City of Bristol
Commission on Aging

The regular Commission on Aging Meeting will be held on Thursday, December 18, 2025, 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. Regular Meeting - November 20, 2025
3. Public Participation
4. Mayor/Council Update
5. Correspondence
6. Unfinished Business
   a. Volunteer Manual
   b. Rules & Regulations
   c. By Commissioner
7. New Business
   a. Facility Use Committee Meeting
   b. By Commissoner
8. Any Other Business
   a. Monthly Statistical Report
   b. Monthly Programs & Activities
   c. Senior Benefits Coordinator Report

d. Directors Report

9. Next Meeting is January 15, 2026 at 11:00 AM in Room 109

10. Adjournment

Taylor Maghini
Secretary to the Commission

CITY OF BRISTOL, CONNECTICUT
COMMISSION ON AGING MEETING
Thursday, November 20, 2025 - Regular Meeting Minutes
Bristol Senior Center – 240 Stafford Avenue
Bristol, CT 06010 – Phone: 860-584-7895 **Room #109**

Present: Commissioners: Larry Zbikowski, Cathy Duck, Ellen McCusker, Chris Leigh, Sheila Herens, George Irving, Executive Director Jason Krueger, Assistant Director Taylor Maghini, Mayor Ellen Zoppo-Sassu, and Council Liaison Susan Tyler.
Absent: Dolores Ricker

Meeting Called to order: Commissioner Larry Zbikowski called the meeting to order at 11:03am

Approval of Minutes: ***Commissioner Herens moved to accept the minutes from the October 23, 2025 Meeting, seconded by Commissioner Duck, All in Favor.***

Public Participation: None

Council Update: ***Mayor Ellen Zoppo-Sassu*** informed us she is getting up to speed with what is going on around the city, at the Senior Center, and is taking a look at the Cities Financials as we approach budget season. ***Council Liaison Sue Tyler*** informed us that she was reappointed to the Commission on Aging and will continue to be our Council Liaison.

Correspondence: Letter from Eric Rosenberg, MD

Unfinished, "Old" Business: ***Executive Director Krueger*** gave the facility update.

New Business: ***Executive Director Krueger*** presented a new Volunteer Manual for feedback. Executive Director Krueger asked for Commissioners to volunteer to go over our Rules and Regulations for the Center.

Committee Reports: none

Any other business: ***Executive Director Krueger*** reported the statistics for October, we had 6,896 participants, total membership was 6,129 with 16 members' deceased and 43 new members. Our fundraiser total was at $22,997.00.

Executive Director Jason Krueger stated that our upcoming programs include our Harvest Party on November 21st, a Christmas Decorating Event on December 2nd, and State Wii Bowling Tournament on December 11th, and our Christmas Dinner on December 17th.

Adjournment: ***Commissioner Duck moved "to adjourn" at 11:26 a.m., seconded by Commissioner Leigh. All in favor.***

Respectfully submitted,
Taylor Maghini

DRAFT

City of Bristol
Office of Town and City Clerk
111 North Main Street
Bristol, Connecticut 06010

DATE: October 21, 2025

TO: All Boards, Commissions & Committees

FROM: Town & City Clerk

ATTENDANCE AT MEETINGS

Please remind the members of your board about Bristol Code of Ordinances Sec. 2-9 which addresses attendance at meetings. It states that any member who fails to attend three (3) consecutive regularly scheduled meetings *or* 60% of regularly scheduled meetings in a year shall be deemed to have resigned from such board, commission or committee. The definition of "in a year" is any 12 month period in a member's term. In other words, it is a **rolling** calendar year.

Please be aware, the member is **automatically off** the board when they violate attendance. For this reason, it is necessary **for the Secretary or Chair** of each board to track attendance and **remind any member** who is on their next-to-last absence. It will avoid the potential problem of having the member participate or vote at a meeting when they are no longer a member. If the Chairperson allows a member in violation of attendance to participate at a meeting, it may invalidate an action taken by that board.

Once a member has violated the attendance requirement and is deemed resigned, the Secretary or Chairperson must notify the Town Clerk. This notification should include a list of the meeting dates which the member did not attend or the attendance sheet, and a copy of the board minutes if they are not already on file in the Town Clerk's office. This will allow the Town Clerk's office to update the listing of board members.

If you have any questions, please contact our office directly.

