

MINJUTES
REGULAR MEETING
COMMISSION ON AGING
LISBON SENIOR CENTER
MONDAY, OCTOBER 1, 2018
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: Joseph Doran, Donna Gahrman, Mary Grant, Leonora Szruba,
Blanche Todriff, Patricia Walburn, Karen Washington

MEMBERS ABSENT: Fidelis Kershaw, Carol Sadowski

OTHERS PRESENT: Anna Gosselin, Student Ambassador

2. Reading of previous minutes

M. Grant moved to approve the previous minutes as presented. B. Todriff seconded the motion.

VOTE: UNANIMOUS MOTION CARRIED

3. Correspondence - None

4. Bills and actions thereon

a. Review Financial Statements

The Profit & Loss Budget vs Actual Statement through September was reviewed as was the Special Revenue Fund Sandwich Program Balance Sheet through September.

b. Ratify/Approve Bills - Attached

J. Doran moved to ratify bills 1-3 and make it part of the public record. The motion was seconded by D. Gahrman seconded the motion. VOTE: UNANIMOUS MOTION CARRIED

5. Senior Coordinator's Report - Attached

Karen Washington, Senior Coordinator, submitted and reviewed her monthly report dated 10/1/18.

6. Old Business

a. Painting Project

Ms. Washington submitted the following three quotes for consideration for the painting project: Central Pro – \$3,800; Russell Bruscato Carpentry – \$3,750; East Coast Pro - \$4,775.

J. Doran moved to go with the lowest quote (Russell Bruscato Carpentry – \$3,750). The motion was seconded by D. Gahrman. VOTE: UNANIMOUS MOTION CARRIED

Mrs. Szruba advised that the Shooting Stars have voted to contribute \$1,000 towards the project.

b. Backup Town Bus Update

Ms. Washington advised that Senator Cathy Austin has indicated that she may be of assistance with a possible solution for a back up bus for Lisbon. Ms. Washington also advised learning of another possibility which she will explore.

c. Senior Van Update

Ms. Washington reported the van needing a recent repair costing several hundred dollars.

Commission on Aging

Monthly report

For the month of:	July	August	September
Center visitors	424/21	465/23	402/19
Van rides	46	42	64
Meals on wheels	56	63	73
Sandwich program	158	156	176
Other meals	56	36	56

On September 8th we had a trip to Theatre by The Sea to see "Chicago".

Senator Cathy Osten came on September 12th for our ice cream social to speak about what has been happening in the state.

We held a Blowout Bingo on September 13th over 45 in attendance.

Our annual trip to the Big E was on September 19th.

The fall breakfast was held on September 25th

In October we have our Foot Clinic on October 10th.

Our semi-annual AARP safe driving class is on October 12th

The Ham and Bean luncheon will be on October 16th with entertainment to follow.

On October 17th we are holding a flu shot clinic from 10-12 and there is a trip to Texas Roadhouse at 3:45

Our Halloween party will be on October 31st with bingo and a Spookghetti lunch.

BILLS FOR APPROVAL/RATIFICATION AT THE OCTOBER 1, 2018 COA MEETING:
FOR RATIFICATION:

- 1) D.B. Building Maintenance - \$390 for August janitorial service (70142 Maintenance – 9/19)
- 2) dll Financial Solutions - \$110.55 for copier lease payment (70153 Copier Expenses – 9/19)
- 3) W.B. Mason - \$47.96 for 4 jugs water & jug deposit (70141 Utilities – 9/19)

FOR APPROVAL:

