

MINUTES
REGULAR MEETING
COMMISSION ON AGING
LISBON SENIOR CENTER
MONDAY, NOVEMBER 2, 2015
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 Mary Grant,
Carol Sadowski, Leonora Szruba, Karen Washington

MEMBERS ABSENT: Fidelis Kershaw, Daniel Teper

2. Reading of previous minutes

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

VOTE: UNANIMOUS MOTION CARRIED

3. Correspondence

1. Workshop Notice, Northeastern Connecticut Council of Governments, Re: Preservation of the Route 169 National Scenic Byway, Town Hall, 6:30 p.m.11/5/15

4. Bills and action thereon

- a. Review Financial Reports - Reviewed

- b. Ratify/Approve Bills - See Attached (1 - 3)

J. Doran moved to ratify and add to the public record. C. Sadowski seconded the motion.

VOTE: UNANIMOUS MOTION CARRIED

M. Grant moved that the bills (4 - 17 on attachment) be paid. D. Coggins seconded the motion.

VOTE: UNANIMOUS MOTION CARRIED

5. Senior Coordinator's Report - Attached

Karen Washington, Sr. Coordinator/Municipal Agent submitted and reviewed her monthly report date11/2/15.

6. Old Business

- a. Open House

Joseph Doran reported that the open house was successful with six Turners, four Carvers, a quilt show and bake sale.

- b. Evening Activities - No Update

- c. Social Security Seminar - No Update

7. New Business

- a. Advertising Coordinator

Karen Washington advised that she now has the contacts to reach for the publication of activities.

BILLS FOR RATIFICATION/APPROVAL AT NOVEMBER 2, 2015 COA MEETING

FOR RATIFICATION:

- 1) Verizon - \$31.83 for van cell phone – approved by LJS 10/19/15 [70141 – Utilities]
- 2) Crystal Rock - \$43.70 for bottled water & cooler rental – approved by LJS 10/19/15 [70141-Utilities]
- 3) Uncas Gas – \$567.61 for 10/2 delivery 488.1 gals propane @ \$1.1629/gal – approved by LJS 10/19/15 [70141 – Utilities]

FOR COMMISSION APPROVAL:

- 4) Walmart - \$565.56 (includes \$4.35 late charge) for food purchases [Sandwich Program Spec Rev]
- 5) Lowe's - \$8.53 for light purchased by Greg Bouchard [70142 – Sr Ctr Maintenance]
- 6) Prokop Signs - \$200 for Special Event signs & posts for Open House [70130 – Sr Citizen Services]
- 7) Shoreline Fire Equipment - \$185.75 for fire suppression equipment inspections [70142 – Sr Ctr Maint]
- 8) Diversified Telecom - \$100.22 for Center phone service [70141 – Utilities]
- 9) Fox Hollow Enterprises - \$95.90 for van oil change & service [70143 – Sr Van Maintenance]
- 10) Comcast - \$81.54 for 10/23-11/22 cable [70141 – Sr Ctr Utilities]
- 11) Concentra - \$70 for Astrella DOT recertification physical [70130 – Sr Cit Services]
- 12) Eversource - \$397.35 for 1,886 kwh electricity, 9/18-10/19, 31 days [70141 – Sr Ctr Utilities]
- 13) Allstate Fire Equipment - \$159 for kitchen fire suppression ansul system inspection & fusible link replacement [70142 – Sr Ctr Maintenance]
- 14) Andrew Wisniewski - \$25 for 1 hour weeding & trimming [70142 – Sr Ctr Maintenance]
- 15) W.B.Mason –
 - a) \$36.98 - \$23.99 craft supplies [Shooting Stars]
\$12.99 wall calendar [70150 – Sr Coord Supplies & Expenses]
 - b) \$71.98 - \$29.99 paper towels [Sand Prog Special Revenue]
\$41.99 anti fatigue mat for kitchen [70151 – Sr Ctr Supplies & Expenses]
 - c) \$89.96 - \$41.99 anti fatigue mat #2 for kitchen [70151 – Sr Ctr Supplies & Expenses]
\$47.97 mini-moos creamers [70130 – Sr Cit Services]
 - d) \$35.98 – wall sign holder and bathroom tissue [70151 – Sr Ctr Supplies & Expenses]
- 16) Karen Washington - \$29.90 – mileage reimbursement 70150 – Sr Coord Supplies & Expenses]
- 17) Leonora Szruba - \$56.26 reimbursement for pizza for crafters & turners @ 10/24 Open House [70130 – Sr Cit Services]