WYLAND DALE CLIFT
CORPORATION COUNSEL

THOMAS W. CONLIN
ASSISTANT CORPORATION COUNSEL

JEFFREY R. STEEG
ASSISTANT CORPORATION COUNSEL

JONATHAN D. DONOVAN
ASSISTANT CORPORATION COUNSEL

NOELLE BATES
LEGAL ADMINISTRATOR

MARIA THEAM
LEGAL ADMINISTATIVE ASSISTANT

City of Bristol

BRISTOL, CONNECTICUT 06010

Office of Corporation Counsel

CITY HALL
111 NORTH MAIN STREET
BRISTOL, CONNECTICUT 06010
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MEMORANDUM

TO: Chairpersons of City Boards, Committees and Commissions

FROM: Wyland Dale Clift, Corporation Counsel

DATE: December 11, 2025

RE: Executive Sessions

It has come to my attention that a few of our boards, committees and commissions need a friendly reminder about the circumstances under which a matter may be taken up and discussed in Executive Session. If your meeting is one that has been regularly scheduled (i.e., it is among the list of regular meetings provided to the Town Clerk prior to January 31 of the current year), you may add an Executive Session to the Agenda "on the spot" with a two-thirds vote in the affirmative of those present and voting. The added Agenda item still must be sufficiently identified and the reason or exemption must be stated on the record. To then convene into Executive Session requires a second, two-thirds vote.

If the meeting is not a regular meeting and is, instead, a special meeting, the item must be on the published agenda to be considered. It may not be added to a special meeting agenda. If the Executive Session has been included on the special meeting notice and agenda, to then convene into Executive Session still requires a two-thirds vote.

An executive session may be convened only for the following reasons:

(A) Discussion concerning the appointment, employment, performance, evaluation, health or dismissal of a public officer or employee, provided that such individual [is notified and] may require that discussion be held at an open meeting;

(B) strategy and negotiations with respect to pending claims or pending litigation to which the public agency or a member thereof, because of the member's conduct as a

member of such agency, is a party until such litigation or claim has been finally adjudicated or otherwise settled;

(C) matters concerning security strategy or the deployment of security personnel, or devices affecting public security;

(D) discussion of the selection of a site or the lease, sale or purchase of real estate by the state or a political subdivision of the state when publicity regarding such site, lease, sale, purchase or construction would adversely impact the price of such site, lease, sale, purchase or construction until such time as all of the property has been acquired or all proceedings or transactions concerning same have been terminated or abandoned; and

(E) discussion of any matter which would result in the disclosure of public records or the information contained therein described in subsection (b) of section 1-210.

The items (A through (D) are straightforward. Item (E) covers situations where holding the meeting in public would require the disclosure of matters that fall under the exemptions to disclosure under the Freedom of Information Act. There are presently 38 exceptions, a list of which is attached to this memorandum. If discussion during your meeting by necessity would disclose any of these items, then going to Executive Session is appropriate.

ATTACHMENT A
LIST OF EXEMPT RECORDS UNDER THE FOIA
(AS OF 12/04/2025)

(1) Preliminary drafts or notes provided the public agency has determined that the public interest in withholding such documents clearly outweighs the public interest in disclosure;

(2) Personnel or medical files and similar files the disclosure of which would constitute an invasion of personal privacy;

(3) Records of law enforcement agencies not otherwise available to the public which records were compiled in connection with the detection or investigation of crime, if the disclosure of such records would not be in the public interest because it would result in the disclosure of (A) the identity of informants or mandated reporters, as described in subsection (b) of section 17a-101, not otherwise known or the identity of witnesses not otherwise known whose safety would be endangered or who would be subject to threat or intimidation if their identity was made known, (B) the identity of minor witnesses, (C) signed or sworn statements of witnesses, (D) information to be used in a prospective law enforcement action if prejudicial to such action, (E) investigatory techniques not otherwise known to the general public, (F) arrest records of a juvenile, which shall also include any investigatory files, concerning the arrest of such juvenile, compiled for law enforcement purposes, (G) the name and address of the victim of a sexual assault under section 53a-70, 53a-70a, 53a-71, 53a-72a, 53a-72b or 53a-73a, voyeurism under section 53a-189a, injury or risk of injury, or impairing of morals under section 53-21 or family violence, as defined in section 46b-38a, or of an attempt thereof, or (H) uncorroborated allegations subject to destruction pursuant to section 1-216;

