

MINUTES  
REGULAR MEETING  
COMMISSION ON AGING  
LISBON SENIOR CENTER  
MONDAY, JUNE 5, 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, Joseph Doran, Donna Gahrman

MEMBERS ABSENT: Mary Brown

2. Reading of previous minutes – Motion by J. Doran second by D. Gahrman to accept the previous minutes of the Regular Meeting of May 1, 2023 as presented.

VOTE: UNANIMOUS, MOTION CARRIED

3. Correspondence - none

4. Bills and action thereon

- a. Review Financial Reports- Chairman Szruba noted that there are a couple of budget line items that may fall short of funds if no action is taken before the end of the fiscal year. Motion made by J. Doran second by J. Carvalho to grant Chairman Szruba the authority to work with T. Sparkman, First Selectman to make any line item transfers needed within the Senior Center budget as no additional funding outside of the budget will need to be requested.

VOTE: UNANIMOUS, MOTION CARRIED

Chairman Szruba reported that the Sandwich Program balance as of May 26, 2023 is at \$1662.50.

- b. Ratify/Approve Bills – (see attached). Motion by J. Doran second by P. Walburn that bills #1-14 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. Additionally, a conversation and suggestions were made as to how to more effectively market the mission of the Shooting Stars.

6. Old Business

- a. Name change / sign – Chairman Szruba reported that this is still in progress.
- b. Programmable thermostats – See Senior Coordinator's Report attached.
- c. Floor cleaning – See Senior Coordinator's Report attached.
- d. Veteran's breakfast – See Senior Coordinator's Report attached under May events.

7. New Business

- a. Side garden cleanup – There is quite a bit of ivy growing in this garden and it is starting to climb up the brick. If this is not removed it will continue to hold moisture against the side of the building, the roots will adhere to the brick and grow into hairline cracks in the mortar. There are also some large shrubs which need to be pruned back. A. Wilnas will arrange a time for J. Doran to meet with J. Sparkman to see what can be done to get this garden cleaned up.

8. Any other business that may come before the Commission – none

BILLS TO BE RATIFIED AT THE 6/5/23 COA MEETING:

- 1) \$312 to Allstate Fire Equipment for kitchen fire suppression system inspection, cleaning and updating (Sr Ctr Maintenance)
- 2) \$288 to A S P Security Systems for annual fire alarm inspection (Sr Ctr Maintenance)
- 3) \$280 to Donna Benoit for May fitness and chair yoga classes (Sr Cit Services)
- 4) \$115 To dII Financial Services for copier lease payment (Sr Ctr Copier Expenses)
- 5) \$37.97 to Amazon for roll of 50/50 tickets (Sr Coor Supplies & Exp)
- 6) \$0.82 to Uncas Gas for late fee (Sr Ctr Utilities)
- 7) \$189.92 to Comcast for Apr and May cable (Sr Ctr Utilities)
- 8) \$290.27 to Walmart for food (\$271.61 Sandwich Program) and coffee (\$18.65 (Sr Cit Services)
- 9) \$186 to LCS Lunch for 31 baked stuffed chicken breast (Sandwich Program)
- 10) \$82.50 to Amazon for kitchen paper towels and Cinco de Mayo decorations (Sandwich Program)
- 11) \$85.97 to Stilly's for oil change (Van Maintenance)
- 12) \$50 to CASCPC for annual conference (Sr Coord Expenses)
- 13) \$40.97 to Verizon for van phone (Sr Ctr Utilities)
- 14) W.B. Mason: \$36 for 3 CREDIT memos – return of jug deposits (Sr Ctr Utilities)
  - \$43.38 for mini-moos creamers (Sr Cit Services)
  - \$6.98 for lunch napkins (Lunch Program)
  - \$73.07 for label maker and labels (Sr Coord Supplies & Exp)
  - \$128.05 for bath tissue and paper towel roll (Sr Cit Services)
  - \$58.80 for clipboard, binder clips, labels, stapler & staples (Sr Coord Supplies)
  - \$31.98 for 2 jugs water & jug deposits (Sr Ctr Utilities)
  - \$29.67 for batteries and mounting tape (Sr Coord Supplies & Exp))

# Commission on Aging

## Monthly report

For the month of:	March	April	May
Center visitors	420/23	398/19	443/22
Van rides	40	26	29
Meals on wheels	321	208	198
Sandwich program	189	147	181
Other meals	80	32	36

### Updates:

Floor and rug cleaning update:

- Floors in the cafeteria were cleaned and waxed on May 5-7th
- Tina has informed me that they do need more coats of wax which she will give me a dates for June completion
- Rugs were cleaned, including the stain by the front entrance, on May 12th, and upholstery cleaned on May 16<sup>th</sup>
- Invoice was issued by email May 30<sup>th</sup> and will be delivered to Holly today

Programmable thermostats:

- Spoke with Al, and he is continuing to inquire about the status of the HVAC conversion so that he can then move the wi-fi reset so no ladder is needed ladder.
- Jonathan Sparkman came down on May 30<sup>th</sup> and was able to show me how to set the temperature for the air conditioning through the thermostat, since I do not have access to the app

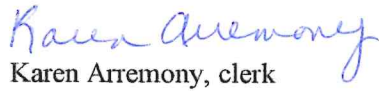
### May Events:

- On Mondays, Senior Fitness and Chair Yoga with Donna was successful, both filled with ten people each
- Tuesdays, Pitch continued with seven people attending
- May 5<sup>th</sup> our Cinco de Mayo Celebration had 17 people attend and Izzy gave a wonderful musical performance
- May 15<sup>th</sup> we celebrated two birthdays for May

MINUTES  
REGULAR MEETING  
COMMISSION ON AGING  
MONDAY, JUNE 5, 2023  
Page 2

9. Adjournment – Motion by J. Doran second by D. Gahrman to adjourn at 10:55 a.m.

VOTE: UNANIMOUS, MOTION CARRIED

  
Karen Arremoney, clerk

APPROVED: \_\_\_\_\_  
Leonora Szcuba, Chairman

RECEIVED FOR RECORD AT LISBON, CT  
ON 6/7/23 AT 9:22 AM  
ATTEST. MICHELLE GRANT, TOWN CLERK  