Commission on Aging

Monthly report

For the month of:	August	September	October
Center visitors	347/21	364/21	387/21
Van rides	110	114	104
Meals on wheels	100	134	109
Sandwich program	118	176	98
Other meals	19	6	65

October 6th – Wii bowling w/Preston

October 7th – 26 served at the Ham & Bean lunch

October 9th – AARP driving class had 17 people attend

October 14th – Flu clinic

October 15th – TVCCA Energy Assistance application help

October 16th – Our first painting party – we had 4 in attendance

October 20th – Colchester came for Wii bowling

October 23rd – 14 people went on the Essex Steam Train and Riverboat trip

October 29th – Blowout bingo had 21 attend

October 30th – Halloween spookghetti lunch had 18 people

In November we have Creating cards with Heidi on the 5th, Pot luck w/turkey on the 9th, Painting party on the 13th, Hanks Restaurant on the 17th and Animal Embassy with Lisbon Central School on the 24th

Starting on Monday, November 4th – 4 consecutive weekly healthy cooking & eating classes with live demos. The last class will be a virtual tour of shopping at a grocery store

Sally Huck is no long going to be coming in for enhanced benefits. All inquiries/questions regarding Medicare are being referred to Senior Resources

The “Senior Centers of Eastern Connecticut” website that includes 9 towns is now active

Waiting to hear back from Miles LaFemina to set up CPR/AED training

Dr. Walter is finalizing our site as a foot clinic with Medicare

Submitted November 2, 2015 by
Karen Washington

TOWN OF LISBON
2016 SCHEDULE OF MEETINGS

In accordance with the provisions of Connecticut State Statutes #1-255, 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>4th</u>	July	<u>11th</u>
February	<u>1st</u>	August	<u>1st</u>
March	<u>7th</u>	September	<u>12th</u>
April	<u>4th</u>	October	<u>3rd</u>
May	<u>9th</u>	November	<u>14th</u>
June	<u>6th</u>	December	<u>5th</u>

The above meetings will be held at 7 o'clock pm in the
Senior Center in Lisbon.

Signed: Lee Sprake ^(MC) Chairman
_____, Secretary

Notice:

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 31st 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 1, 2015 a schedule of the regular meetings that will be held in 2016.

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- b. Open Enrollment Requests - See Sr. Coordinator's Report
All inquiries/questions regarding Medicare are being referred to Senior Resources
- c. Communication Equipment
Karen Washington discussed difficulties setting up the answering component on the phone system.
- d. ADA Compliant Door Systems
Ms. Washington discussed an estimate for ADA compliant door systems.
- e. 2016 Meeting Schedule - Attached
J. Doran moved to approve the 2016 meeting schedule as discussed. D. Gahrman seconded the motion. VOTE: UNANIMOUS MOTION CARRIED
- f. Annual Report Narrative Request
Memo, Wayne Donaldson, Chair., Board of Finance, 10/14/15, Re: Annual Report Narrative
Lee Szruba and Karen Washington volunteered to write the Commission's narrative for the Annual Report.
- g. Capital Expenditure Request (for town's financial plan)
Memo, Wayne Donaldson, Chair., Board of Finance, 10/14/15, Re: Capital Expenditure Request
Installing ADA compliant door systems and updating the heat delivery system in the center were suggestions for capital expenditures.
- h. FY2016/17 Budget
Memo, Wayne Donaldson, Chair., Board of Finance, 9/16/15, Re: Budget Schedule and Forms

8. Any other business which may properly come before the Commission - None

9. Adjournment

J. Doran motioned to adjourn at 7:55 p.m. M. Grant seconded the motion.

VOTE: UNANIMOUS MOTION CARRIED


Marlene LePine, clerk

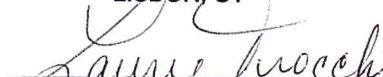
APPROVED: _____
Leonora Szruba, Chairman

RECEIVED FOR FILING

11/4 2015 at 12:10 ^{pm}_{M.}

TOWN CLERK'S OFFICE

LISBON, CT


TOWN CLERK