

MINUTES  
REGULAR MEETING  
COMMISSION ON AGING  
LISBON SENIOR CENTER  
MONDAY, NOVEMBER 13, 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

MEMBERS ABSENT: Joseph Doran, Mary Brown, Karen Washington, Donna Gahrman

2. Reading of previous minutes – Motion by J. Carvalho second by P. Walburn to accept the previous minutes of the Regular Meeting of October 2, 2023 as presented.

VOTE: UNANIMOUS, MOTION CARRIED

3. Correspondence

- a. Memo, Lisbon Quarterly Newsletter, re: request for submissions for the Winter 2023 Newsletter
- b. Flyer, from @america250ct, re: volunteers for the planning of the 250<sup>th</sup> anniversary of the signing of the Declaration of Independence in 2026

4. Bills and action thereon

- a. Review Financial Reports – Chairman Szruba reported that the balance in the Sandwich Program as of 11/8/23 is \$2,375.74. Line item balances to watch are Senior Citizen Services, Senior Center Supplies and Senior Center Copier expenses.
- b. Ratify/Approve Bills – (see attached). Motion by K. Arremony second by A. Wilnas that bills #1-11 be ratified and added to the permanent record.

VOTE: UNANIMOUS, MOTION CARRIED

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

6. Old Business

- a. Name change / sign – Chairman Szruba reported that final approval was received for the sign changes from the Planning & Zoning Commission and C. Brown, Zoning Officer. A letter requesting the old letters be removed was sent to the Lisbon Fire Department and she is awaiting their response. The new lettering installation needs to be scheduled.
- b. Side garden cleanup - This has been done but Chairmen Szruba noted that while the ivy has been removed from the building, there is still quite a bit of it in the flower bed.
- c. ARPA funding – (see attached Senior Coordinator's Report). A. Wilnas will look into getting quotes to install a safety bar in the Ladies Room stall as well as the window replacements. It was noted the front desk cannot be removed, but may be able to have the formica replaced at a reasonable cost.

7. New Business

- a. 2024 Meeting Schedule – (see attached)
- b. (Re)appointments – Terms will be expiring on February 28, 2024 for the following members: D. Gahrman, J. Doran, M. Brown, J. Carvalho. Both D. Gahrman and J. Carvalho have agreed to accept to renew their terms.

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

**BILLS TO BE RATIFIED AT THE 11/13/23 COA MEETING:**

- 1) \$514.75 to Norwich Business Machines for 5 copy machine toners (Sr Ctr Copier Expenses)
- 2) \$44.34 to Frontier for telephone bill (Sr Ctr Utilities)
- 3) \$122.30 to Shoreline Fire Equipment for fire extinguisher inspections (Sr Ctr Maintenance)
- 4) \$17.94 to Stilly's for quarterly van inspection (Sr Van Maintenance)
- 5) \$434.33 to Eversource for 1,603 kwh electricity over 29 days (Sr Ctr Utilities)
- 6) \$280 to Donna Benoit for October fitness/yoga classes; \$280 for November fitness/yoga classes (Sr Cit Services)
- 7) \$1,050 to Fab 5 Star Cleaning services for September cleaning; \$1,350 for October cleaning (Sr Ctr Maintenance)
- 8) \$115 to dll Financial Services for September copier lease payment; \$115 for October copier lease payment (Sr Ctr Copier Expenses)
- 9) \$26.48 to Walmart for lunch program food; \$19.69 for lunch program food (Sandwich Program Special Revenue)
- 10) \$109.73 to W.B.Mason for garbage liners, receipt book, paper (Sr Ctr Supplies); \$31.98 for water & jug deposit (Utilities); \$23.98 for hand soap (Sr Cit Services); \$13.76 for napkins (Sand Prog Special Revenue); \$102.69 for creamers, cocoa, tea (Sr Cit Services); \$24 for jug deposit CREDIT (Sr Ctr Utilities); \$10.96 for hand soap (Sr Ctr Supplies); \$31.99 for water jugs (Sr Ctr Utilities); \$10.26 for mounting tape and paper clips (Sr Coord Supplies & Exp); \$59.19 for Lysol wipes and bathroom tissue (Sr Ctr Supplies); \$53.15 for napkins & kitchen towels (Sand Prog Spec Rev); \$12 for jug deposit CREDIT (Sr Ctr Utilities)
- 11) \$6.98 to Amazon Business for Rust-Oleum (Sr Ctr Supplies); \$31.66 for food service containers (Sand Prog Spec Rev); \$45.97 for wall calendar + (Sr Coord Supplies); \$142.92 for telephones + (Sr Ctr Supplies & Exp); \$7.89 for batteries (Sr Coord Exp); \$30.96 for potato chips (Sand Prog Spec Rev); \$15.18 for potato chips (Sand Prog Spec Rev); \$30.36 for potato chips (Sand Prog Spec Revenue)

# Commission on Aging Monthly report

For the month of:	August	September	October
Center visitors	491/22	360/20	445/21
Van rides	28	21	25
Meals on wheels	169	141	130
Sandwich program	192	174	170
Other meals	37	15	39

