

MINUTES
REGULAR MEETING
COMMISSION ON AGING
LISBON SENIOR CENTER
MONDAY, MARCH 5, 2018
7:00 P.M.

1. Call to Order

The regular meeting of the Commission on Aging was called to order by Leonora Szruba, Chairman, at 7:00 p.m.

MEMBERS PRESENT: Joseph Doran, Mary Grant, Carol Sadowski, Leonora Szruba, Blanche Todriff

MEMBERS ABSENT: Dorothy Coggins, Donna Gahrman, Fidelis Kershaw, Karen Washington

OTHERS PRESENT: Anastasia Milhomme, Anna Gosselin, Student Ambassadors

2. Reading of previous minutes

J. Doran moved to approve the previous minutes as mailed. M. Grant seconded the motion.

VOTE: UNANIMOUS MOTION CARRIED

3. Correspondence

1. Notification, Agency on Aging Senior Resources, Re: Funding Availability

2. C: Appointment Letters, Re: Joseph Doran, Fidelis Kershaw, Carol Sadowski, Donna Gahrman

3. C: Letter, Leonora Szruba to Board of Selectmen, Re: COA Policy Meals on Wheels Delivery

4. Bills and actions thereon

a. Review Financial Statements

The Profit & Loss Budget vs. Actual, July 1, 2018 – March 2, 2018 and the Special Revenues Fund Balance Sheet (Senior Center Sandwich Program) as of March 2, 2018 were reviewed.

b. Ratify/Approve Bills – Attached

J. Doran moved to ratify bills 1 & 2 and enter into the public record. B. Todriff seconded the motion.

VOTE: UNANIMOUS MOTION CARRIED

J. Doran moved that bills 3 – 15 be paid. C. Sadowski seconded the motion.

VOTE: UNANIMOUS MOTION CARRIED

5. Senior Coordinator's Report

In the absence of Ms. Washington, Mrs. Szruba submitted and read the Senior Coordinator's Report dated March 5, 2018.

6. Old Business

a. Security

After Mrs. Szruba noted that the Senior Coordinator has gotten prices for a security system, she led a discussion regarding whether a security system is actually needed for the senior center.

Commission on Aging

Monthly report

For the month of:	December	January	February
Center visitors	343/19	350/20	345/19
Van rides	36	32	24
Meals on wheels	108	103	70
Sandwich program	149	162	156
Other meals	75	22	39

Our annual Super Bowl was held on February 7th. We had 22 attend.

We had make your own pizza on the 27th.

On March 16th we have our annual Corned Beef and Cabbage luncheon. Dick Tarryk will be here to play Irish music on his accordion.

Spring Breakfast will be on March 20th

February 9th we were invited to a Valentine's Day party at the New London Senior Center.

Trips also included 2 trips to the Groton Senior Center. On the 13th we went for lunch. On the 23rd we joined them for their annual Gnog Show.

In March we will be going to the Aqua Turf on the 22nd. On the 28th we are having lunch at Norwich Tech.

Our Blood Pressure clinics have been getting more interest. These are provided by Backus Hospital Community Health Education. We have also partnered with them to provide a Medication Awareness clinic. We are setting up appointments for individuals to bring in their prescription and over the counter medications. A licensed pharmacist will be here to answer any questions.

Our foot clinic is on March 28th.

Carpet in the main hallways is going to be installed the weekend of March 10th.

We have already reserved 4 tables for our first annual Craft Sale being held on Saturday, May 5th.

