

Council on Aging Board Meeting Minutes

Ludlow Senior Center
228 State Street
Wednesday, July 16, 2025

Present: J. Zepke, K. Martin, H. Grabowski, D. Potter, D. Johnson, B. Radowski, R. Forti,
D. Peacey, B. Mishol, F. Barroso, K. Ribeiro

Excused: J. DaCruz

Absent:

Guests: K. Green

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TOWN OF LUDLOW
2025 SEP 11 P 2:57

I. Roll Call – The meeting was called to order at 4:30 p.m. by Chairperson D. Peacey.

II. Secretary's Report

- a. Minutes of the June 18, 2025 meeting was reviewed and approved. M/S: B. Mishol/K. Ribeiro. All in favor.

III. Treasurer's Report

- a. FY 2025: All funds has been spent. Inexplicably, the year-end budget report shows a \$8,381.52 deficit in the Salary Account. Jodi Zepke has been working on this with Town Administrator Marc Strange and the town accountant to correct it.

IV. Director's Report

- a. MCOA Certification Update: Jodi Zepke acknowledged and thanked the group who helped with this process by developing a SWOT Analysis, Strategic Plan, and Marketing Plan.
- b. Staffing: Merrill Shepard has been hired for the position of Administrative Assistant. She is very computer literate, great on the phone, and is picking things up very quickly. Her most recent position was with The Reserve Assisted Living Facility in East Longmeadow. Jodi Zepke is waiting for D. Snyder's letter of resignation so she can post the Dispatcher position opening. The Outreach Coordinator position description is currently being updated and will be posted soon.
- c. FY 26 Grants: Heather Jolicoeur has applied for a \$5K grant from MCOA for a caregiver support program contingent on the Governor signing off on the budget. The AARP Walk-Ability grant application for benches and signs along the Riverwalk was not approved; however, a local bank has expressed interest in the project. Becky Baush, who has been facilitating the Age/Dementia Friendly Ludlow initiative, will be paid through the formula grant, as her position was cut when the Pioneer Valley Commission lost its funding.

V. Chairman's Report

- a. Age/Dementia Friendly Ludlow Update: The group has not met since the last Board meeting on July 16th.

VI. Other Business

- a. New Trash Bins: Because of their size and weight, some seniors have reported difficulty with storing them and bringing them to the curb. Diane Peacey will contact Selectboard member Anthony Alves about their concerns. Jodi Zepke will send him an email with the date of our next Board meeting, as he is the representative assigned by the Town.

VII: Adjournment: 5:30 p.m. M/S: B. Mishol/F. Barroso. All in favor.

The next Board Meeting will be at 4:30 p.m. on Wednesday, August 20, 2025.

Respectfully submitted,

K. Martin, Secretary, COA