

MINUTES  
REGULAR MEETING  
COMMISSION ON AGING  
LISBON TOWN HALL  
MONDAY, MARCH 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 7:17 p.m.

Introduction of New Senior Coordinator and New Board Member

Mrs. Szruba introduced Karen Washington, the town's new Senior Coordinator/Municipal Agent.

MEMBERS PRESENT: Dorothy Coggins, Joseph Doran, Mary Grant, Judith Jencks,  
Leonora Szruba

MEMBERS ABSENT: Donna Gahrman, Fidelis Kershaw, Carol Sadowski, Daniel Teper

OTHERS PRESENT: Elliott Johnson, Student Ambassador

2. Reading of Previous Minutes

A motion was made by J. Doran, seconded by D. Coggins, to approve the previous minutes as presented.

VOTE: UNANIMOUS MOTION CARRIED

3. Correspondence

1. Notice of Funding Availability, Senior Resources - Agency on Aging

2. C: Appointment Recommendation Letters/w Appointment Letters: Mary Grant, Dorothy Coggins, Leonora Szruba, Daniel Teper, 2/11/15

4. Bills and Action thereon - Attached

1 - 2 for Ratification: A motion was made by J. Doran, seconded by M. Grant, to ratify and enter into the public record.

VOTE: UNANIMOUS MOTION CARRIED

1 - 6

A motion was made by J. Doran, seconded by M. Grant, to include the Walmart bill as a regular recurring bill as long as it does not exceed \$375.

VOTE: UNANIMOUS MOTION CARRIED

A motion was made by M. Grant, seconded by D. Coggins, that the bills be paid.

VOTE: UNANIMOUS MOTION CARRIED

5. Senior Coordinator's Report - Attached

6. Old Business

a. Senior Coordinator's Interviews

Mrs. Szruba gave an overview of the interviews for the Senior Coordinator's position that she and Mrs. Jencks participated in along with Thomas Sparkman, First Selectman and Robert Browne, Selectman.

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For ratification and entry into the public record:

- 1) D.B. Building Maintenance Inc. - \$390 for January janitorial service – approved by LJS 2/6/15
- 2) Verizon - \$17.59 for van cell phone – approved by LJS 2/18/15

For Commission approval:

- 1) Walmart - \$332.28 + \$3.70 late charge = \$335.98 (statement closing date 2/16/15, received on site 2/26/15, payment due date 3/14/15, anticipated check run 3/6/16, anticipated check signing by S/M 3/9/15 – doubtful check will be received and recorded by Walmart in Atlanta, GA, by the payment due date. This kind of timing is why we incur late charges.) CONSIDER: Does this fall in the category of a “regularly recurring bill” that can be approved by the Chair between meetings or, since this is generally paid out of the Sandwich Program Special Revenue Account, would you prefer it be brought to a COA meeting for approval?
- 2) Comcast - \$89.54 for 2/23-3/22 cable
- 3) Diversified Telecom - \$104.53 for Senior Center telephone service
- 4) Uncas Gas - \$911.13 for 2/9/15 delivery of 705.7 gallons of propane @ \$1.2911/gal.
- 5) The Day - \$91.50 for 26 week subscription renewal
- 6) Crystal Rock - \$25.20 for spring water, fuel charge, equipment rental (\$34.10 past due amount approved for payment at the February meeting)

*Approved B-2-15 ml*

# Commission on Aging

## Monthly report

For the month of:	Dec	Jan	Feb
Center visitors	334/20 days	278/18 days	195/20 days
Van rides	105	81	NA
Meals on wheels	140	138	NA
Sandwich program	129	134	NA
Other meals	72	14	NA

Karen Washington is your new Senior Coordinator/Municipal Agent. We have been doing orientation since the 23. I've extended by retirement to the 18<sup>th</sup>.

Snow continues to raise havoc with the scheduling and looks as if it will for the next few weeks. Vikki continues to do her best. Appointments for those using the van will be rescheduled and hours will be reworked to make it all happen. Events at the Senior Center have been cancelled and/or rescheduled.

Roger Gagnier of Allstate Fire Equipment was here and advised me that they needed to meet here with Lisbon's Fire Marshal to finish the change over for the new suppression system on the Kitchen range. I have contacted Rick Hamel twice and have yet to hear back from him.

Rite Aid will be offering workshops, speakers and donated supplies. They will be here tomorrow to meet Karen. They will be doing a "one touch" program on the 11<sup>th</sup>.

Our Corn beef and cabbage is on the 17<sup>th</sup>. We extended the deadline to the 10<sup>th</sup>.

Submitted March 2, 2015 by  
Judith M. Jencks

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b. Transition

Mrs. Jencks and Mrs. Washington gave an overview of the transition process to date.

7. New Business

a. Election of Officers

Mrs. Jencks conducted election of Officers.

Chairman

D. Coggins nominated Leonora Szruba. There were no other nominations.

Mrs. Jencks directed that the clerk cast one ballot for Leonora Szruba as Chairman.

Vice Chairman

L. Szruba nominated Mary Grant. There were no other nominations

Mrs. Jencks directed that the clerk cast one ballot for Mary Grant as Vice Chairman.

8. Any other business which may come before the Commission

A motion was made by J. Doran, seconded by M. Grant, to add "Shooting Stars" to the agenda.

VOTE: UNANIMOUS MOTION CARRIED

a. Shooting Stars

After reviewing the background concerning the process of adopting "An Ordinance Creating the Lisbon Shooting Stars Special Revenue Fund", Mrs. Szruba advised that it will be an item on the Annual Town Meeting agenda which is normally scheduled for the first Monday in May.

A motion was made by J. Doran, seconded by M. Grant, to move the May meeting from the 4<sup>th</sup> to the 11<sup>th</sup>.

VOTE: UNANIMOUS MOTION CARRIED


At this time, Mr. Doran announced that there will be a wood turners demonstration at the Poquetanuck Fire Department on March 14<sup>th</sup> from 9 - 3. He also noted that a demonstration will be at the Lisbon Senior Center on October 24<sup>th</sup>.

9. Adjournment

A motion was made by J. Doran, seconded by M. Grant, to adjourn at 7:56 p.m.

VOTE: UNANIMOUS MOTION CARRIED

APPROVED: \_\_\_\_\_  
Leonora Szruba, Chairman

  
Marlene LePine, Clerk

RECEIVED FOR RECORD AT LISBON  
CT ON 03/03/2015 AT 9:45am  
ATTEST. LAURIE TIROCCHI, TOWN CLERK  