- 4) Walmart - \$587.64 for food purchases (Sandwich Program Special Revenue)
- 5) Frontier - \$43.81 for Sr Ctr telephone (70141 Utilities)
- 6) Eversource - \$561.61 for 2,814 kwh electricity 8/20-9/19/18 (70141 Utilities)
- 7) CT Asso/Muni Agents for the Elderly - \$50 annual membership dues (70150 Sr Coord Exp)
- 8) Comcast - \$65.26 for cable 9/23-10/22/18 (70141 Utilities)
- 9) ASP Security Systems - \$213 for 4th quarter alarm monitoring (70142 Maintenance)
- 10) Postmaster - \$100 for newsletter postage stamps (70130 Sr Cit Services)
- 11) Karen Washington - \$71.15 for mileage for 2 meetings (70150 Sr Coord Expenses)
- 12) Karen Washington - \$10 reimbursement for stamp purchase)70130 Sr Cit Services)
- 13) W.B. Mason - \$63.20
 - a) \$27.98 for kitchen paper towels (Sand Prog Special Revenue)
 - b) \$\$15.70 for 12 pack batteries (70151 Sr Ctr Supplies & Exp)
 - c) \$19.43 for ream colored paper (70151 Sr Ctr Supplies & Exp)
- 14) W.B.Mason - \$126 in 7 CREDIT MEMOS for jug deposits (70141 Utilities)

Lisbon Senior Center Mission Statement

To be a welcoming setting for socialization, activities, trips, classes and maintaining the health, independence and well-being of active agers.

TOWN OF LISBON

2019 SCHEDULE OF MEETINGS

In accordance with the provisions of Connecticut State Statutes §1-225, notice is hereby given that the regularly scheduled meeting of the

(Name of Board/Commission/Committee)

will be held on the following dates:

January 1

July 1

February 4

August 5

March 4

September 9

April 1

October 7

May 13

November 12

June 3

December 2

The above meetings will be held at 7 P.M. o'clock m in the

SENIOR CENTER in Lisbon.

Signed:



Chairman

Secretary

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, 2018 a schedule of the regular meetings to be held in 2019.

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- d. Rebranding
Mrs. Szruba led a discussion regarding a suggestion made to change the name Lisbon Senior Center to Lisbon Social Center to which the commissioners were in general agreement.
 - e. Mission Statement
Ms. Washington led a discussion regarding a proposed modification to the previously approved Mission Statement that would be less restrictive.
J. Doran moved to modify the Mission Statement to delete "our town's". P. Walburn seconded the motion. VOTE: UNANIMOUS MOTION CARRIED
 - f. Credit Card Procedure
Ms Washington reviewed a draft of a policy for handling credit and debit cards.
 - g. Lounge Window Issue – No Update
7. New Business
- a. Wood Turners' Meeting
Mr. Doran advised that, as previously approved, the Eastern Connecticut Wood Turners will be meeting in the Senior Center on October 9th from 6:00 to 9:00 p.m.
 - b. Pen Turning Event
Mr. Doran announced that the Pen Turning event is scheduled to take place on November 3rd from 9:00 a.m. to 3:00 p.m.
 - c. 2019 Meeting Schedule – Attached
J. Doran moved to approve the 2019 meeting schedule as presented. M. Grant seconded the motion. VOTE: UNANIMOUS MOTION CARRIED
8. Any other business which may properly come before the Commission
J. Doran moved to add Bus and Walmart Bill to the agenda. D. Gahrman seconded the motion. VOTE: UNANIMOUS MOTION CARRIED
- a. Bus
Mr. Doran advised the commission of a lighting malfunction as well as of a broken bracket.
 - b. Walmart Bill
Addressing Mrs. Walburn's concerns regarding occasional late fees, Mrs. Szruba explained Walmart's billing cycle relevant to the payment cycle of the town, noting efforts made to date to resolve the issue.
9. Adjournment
J. Doran moved to adjourn at 7:55 p.m. M. Grant seconded the motion. VOTE: UNANIMOUS MOTION CARRIED



Marlene LePine, clerk

APPROVED: _____
Leonora J. Szruba, Chairman

RECEIVED FOR RECORD AT LISBON

CT ON 10/03/2018 AT 9:45am

ATTEST. LAURIE TIROCCHI, TOWN CLERK


Laurie Tirocchi, Asst