## Updates:

- Cable is cancelled
- ARPA Funding ideas:
  - Bus driver pay for 2024 to reduce cost of trips
  - Bar in bathroom stall
  - Front desk cannot be taken apart so would have to be completely redone
  - Transport wheelchair for trips so that people who struggle with getting around are still able to join us
  - Entertainment budget for each month
  - What services do seniors need that we cannot provide with our current budget (pay for programming or instructors)
  - What will bring people back into the center (covid connection)
  - Broken windows repair
  - Any salary use needs to be completed by the end of 2024

## October Trips and Events:

- Thursday October 5<sup>th</sup> Uncas Health Flu Vaccine Clinic
- Wednesday October 11<sup>th</sup> Love on a Plate Beef Stew (19 people were served)
- Wednesday October 11<sup>th</sup> Movie (2 people attended)
- Friday October 13<sup>th</sup> Art Class
- Monday October 16<sup>th</sup> Scarecrow making with pumpkin donuts and hot chocolate (4 people attended)
- Tuesday October 17<sup>th</sup> Chair Massage
- Wednesday October 18<sup>th</sup> Fall Foliage Cruise – with picnic lunch (13 attended)
- Friday October 20<sup>th</sup> Veteran's Breakfast (close to 30 Veterans attended)

- Wednesday October 25<sup>th</sup> Medicare Advocacy Presentation and Movie (9 people attended)
- Thursday October 26<sup>th</sup> Bingo and Halloween Party at New London Senior Citizens Center (13 attended)
- Friday October 27<sup>th</sup> October Birthday celebration (6 people had birthdays, two attended)
- Saturday October 28<sup>th</sup> Pen Turning Class (around 10 people attended)

### **Upcoming Trips and Events:**

#### November

- Thursday November 2nd Uncas Health Blood Pressure Monitoring
- Friday November 3<sup>rd</sup> Art Class
- Wednesday November 15 Movie (The Odd Life of Timothy Green)
- ~~Tuesday~~ <sup>Friday</sup> November 17<sup>th</sup> Turkey Day
- CANCELLED Monday November 20<sup>th</sup> Old Mystick Village Trip with lunch at Rocks 21
- Tuesday November 21<sup>st</sup> November Birthday Celebration
- Tuesday November 28<sup>th</sup> Chair Massage
- Tuesday November 28<sup>th</sup> Red Cross Blood Drive

#### December

- Friday December 1<sup>st</sup> AARP Safe Driving Class
- Tuesday December 5<sup>th</sup> Holiday Luncheon with Prime Rib & Stuffed Shrimp (snow date Dec. 6<sup>th</sup>)
- Thursday December 7<sup>th</sup> Uncas Health Blood Pressure Monitoring
- Friday December 8<sup>th</sup> Art Class
- Wednesday December 13<sup>th</sup> Dreamgirls at the Goodspeed Opera House (17 signed up)
- Friday December 15<sup>th</sup> December birthday celebration and movie
- Monday December 18<sup>th</sup> Possible trip for Christmas concert by senior choir at Sprague Public Library (waiting for final confirmation on date)
- Wednesday ~~November~~ <sup>December</sup> 20<sup>th</sup> Fantasy of Lights Trip (eat at Chili's East Haven)

## TOWN OF LISBON

### 2024 SCHEDULE OF MEETINGS

In accordance with the provisions of Connecticut State Statutes §1-225, notice is hereby given that the regularly scheduled meeting of the

COMMISSION ON AGING  
(Name of Board/Commission/Committee)

will be held on the following dates:

January <u>8</u>	July <u>1</u>
February <u>5</u>	August <u>5</u>
March <u>4</u>	September <u>9</u>
April <u>1</u>	October <u>7</u>
May <u><del>13</del> 6</u>	November <u>4</u>
June <u>3</u>	December <u>2</u>

The above meetings will be held at 10 o'clock A m in the

ACTIVE AGING CENTER in Lisbon.

Signed:



Chairman

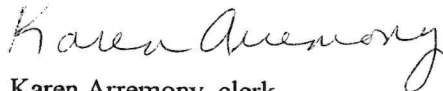
Secretary

Chairman and Secretary of all administrative and executive boards, commissions, agencies, bureaus or other bodies must file with the Town Clerk no later than January 31<sup>st</sup> of each year a schedule of the regular meetings of such bodies for the ensuing year, and no such meeting may be held sooner than thirty (30) days after the schedule has been filed. Thus, it is imperative that the Chairman and Secretary of these respective bodies file with the Town Clerk not later than December 1st of the current year, a schedule of regular meetings to be held in the following calendar year.

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Page 2

9. Adjournment – Motion by P. Walburn second by J. Carvalho to adjourn at 10:40 a.m.

VOTE: UNANIMOUS, MOTION CARRIED

  
Karen Arremony, clerk

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

RECEIVED FOR RECORD AT LISBON, CT  
ON 11/15/23 AT 9:53am  
ATTEST. MICHELLE GRANT, TOWN CLERK

