

MINUTES
REGULAR MEETING
COMMISSION ON AGING
LISBON SENIOR CENTER
MONDAY, DECEMBER 5, 2016
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: Dorothy Coggins, Joseph Doran, Donna Gahrman,
Leonora Szruba, Karen Washington

MEMBERS ABSENT: Mary Grant, Fidelis Keshaw, Carol Sadowski, Daniel Teper

OTHERS PRESENT: Student Ambassadors: Anna Gosselin, Anastasia Milhomme

2. Reading of previous minutes

J. Doran moved to approve the previous minutes as mailed. D. Coggins seconded the motion.

VOTE: UNANIMOUS MOTION CARRIED

3. Correspondence - None

4. Bills and action thereon

a. Review Financial Reports

The monthly expenditure report through November 2016 was reviewed.

b. Ratify/Approve Bills - Attached

Mrs. Szruba advised that there were no bills for ratification. She also noted a correction to the first bill which should read \$419.88 instead of \$420.33.

J. Doran moved that the bills be paid. D. Gahrman seconded the motion.

VOTE: UNANIMOUS MOTION CARRIED

5. Senior Coordinator's Report – Attached

Karen Washington, Senior Coordinator, submitted and reviewed her report for the months of September, October and November 2016.

6. Old Business

a. Lounge Window Leak

Ms. Washington reported that Louis Reguin, Louis Reguin Building and Remodeling, inspected all of the windows advising her that the metal framed windows are above the interior heating units causing condensation which is rotting the wood.

b. Secure Storage at Old Town Garage

Ms. Washington reported that a truck load of items have been packed and moved to the center's storage space at the old town garage.

BILLS FOR APPROVAL AT THE 12/5/16 COA MEETING"

- 1) Walmart - ~~\$420.35~~ ^{\$419.88} for current purchases (\$416.83) + late charge (\$3.05) (Sandwich Program Special Revenue Account)
- 2) dll Financial Solutions - \$98.18 for copier lease (70153 Sr Ctr Copier Expenses)
- 3) Frontier - \$44.91 for Sr Ctr telephone service (70141 Utilities)
- 4) Eversource - \$409.96 for 2,184 kwh electricity from 10/19 to 11/17 (70141 Utilities)
- 5) Comcast - \$62.39 for 11/23 to 12/22 cable service (70141 Utilities)
- 6) Uncas Gas - \$698.61 for 11/23 delivery of 571.6 gals propane @ \$1.2222/gal (7014 Utilities)
- 7) D.B. Building Maintenance - \$390 for November janitorial service (70142 Sr Ctr Maintenance)
- 8) W.B. Mason - \$182.50 total
- a) \$41.98 – bathroom tissue, correction tape (70151 Sr Ctr Supplies)
 - b) \$79.96 – 4 cases mini-moos (70130 Sr Cit Services)
 - c) \$31.99 – case kitchen paper towels (Sand Prog Special Revenue Acct)
 - d) \$1 – monthly water cooler rental fee (70130 Sr Cit Services)
 - e) \$29.97 – 3 jugs water, jug deposit (70141 Utilities)
 - f) \$16.60 – 2 pks cold cups (70151 – Sr Ctr Supplies & Expenses)
 - g) -\$18 [credit] – jug deposit refund (70141 Utilities)

Commission on Aging

Monthly report

For the month of:	September	October	November
Center visitors	413/21	444/20	314/18
Van rides	106	106	64
Meals on wheels	127	137	144
Sandwich program	157	170	113
Other meals	7	56	40

We were closed 4 days this month for Election Day, Veterans Day and the Thanksgiving holiday.

We held our annual Pot Luck luncheon with 2 turkeys on November 10th with 40 people attending. Mark Lee spoke to everyone regarding the annual open enrollment for Medicare.

13 people went on the trip to Hank's on November 16th.

We have over 80 people signed up for the annual holiday luncheon for December 8th.

Crafters are busy getting things ready for the annual sale at the school that is being held on December 15th and 20th.

We have 2 trips set up in December to Aqua Turf and Yankee Candle/Forest Park/Cracker Barrel. Our travel committee will be setting up a list of trips for 2017.

Meals on Wheels has reopened enrollment into the program. We are getting new deliveries added on.

The application for the 3 year renewal as a Community Focal Point as recognized by Senior Resources Agency on Agency has been submitted.

Our Annual Report page has been submitted for publishing.

Over 50 handmade afghans and lap blankets have been divided up between Backus Hospital and many other local agencies including Madonna Place, Colonial Manor, UCFS and Hospice.

Submitted December 5, 2016 by
Karen Washington

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c. Van Ramp Non-slip Issues

Mr. Doran advised that he has reported to the First Selectman the slipping issues he observed regarding wheelchair use on the ramp of the van.

J. Doran moved to add "Van Issues" to the agenda. D. Coggins seconded the motion.

VOTE: UNANIMOUS MOTION CARRIED

7. New Business

a. 2017-2018 Budget Projections

Mrs. Szruba led a discussion regarding 2007/18 budget goals and preparation.

8. Any other business which may properly come before the Commission

a. Van Issues

Mr. Doran suggested buying safety vests for the van drivers for safety as well as for identification. He also suggested using the bus more often, instead of the van for shopping trips, especially the first weeks of the month, as the van can only accommodate three or four shoppers with their bags.

9. Adjournment

J. Doran moved to adjourn at 7:25 p.m. D. Gahrman seconded the motion.

VOTE: UNANIMOUS MOTION CARRIED


Marlene Lepine, clerk

APPROVED: _____
Leonora Szruba, Chairman

RECEIVED FOR RECORD AT LISBON
CT ON 12/6/16 AT 9:40 am
ATTEST, LAURIE TIROCCHI, TOWN CLERK
