City of Bristol
Commission on Aging

The regular Commission on Aging Meeting will be held on Thursday, June 20, 2024, at 11:00 AM. in the Bristol Senior Center, Room #103, 240 Stafford Avenue, Bristol, CT.

AGENDA

1. Call to Order
2. Approval of Minutes
    a. COA June 20, 2024 Meeting
3. Public Participation
4. Mayor/Council Update
5. Committee Reports
    a. Building Use Committee
    b. Emergency Fund Committee
6. Unfinished Business
    a. Projects Update
    b. By Commissioner
7. New Business
    a. By Commissioner
8. Any Other Business
    a. Director's Report
    b. Monthly Statistical Report

c. Upcoming Programs and Activities

d. Senior Benefits Coordinator Report

9. Next Meeting is Thursday, September 19, 2024 at 11:00am

10. Adjournment

Jaimie Clout
Secretary to the Commission

CITY OF BRISTOL, CONNECTICUT
COMMISSION ON AGING MEETING
Thursday, May 16, 2024 - Regular Meeting Minutes
Bristol Senior Center – 240 Stafford Avenue
Bristol, CT 06010 – Phone: 860-584-7895 **Room #109**

Present: Chairman Larry Zbikowski, Commissioners: Cathy Duck, Ellen McCusker, George Irving, Chris Leigh, Dolores Ricker, Sheila Herens, Executive Director Jason Krueger, Assistant Director Jaimie Clout, Mayor Jeffrey Caggiano, and Council Liaison Susan Tyler.

Absent: None

Meeting Called to order: Chairman Larry Zbikowski called the meeting to order at 11:01am

Approval of Minutes: ***Commissioner Duck moved to accept the minutes from the April 18, 2024 Meeting, seconded by Commissioner Ricker, All in Favor.***

Public Participation: None

Council Update: Mayor Caggiano deferred to ***Council Liasion Sue Tyler***, as he felt he did not have anything relevant. Liaison Tyler gave an update regarding a mailing that went out to Bristol households that was indeed from a legitimate non-profit organization that had been soliciting donations to a national police association. Liaison Tyler wished to warn seniors to research any organization prior to donating funds for financial safety reasons. Liaison Tyler mentioned teaching a personal safety course at the senior center in the future.

Correspondence: There was no correspondence.

Unfinished, "Old" Business: Executive Director Krueger updated the commission on the existing building-use survey that will be put out to members beginning in June. He noted that the questions were open-ended in nature to encourage maximum engagement. Executive Director Krueger commented on the fact that Bocce courts had reached project completion and debuted for our annual Olympics. He added that the Boy Scouts would be looking at building benches, adding crushed stones, and a scoring system as part of an Eagle Scout project. He noted that a shelter would be built at a later time using remaining project funds. ***Commissioner Herens*** requested an update on the status of Meals on Wheels. E.D Krueger stated that Meals on Wheels was not affected but the caps on daily meals remains at 50 and we are not able to pay for extra meals at this time. He also explained that we have an open account to receive donations for the congregate dining program should any issues arise in the future. We currently have $6k in funds and are exploring other options.

New Business: Executive Director Krueger spoke on the status of the parking lot project which will be brought to the public works department for collaboration in the new-coming fiscal year. The first step of the project will be to work with engineering on a design. He noted that Mary Fortier had petitioned for some funding and has secured $50k towards the project.

Any other business: Executive Director Krueger reported the statistics for the past month is as follows: In April we had 3,713 participants, total membership was 5,561, with 12 members' deceased and 62 new members. Our fundraiser total was at $20,205.00. Executive Director Krueger reported on the status of the Dial-a-Ride grant program to state that it had been submitted and is awaiting approval. Furthermore, we applied for state ARPA funds and were focused on completing the bocce courts. We

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are also in the process of preparing for the annual Farmer's Market coupon program. He stated that we have 70 volunteers that have been approved for the Senior Volunteer Tax Credit. Our maximum is 80.

Executive Director Jason Krueger stated that our upcoming events include the Bristol Brass and Wind concert on Tuesday, May 21st at 7:00pm. The Korean Vets group will be making grinders as a fundraiser before the event. Our Olympic closing ceremonies will be held on Friday, May 31st at 1:30pm. This event will feature an ice cream social for all who participated in the event. We will be hosting our annual Boutique Fashion show on Wednesday, June 5th at 1:30pm. We are hosting a Father's Day event on Friday, June 14th, sponsored by Countryside Manor from 4:30-6:30pm with entertainment as well by Country Line Band. Our volunteer dinner will be held on Wednesday, June 26th at 4:00pm at the Doubletree in Bristol.

The next meeting of the Commission on Aging will be on Thursday, June 20, 2024 at 11:00am in Room #109.

