

Ludlow Council on Aging
Board Meeting
Senior Center
228 Center Street
Wednesday, February 16, 2022
Minutes

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TOWN OF LUDLOW

I. Roll Call – Meeting was called to order at 4:30 p.m.

Present: J. Zepke, J. Grimaldi, D. Peacey (via phone), K. Martin, R. Forti, H. Grabowski, J. DaCruz, D. Johnson, F. Lafayette, F. Krzanik; K. Ribeiro

Absent: S. Santolini

II. Secretary's Report: The minutes of the January meeting were read and accepted without correction. Motion to accept by R. Forti and seconded by H. Grabowski. All in favor.

III. Treasurers Report

a. FY 22 Budget: Report distributed to members and presented by J. Zepke. Members discussed whether possible for certain funds could remain within the Senior Center as a revolving fund (related to those funds raised by transportation and the nutrition program). There was no motion at this time and discussion tabled for a future meeting.

IV. Director's Report: Presented by J. Zepke.

a. Staff Update: Chris Toelken, the Cook, is taking a free 12-week chef's training course conducted by Holyoke Community College. It will be offered in the evening, with half of the classes online and half in person.

Heather Jolicoeur, Program Coordinator, has become a certified trainer for the SAVVY Caregiver workshop series for individuals caring for a family member or friend living with dementia. This training covers a range of topics aimed at improving the lives of people living with dementia and those who care for them. This training is tentatively scheduled to begin in April.

Heather applied for and received a \$10,300 grant for Chromebooks, Wi-Fi extenders, stylus and related equipment. Computer training will be set up for those who are interested.

b. Events Update: Future planned activities include a St. Patrick's dinner (in the dining room only), and programs recognizing Easter and Fat Tuesday.

c. Snow Removal-Update Board of Selectman Meeting: J. DaCruz, D. Peacey, H. Grabowski, and J. Zepke met with the Selectboard on February 1 to discuss the

need for assistance with snow removal on the walkways and entry area of the Senior Center. J. Zepke reported Steve Santos from the DPW was instrumental in locating a subcontractor, Dave Elliot from Lawn Tech Lawn Care, who will now handle snow removal on the walkways. D. Peacey and the COA Board commended J. DaCruz for his excellent presentation to the Board of Selectmen and highlighting the key points. John collected and presented data related to sidewalk linear footage, ADA compliance, and the large amount of foot traffic at Center compared to other town buildings.

d. **Building Usage/Issues:** The final walk through took place. There were very few inside issues and a few things to be attended to the outside of the building.

e. **Job Reclassification:** Efforts to hire and retain staff have been hindered by wages that may be lower than comparable positions at similar sized Senior Centers and in other town departments. Members discussed issues related to salary levels such as recent town classification study and impact of positions being within the union. J. Zepke discussed efforts she has already taken in the past to address some of these issues.

J. DaCruz will contact the town HR department to discuss this issue and whether there are additional strategies that the COA may take to address salary levels and will report to the next Board at the next meeting for further discussion. M/S: K. Ribeiro, F. Krzanik. All in favor.

V. Chairman's Report:

a. **Council Bylaws:** It has been determined that the Council of Aging "official" bylaws are on the town's website contained within the town's bylaws. The draft that was circulated dated August 2012 was never approved.

VI. Old/New Business:

a. J. Zepke said the public "grab and go" for the furnishings in the old Senior Center went very well and people took most everything. There is still some debris left to be picked up and bagged; J. Zepke is going to reach out to St. John's in Ludlow, which has a project that enlists students for community service to see if she can arrange volunteers to assist in bagging up remaining debris. The Town has yet to terminate the lease with the Housing Department

b. J. DaCruz reported Mark Strange has been offered the Town Administrator position.

VII. Adjournment: Meeting was adjourned at 5:22 p.m. - M/S: K. Martin, H. Grabowski. All in favor.

Respectfully submitted,

Karen Martin