

MINUTES  
REGULAR MEETING  
COMMISSION ON AGING  
LISBON SENIOR CENTER  
MONDAY, JULY 11, 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, Karen Washington, Joyce Carvalho,  
Joseph Doran, Donna Gahrman, Patricia Walburn

MEMBERS ABSENT: Mary Grant, Mary Brown

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

OTHERS PRESENT: Danielle Mauri

2. Reading of previous minutes – K. Arremony noted that there was an omission of Donna Gahrman's name under the Members Absent list in the Special Meeting minutes of June 27, 2022. Motion by J. Doran second by P. Walburn to accept the previous Regular Meeting minutes of June 6, 2022 and previous Special Meeting minutes of June 27, 2022 as corrected.

VOTE: UNANIMOUS, MOTION CARRIED

3. Correspondence

- a. Copy, memo, dated June 16, 2022, from the Board of Finance to T. Sparkman, First Selectman approving the following year end line item transfer requests from the Commission on Aging: \$500.00 from the Senior Van (70143) line item along with \$1000.00 from the Consulting Fees & Contracted Services (52735) line item were transferred into the Senior Center Utilities (70141) line item; \$750.00 from the Senior Citizens Services(70130) line item into the Senior Center Maintenance (70142) line item; and \$100.00 from the Senior Center Coverage (70114) line item was transferred into the Van Driver (70112) line item.

4. Bills and action thereon

- a. Review Financial Reports- As of the end of the fiscal year, the budgeted line items are pretty close to actual. There was a Senior Center Copier Expense of \$289.30 that has been corrected. The charge for toner has been taken out of the Senior Citizen Services line item instead.

Chairman Szruba also noted that the balance in the Sandwich Program special revenue account was \$297.13. D. Gahrman noted that the balance in the Sandwich Program is pretty tight given the current state of food prices. K. Washington explained that she is watching this closely. J. Doran commented that perhaps the Sandwich Program may want to look to local farm vendors for better pricing and quality of products for the Sandwich Program. D. Mauri will follow up.

- b. Ratify/Approve Bills – (see attached) Motion by J. Doran second by D. Gahrman that bills #1-17 be ratified and added to the permanent record.

VOTE: UNANIMOUS, MOTION CARRIED

Chairman Szruba received an invoice from the New London Day, dated June 14, 2022, stating that the subscription for the Senior Center was up for renewal. Since no papers have been received in recent weeks due to lack of a regular delivery person, the commission decided that they should not renew the subscription. Chairman Szruba will contact The Day and cancel the subscription.

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

## BILLS FOR RATIFICATION AT THE 7/11/22 COA MEETING

- 1) \$414.80 To Norwich Business Machines for toner (Sr. Cit Services)
- 2) \$41.01 to Verizon for van phone (Sr Ctr Utilities)
- 3) \$43.60 to Frontier for May & \$44.52 for June for Sr Ctr phone (Utilities)
- 4) \$424.82 reimbursement to K. Washington for purchase of safe (\$324.87) & renewal of Poster My Wall subscription (\$99.95) (Sr Coord Supplies & Exp)
- 5) \$105 to Town of Groton for 3 Entertainment Showcase tickets (Sr. Cit Services)
- 6) \$2,700 to Five Star Cleaning for May and June cleaning ( Sr Ctr Maintenance)
- 7) \$289.54 to Staples for supplies (\$34.86 to Sr Cit Services & \$255.18 to Sr Coord Supplies)
- 8) \$513.89 to Eversource for electricity (Utilities)
- 9) \$115 to dll Financial Services for copier lease (Sr Ctr Copier Expenses)
- 10) \$218 to ASP Security Systems for 7/1 to 9/30 cellular/aed cardio monitoring ((Maintenance)
- 11) \$174.02 to Comcast for May-June & June-July cable (Utilities)
- 12) \$97.46 to WB Mason for inkroll & copy paper (\$62.69 to Sr Cit Services) & 3 jugs water and jug deposit (\$34.77 to Utilities)
- 13) \$60.27 to W.B. Mason for cleaner & kitchen towels (Sr Ctr Supplies & Exp)
- 14) CREDIT of \$18 from W.B. Mason for jug deposit (Utilities)
- 15) \$27.38 to Walmart for mouse traps & ant bait (Sr Ctr Maintenance)
- 16) \$244.85 to Walmart for food purchases (Sandwich Program Special Revenue)
- 17) \$101.42 to Walmart - \$18.96 for coffee (Sr Cit Services) & \$39.94 for BHG 1.3 gal (Sr Ctr Supplies) & \$42.52 for food purchases (Sandwich Prog Spec Rev)