Adjournment: ***Commissioner Ricker moved "to adjourn" at 11:22 a.m., seconded by Commissioner Leigh. All in favor.***
Respectfully submitted, Jaimie Clout, Secretary to the Commission.

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Bristol Senior Center- Senior Benefit Coordinator Report

Submitted by: Carrie Tedd

Reporting Period: MAY 2024

Services	Total Count
Phone Calls	223
Appointments Walk Ins Home Visits	94 6 0 Total 100
SNAP Applications/Renewals	31
Medicare Savings Program Apps/Renewals	39
Husky C Applications/Renewals	4
Miscellaneous Medicare Assistance	4
SNAP Toiletry Program Lifeline Program Applications	10 5
Housing Renter's Rebate Applications	21 14
Transportation	12
Title 19/Probate Court Paperwork Energy Assistance	2 5

Appointments: The month of April was up and down and I think when it was slow it was due to the newest class schedule not starting again until the 1st week of May and it has been slower in reference to the number of members coming through the doors daily.

SNAP, MSP/QMB & Husky Health: Taking in renewals as well as new applications for SNAP, MSP and Husky/Medicaid programs. I have seen an increase in phone call inquiries regarding food stamp income guidelines, and qualifications. Many senior residents are finding it difficult to pay for groceries due to the increased cost of groceries and other household bills like insurance, gas and clothing.

Medicare Assistance: I still receive phone calls and schedule appointments with residents to discuss when there Medicare needs and questions. It is currently not an Open Enrollment Period.

Energy Assistance: Energy assistance appointments are definitely slowing down, as I only completed 5 applications and the Federal Energy Assistance Program officially closed May 31st and the program does not reopen until September 1st, 2024.

SNAP Toiletry Program: I have given 10 SNAP toiletry bags and over 36 incontinence boxes out to clients this month and some just came in to get a few items they ran out of. I completed the Thomaston Savings Bank grant in order to secure the funding to continue this program and received notification that I was awarded $2500.00 in order to continue the SANP Toiletry Program.

Lifeline Program: The current ACP Program is officially over, but there is another program called the Lifeline Program where customers can get a flat rate of $9.99 for internet or a discount off their entire bill of $9.99, depending on their approval. I have approved 5 members this month for the program. They just need to schedule an appointment to see Carrie and go through the online application process.

Housing: As we continue to struggle with the increased cost of rental properties. More and more Bristol Senior residents are feeling very discourage and are always asking about other towns outside of Bristol since our waitlist is 5-6 year average. I have been researching Senior Subsidized Housing outside of Bristol within a 25 mile radius and created a document listing Subsidized Housing outside of Bristol featuring Plymouth/Terryville, Thomaston, Plainville, New Britain, Berlin, Meriden & Cheshire. I've attached it for your review.

Renter's Rebate: April 1st was the opening day for the State Renter's Rebate Program. I have completed 14 renter's rebate applications and emailed them over to Peggy in the Assessor's Office at the Town Hall. I have several appointments up and coming and will only get busier with this program as the summer goes on. The extra money applicants receive really comes in handy during times like these. The deadline for this program is October 1st, 2024.

Transportation: I continue to assist many members with the application process for Encompass Transportation, ADA Paratransit and Dial-A-Ride, as well as sell the discounted ADA Paratransit Ride Booklets. The Senior Center is capable of selling the ADA Paratransit ticket booklets at an extremely discounted rate due to a grant the Director secures and we are on our last bundle of booklets and will need to re-apply for the funding in order to continue to sell the booklets to our members at the discounted rate.

Advocacy: I have helped 2 senior this month with probate court paperwork as the probate court no longer offers assistance in the completing the forms. This paperwork is very detailed oriented and time consuming as there is a lot of documentation they need to complete the probate application. Jason also asked me to go through all our pamphlets and guides that we have in our office lobby for anyone in need of Information Senior Services. He moved the greeting cards to the tag sale gift shop and we now have 2 large pamphlet displays. I changed around information titles, organized and removed some pamphlets that were out of our area or did not benefit our senior members. I think Jason made a great decision by making 2 informational displays are much more user friendly and easily accessible now.

Department of Aging

Jason Krueger
Director

The Department of Aging provides Bristol's senior citizens aged 55 and older (20% of the population) with a wide variety of programs and services aimed at promoting health, recreation, socialization, independence and aging with dignity. Seniors can take advantage of the many services offered at the Beals Senior-Community Center (Senior Center), which includes a daily lunch program, dental and foot care services and social service assistance. Additionally, the Senior Center offers many recreational activities, including a billiards parlor, woodworking shop, ceramics, art, fitness classes, weekly dances, and several classes. Other activities available at the Senior Center include: a coffee shop, a library, a boutique, a recreation room, and a fitness room. There are many opportunities for seniors to volunteer throughout the year. The Executive Director also serves as the Municipal Agent for the Elderly.

