

MINUTES
REGULAR MEETING
COMMISSION ON AGING
LISBON ACTIVE AGING CENTER
MONDAY, APRIL 1, 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, Ara Wilnas, Patricia Walburn, Karen Washington, Joseph Doran, Joyce Carvalho (remote), Joan Marshall

MEMBERS ABSENT: Mary Brown

2. Reading of previous minutes – Motion by J. Doran second by K. Arremony to accept the previous minutes of the Regular Meeting of March 4, 2024 as presented.

VOTE: UNANIMOUS, MOTION CARRIED

3. Correspondence

- a. Copy, letter, from T. Sparkman, First Selectman, re: appointment of Joan Marshall to the COA Committee for the term 3/1/2024 – 2/28/2026

4. Bills and action thereon

- a. Review Financial Reports – Chairman Szruba reported that as of 4/1/24, the line item to watch is #70153 – Senior Center Copier Expenses. This line item is currently at 89.5% with four more months of lease payments due and ink cartridges to be ordered. She will write to the Board of Selectmen asking for a line item transfer of \$700.00 from 70142 - Senior Center Maintenance to 70153 – Senior Center Copier Expense. Motion made by J. Doran second by K. Washington to request the \$700.00 line item transfer from 70142 - Senior Center Maintenance to 70153 – Senior Center Copier Expense.

VOTE: UNANIMOUS, MOTION CARRIED

- b. Ratify/Approve Bills – (see attached). It was noted that item #4 should be \$280.00, not \$2890. Motion by J. Doran second by P. Walburn that bills #1-10 with the correction on #4 from the 4/1/24 COA meeting list be ratified and added to the permanent record.

VOTE: UNANIMOUS, MOTION CARRIED

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

6. Old Business

- a. New signage update – A. Wilnas reported that the name change transition is going well.

- b. ARPA funding

- i. A. Wilnas reported that she has received a quote for the new front desk of around \$8000 to demo the old desk and rebuild the new. This quote also includes \$2500 for a drawer cabinet, though better pricing may be found from something premade on the internet. It was also mentioned that the toilet in the ladies bathroom should be changed to a chair height one as well as having a grab bar installed. Motion made by K. Washington second by P. Walburn to set the priority of the ARPA funding as #1 being the front desk, #2 being the chair height toilet and #3 being the grab bar in the ladies non-handicap stall.

VOTE: UNANIMOUS, MOTION CARRIED

- c. Furnace repair costs – A. Wilnas reported that the heating system continues to seem to be working correctly.

BILLS TO BE RATIFIED AT THE 4/1/24 COA MEETING:

1. \$359.68 to Walmart for lunch food (Sandwich Special Revenue)
2. \$1,200 to Fab 5 Star Cleaning for Feb. cleaning (Sr ctr Maintenance)
3. \$115.01 to dll Financial Services for Feb copier lease (Sr Ctr Copier Expenses).
4. \$2890 to Donna Benoit for Yoga and Fitness classes (Sr Cit Services)
5. 459.68 to Eversource for 1,812 kwh electricity over 29 days (Sr Ctr Utilities)
6. \$41.08 to Verizon for van cell phone (Sr Ctr Utilities)
7. \$233.19 to Stilly's for oil change and filter, quarterly DOT inspection (Van Maintenance)
8. \$159 to Uncas Gas for service call; & \$1,248.97 for 667.9 gals propane @ \$\$1.87 (Sr Ctr Utilities)
9. \$20.79 to Amazon Business for diamond art supplies (Shooting Stars); & \$63.35 for potato chips and 75 sets food containers (Sandwich Special Revenue)
10. \$7.89 to W.B Mason for paper clips (Sr Coord Supplies & Exp); &\$14.69 for coffee filters (Sr Cit services); &47.85 for 3 jugs water & jug deposits (Sr Ctr Utilities); & 115.24 for Lysol cleaner, garbage can liners (Sr Ctr Supplies & Exp); & \$26.99 for mini moos creamers (Sr Cit services); &15.39 for binder clips (Sr Coord Supplies & Exp); &36.99 for bathroom tissue (Sr Ctr Supplies); & 2 credit memos @ \$12 each for jug deposit refunds

Commission on Aging Monthly report

For the month of:	January	February	March
Center visitors	386/21	452/20	446/20
Van rides	31	38	33
Meals on wheels	100	115	149 (drops now included)
Sandwich program	153	185	169
Other meals	46	27	56

March Trips and Events:

- Thursday March 7th Uncas Health Blood Pressure Monitoring
- Friday March 8th Art Class with Jacqui (9 attended)
- Monday March 11th March Birthday Celebration (celebrated 3 birthdays)
- Wednesday March 20th St. Patrick's Day Corned Beef Luncheon (46 meals served)
- Tuesday March 26th Love on a Plate (10 meals served)

Upcoming Trips and Events:

April

- Thursday April 4th Uncas Health Blood Pressure Monitoring
- Monday April 8th Traditional Chinese Dance Class
- Friday April 12th Art Class with Jacqui
- Wednesday April 17th Movie Matinee
- Friday April 19th Veteran's Breakfast
- Monday April 22nd Button Art Bird Crafting Class with Kasey
- Wednesday April 24th Love on a Plate and April Birthday Celebration
- Friday April 26th AARP Safe Driving Class

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7. New Business
 - a. Lunch donations – A. Wilnas reported that an anonymous person has made a donation of \$500.00 to help fund lunches from the lunch program for those seniors who would like to buy lunch but don't always have the financial means. Discussion about how these funds can be best used, perhaps through a Free Lunch Friday or a Potluck Lunch day.
8. Any other business that may come before the Commission – none
9. Adjournment – Motion by J. Doran second by J. Carvalho to adjourn at 11:05 a.m.

VOTE: UNANIMOUS, MOTION CARRIED


Karen Arremony, clerk

APPROVED: _____
Leonora Szruba, Chairman

APR 1 '24 PM 1:36
RCV LISBON TOWN CLERK

 ASST.