruction testing and fusible link replacement (70142 Sr Ctr Maintenance)
- 11) LCS Cafeteria - \$25 for Souper Bowl Cream of Broccoli Soup (Sandwich Program Special Revenue)
- 12) W.B. Mason - plastic cold cups <sup>(2 cases)</sup> <sup>70130</sup> (Sr Cit. Services) \$22.58
- 13) W.B. Mason - creamase <sup>70130</sup> \$31.59 (Sr Cit. Services)  
sparkle & paper towels \$28.99 <sup>for</sup> (Sandwich Prog)

# Commission on Aging

## Monthly report

For the month of:	December	January	February
Center visitors	359/20	516/21	378/19
Van rides	45	57	62
Meals on wheels	282	187	255
Sandwich program	117	193	155
Other meals	92	33	30

Our annual souper bowl was on February 5<sup>th</sup>. We had a design your own pizza day on February 25<sup>th</sup>.

On February 12<sup>th</sup> we were invited to the New London Senior Center for games, lunch and entertainment. We have invited them to join us for Cinco de Mayo on May 5<sup>th</sup>.

We had a trip for lunch at the Norwich Technical School on February 26<sup>th</sup>.

On March 24<sup>th</sup> we have a trip to Foxwoods Casino.

Our corned beef and cabbage luncheon is on March 17<sup>th</sup> and our spring breakfast is on March 20<sup>th</sup>.

Our foot clinic is on March 19<sup>th</sup>.

We received a notice from the Connecticut Department of Transportation regarding our Section 5310 Grant for our new van. We have a meeting on April 2<sup>nd</sup> where there will be a review of the procurement process and the quarterly reporting requirements. On April 9<sup>th</sup> we have a 1:00 appointment to meet with Matthews Buses to select our van with available options.

Submitted  
March 2, 2020 by  
Karen Washington

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7. New Business

- a. April Meeting – Chairman Szruba reported that she will be having surgery and out of commission until April 13<sup>th</sup>, thus unable to attend the April 6, 2020 meeting. Mr. Doran volunteered to run the April 6, 2020 meeting. K. Washington will do the agenda.
- b. Bill Approval – K. Washington will gather all bills and make the list of bills for approval for the April 6, 2020 meeting in Chairman Szruba's absence.

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

9. Adjournment – Motion by J. Doran second by M. Grant to adjourn at 7:25 p.m.

VOTE: UNANIMOUS, MOTION CARRIED

  
Renee Williams, clerk

APPROVED: \_\_\_\_\_  
Leonora Szruba, Chairman

RECEIVED FOR RECORD AT LISBON  
CT ON 03/04/2020 AT 2:00pm  
ATTEST. LAURIE TIROCCHI, TOWN CLERK  