The Department's main focus is providing services to seniors. The Director of the Department also has a responsibility to the tenants housed in the complex, which include the Bristol Burlington Health District and the Region 19 Probate Court.

Services and Activities:

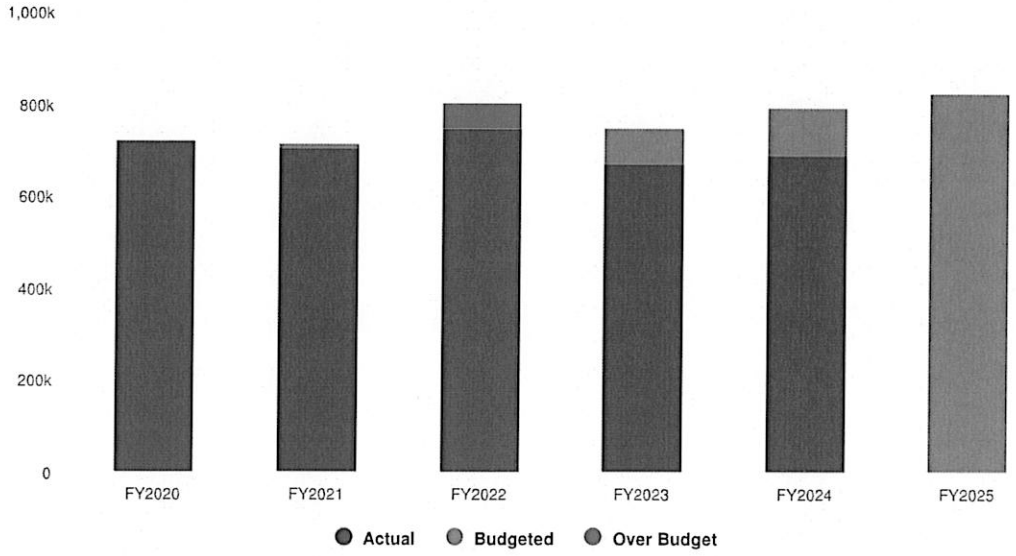
AAA Drivers Course
Adult cooking
Art Room
Balance Testing
Benefits Counselling
Billiards Room
Blood Pressure Clinic
Bocce
Boutique
Bridge
Canasta
Card Room
Ceramics Room
Chair Caning
Coffee Shop
Community Gardens
Computer Use
Cornhole
Cribbage
Dental Clinic
Exercise Classes
Fitness Exercise Room
Foot Care Clinic
Gymnasium
Health and Craft Fairs
Hearing Testing
Hiking and Biking
Horseshoes
Income Tax Assistance
Lectures
Library
Line Dance
Lunch Program
Mah-Jongg
Meals on Wheels
Painting Classes
Pickle Ball
Ping Pong
Photography Club
Quilting
Rec Room
Reflexology
Setback
Tai Chi
Tap Dance
Thursday Bingo
Trips and Tours
Tuesday Dance
Walking Path
Wednesday Movies
Wii Bowling
Woodworking Room
Zumba

Expenditures Summary

The Department of Aging saw a 4.09% increase this fiscal year in large part due to the increase in city funding to our dial-a-ride service. We are finding that as more seniors give up their licenses, there is more of a need for rides to doctor's appointments, grocery stores, and to the Senior Center for lunch. The other increases were in line with the rising inflation.

$823,700 **$32,355**
(4.09% vs. prior year)

Department of Aging Proposed and Historical Budget vs. Actual

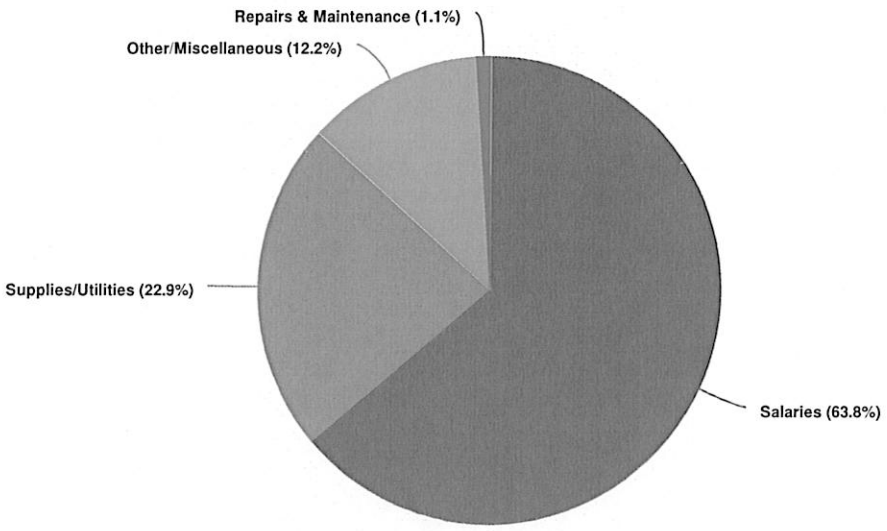


We saw a rise in our repairs and maintenance, maintenance supplies and program supply accounts due to the rising costs of materials and the increased participation at our center which means more supplies and equipment are needed. We also have a kitchen inspection that is costly and happens every 10 years.