(4) Records pertaining to strategy and negotiations with respect to pending claims or pending litigation to which the public agency is a party until such litigation or claim has been finally adjudicated or otherwise settled;

(5)

(A) Trade secrets, which for purposes of the Freedom of Information Act, are defined as information, including formulas, patterns, compilations, programs, devices, methods, techniques, processes, drawings, cost data, customer lists, film or television scripts or detailed production budgets that (i) derive independent economic value, actual or potential, from not being generally known to, and not being readily ascertainable by proper means by, other persons who can obtain economic value from their disclosure or use, and (ii) are the subject of efforts that are reasonable under the circumstances to maintain secrecy; and

(B) Commercial or financial information given in confidence, not required by statute;

(6) Test questions, scoring keys and other examination data used to administer a licensing examination, examination for employment or academic examinations;

(7) The contents of real estate appraisals, engineering or feasibility estimates and evaluations made for or by an agency relative to the acquisition of property or to prospective public supply and construction contracts, until such time as all of the property has been acquired or all proceedings or transactions have been terminated or abandoned, provided the law of eminent domain shall not be affected by this provision;

(8) Statements of personal worth or personal financial data required by a licensing agency and filed by an applicant with such licensing agency to establish the applicant's personal qualification for the license, certificate or permit applied for;

(9) Records, reports and statements of strategy or negotiations with respect to collective bargaining;

(10) Records, tax returns, reports and statements exempted by federal law or the general statutes or communications privileged by the attorney-client relationship, marital relationship, clergy-penitent relationship, doctor-patient relationship, therapist-patient relationship or any other privilege established by the common law or the general statutes, including any such records, tax returns, reports or communications that were created or made prior to the establishment of the applicable privilege under the common law or the general statutes;

(11) Names or addresses of students enrolled in any public school or college without the consent of each student whose name or address is to be disclosed who is eighteen years of age or older and a parent or guardian of each such student who is younger than eighteen years of age, provided this subdivision shall not be construed as prohibiting the disclosure of the names or addresses of students enrolled in any public school in a regional school district to the board of selectmen or town board of finance, as the case may be, of the town wherein the student resides for the purpose of verifying tuition payments made to such school;

(12) Any information obtained by the use of illegal means;

(13) Records of an investigation, including any complaint or the name of a person providing information under the provisions of section 4-61dd or sections 4-276 to 4-280, inclusive;

(14) Adoption records and information provided for in sections 45a-746, 45a-750 and 45a-751;

(15) Any page of a primary petition, nominating petition, referendum petition or petition for a town meeting submitted under any provision of the general statutes or of any special act, municipal charter or ordinance, until the required processing and certification of such page has been completed by the official or officials charged with such duty after which time disclosure of such page shall be required;

(16) Records of complaints, including information compiled in the investigation thereof, brought to a municipal health authority pursuant to chapter 368e or a district department of health pursuant to chapter 368f, until such time as the investigation is concluded or thirty days from the date of receipt of the complaint, whichever occurs first;

(17) Education records which are not subject to disclosure under the Family Educational Rights and Privacy Act, 20 USC 1232g, revised to January 3, 2012;

(18) Records, the disclosure of which the Commissioner of Correction, or as it applies to Whiting Forensic Hospital, the Commissioner of Mental Health and Addiction Services, has reasonable grounds to believe may result in a safety risk, including the risk of harm to any person or the risk of an escape from, or a disorder in, a correctional institution or facility under the supervision of the Department of Correction or Whiting Forensic Hospital. Such records shall include, but are not limited to:

(A) Security manuals, including emergency plans contained or referred to in such security manuals;

(B) Engineering and architectural drawings of correctional institutions or facilities or Whiting Forensic Hospital facilities;

(C) Operational specifications of security systems utilized by the Department of Correction at any correctional institution or facility or Whiting Forensic Hospital facilities, except that a general description of any such security system and the cost and quality of such system may be disclosed;

(D) Training manuals prepared for correctional institutions and facilities or Whiting Forensic Hospital facilities that describe, in any manner, security procedures, emergency plans or security equipment;

(E) Internal security audits of correctional institutions and facilities or Whiting Forensic Hospital facilities;

(F) Minutes or recordings of staff meetings of the Department of Correction or Whiting Forensic Hospital facilities, or portions of such minutes or recordings, that contain or reveal information relating to security or other records otherwise exempt from disclosure under this subdivision;

