

MINUTES
REGULAR MEETING
COMMISSION ON AGING
LISBON SENIOR CENTER
MONDAY, FEBRUARY 5, 2024
10:00 A.M.

1. Call to Order: The regular meeting of the Commission on Aging was called to order by Leonora Szruba, Chairman at 10:00 a.m.

MEMBERS PRESENT: Leonora Szruba, Karen Arremony, Joyce Carvalho, Ara Wilnas, Patricia Walburn, Joseph Doran, Mary Brown, Karen Washington, Donna Gahrman (remote)

MEMBERS ABSENT: none

2. Reading of previous minutes – Motion by J. Doran second by M. Brown to accept the previous minutes of the Regular Meeting of December 4, 2023 and Regular Meeting cancellation of January 8, 2024 as presented.

VOTE: UNANIMOUS, MOTION CARRIED

3. Correspondence

- a. Copy, letter, dated 1/9/2024, from T. Sparkman, First Selectman, re: re-appointment of M. Brown to the Commission on Aging for the term 3/1/2024-2/28/2026.
- b. Copy, letter, dated 1/9/2024, from T. Sparkman, First Selectman, re: re-appointment of J. Carvalho to the Commission on Aging for the term 3/1/2024-2/28/2026.
- c. Copy, letter, dated 1/9/2024, from T. Sparkman, First Selectman, re: re-appointment of J. Doran to the Commission on Aging for the term 3/1/2024-2/28/2026.
- d. Copy, letter, dated 1/9/2024, from T. Sparkman, First Selectman, re: re-appointment of D. Gahrman to the Commission on Aging for the term 3/1/2024-2/28/2026.
- e. Memo, re: request for Spring 2024 submissions for Lisbon Quarterly Newsletter

4. Bills and action thereon

- a. Review Financial Reports – Chairman Szruba reported that as of 2/05/24, the total of line item balances is at 54.4%. The line item to watch is #70142 – Senior Center Maintenance as there have been issues with the heating system creating unexpected costs. This will be discussed in item #7 a. Furnace repair costs.
- b. Ratify/Approve Bills – (see attached). Motion by J. Doran second by P. Walburn that bills #1-14 from the 1/8/24 COA meeting be ratified and added to the permanent record.

VOTE: UNANIMOUS, MOTION CARRIED

(see attached) Motion by K. Washington second by J. Carvalho that bills #1-6 from the 2/5/24 COA meeting be ratified and added to the permanent record.

VOTE: UNANIMOUS, MOTION CARRIED

5. Senior Coordinator's Report – (see attached).

6. Old Business

- a. Name change / sign – Chairman Szruba reported that she received an email from Prokop Signs stating that the letters for the new signage will be installed once the weather is better as there was snow on the day the installation was scheduled. They also sent an invoice for \$775 which is on hold until the letters are installed.
- b. ARPA funding – A. Wilnas reported that a contractor looked at the front desk and will provide a quote for the changes requested. He will also provide a quote for installation of a grab bar in the non-handicapped women's bathroom stall.
- c. (Re)appointments – Reappointees will need to be sworn in before the next meeting.

BILLS TO BE RATIFIED AT THE 1/8/24 COA MEETING:

1) \$711.42 to All Star Plumbing for 11/27/23 service call (\$525 for 1 hr + \$186.42 for part) (Sr Ctr Maintenance)

2) \$132 to Jewett City Postmaster for 2 rolls 1st class stamps Sr Coord Supplies)

\$280. 3) \$280 to Donna Benoit for December and January fitness classes ((Sr Citizen Services)

4) \$120.75 & \$120.75 to dLL Financial Services for Nov & Dec copier lease payments (Copier Expenses)

5) \$1,200 & \$1,200 to Fab Five Star Cleaning for Nov& Dec cleaning (Sr Ctr Maintenance)

6) \$357.42 to Eversource for 1,684 kwh electricity & \$492.71 for 1,924 kwh (Utilities)

7) \$41.07 to Verizo for van phone (Utilities)

8) \$45.99 to Anthony's Hardware for American flag (Sr Ctr Supplies & Exp)

9) \$35.23 & \$64.52 to Walmart for lunch program food (Spec Rev) & \$29.40 for coffee (Sr Cit Services)

10) \$136.06 to Stilly's for quarterly van inspection (Van Maintenance)

11) \$44.27 to Frontier for telephone (St Ctr Utilities)

12) 552.42 to Uncas Gas for 12/05 delivery of 312.1 gals @ \$1.77 (Utilities)

13) \$7.95 to Amazon for ? (S Coord Supplies & \$55.74 for cup lids & potato chips (Sand Prog Spec Revenue)

