

Council on Aging Board Meeting Minutes

Ludlow Senior Center
228 State Street
Wednesday, September 17, 2025

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2025 NOV 14 AM 8:06
TOWN OF LUDLOW

Present: J. Zepke, K. Martin, R. Forti, D. Peacey, B. Mishol, K. Ribeiro, F. Barroso, H. Grabowski
Excused: D. Johnson, B. Radowski, D. Potter
Absent: J. DaCruz
Guests: K. Green (excused)
Selectboard Liaison: Anthony Alves

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

II. Secretary's Report

- a. Minutes from the August 20, 2025 meeting were reviewed and approved. M/S: B. Mishol/F. Barroso. All in favor.

III. Treasurer's Report

- a. There were no questions about the budget. The new van has come in and will be on the road shortly.

IV. Director's Report

- a. MCOA Certification Update: J. Zepke, H. Jolicoeur, and M. Ardolino submitted their applications. Twenty-nine individuals statewide began the process, but only nine submitted applications. The certification is good for five years. As part of the process, a SWOT Analysis, Strategic Plan, and Marketing Plan were developed, which J. Zepke will bring to the next Board meeting. It was suggested that plans be reviewed by the Board every two or three months and updated as necessary.
- b. Staffing: The Driver position has been sent to HR and has not yet been posted. J. Zepke expects it will take two months to fill the position. Jack Alves has been selected for the Dispatcher position, although he will continue to drive for the time being.

The Outreach Coordinator job description has been updated and sent to HR; it is hoped the position will be posted soon. In the absence of a Coordinator, J. Zepke and H. Jolicoeur will be assisting with fuel assistance applications. During Medicare open enrollment, the Center will have two (instead of one) SHINE Counselors to assist people in choosing a Medicare health insurance plan. M. Shepard is doing very well at the front desk and is enjoying the new challenges each day brings.

Plans are underway to utilize the My Active software for online registration. For now, it will only be offered for Boomer Bootcamp classes, whose participants are more likely to utilize this feature. Requests for foot care exceed the number of available appointments that the sole nurse in the Health Department can accommodate. Concern was expressed about the continuation of this service with only one nurse.

V. Chairman's Report

- a. Friends of the Senior Center: Kathy Green has stepped down as Chair but will continue as a member. The new roster is: Pam Hayes, President; Janice Grimaldi, Vice President; Debbie Potter, Secretary; Jackie Doyle, Treasurer; Debbie Thompson, Assistant Treasurer. On September 26, there will be a jointly funded beer and wine

tasting fund raiser co-hosted with Our Lady of Fatima at the Parish Center. Raymour & Flanigan conducts monthly BINGO fundraisers for nonprofits and has selected the Ludlow Senior Center as October's recipient.

- c. Age/Dementia Friendly Ludlow Update: The final draft of the Community Assessment Action Plan is complete; at the September 17 meeting the committee finished prioritizing the last few action items. D. Peacey shared concerns that many of the town departments that have been invited have not attended the meetings. Their input is important, as implementation will be contingent on their ability to address many of the action items. Discussions are underway about who will be responsible for follow-up, as it is a town-wide project and beyond the scope of the Senior Center.

VI. Other Business:

- a. Car Port: J. Zepke has obtained construction quotes and forwarded the information to Procurement. There are several potential funding sources, including the Friends of the Senior Center. The Building Project is still open, and construction of a car port was approved by the building committee. J. Zepke doesn't know how much money will be left in that account after the Center's generator is finally repaired and whether enough to fund construction of a car port.
- b. Town Meeting: F. Barroso received an e-mail from Town Administrator Marc Strange requesting that precinct members meet a week prior to Town Meetings to review the articles/warrants. A meeting is scheduled for September 29. The lack of precinct members at meetings has been concerning. According to F. Barroso, last year's \$84 million town budget passed by one vote at Town Meeting with less than half of the 126 members in attendance. A quorum is required for attendance but not to vote. A. Alves said some towns do a recorded vote and after town meeting all the results are made available to the public. It is something Ludlow may wish to consider.
- c. Trash Bins: A. Alves said that in response to reports from seniors who are having difficulties with maneuvering the new trash bins, M. Strange has requested that DPW investigate pricing for smaller barrels for people who want them.

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

The next Board Meeting will be at 4:30 p.m. on Wednesday, October 25, 2023.

Respectfully submitted,

K. Martin, Secretary, COA

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