(G) Logs or other documents that contain information on the movement or assignment of inmates or staff at correctional institutions or facilities; and

(H) Records that contain information on contacts between inmates, as defined in section 18-84, and law enforcement officers;

(19) Records when there are reasonable grounds to believe disclosure may result in a safety risk, including the risk of harm to any person, any government-owned or leased institution or facility or any fixture or appurtenance and equipment attached to, or contained in, such institution or facility, except that such records shall be disclosed to

a law enforcement agency upon the request of the law enforcement agency. Such reasonable grounds shall be determined (A) (i) by the Commissioner of Administrative Services, after consultation with the chief executive officer of an executive branch state agency, with respect to records concerning such agency; and (ii) by the Commissioner of Emergency Services and Public Protection, after consultation with the chief executive officer of a municipal, district or regional agency, with respect to records concerning such agency; (B) by the Chief Court Administrator with respect to records concerning the Judicial Department; and (C) by the executive director of the Joint Committee on Legislative Management, with respect to records concerning the Legislative Department. As used in this section, "government-owned or leased institution or facility" includes, but is not limited to, an institution or facility owned or leased by a public service company, as defined in section 16-1, other than a water company, as defined in section 25-32a, a certified telecommunications provider, as defined in section 16-1, or a municipal utility that furnishes electric or gas service, but does not include an institution or facility owned or leased by the federal government, and "chief executive officer" includes, but is not limited to, an agency head, department head, executive director or chief executive officer. Such records include, but are not limited to:

(i) Security manuals or reports;

(ii) Engineering and architectural drawings of government-owned or leased institutions or facilities;

(iii) Operational specifications of security systems utilized at any government-owned or leased institution or facility, except that a general description of any such security system and the cost and quality of such system may be disclosed;

(iv) Training manuals prepared for government-owned or leased institutions or facilities that describe, in any manner, security procedures, emergency plans or security equipment;

(v) Internal security audits of government-owned or leased institutions or facilities;

(vi) Minutes or records of meetings, or portions of such minutes or records, that contain or reveal information relating to security or other records otherwise exempt from disclosure under this subdivision;

(vii) Logs or other documents that contain information on the movement or assignment of security personnel; and

(viii) Emergency plans and emergency preparedness, response, recovery and mitigation plans, including plans provided by a person to a state agency or a local emergency management agency or official;

(20) Records of standards, procedures, processes, software and codes, not otherwise available to the public, the disclosure of which would compromise the security or integrity of an information technology system;

(21) The residential, work or school address of any participant in the address confidentiality program established pursuant to sections 54-240 to 54-240o, inclusive;

(22) The electronic mail address of any person that is obtained by the Department of Transportation in connection with the implementation or administration of any plan to inform individuals about significant highway or railway incidents;

(23) The name or address of any minor enrolled in any parks and recreation program administered or sponsored by any public agency;

(24) Responses to any request for proposals or bid solicitation issued by a public agency, responses by a public agency to any request for proposals or bid solicitation issued by a private entity or any record or file made by a public agency in connection with the contract award process, until such contract is executed or negotiations for the award of such contract have ended, whichever occurs earlier, provided the chief executive officer of such public agency certifies that the public interest in the disclosure of such responses, record or file is outweighed by the public interest in the confidentiality of such responses, record or file;

(25) The name, address, telephone number or electronic mail address of any person enrolled in any senior center program or any member of a senior center administered or sponsored by any public agency;

(26) All records obtained during the course of inspection, investigation, examination and audit activities of an institution, as defined in section 19a-490, that are confidential pursuant to a contract between the Department of Public Health and the United States Department of Health and Human Services relating to the Medicare and Medicaid programs;

(27) Any record created by a law enforcement agency or other federal, state, or municipal governmental agency consisting of a photograph, film, video or digital or other visual image depicting (A) (i) a victim of domestic or sexual abuse, (ii) a victim of homicide or suicide, or (iii) a deceased victim of an accident, if disclosure could reasonably be expected to constitute an unwarranted invasion of the personal privacy of the victim or the victim's surviving family members, or (B) a minor, unless disclosure is required in accordance with the provisions of subdivision (2) of subsection (g) of section 29-6d;

(28) Any records maintained or kept on file by an executive branch agency or public institution of higher education, including documentation prepared or obtained prior to May 25, 2016, relating to claims of or testing for faulty or failing concrete foundations in residential buildings and documents or materials prepared by an

executive branch agency or public institution of higher education relating to such records.