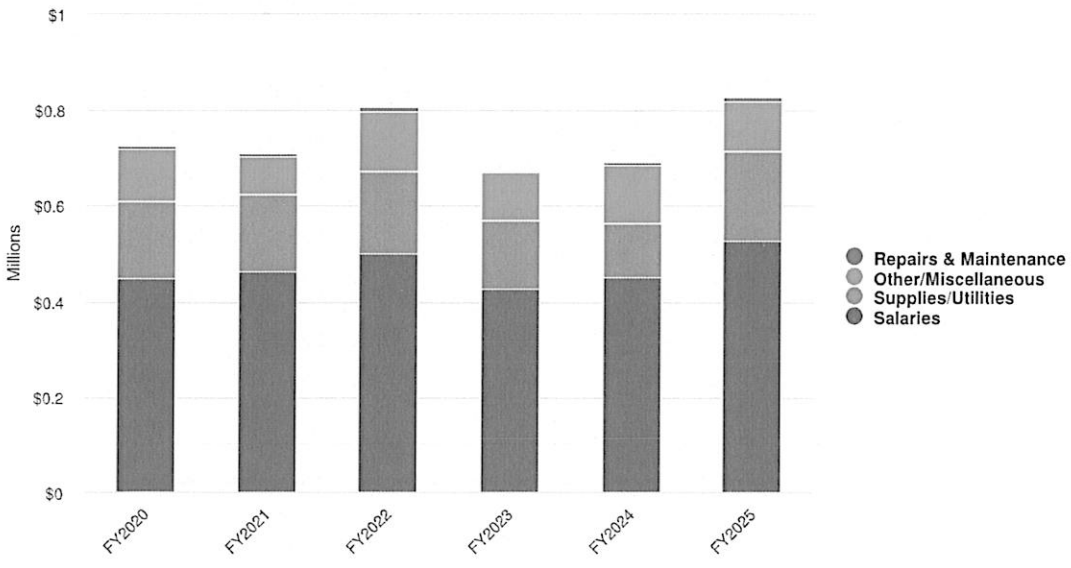
Expenditures by Expense Type

As the Bristol Senior Center continues to grow and attract new members, our need for increased programming will drive our budget not just this year, but in years to come.

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



While salaries are a large part of our budget, we are a relatively small staff compared to the programs and services that we offer.

Name	FY2023 Actual	FY2024 Original Budget	FY2024 Revised Budget	FY2024 Actual	FY2025 Original Budget	FY2024 Original Budget vs. FY2025 Original Budget (% Change)
Expense Objects						
Salaries	$426,311	$527,875	$526,875	$449,077	$525,450	-0.5%
Other/Miscellaneous	$99,289	$72,660	$158,863	$122,287	$100,500	38.3%
Supplies/Utilities	$140,663	$183,810	$184,810	$112,703	$188,750	2.7%
Repairs & Maintenance	$4,393	$7,000	$7,000	$4,525	$9,000	28.6%
Total Expense Objects:	**$670,657**	**$791,345**	**$877,548**	**$688,593**	**$823,700**	4.1%

Goals and Accomplishments

Fiscal Year 2024 Goals and Accomplishments:

- Upgraded custodial closet with new sink basin – complete
- Leveled courtyard, planted grass, and brush removed

Fiscal Year 2025 Goals:

- Build two new bocce courts using City ARPA matching funds and Senior Activity Funds.
- Install intercom and camera systems throughout the Senior Center with State ARPA funds.
- Install new signage throughout the Senior Center using senior activity funds.

Long Term Goals:

- Work with Public Works to identify additional parking options for the Senior Center.
- Assess the gym roof to determine and plan for future maintenance needs.
- Renovate the Bristol Burlington Health District space once they relocate to another area to provide space for more senior activities.
- Explore additional staff positions to support additional programs.

Performance Measures

Seminars and classes offered to seniors provide current information in today's ever changing environment on financial issues, long-term care, medical insurance, housing options, nursing homes, energy conservation, fire safety, compulsive behaviors, general health and end of life issues with social security and funeral homes.