Submitted
March 5, 2018 by
Karen Washington

BILLS FOR RATIFICATION/APPROVAL AT THE 3/5/18 COA MEETING

FOR RATIFICATION:

- 1) dll Financial Solutions - \$103.09 for monthly copier lease payment (70153 Sr Ctr copier exp)
- 2) Verizon - \$28.28 for van cell phone (70141 Utilities)

FOR APPROVAL:

- 3) Rainville Plumbing & Heating - \$170 for ladies room toilet repairs (70142 Sr Ctr Maintenance)
- 4) K. Washington - \$44.96 reimbursement for lunch program supplies @ BJs (Sand Prog Spec Rev Acct)
- 5) K. Washington - \$178.31 reimbursement for lunch program supplies @ Webstaurant Store (Sand Prog Spec Rev Acct)
- 6) Frontier - \$43.96 for Sr Ctr phone bill (70141 Utilities)
- 7) K. Washington - \$100 reimbursement for postage stamps (70130 Sr Cit Services)
- 8) Eversource - \$351.04 for 2,240 kwh electricity 1/8/18 to 2/16/18 (70141 Utilities)
- 9) Comcast - \$56.56 for 2/23 to 3/22 cable (70141 Utilities)
- 10) Norwich Business Machines - \$435 for 4 toner cartridges (1 black, 3 colors) (70151 Sr Ctr Supplies & Expenses)
- 11) Uncas Gas - \$889.55 for 2/19 delivery of 510.8 gals propane @ \$1.7415 (70141 Utilities)
- 12) D.B. Building Maintenance - \$390 for February janitorial service (70142 Sr Ctr Maintenance)
- 13) Walmart - \$673.35 total: \$17.96 from Shooting Stars; \$197 from 70142 Sr Ctr Maintenance; \$458.39 from lunch program special revenue account
- 14) W.B. Mason - \$358.67 total
 - a) \$35.97 for water & jug deposits (70141 Utilities); \$7.39 for cups (70130 Sr Cit Services)
 - b) \$35.97 for water & jug deposits (70141 Utilities)
 - c) \$1.50 for cooler rental (70130 Sr Cit Services)
 - d) \$33.99 for bathroom tissue (70151 Sr Ctr Supplies & Exp); \$24.19 kitchen paper towels (Sand Prog Special Revenue)
 - e) \$188.27 for telephone & handset (70141 SR Ctr Utilities)
 - f) \$31.39 for additional phone handset (70141 Sr Ctr Utilities)
- 15) Staples - \$217.31 CREDIT for returned phone system & 70142 Sr Ctr Maintenance)

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- b. Square Account
Mrs. Szruba read a copy of her letter to the Board of Selectmen, 2/8/17, Re: Square Account and the reply from Thomas Sparkman, First Selectman, denying the request based on the recommendation from the Town Treasurer and Board of Finance vote to support the Treasurer's recommendation.
 - c. Carpeting
Mrs. Szruba noted this item in the Sr. Coordinator's report adding that the carpeting will go in the hallway and into the board room.
 - d. Energy Audit – No Update
7. New Business
- a. Rebranding
Mrs. Szruba advised that Ms. Washington will be reporting on discussions that have taken place at meetings that she has attended regarding "rebranding" senior centers to better reflect programing and services, etc.
8. Any other business which may properly come before the Commission
J. Doran moved to add "Bingo Permit" to the agenda. M. Grant seconded the motion.
VOTE: UNANIMOUS MOTION CARRIED
- a. Bingo Permit
After noting that bingo is held weekly at the senior center, Mrs. Szruba reported that going forward (January 1, 2018), Bingo permits will be issued by the municipality, not the Department of Consumer Protection, information of which she advised the Selectmen were unaware. She further advised that she has passed on the written information to the Selectmen.
J. Doran moved to submit a bingo permit application to the municipality for weekly bingo at the senior center. C. Sadowski seconded the motion.
VOTE: UNANIMOUS MOTION CARRIED
9. Adjournment
J. Doran moved to adjourn at 7:40 p.m. B. Todriff seconded the motion.
VOTE: UNANIMOUS MOTION CARRIED


Marlene Lepine, clerk

APPROVED: _____
Leonora J. Szruba, Chairman

RECEIVED FOR RECORD AT LISBON
CT ON 3/6/18 AT 9:30am
ATTEST. LAURIE TIROCCHI, TOWN CLERK
