

MINUTES
REGULAR MEETING
COMMISSION ON AGING
LISBON SENIOR CENTER
MONDAY, MAY 2, 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, Joyce Carvalho Mary Brown (remote)

MEMBERS ABSENT: Mary Grant, Joseph Doran, Donna Gahrman

2. Reading of previous minutes – Chairman Szruba noted that under item #2 of the minutes of the Regular Meeting of March 7, 2022 it should read ‘Chairman Szruba noted a correction to the minutes’ instead of an amendment to the minutes. Motion by P. Walburn second by J. Carvalho to accept the previous Regular Meeting minutes of March 7, 2022 as corrected.

VOTE: UNANIMOUS, MOTION CARRIED

3. Correspondence

- a. Copy, letter from K. Washington, Senior Coordinator/Municipal Agent to the Town of Lisbon, to the Board of Selectmen regarding formal notification of her resignation effective September 1, 2022.

4. Bills and action thereon

- a. Review Financial Reports- Chairman Szruba reported that all line items look to be in good shape at this time though utility costs should be monitored. Approximately \$2200 is left to cover electricity/ gas/phone expenses through the rest of the fiscal year.
- b. Ratify/Approve Bills – Motion by J. Carvalho second by P. Walburn that Bills #1-15 be ratified as written and added to public record (see attached).

VOTE: UNANIMOUS, MOTION CARRIED

Motion by P. Walburn second by J. Carvalho to approve bills #1-9 for payment. (see attached)

VOTE: UNANIMOUS, MOTION CARRIED

5. Senior Coordinator’s Report –. (see attached).

6. Old Business – none at time of filing

7. New Business

- a. Election of officers Motion by P. Walburn second by M. Brown to re-elect L. Szruba as chairman, M. Grant as vice chairman and K. Washington as treasurer. Motion to re-elect L. Szruba as chairman, M. Grant as vice chairman and K. Washington as treasurer withdrawn by P. Walburn, withdrawal seconded by M. Brown. Motion by P. Walburn, second by K. Arremony to table the election of officers until the June meeting once all officers have indicated their intent to be re-elected.

VOTE: UNANIMOUS, MOTION CARRIED

- b. Kitchen purchases – A mini fridge and microwave have been purchased for use in the dining area. The charge of \$159 was made to the Senior Center Services line item. The purchase has approval consensus of the committee and has been ratified.

BILLS TO BE RATIFIED/APPROVED AT 5/2/22 COA MEETING:

FOR RATIFICATION:

- 1) The Day - \$119.99 for 26 week subscription renewal (70130 Sr Cit Services 3/10/22)
- 2) Verizon - \$41.02 for van cell phone (70141 Sr Ctr Utilities 3/24/22)
- 3) dll Financial Services - \$115 for copy machine lease payt (70153 Sr Ctr Copier 3/24/22)
- 4) Allstate Fire Equipment - \$365 for inspection, testing, fusible link, serv chg (Sr Ctr Maint 3/24/22)
- 5) Uncas Gas - \$1331.61 for 522.2 gals propane @ \$2.55 (70141 Sr Ctr Utilities 3/24/22)
- 6) ASP Security Systems - \$213 for 2nd qtr monitoring (Sr Ctr Maintenance 3/24/22)
7. Comcast - \$80.39 for 3/23 to 4/22 cable (70141 Sr. Ctr Utilities 3/24/22).
- 8) Frontier - \$44.84 for telephone service (70141 St Ctr Utilities 3/24/22)
- 9) Karen Washington - \$191.01 for corned beef reimbursement (Sandwich program 3/24/22)
- 10) Eversource - \$462.83 for February electric bill (70141 Sr Ctr Utilities 3/10/22)
Eversource – 466.87 for March electric bill (70141 Sr Cit Utilities 4/13/22)
- 11) Walmart - \$28.87 (3/10/22), \$82.67 (3/24/22), \$54.63 (4/13/22) for food (Sandwich Program)
- 12) Walmart - \$8.48 for coffee (70130 Sr Cit Services 4/13/22)
- 13) Staples – \$67.99 for suggestion boc (70151 Sr Ctr Supplies & Expenses 3/24/22)
Staples - \$18.56 for straws & creamers (Sandwich Program 3/24/22)
Staples - \$54.63 for Purell (70151 Sr Ctr Supplies & Expenses 3/24/22)
Staples - \$68.58 for ? (Sr Ctr Supplies & Expenses 4/13/22)
- 14) Alpha Gas – \$204 for kitchen stove repairs (Sandwich Program 4/13/22)
- 15) W.B. Mason - \$6 (3/10/22), \$6 (3/10/22), \$18 (4/13/22) credit memos for jug deposit refunds
W.B. Mason \$10.48 for coffee (70130 Sr.Cit Services 3/24/22)