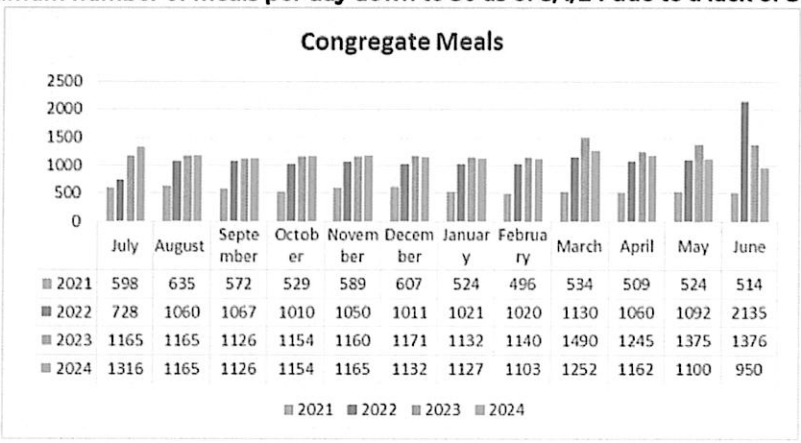
The Senior Center has full-time certified Choices Counselors available daily to assist seniors with their applications and forms for Medicare, Medicare Part D, Medicare Savings Program, and Food Stamps.

The Senior Center continues to grow and change to meet the needs of our membership which has grown continually since the pandemic. While our numbers were much lower in 2021 our creative programming and attention to the needs of our membership continue to bring new people through our doors.

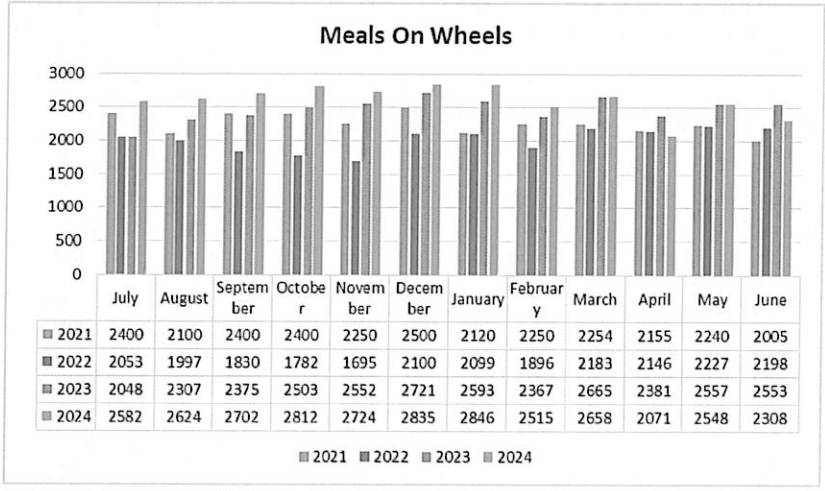
Programs	2020 Attendees	2021 Attendees	2022 Attendees	2023 Attendees	2024 Attendees
Classes & Lectures	1,292	498	2,025	2,564	2,570
Activities	27,768	10,937	33,486	37,085	48,847
Health Services	1,548	4,075	3,878	5,250	6,304
Social Services	35,145	34,357	40,366	46,213	46,643
Special Events & Trips	3,055	1,330	3,994	5,830	5,999

	2017	2018	2019	2020	2021	2022	2023	2024
New Members	431	357	359	302	116	463	499	577

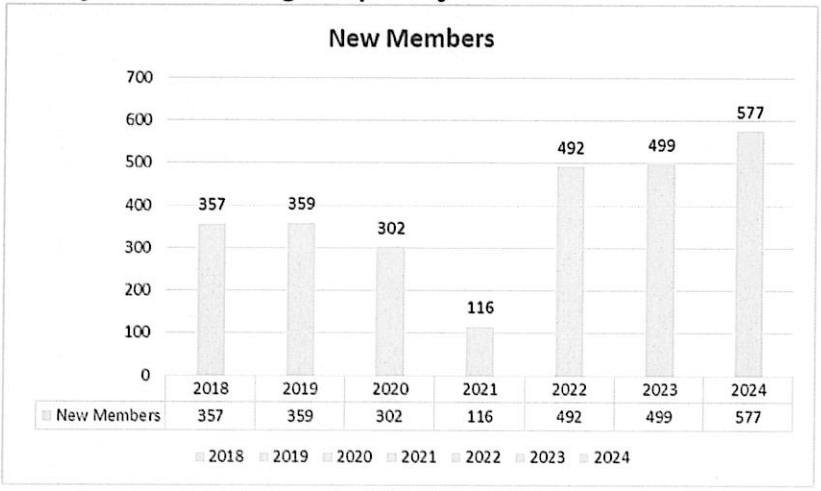
Congregate meals are meals served daily in our dining room. RW Resources out of New Britain is the Distributor and they cut our maximum number of meals per day down to 50 as of 5/1/24 due to a lack of State funding.



