

MINUTES
REGULAR MEETING
COMMISSION ON AGING
LISBON SENIOR CENTER
MONDAY, MARCH 3, 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 7:01 p.m.

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

MEMBERS ABSENT: Edwin Brown, Cava Castagnaro, Fidelis Kershaw, Carol Sadowski

OTHERS PRESENT: Chris Arpin, Student Ambassador

2. Reading of Previous Minutes

A motion was made by J. Doran, seconded by M. Grant, to approve the previous minutes with corrections to the spelling, throughout the minutes, of "Doren" which should read "Doran".

VOTE: UNANIMOUS MOTION CARRIED

3. Correspondence

1. Note regarding the health status of a senior.

2. Lisbon Senior Center Certificate of Recognition from the Senior Resource Area Agency on Aging for the center being designated to provide critical information and services to older adults and serve as a community hub for the local senior activities.

4. Bills and action thereon - Attached 1 - 7

A motion was made by J. Doran, seconded by M. Grant, to pay all of the bills (1-7) plus \$26.48 to AT & T regarding the senior van cel phone.

Mr. Doran made an amendment to the motion to not pay #7, pending further research. M. Grant seconded the amendment.

VOTE: UNANIMOUS MOTION CARRIED

VOTE ON MOTION AS AMENDED: UNANIMOUS MOTION CARRIED

5. Senior Coordinator's Report - Attached

6. Old Business

a. Retirement Planning

Mrs. Szruba reviewed the letter sent to the Board of Selectmen regarding the hiring process for the Senior Coordinator's position which will become available upon Mrs. Jencks retirement.

b. Policies and Procedures

Mrs. Szruba advised that the revised policies and procedures document has been forwarded to the Board of Selectmen for their review and approval.

Senior Coordinators Report – February 2014

We had trouble with the emergency lights in the dining room area. JKS Electric came in on 2/27/14 with Greg Bouchard. He said the batteries need replacing and was instructed by Greg to take care of it (batteries were replaced 3/3/2014). As a side note to this, the phone in the kitchen has a little red light that has been continually lit for the same time frame as the emergency lights. We are uncertain what is causing it.

The February 14th "Valentine's Dessert with Lenny-Z" was canceled because of a severe snow storm from the day before. Money has been refunded to all but two who pre-purchased tickets. We have rescheduled Lenny-Z to perform after our Spring Fling Easter Dinner on April 16th. Tickets are \$12.00 which includes a full ham meal and the entertainment! Please see the attached March calendar for other upcoming specials.

Speaking of snow storms – the Lisbon Senior Center closed a total of two full days and two half days in the month of February because of bad weather.

The Senior Center had a total of 207 visitors that signed in for the month of February.

In February, the Sandwich Program reported the following:

Week Ending February 8 = 12 / \$32.00
Week Ending February 15 = 25 / \$71.50
Week Ending February 22 = 17 / \$40.25
Week Ending February 28 = 25 / 63.50

We had four lunch Specials in February, grossing the following:

Souper Bowl = \$162.00
Grilled Cheese & Soup = \$15.00
Turkey Grinder = \$40.00
Sheppard's Pie = \$28.00

Vikki our van driver reported 80 trips for the month of February.

Uncas Health did an inspection (forms dated 2/27) and gave us a score of 98/100 noting that the straws and stirrers must have wrappers, which they did not.

BILLS FOR APPROVAL AT COA MEETING OF MARCH 3, 2014

- 1) \$279.68 Walmart bill dated 2/16/14 which includes \$3.85 late charge; to be paid out of Special Revenue Sandwich Program account
- 2) \$299.27 CL&P bill dated 2/19/14 for 1/20/14 to 2/19/14 electricity
- 3) \$78.43 Comcast bill dated 2/13/14 for 2/23/14-3/22/14 cable TV
- 4) \$4.69 Uncas Gas late charge on 2/11/14 statement
\$1512.70 Uncas Gas delivery of 523.1 gals @ \$2.8918 on 2/17/14
- 5) \$96.16 Diversified Telecom bill dated 2/12/14 for telephone service
- 6) \$390.00 D.B. Building Maintenance bill dated 1/2/14 for December cleaning service
- 7) \$2,100.65 Izbicki Contracting LLC bill dated 2/11/14 for material to replace main heating recirculator pump (\$1,883.15) and 3 hours labor (\$217.50)

Note to COA members: As of 3/3/14, our line item balances are –

Utilities - \$5,769.32

Building Maintenance - \$1,101.42

Van Maintenance - \$20.30 (\$1,000 additional approp approved by S/M, going to Boff)


Supplies & Expense - \$809.03

Services - \$2,616.49

Copier Expense - \$500.00

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- c. Special Appropriation (van maintenance)
Mrs. Jencks reported that the request for the additional appropriation to the van maintenance line item was approved by the Board of Selectmen and forwarded to the Board of Finance.
 - d. JKS Electric-contested billing
Mrs. Szruba advised that the ASP Security bill (\$140) will not be reimbursed by JKS Electric as it was determined that their work did not cause the lose battery which in turn caused a trouble signal to which ASP Security responded.
7. New Business
- a. Shooting Stars
Mrs. Szruba reported that the Shooting Stars have voted to turn over their financial records to the Town Auditor. She also reported that a sub-committee has been formed to meet with the Board of Finance after reviewing all of the organization's previously proposed paperwork (special revenue account, ordinance). She noted that, to date, the Shooting Stars have not determined whether they will pursue a "non-profit" status or have their finances handled through a special revenue account with the town.
8. Any other business that may come before the Commission
- A motion was made by J. Doran, seconded by M. Grant, to add "Mini Golf" to the agenda.
VOTE: UNANIMOUS MOTION CARRIED
- a. Mini Golf
A motion was made by M. Grant, seconded by J. Doran, to purchasing indoor mini golf equipment (\$329 & balls \$18.95).
VOTE: UNANIMOUS MOTION CARRIED
9. Adjournment
- A motion was made by M. Grant, seconded by J. Doran, to adjourn at 7:56 p.m.
VOTE: UNANIMOUS MOTION CARRIED


Marlene LePine, clerk

APPROVED: _____
Leonora Szruba, Chairman

RECEIVED FOR RECORD AT LISBON
CT ON 03/04/14 AT 9:30am
ATTEST. LAURIE TIROCCHI, TOWN CLERK
