

MINUTES
REGULAR MEETING
COMMISSION ON AGING
LISBON SENIOR CENTER
MONDAY, JUNE 2, 2014
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: Cava Castagnaro, Joseph Doran, Mary Grant, Judith Jencks,
Fidelis Kershaw, Leonora Szruba

MEMBERS ABSENT: Edwin Brown, Dorothy Coggins, Carol Sadowski

OTHERS PRESENT: Chris Arpin, Student Ambassador

2. Reading of Previous Minute

A motion was made by J. Doran, seconded by C. Castagnaro, to approve the previous minutes as printed.

VOTE: UNANIMOUS MOTION CARRIED

3. Correspondence - None

4. Bills and action thereon - Attached

A motion was made by J. Doran, seconded by F. Kershaw, that all bills be paid.

Mr. Doran moved to not pay #3 until clarified a legitimate bill. F. Kershaw seconded the amendment.

VOTE: UNANIMOUS MOTION CARRIED

VOTE ON AMENDED MOTION: MOTION CARRIED

5. Senior Coordinator's Report - Attached

Judith Jencks, Sr. Coordinator/Municipal Agent, submitted and reviewed the attached April/May Senior Coordinator's report.

6. Old Business

a. Retirement Planning

Mrs. Szruba reviewed her letter to the Selectmen advising them of who would be representing the COA (Judith Jencks/Leonora Szruba) during the hiring process for the Senior Coordinator's position. The letter also expressed gratitude from the Commission for being included in the process.

b. Policies and Procedures

After reviewing the thirteen comments in a letter from Thomas Sparkman, First Selectman, dated 5/14/14 regarding the revised Senior Center Policies and Procedures Manual, a motion was made by J. Doran, seconded by C. Castagnaro, to table.

VOTE: UNANIMOUS MOTION CARRIED

7. New Business

a. Van Phone

After noting the age of the van phone, Mrs. Jencks recommended replacing it with a "smart phone" for the van drivers to use instead of their personal phones to text.

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A motion was made by J. Doran, seconded by C. Castagnaro, to approve the purchase of a "smart phone" for the senior van. VOTE: UNANIMOUS MOTION CARRIED

b. Utility Line Item

After reviewing the Commission's line items and projecting year end billing, a motion was made by J. Doran, seconded by F. Kershaw, to request an additional appropriation of \$2,000 to the Senior Center Utility line item, #70141.

VOTE: UNANIMOUS MOTION CARRIED

c. Computer/Senior Citizen Services

Mrs. Jencks recommended replacing the unlicensed computers (2) in the library and reception area which she explained have pirated software.

A motion was made by J. Doran, seconded by F. Kershaw, to approve the purchase of two new computers at a cost of \$1,022.16. VOTE: UNANIMOUS MOTION CARRIED

8. Any other business that may come before the Commission

A motion was made C. Castagnaro, seconded by F. Kershaw, to add: Special Revenue Account, Registers, and Stove Hood to the agenda. VOTE: UNANIMOUS MOTION CARRIED

a. Special Revenue Account

Mrs. Jencks reviewed the special revenue account sheets, noting a discrepancy between the two.

b. Registers

After advising having received no new quotes for either the registers or hood, Mrs. Jencks recommended accepting the \$2,587.15 quote from Charlie Hawke, HVAC Repair, who she noted has been taking care the center's air conditioning for a long time.

VOTE: UNANIMOUS MOTION CARRIED

c. Stove Hood

Mrs. Jencks recommended delaying replacement of the stove hood.

9. Adjournment

A motion was made by J. Doran, seconded by C. Castagnaro, to adjourn at 7:33 p.m.

VOTE: UNANIMOUS MOTION CARRIED


Marlene LePine, clerk

APPROVED: _____
Leonora Szruba, Chairman

RECEIVED FOR RECORD AT LISBON
CT ON 06/03/14 AT 1:05 pm
ATTEST. LAURIE BROCCHI, TOWN CLERK