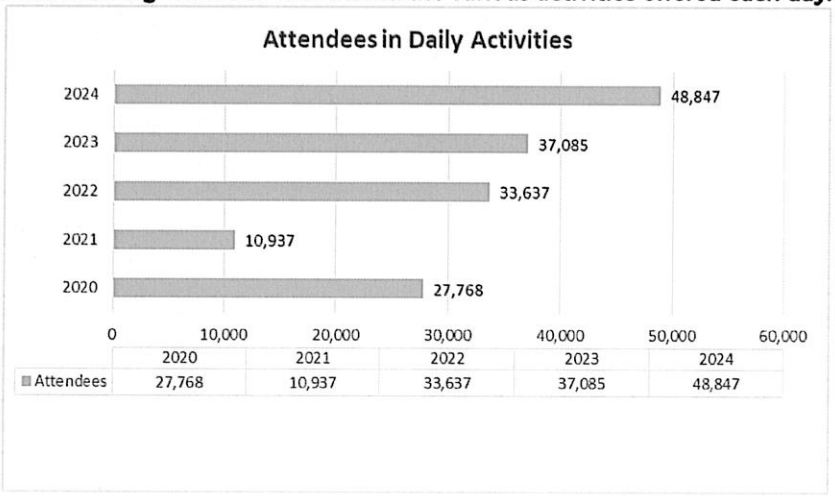
Meals on Wheels are the meals delivered to the homebound. RW Resources out of New Britain is our distributor and they have cut back on the meals they deliver to us as of 4/1/24 due to a lack of State funding.



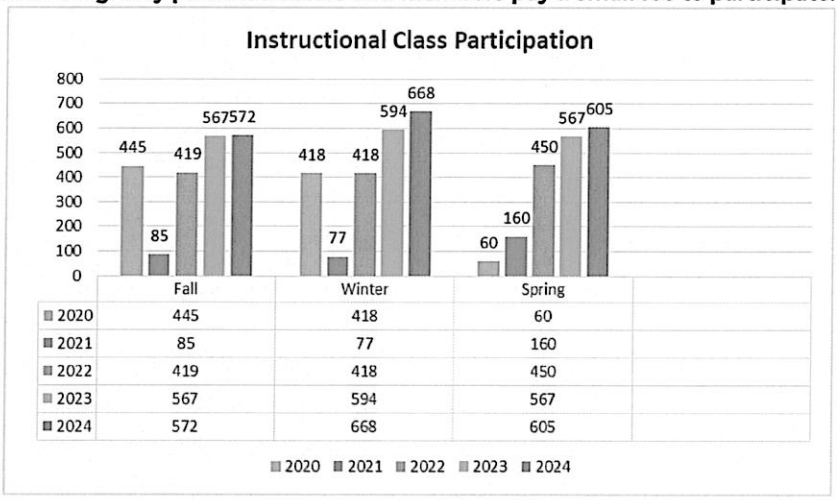
Membership is free for Bristol residents aged 55 and older. Total membership is 5,578. This chart reflects how many new members signed up each year.



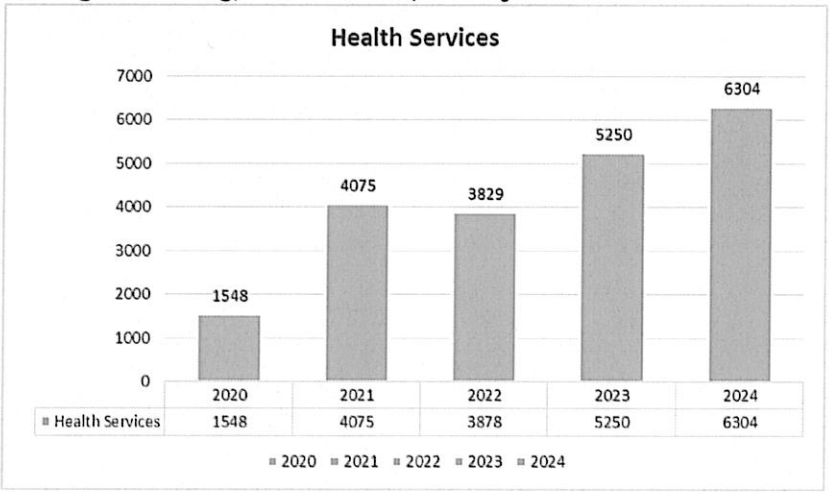
Daily Activities includes recording members who attend the various activities offered each day.



