

MINUTES  
REGULAR MEETING  
COMMISSION ON AGING  
LISBON SENIOR CENTER  
MONDAY, MAY 1, 2023  
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, Joyce Carvalho, Ara Wilnas, Patricia Walburn, Karen Washington, Mary Brown, Joseph Doran, Donna Gahrman (remote)

MEMBERS ABSENT: none

2. Reading of previous minutes – Motion by J. Doran second by D. Gahrman to accept the previous minutes of the Regular Meeting of April 3, 2023 as presented.

VOTE: UNANIMOUS, MOTION CARRIED

3. Correspondence - none

4. Bills and action thereon

- a. Review Financial Reports- Chairman Szruba reported that at their meeting on April 10, 2023, the Board of Selectmen reviewed the additional appropriation requests of \$7,000 for #70111 – Senior Coordinator and \$1,000 for #70114 – Senior Center Coverage Wages. A motion at that time was made to recommend to the Board of Finance was to “approve a Line Item Transfer, rather than Additional Appropriation, in the amount of \$7,000.00 to Line Item #70111 (Senior Coordinator Wages), with \$3,500.00 from Line Item #52731 (Town Counsel) and \$3,500.00 from Line Item #52732 (Town Engineer). Additionally, a motion was made to recommend to the Board of Finance to “approve a Line Item Transfer, rather than Additional Appropriation, in the amount of \$1,000.00 to Line Item #70114 (Senior Center Coverage) from Line Item #70130 (Senior Center Services). These Line Item Transfers were approved by the Board of Finance at their April 19, 2023 meeting.

Chairman Szruba reported that the Sandwich Program balance as of April 28, 2023 is at \$1163.26.

- b. Ratify/Approve Bills – (see attached). Motion by J. Doran second by P. Walburn that bills #1-13 be ratified and added to the permanent record.

VOTE: UNANIMOUS, MOTION CARRIED

5. Senior Coordinator’s Report – (see attached) The report was presented by A. Wilnas, Sr. Center Coordinator/Municipal Agent for the Elderly.

6. Old Business

- a. Blinds – The blinds have been installed in the pool room and the dining room and are fully paid for.
- b. Name change / sign – Chairman Szruba is working with various sign vendors in regards to a quote for new signage for the building. She will get recommendations about signage across the front of the building.
- c. Programmable thermostats – J. Sparkman indicated that he needs to contact the network support person in regards to what may need to be done to hook up programmable thermostats to the wifi.
- d. Floor cleaning – Has been rescheduled from the last weekend in April to Friday, May 5<sup>th</sup> due to illness.

BILLS TO BE RATIFIED AT THE MAY 1, 2023 COA MWETING:

- 1) \$120.75 to dll Financial Solutions for copier lease payment (Sr Ctr Copier Expenses)
- 2) \$414.80 to Norwich Business Machines for copy machine toner (Sr Ctr Utilities)
- 3) 1,545.50 to Stanley Access Technologies for auto door opener parts & repairs (Sr Ctr Maintenance)
- 4) \$401.36 to Eversource for 2,380 kwh Feb-Mar electricity (Sr Ctr Utilities)
- 5) \$1,200 to Fab 5 Star Cleaning for April cleaning (Sr Ctr Maintenance)
- 6) \$213 to ASP Security Systems for 2<sup>nd</sup> quarter alarm monitoring (Sr Ctr Maintenance)
- 7) \$40.97 to Verizon for van phone (Sr Ctr Utilities)
- 8) \$100 to Donna Benoit for April exercise classes (Sr Cit Services)
- 9) \$290.27 to Walmart for food (Sandwich Program)
- 10) \$831.83 for 3/24 delivery 498.1 gals propane @ \$1.67/gal + 0.91 finance charge (Sr Ctr Utilities)
- 11) \$30 to LCS School Lunch for Soup for Seniors (Sandwich Program)
- 12) \$2,418.96 to Home Depot for window blinds & installation (Sr Ctr Maintenance)
- 13) W.B. Mason: \$127.72 for food containers, garbage bags (Sandwich Program)
  - \$85.95 for Sharpies, 30 gal liners, desk sign (Lefevre) (Sr Ctr Supplies & Exp)
  - \$42.99 for carton copier paper (Sr Ctr Copier Expenses)
  - \$15.52 for creamers (Sr Cit Services)
  - \$45.96 for 4 jugs water & jug deposits (Sr Ctr Utilities)
  - \$13.64 for facial tissues (Sr Cit Services)
  - \$16.98 for 9 volt battery (Sr Ctr Supplies & Exp)
  - \$70.06 for desk sign (Wilnas), folders (Sr Coord supplies & Exp)

# Commission on Aging

## Monthly report

For the month of:	February	March	April
Center visitors	350/18	420/23	398/19
Van rides	26	40	26
Meals on wheels	312	321	208
Sandwich program	130	189	147
Other meals	40	80	32

### April Events:

On April 3<sup>rd</sup> we began Fitness Classes by Donna on Mondays

On Friday April 14<sup>th</sup> we had an art class that 10 people attended

On April 27<sup>th</sup> we had a trip to Wright's Chicken Farm, attended by 21 people

On April 28<sup>th</sup> we had a trip to Texas Roadhouse, attended by 13 people

### Events coming up in May:

On Mondays beginning May 1<sup>st</sup> we will expand the fitness class with Donna to a separate Chair Yoga at 12 and Senior Fitness at 1, both with six people currently signed up

On May 5<sup>th</sup> we have our Cinco de Mayo Celebration with 13 people signed up currently

On May 9<sup>th</sup> we will begin beginner pitch with five people signed up currently

On May 15<sup>th</sup> we have our monthly Birthday Celebration, with two people having birthdays in May

On May 19<sup>th</sup> we will be having our Veteran's Breakfast, with three people signed up currently

On May 19<sup>th</sup> we also have an Art Class planned with only one person signed up currently

On May 22<sup>nd</sup> we have a trip to Middle of Nowhere Diner in RI with 12 people signed up currently

On May 24<sup>th</sup> we have an Indoor Memorial Day Picnic planned with six people signed up currently

Submitted  
May 1, 2023 by  
Ara Wilnas

On May 30<sup>th</sup> there is a Red Cross Blood Drive planned

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- e. Veteran's breakfast – This event is scheduled to be held on Friday, May 19 at 9:30 a.m. It has been advertised on Lisbon Now! as well as the Griswold Senior Center. It is anticipated that about 30-40 veterans will attend. This event is being funded by the Shooting Stars. A. Wilnas will contact Mr. Brown at the Lisbon Central School in regards to student helpers available to assist with this event.
- f. Rug cleaning – The quote for Fabulous 5 Star Cleaning Services, LLC to shampoo the rugs, apply a sealant protector and clean the sofas is \$500. Motion made by K. Washington second by J. Carvalho to authorize moving forward with cleaning the rugs and sofas.

VOTE: UNANIMOUS, MOTION CARRIED

- 7. New Business - none
- 8. Any other business that may come before the Commission - none
- 9. Adjournment – Motion by J. Doran second by J. Carvalho to adjourn at 10:32 a.m.

VOTE: UNANIMOUS, MOTION CARRIED

*Karen Arremony*

Karen Arremony, clerk

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

RECEIVED FOR RECORD AT LISBON, CT  
ON 5/3/23 AT 9:42 am  
ATTEST. MICHELLE GRANT, TOWN CLERK  
*Michelle Grant* Asst.