14) W.B Mason

\$24.99 for hinged Styrofoam containers (Lunch Prog Spec Rev) ; \$26.99 for mini-moos (St Cit Services) ; \$23.87 for business card holder & Lysol wipes (Sr Coord Supplies & Exp) ; \$31.90 for water & jug deposits (Utilities) ; \$6.98 for Sharpie markers (Sr Coord Supplies) ; \$38.80 for bathroom tissue (Sr Center Supplies) ; \$14.67 for frig thermometer & vinyl gloves (lunch prog Spec Rev) ; \$8.59 fo garlic press (lunch prog Spec Rev) ; \$18 two CREDIT mmoes (for water jug deposits (Utilities)

BILLS TO BE RATIFIED AT THE 2/5/24 COA MEETING:

- 1) \$4,016.29 to All Star Plumbing for 11/29/23, 12/15/23, and 1/9/24 service calls (Sr Ctr Maintenance)
- 2) \$213 to ASP Security Systems for 1st quarter 2024 alarm monitoring (Sr Ctr Maintenance)
- 3) \$41.08 to Verizon for van cell phone (Sr Ctr Utilities)
- 4) \$29.40 to Walmart for coffee (Sr Citizen Services); \$67.58 for lunch program food (Sandwich Program Special Revenue)
- 5) \$67.84 to Amazon Business for ? (Sand Program Spec Revenue)
- 6) \$27.91 to W.B.Mason for weekly planner (Sr Coord Supplies & Exp); \$53.98 for creamers (Sr Cit Services); \$31.90 for jugs water & jug deposits (Utilities); \$18.28 for liquid hand soap (Sr Ctr Supplies); \$7.38 for plastic cups and wrapped straws (Sand Prog Spec Revenue); CREDIT memos for refund of jug deposits totaling \$24 (Utilities)

Commission on Aging Monthly report

For the month of:	November	December	January
Center visitors	356/18	381/19	386/21
Van rides	19	25	31
Meals on wheels	92	129	100
Sandwich program	156	169	153
Other meals	53	49	46

Updates:

- Opportunity for a summer intern from EastConn.
- Russ looked at reception desk and informed me that it will not be less expensive to replace formica than to rebuild the desk in a more neutral tone or paintable material. So he measured and will get back to me with a quote (including changes requested).
- Russ will also give us a quote for installing a grab bar in the non-handicapped women's bathroom stall.
- Issues with the boiler are ongoing and expensive.

January Trips and Events:

- Thursday January 4th Uncas Health Blood Pressure Monitoring
- Friday January 5th Club Lisbon (12 attended)
- Friday January 12th Art Class with Jacqui
- Friday January 19th Veteran's Breakfast (26 Veterans attended)
- Monday January 22nd Crocheted Bookmark Class (2 attended)
- Tuesday January 23rd Chair Massage (2 attended)
- Wednesday January 24th Outreach Brunch (postponed until spring)
- Wednesday January 24th Movie
- Friday January 26th Trip to Tulli's Taphouse (cancelled)
- Tuesday January 30th January Birthday Celebration (no attendance) & Love on a Plate (20 meals served)
- Wednesday January 31st Red Cross Blood Drive (30 appointments were made as well as walk-ins)

Upcoming Trips and Events:

February

- Thursday February 1st Uncas Health Blood Pressure Monitoring
- Friday February 9th Art Class with Jacqui
- Monday February 12th Valentine's Day Celebration with Izzie (New London Senior Center will be coming with 20 people)
- Wednesday February 21st Love on a Plate (beef stew) and February birthday celebration
- Friday February 23 Movie Matinee (TV series Downton Abbey episodes 1&2)
- Saturday February 24th Women Veteran's Pen Turning Class
- Tuesday February 27th Souper Bowl

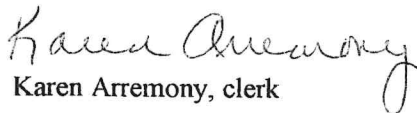
March

- Thursday March 7th Uncas Health Blood Pressure Monitoring
- Tuesday March 12th Trip to NFA's Brickview Restaurant
- Wednesday March 20th St. Patrick's Day Corned Beef Luncheon
- Wednesday March 27th Trip to Gus' Pub

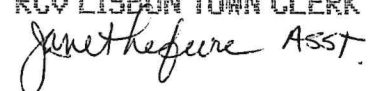
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7. New Business
 - a. Furnace repair costs – The current boiler for the Senior Center has needed to be manually reset a number of times in the last few months. The plumbing and heating contractor has been called numerous times and performed different types of maintenance at each call. These calls are getting extremely expensive to a point where the current budget will not be enough to fix the problem. The last invoice was over \$4000. Chairman Szruba will compose a letter to the Board of Selectmen regarding the current situation asking for assistance in assessing and resolving this problem as it is anticipated that major work will need to be done.
8. Any other business that may come before the Commission – none
9. Adjournment – Motion by J. Doran second by P. Walburn to adjourn at 10:40 a.m.

VOTE: UNANIMOUS, MOTION CARRIED


Karen Arremony, clerk

APPROVED: _____
Leonora Szruba, Chairman

FEB 7 '24 AM 9:54
RCV LISBON TOWN CLERK
 ASST.