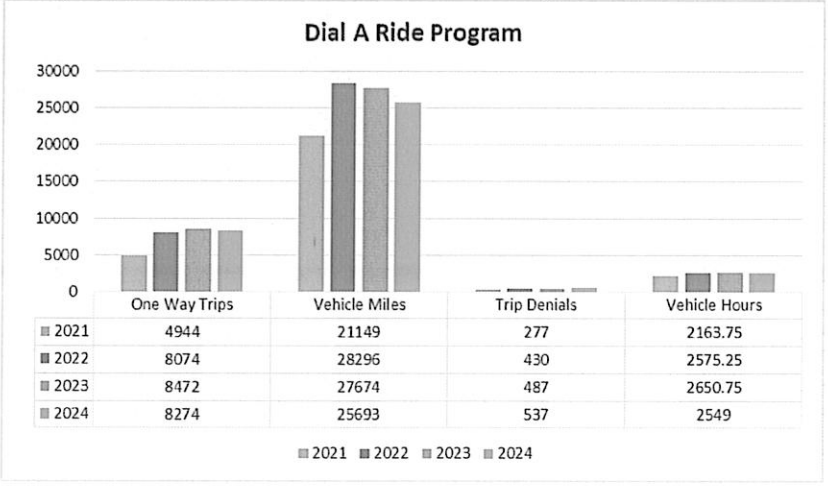
Instructional Classes are taught by paid instructors and members pay a small fee to participate.



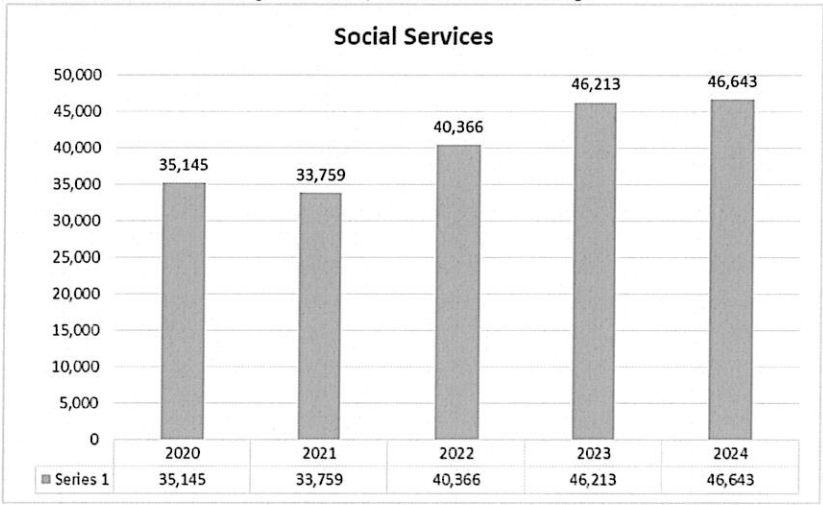
Health Services are comprised of: Fitness room use, Balance Screenings, Foot Clinic, Dental Clinic, Reflexology, Hearing Screenings, Hearing aid cleaning, Blood Pressure, Memory Café.



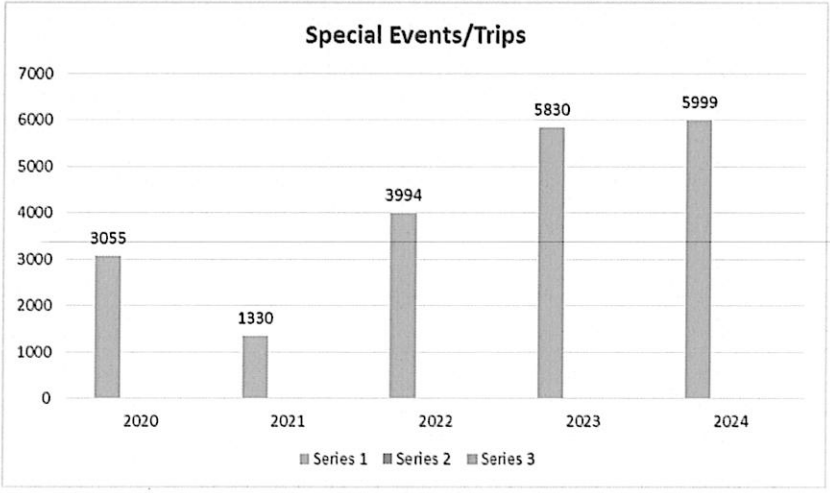
Dial A Ride to include One Way Passenger Trips, Vehicle Miles Traveled, Trip Denials and Vehicle Hours. The Department of Aging manages the Grant for the Dial A Ride Program. The City of Bristol also supports the Dial A Ride Program in the Department of Aging Budget. A total of $125,363 is budgeted for the Dial A Ride Program, $70,160 from the city and $55,203 from the State Grant. HRA of Bristol provides the ride service.



