

MINUTES  
REGULAR MEETING  
COMMISSION ON AGING  
LISBON SENIOR CENTER  
MONDAY, MARCH 7, 2022  
10:00 A.M.

1. Call to Order: The regular meeting of the Commission on Aging was called to order by Leonora Szruba, Chairman at 10:00 a.m.

MEMBERS PRESENT: Leonora Szruba, Karen Arremony, Patricia Walburn, Karen Washington, Mary Brown, Joyce Carvalho, Donna Gahrman (remote)

MEMBERS ABSENT: Mary Grant, Joseph Doran

It was noted for the record that Mary Grant has an excused absence.

2. Reading of previous minutes – Chairman Szruba noted an amendment to the minutes for the Special Meeting of January 11, 2022 for item #11 line 2 to read M. Brown instead of M. Grant. Motion by P. Walburn second by J. Carvalho to approve the previous Special Meeting minutes of January 11, 2022 as amended and previous Special Meeting minutes of January 19, 2022 as mailed.

VOTE: UNANIMOUS, MOTION CARRIED

3. Correspondence

- a. Re-appointment letters were sent out to J. Doran and D. Gahrman as well as appointment letters sent to J. Carvalho and M. Brown. All members have been sworn in by K. Washington and the notarized letters have been filed with the Lisbon Town Clerk's office.

4. Bills and action thereon

- a. Review Financial Reports- Chairman Szruba reported that we are  $\frac{3}{4}$  of the way into the fiscal year which ends on June 30. All line items look to be in good shape at this time.
- b. Ratify/Approve Bills – Chairman Szruba noted that with the current economy fuel prices for gas will continue to increase. Motion by J. Carvalho second by K. Washington that Bills #1-12j be ratified as written and added to public record (see attached).

VOTE: UNANIMOUS, MOTION CARRIED

5. Senior Coordinator's Report –Chairman Szruba reviewed the purpose of the Shooting Stars and benefits of the 501(c)(3) status. She also noted that the funding for the bathroom renovations came from Covid relief funding. (see attached).

6. Old Business

- a. Special Appropriation – Chairman Szruba reported that the Special Appropriation request of \$10,000 to be added to the cleaning budget line item was approved at the Selectman's meeting on January 10, 2022 and the Board of Finance meeting on February 16, 2022.
- b. Kitchen Concerns – K. Washington reported that the new refrigerator has been delivered, installed and is working well.
- c. Covid Safety Issues – First Selectman T. Sparkman sent out a town notice on March 7, 2022 that masks will be optional in all town buildings except during town meetings or for unvaccinated people.

7. New Business – NONE

BILLS TO BE RATIFIED AT THE MARCH 7, 2022, C.O.A. MEETING:

1. Uncas Gas for propane deliveries (all Sr Ctr Utilities)
  - a. \$608.31 for 325.3 gals @ \$1.87
  - b. \$712.84 for 381.2 gals @ \$1.87
  - c. \$922.94 for 456.9 gals @ \$2.02 plus .70 late charge
  - d. \$1287.77 for 567.3 gals @ \$2.27
2. \$1,129.96 to Best Buy for refrigerator plus 5-year protection (Sr Ctr Services)
3. Comcast for cable (Sr Ctr Utilities)
  - a. \$93.63 for 1/23/2022 to 2/22/2022 service
  - b. \$93.63 for 2/23/2022 to 3/22/2022 service
4. \$1,033.48 to Cluff Carpet One for Karen's office carpeting (Sr Ctr Maintenance)
5. Staples for supplies
  - a. \$30.66 for office supplies (Sr Coord Supplies/Expenses)
  - b. \$40.72 for paper supplies (Sr Ctr Supplies/Expenses)
6. dll Financial Solutions for copy machine lease payments
  - a. \$120.75 for January
  - b. \$120.75 for February
7. Walmart for sandwich program food purchases
  - a. \$70.13 (Sandwich Program Special Revenue)
  - b. \$118.94 (Sandwich Program Special Revenue)
  - c. \$12.42 (Sr Cit Services for coffee)
8. \$1,200 to Fabulous Five Star Cleaning Services for January cleaning (Sr Ctr Maintenance)
9. \$388.35 to Eversource for Jan to Feb electricity (Sr Ctr Utilities)
10. Frontier for telephone service (all Sr Ctr Utilities)
  - a. \$44.27 for January
  - b. \$44.59 for February
11. Verizon for van phone (all Sr Ctr Utilities)
  - a. \$41.02 for January
  - b. \$41.02 for February
12. W.B. Mason for various supplies
  - a. \$55.98 for bathroom tissue (Sr Ctr Supplies)
  - b. \$14.99 for ketchup packets (Sandwich Program Special Revenue)
  - c. \$12.69 for tape (Sr Coord Supplies/Expenses)
  - d. \$38.77 for wastebasket/garbage can liners (Sr Ctr Supplies/Expenses)
  - e. \$19.99 for creamers (Sr Cit Services)
  - f. \$26.97 for face masks (Sr Coord Supplies/Expenses)
  - g. \$9.48 for pencils (Sr Ctr Supplies/Expenses)
  - h. \$6.00 credit memo for water jug deposit (Sr Ctr Utilities)
  - i. \$32.97 for 3 jugs water and jug deposit (Sr Ctr Utilities)
  - j. \$19.96 for coin envelopes (Sr Ctr Supplies/Expenses)

# Commission on Aging

## Monthly report

For the month of:	December	January	February
Center visitors	202/21	114/18	173/18
Van rides	40	34	38
Meals on wheels	266	242	170
Sandwich program	55	36	50
Other meals	98	16	12

Due to the increases in the COVID-19 numbers it had been decided in mid December to cancel events that gathered people together. The center remained open but large gatherings and bingo were discontinued.

We are happy to report that on February 17<sup>th</sup> bingo resumed and we have had a great turn out. Masks are still required at all times.

Our annual Souper Bowl event on February 9<sup>th</sup> was done as a take-out and we had 12 people that took part.

We are having our annual Corned Beef and Cabbage luncheon on March 16<sup>th</sup> with entertainment by John Banker to follow. We have over 50 people signed up so far. Even though we are having this event as an in-house event, some have opted for a take-out meal.

Our trips have also resumed. We have a trip on March 11<sup>th</sup> to the Royal Buffet and a trip on April 12<sup>th</sup> to Hanks. We plan to go back to at least two trips per month going forward.

The Red Cross Blood Drive that was scheduled Thursday, January 20<sup>th</sup> had to be cancelled to reserve their limited resources for other drives. It is has been rescheduled for May 31<sup>st</sup>. It is still being hosted by The Lions Club.

Our annual Spring Breakfast will be on March 21<sup>st</sup>.

The bathroom renovations are completed. All sinks and toilets are now touch free. The men's room required new sinks to be installed.

Shooting Stars has applied to become a 501(c)(3) non-profit organization. The application was submitted on February 14, 2022 and the IRS is currently up to applications submitted before February 3, 2022. If approved, this will allow us to apply for grant money and organize fund raisers to offset the costs of activities and purchases through the Shooting Stars.

Submitted  
March 7, 2022 by  
Karen Washington

MINUTES  
REGULAR MEETING  
COMMISSION ON AGING  
MONDAY, MARCH 7, 2022  
Page 2 (cont'd)

8. Any other business which may properly come before the Commission  
a. Marketing of the Senior Center – Members discussed ways in which the Commission on Aging may support the Shooting Stars in marketing the Senior Center.

9. Adjournment – Motion by P. Walburn second by J. Carvalho to adjourn at 10:54 a.m.

VOTE: UNANIMOUS, MOTION CARRIED

*Karen Arremony*

Karen Arremony, clerk

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

RECEIVED FOR RECORD AT LISBON  
CT ON 3/11/2022 AT 9:55am  
ATTEST. LAURIE TIROCCHI, TOWN CLERK  
*Laurie Tiocchi*