City of Bristol
Office of Town and City Clerk
111 North Main Street
Bristol, Connecticut 06010

To: Town & City Clerk

From: Commission on Aging
(Name of Board or Commission)

Contact Person: Taylor Maghini Telephone Number: 860-584-7895 ext7110

Address: 240 Stafford Ave E-mail Address: taylormaghini@bristolct.gov

In compliance with Section 1-225 of the Connecticut General Statutes the following is a listing of dates of the regular meetings of the Commission on Aging
(Name of Board or Commission)

MONTH	DATE	TIME & PLACE OF MEETING
January	1/15/26	11:00 am in Room #109
February	2/19/26	11:00 am in Room #109
March	3/19/26	11:00 am in Room #109
April	4/16/26	11:00 am in Room #109
May	5/21/26	11:00 am in Room #109
June	6/16/26	11:00 am in Room #109
July	No Meeting	No Meeting
August	No Meeting	No Meeting
September	9/17/26	11:00 am in Room #109
October	10/15/26	11:00 am in Room #109
November	11/19/26	11:00 am in Room #109
December	12/17/26	11:00 am in Room #109
January	1/21/27	11:00 am in Room #109

Yours very truly,

_____ **Chairman**
(Signature)

_____ **Secretary**
(Signature)

_____
(Date)

City of Bristol – Department of Aging – Bristol Senior Center – Senior Benefit Coordinator/Social Worker

1) Department of Social Services – State Benefit Programs: SNAP, MSP, Medicaid (Husky) (Access Health) & SAGA Cash Assistance: We handle creating account, application process, renewals& verification of benefits.
2) Federal Energy Assistance – Complete heating assistance application, oil, electric, gas, propane, wood & pellets.
3) Eversource- I am an Eversource Partner capable of assisting clients with budget plans, winter protection, discounts & hardships.
4) Medicare- Medicare Part B & D applications, provide information, review advantage plans, prescription coverage & a Certified Choices Counselor.
5) Transportation for Seniors – Dial-A-Ride, ADA Paratransit, Encompass: Complete the application & renewal process. We also sell the ADA Paratransit booklets for only $10 verses $35 which is the cost.
6) Seniors Housing – Bristol Subsidized & Non-Subsidized, Congregate, Assisted Living & Nursing Homes.
7) Title 19/Medicaid (Long Term Care)- Assist & Guide the resident with the application process.
8) Renters Rebate- Complete the application process & submit to the Assessor's Office.
9) Social Security – Assist with disability application process, forms & zoom court hearings if needed, as well as any Social Security Satellite office needs.
10) Homelessness- Instruct homeless resident of the State Guideline Process we must follow, 211 Intake, contact designated Homeless Outreach Worker and update them of current situation & assist w/local resources & warming shelters.
11) POA, Conservatorship, Advanced Directives & Simple Wills – Assist client with St of CT forms & set up notary appointment w/ the senior center notary upon completion.
12) Home Care - Companion & Homemaker's & Paid Caretaker State Program Referrals

13) Meals on Wheels -Explain how the program works & direct them how to sign up.
14) Food Pantry Referrals – Provide List of local pantries, I continue to update & make necessary changes as needed per pantry.
15) Referrals: Alzheimer's/Dementia, Grief & Caretake Support Groups, Hearing Aids, Life Alert, Respite, Dental, Behavioral Health & Tax Relief Programs.
16) Mandated Reporter- Work with Elderly Protective Services, send reports, provide information & assist EPS State Worker on resident 55 and up cases.
17) Senior & Geriatric Assessment Referrals- Referrals to Hartford Healthcare FREE income home geriatric assessments.
18) Medical Equipment: Referrals for used equipment through non-profit organizations.
19) Home Repair Grants- Assisted residents in need of home repairs with the application process for the city CBGD grant application & other non-profit home rehab programs offered.
20) Emergency Assistance Fund – To aid seniors who qualify for assistance for basic life necessities.
21) SNAP Toiletry Program- Any senior who receives DSS/SNAP benefits is entitled to a toiletry bag for products they need refills on, which include: shampoo, toothpaste, Q-tips, denture cleaner, laundry detergent, dryer sheets, shaving cream, bar soap, body wash & mouth wash. This program is funded by yearly grants that I write and get approved for.
22) Legal Resources- provide referrals to any type up attorney they are seeking.
23) DMV- Handicap Tag- Assisted residents with the application & renewal process. Make online DMV appointments for them and create online accounts.
24) Senior Advocacy-senior evictions, inaccurate medical billing, hoarding, building & code violations, scam counseling & more.