Social Services provided include: Congregate Meals, Meals on Wheels, CHOICES Counseling, Tax Preparation, Driver's Safety, Farmer's Market, Community Gardens, and Social Security.



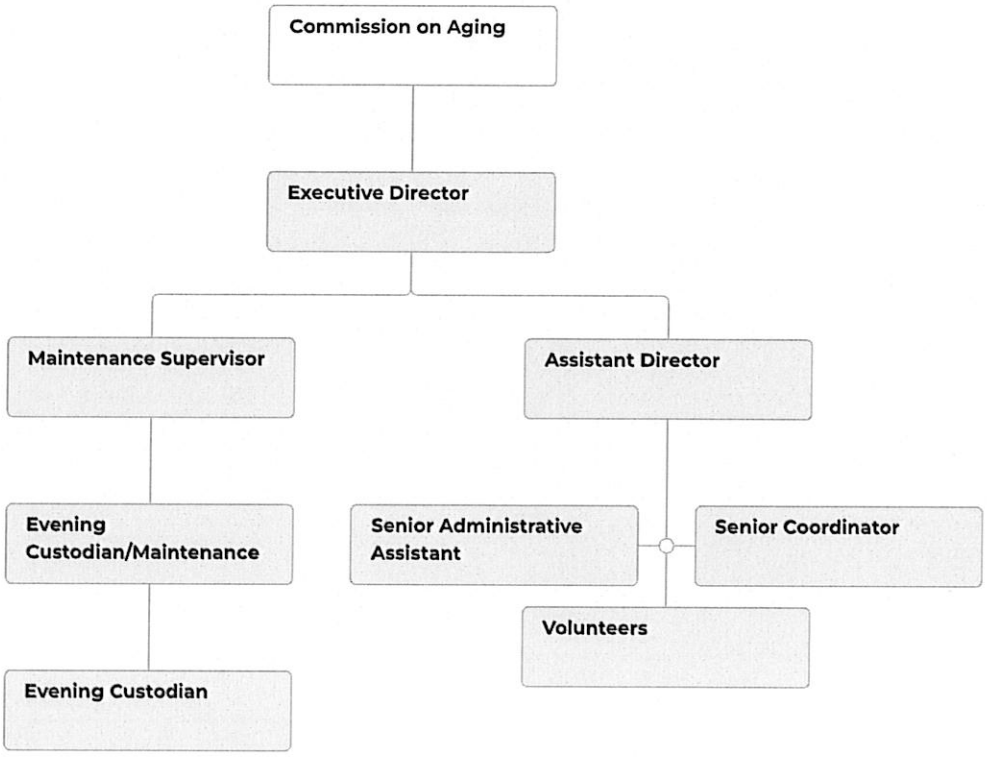
Special Events and Seminars are activities offered one or two times during the year.



Expenditure and Position Summary

	2024 Actual	2024 Estimated	2025 Budget
Salary Expenditures	$499,505	$526,875	$525,450
Full Time Positions	7	7	7

Organizational Chart



Commission on Aging

Commission Members	Expiration of Term
Larry Zbikowski, Chairperson	03/2026
Cathy Duck, Commissioner	03/2026
Sheila Herens, Vice Chairperson	03/2025
George Irving, Commissioner	03/2027
Christine Leigh, Commissioner	03/2027
Delores Richer, Commissioner	03/2025
Ellen Mccusker, Commissioner	03/2026
Susan Tyler, City Council Liaison	11/2025

Commission on Aging
June 20, 2024
Director's Report

In May we saw 5,282 participant swipe in for programs. We have 5,581 total members. In May we had 10 people deceased, 22 new members, and our fundraiser total is $20,205.00.

Our upcoming programs include our Volunteer Dinner on Wednesday, June 26th starting at 4:00pm at the Doubletree, A talent show on Wednesday, July 17, Senior Center night at the Bristol Blues on Friday, July 19, a prize Bingo sponsored by October Kitchen on Wednesday, July 24, and Our annual Hot Dog Roast on Wednesday, August 14.

Our Senior Benefits Coordinator has submitted her report as well. She is currently busy handling our Farmer's market coupon program as well as helping people with housing, renter's rebate, and the SNAP toiletries program which just received a $2500 grant from Thomaston Savings Bank.

We are still waiting to see what we will get from the State ARPA funds, but we will have an Eagle Scout project starting very soon at our Bocce courts to install benches, a scoring system, and do some landscaping. I also met with a builder to see what kind of shelters we can put in that area. We are currently at 72 volunteers that have been approved for the Senior Volunteer Tax credit. Our maximum is 80.

I have also enclosed the Department on Aging's budget narrative for the past year. We will be sending our Annual Appeal to help fund our Foot Clinic and Dental Clinic in August.

Respectfully Submitted,
Jason Krueger
Executive Director
City of Bristol
Department of Aging