FOR APPROVAL:

- 1) Cleaning Service - \$1500 for March cleaning (Sr Ctr Maintenance)
- 2) Verizon - \$41.01 for van cell phone (70141 Sr. Ctr Utilities)
- 3) Frontier - \$44.88 for landline phone service (70141 Sr CtrUtilities)
- 4) Comcast - \$87.01 for 4/23 to 5/212 cable (70141 Sr Ctr Utilities)
- 5) Eversource - \$525.06 for 3/18 to 4/20 electricity (70141 Sr Ctr Utilities)
- 6) Uncas Gas - \$1273.88 for 592.5 gals propane @ \$2.15 (70141 Sr Ctr Utilities)

7) Walmart - \$267.90 for food purchases (Sandwich Program)

8) dll Financial Services - \$115 for copy machine lease (70153 Sr Ctr Copier)

9) W.B. Mason - \$43.54, \$8.49 and \$219.51 for office and restroom supplies (70151 Sr Ctr Supplies & Expenses)

Commission on Aging

Monthly report

For the month of:	February	March	April
Center visitors	173/18	291/23	281/20
Van rides	38	49	62
Meals on wheels	170	279	282
Sandwich program	50	134	111
Other meals	12	57	24

Trips resumed in March with 15 people going to lunch at the Royal Buffet.

On April 12 we had 11 people go to lunch at Hank's Restaurant. We had a full bus for a trip to Wright's Chicken Farm Restaurant on April 21st.

A craft class was held on April 8th where they made gnome gardens.

We had a lunch special on April 5th where American Chop Suey was served to 18 people. On April 20th we held a make your own pizza special for 6 people.

On April 18th we hosted a Covid vaccination clinic provided by Griffen Health. We had over 20 people get vaccinations. There is a follow up clinic on May 9th.

We have a new art instructor. There was a class scheduled for April 22nd that had to be rescheduled for May 6th. There is also a class being held on May 20th. These are both watercolor classes.

On May 14th we are having a craft sale.

On May 5th we are having a Cinco de Mayo celebration with the New London Senior folks as guests. There will be bingo, build a taco and live entertainment.

We are hosting a Red Cross Blood Drive on May 31st.

The dining area is now equipped with a mini refrigerator and microwave oven.

Our application for 501(c)(3) status for the Lisbon Shooting Stars was approved on March 11th. There is currently an application for a Walmart Community Grant that was requested on April 1st. It could be up to 60 days for a response.


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- c. Letter of recommendation – K. Washington has written a letter of recommendation for a nominee to replace the Senior Coordinator/Municipal Agent position upon her retirement. The committee agreed with the recommendation and to send the correspondence on to the Board of Selectmen for their consideration.

8. Any other business which may properly come before the Commission - None

9. Adjournment – Motion by P. Walburn second by J. Carvalho to adjourn at 10:38 a.m.

VOTE: UNANIMOUS, MOTION CARRIED


Karen Arremony, clerk

APPROVED: _____
Leonora Szruba, Chairman

RECEIVED FOR RECORD AT LISBON
CT ON 05/05/2022 AT 2:00pm
ATTEST. LAURIE TIROCCHI, TOWN CLERK