As I was going over these bills with Holly, we determined which ones were for FY 21/22 and which were for FY 22/23

# Commission on Aging

## Monthly report

For the month of:	April	May	June
Center visitors	281/20	322/22	319/21
Van rides	62	51	47
Meals on wheels	282	245	166
Sandwich program	111	108	122
Other meals	24	60	

On June 15<sup>th</sup> we had our first trip to the Goodspeed Opera House with lunch at The Town Tavern. There were 18 people.

We had a trip with 8 people to the Groton Senior Center for their Strawberry Festival.

There was also a first trip to the Lavender Pond Farm with lunch at The Copper Skillet. 16 people attended.

We had our first in person AARP driving class since our reopen on June 24<sup>th</sup>. There were 12 in attendance.

Due to a few cases of Covid-19 within the Senior Center we decided to postpone our Blowout Bingo that was scheduled for June 30<sup>th</sup>. It has been rescheduled for July 14<sup>th</sup>.

In July we are having our annual Luau on July 8<sup>th</sup>. We have over 20 people signed up. Airborne Jazz Trio will be performing.

Farmer's market vouchers are being distributed by Senior Resources on July 13<sup>th</sup>.

There is a trip to Theater by the Sea with lunch at The Chophouse Grill on July 16<sup>th</sup>. There are 20 people signed up.

On July 19<sup>th</sup> we are having a seafood salad on a croissant lunch special.

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6. Old Business

- a. Name change – Motion made by P. Walburn second by J. Carvalho for the Commission on Aging to write a letter to the Board of Selectmen for permission to pursue changing the name of Lisbon Senior Center, explaining why it would be advantageous to get their input on changing the name and signage on the building.

VOTE: UNANIMOUS, MOTION CARRIED

7. New Business

- a. Introduction of new Nutrition Site Server staff – K. Washington introduced Robin Brooks to the committee.
- b. Staff schedule changes – Chairman Szruba explained to the committee that Danielle Mauri has been spending time training R. Brooks to take over the Nutrition Site Server position. In the next few weeks, K. Washington will be training D. Mauri as her replacement in the position of Senior Center Coordinator. During the month of August before her formal retirement date, K. Washington will be taking some vacation time. The commission welcomes both Danielle Mauri and Robin Brooks to their new positions and wishes them much success.
8. Any other business which may properly come before the Commission – Motion made by K. Arremony. second by D. Gahrman to add to the agenda a request from the Lisbon Fall Festival committee.

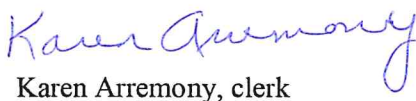
VOTE: UNANIMOUS, MOTION CARRIED

Motion made by J. Doran second by D. Gahrman to notify the Fall Festival Committee that the Lisbon Senior Center would like to have a presence at the Lisbon Community Center during the Lisbon Fall Festival event in October 2022.

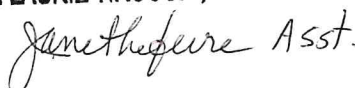
VOTE: UNANIMOUS, MOTION CARRIED

9. Adjournment – Motion by J. Doran second by P. Walburn to adjourn at 10:35 a.m.

VOTE: UNANIMOUS, MOTION CARRIED

  
Karen Arremony, clerk

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

RECEIVED FOR RECORD AT LISBON  
CT ON 7/12/22 AT 12:22 PM  
ATTEST. LAURIE TIROCCHI, TOWN CLERK  
 Asst.