

MINUTES  
SPECIAL MEETING  
COMMISSION ON AGING  
LISBON SENIOR CENTER  
WEDNESDAY, JANUARY 6, 2016  
9:30 A.M.

The special meeting of the Commission on Aging was called to order by Leonora Szruba, Chairman, at 9:30 a.m.

MEMBERS PRESENT: Dorothy Coggins, Joseph Doran, Mary Grant, Carol Sadowski,  
Leonora Szruba, Karen Washington

MEMBERS ABSENT: Donna Gahrman, Fidelis Kershaw, Daniel Teper

1. Previous Minutes

J. Doran moved to approve the previous minutes as mailed with the following corrections: under members present, the name Cava Castagnaro should be removed, under members absent, "Karen Washburn" should read "Karen Washington"; "Robert Sadowski" should read "Carol Sadowski"; under number 1., and number 4., in each of the three motions, "J. Doren" should read "J. Doran". M. Grant seconded the motion.

VOTE: UNANIMOUS MOTION CARRIED

2. Correspondence

- a. Flyer, Re: Trail Planning Workshop sponsored by Lisbon's Conservation Commission, Recreation Committee & Historical Society, 1/30/16, Lisbon Town Hall

3. Financial Reports

The monthly Profit & Loss Budget vs. Actual, statement July – December and the December Special Revenue Fund statement (Senior Center Sandwich Program) were reviewed.

4. Ratify/Approve Bills – Attached

J. Doran moved to ratify and add to the record, bills 1 – 6. M. Grant seconded the motion.

VOTE: UNANIMOUS MOTION CARRIED

J. Doran moved that the bills (7 – 14) be paid. D. Coggins seconded the motion.

VOTE: UNANIMOUS MOTION CARRIED

5. Senior Coordinator's Report – Attached

Karen Washington, Senior Coordinator/Municipal Agent, submitted and reviewed her report dated January 4, 2016.

Carol Sadowski arrived during the Senior Coordinator's report.

6. Social Security Seminar

Ms. Washington advised that she is still awaiting scheduling information.

BILLS FOR RATIFICATION/APPROVAL AT JANUARY 4, 2016, COA MEETING

FOR RATIFICATION:

- 1) Frontier - \$96.43 for November telephone service billing – approved 12/23/15 (Utilities)
- 2) Frontier - \$44.93 for December telephone service billing – approved 12/23/15 (Utilities)
- 3) Uncas Gas - \$845 for 12/7/15 delivery 760 gals @ \$1.1129 – approved 12/23/15 (Utilities)
- 4) Verizon - \$32.11 for van cell phone – approved 12/23/15 (Utilities)
- 5) D.B. Building Maintenance - \$390 for November janitorial services – approved 12/23/15 (Maintenance)
- 6) Crystal Rock - \$62.55 for bottle water & cooler rental – approved 12/23/15 (Utilities)

FOR APPROVAL:

- 7) JKS Electric LLC - \$480 to replace timer for outside lights (70142 Maintenance)
- 8) Fox Hollow Enterprises LLC - \$478.38 for van repair (70143 Van Maintenance)
- 9) Walmart - \$290.47 for food purchases (Sandwich Program Special Revenue Account)
- 10) ASP Security Systems - \$153 for quarterly digital & AED Cardio monitoring (70142 Maintenance)
- 11) Comcast - \$81.54 for 12/23-1/22 cable service (70141 Utilities)
- 12) Eversource - \$351.81 for 2,226 KWH electricity 11/17-12/17 30 days (70141 Utilities)
- 13) W.B. Mason - \$148.68 total
  - a) \$63.96 for mini-moo creamers (70131 Sr. Cit. Services)
  - b) \$25.99 for bathroom tissue (70151 Sr. Ctr. Supplies & Expenses)
  - c) \$19.49 for kitchen paper towels (Sandwich Program Special Revenue Account)
  - d) \$9.25 for pack of sticky note pads (70150 Sr. Coord. Supplies & Expenses)
  - e) \$29.99 for case of copy paper (70151 Sr. Ctr. Supplies & Expenses)
- 14) Karen Washington - \$14.17 reimbursement for purchase of pickle balls (70130 Sr. Cit. Services)

# Commission on Aging

## Monthly report

<b>For the month of:</b>	October	November	December
Center visitors	387/21	279/17	304/21
Van rides	104	110	86
Meals on wheels	109	148	137
Sandwich program	98	102	120
Other meals	65	19	78

The annual craft sale at Lisbon Central School went very well. We only needed 2 out of the 3 days scheduled

54 people had a great time on the Radio City Music Hall trip on Dec. 9<sup>th</sup>

We had 78 people for the Dec. 10<sup>th</sup> holiday luncheon. There was a blood pressure held as people came in.

Our first Foot Clinic with Dr. Walter was held on Dec. 16<sup>th</sup>. We had 7 people come and they are all rescheduled for the next clinic on March 9<sup>th</sup>

Club Lisbon is scheduled for Jan. 6<sup>th</sup>. We have 31 people signed up

St. Joseph's Living Center is sponsoring a bingo on Jan. 13<sup>th</sup>

Blowout Bingo is on Jan. 28<sup>th</sup>

Budget for 2016/2017 was submitted on Dec. 31<sup>st</sup>

We received approval from the Board of Finance for the installation of power doors.

A request was made for roof repairs due to a leak that has been ongoing for a period of time

The Senior Centers of Eastern Connecticut is showing some impressive numbers considering how long it's been up: 1,431 sessions; 927 users and 4,935 page views

Submitted January 4, 2016 by  
Karen Washington

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7. Handicap Door Openers

Ms. Washington reported that the funding for the doors has been approved and that the contract for the work has been signed noting that she is just waiting for a start date.

8. FY2016-17 Budget

Mrs. Szruba reviewed the proposed senior center budget noting justification for any changes from the current fiscal year's budget numbers.

9. Newsletter Publication

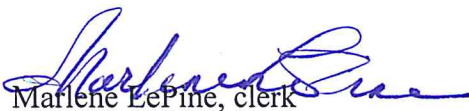
Ms. Washington reported that, to date, she hasn't seen any change in billing.

10. Upcoming Term Expirations

Mrs. Szruba reported that the terms of Joseph Doran, Donna Gahrman, Fidelis Kershaw and Carol Sadowski, will expire 2/28/16. She advised that she will contact those members to learn of their intentions before the commission's next meeting.

J. Doran moved to adjourn at 10:00 a.m. D. Coggins seconded the motion.

VOTE: UNANIMOUS MOTION CARRIED

  
Marlene LePine, clerk

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

RECEIVED FOR RECORD AT LISBON  
CT ON 1/6/2016 AT 12:30pm  
ATTEST. LAURIE TIROCCHI, TOWN CLERK  
