

Council on Aging Board Meeting Minutes

Ludlow Senior Center
228 State Street
Wednesday, June 24, 2026

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

Excused: K. Ribero, D. Potter

Absent: J. DaCruz

Guest: K. Green, Selectboard representative Tony Sanches.

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I. Roll Call

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

II. Secretary's Report

- a. The minutes of the May 13, 2026 meeting were reviewed and approved as amended with the following:
Next Board meeting Wednesday, June 17, 2026 instead of June 16. M/S: B. Mishol/R. Forti. All in favor.

III. Treasurer's Report

- a. At the 11-month mark, 80% of the budget has been spent. No transfers are needed this year because staff vacancies have offset shortfalls in other areas. For next year, the only funding increase is for staffing; general expenses will remain level funded. Under General Expenses, WestMass Elder Care should be listed under its new name, Access Care Partners. The line Access Care Partners bills services provided to Ludlow residents.

IV. Director's Report

- a. New Programs: Through a donor's generosity, the Friends of the Senior Center recently established the Comfort & Care Closet. Ludlow residents who receive SNAP benefits and are having difficulty making ends meet may be eligible to receive everyday essentials, including toilet paper, paper towels, toothpaste, bar soap, deodorant, dish soap, and laundry detergent. Items will be pre-packaged, with one bag available per household each month.

The Cavin Cares Fund, established through a generous donation from the family in memory of Nancy Cavin, will assist residents facing temporary hardships, such as replacing an air conditioner. Sheila Rubin and J. Zepke will pre-screen applications before forwarding them to the Friends for approval. Assistance will be capped at \$500, with payments made directly to the provider.

R. Forti asked about financial literacy education for individuals who need help managing their money. Access Care Partners offers a Money Management Program, which connects individuals with volunteers who assist with check writing to ensure bills are paid on time. Representative Payee services are also available through the program. R. Forti asked whether information about this service could be included in the newsletter and considered as a future "Lunch and Learn" topic.

- b. Generator Update: During the recent power outage, the generator activated as expected. However, when power was restored, the generator shut off but did not automatically restore power to the building. The electrician showed J. Zepke how to override the system if this occurs again. The electrician will also return to seal a box to prevent mice from entering and chewing the wires. The Building Committee voted to dissolve and pay any outstanding invoices.
- c. Carport Update: The project went out for public bid and the contract was awarded to Paqcon LLC. J. Zepke is waiting for the project schematics. The carport will cover three vans.

V. Chairman's Report

- a. Board Vacancy: D. Peacey received D. Johnson's resignation letter, and the vacancy has been posted. To date, Phillip Tierney, a former Board member, has submitted a letter of interest. D. Peacey will contact the Town to determine whether any additional applications have been received. All applications will be reviewed at the next Board meeting.
- b. Selectboard representative T. Sanches was thanked for attending the meeting and sharing his input. He stated that he plans to attend as many future meetings as possible.

VI: Other Business:

VIII: Adjournment: The meeting adjourned at 5:25 p.m. M/S: B. Mishol/F. Barroso. All in favor.

The next Board Meeting will be held at 4:30 p.m. on Wednesday, July 15, 2026.

Respectfully submitted,

K. Martin, Secretary, COA