Bristol Senior Center- Senior Benefit Coordinator Report

Submitted by: Carrie Tedd

Reporting Period: November 2025

Services	Total Count
Phone Calls	291
Appointments Walk Ins Home Visits	86 7 0 Total 93
SNAP Applications/Renewals	21
Medicare Savings Program Apps/Renewals	28
Husky C Applications/Renewals	13
Miscellaneous Medicare Assistance	0
SNAP Toiletry Program Lifeline Program Applications	6 0
Housing Energy Assistance Applications Eversource Discount Programs	21 22 29
Transportation	10
Title 19/Probate Court Paperwork	06

Appointments: The month of November was definitely slower than the month before, but that is to be expected with the Holidays, as November through January can be slower months in Social Services depending on the programs.

SNAP, MSP/QMB & Husky Health: Taking in renewals as well as new applications for SNAP, MSP and Husky/Medicaid programs.

Medicare Assistance: Open Enrollment starts October 15th, 2025 and ends December 7th, 2025. Lauren from NCAAA and myself have had a full schedule on the dates for open enrollment sign ups.

SNAP Toiletry Program: I have given 6 SNAP toiletry bags and over 21 incontinence products out to clients & residents this month. Unfortunately, I ran out of funding for this program due to the previous grant I wrote that came in way under the requested dollar amount, so in order not to shut down the program I changed the guidelines to accommodate existing clients and apply for another grant in February when the new grant cycle opens with another non-profit, the funding usually does not come in until April or May.

Housing: I continue to research available privately owned apartments for rent for the many seniors looking for a place to live. The homelessness situation is still affecting so many senior residents and will continue as the rental market continues to get higher and higher.

Energy Assistance: I have done 22 Federal Energy Assistance applications this month, majority are oil heating residents, as I encourage all my deliverable fuel clients to schedule the first month energy assistance opens up as their window to receive oil ends by March 31st.

Eversource: I've been renewing the Eversource Tiered Discount benefit for many clients and they are unhappy about the discount changes to the program, which is understandable considering the cost of the electricity today.

Transportation: I have signed several new clients and existing clients up with the ADA Paratransit Program through Hartford Transit District as well at our local Dial-A-Ride.

Advocacy: I have negotiated some lower rent increases for 2 seniors this past month, as the landlords were increasing their rent by amounts that were not feasible to their monthly income and the cost of other basic needs like food and heating. I looked into the property address to see if they were mortgaged or paid off and then I called the landlord and asked if they were doing upgrades to the apartment that required the rent to increase so much and both of them said that is what everyone else is getting for this size apartment and then I discussed that they no longer had mortgages or were doing any upgrades to the apartments and that they were loyal tenants that paid on time and if they were willing to negotiate on the rental increase and both of them did and the seniors were very happy with the outcome.

Commission on Aging
December 18, 2025
Director's Report

In November we saw 5,599 participant swipe ins for programs, 6146 total members, 31 people deceased, 33 new members, and our fundraiser total for 2025-26 is $23,032.00

Our upcoming programs include a trip to see Wicked for Good on December 30th, Class Registration on January 7th, Our Trip Rollout on January 14th, A comedy magic show on January 16th, Our Trip Registration on January 21st, and a Card Making class on January 29th.

We are offering 45 classes this January which we fully expect to fill. Our Gymnasium will be down for a week after Christmas for maintenance. We will have half days on December 24 & 31, and be closed on December 25 and January 1st.

Our Senior Benefits Coordinator has submitted her report as well. Carrie has been working with shelters and food pantries to keep our seniors fed and sheltered during the brutal weather. We have also included a list of services that we provide to our members out of our office.

We will be hiring a second shift maintenance worker very shortly to replace a worker who has resigned.

We will be scheduling a CPR/AED course for the staff to be completed around February, a volunteer meeting for February, and an Emergency Action drill when the weather gets a little warmer.

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