

Ludlow Council on Aging
Board Meeting
Senior Center
228 State Street
Wednesday, June 15, 2022
Minutes

RECEIVED
TOWN CLERK'S OFFICE
2022 AUG 12 P 2: 27
TOWN OF LUDLOW

I. Roll Call – call to order at 4:35 p.m.

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

Absent: J. Grimaldi

II. Secretary's Report

- a. Minutes from the May 18, 2022 meeting were reviewed and approved. M/S: H. Grabowski/R. Forti. All in favor.

III. Treasurers Report

- a. FY 22: Ten months into the fiscal year, 67% of the budget has been spent. J. Zepke will be placing two more food orders before the end of the fiscal year (2022). There was nothing new to report about the FY 23 budget.

IV. Director's Report

a. H. Jolicoeur is exploring a grant to which may be used for some aspects of public health care at the Senior Center. Foot care is currently provided by the town nurse but it is much in demand and availability is limited. Heather is seeking clarification on duration of the grant and what it can be used for. J. Zepke would like to add a second day of blood pressure checks each week. D. Peacey suggested that there is a list of nurse volunteers for the town available for emergencies; perhaps some may be interested in volunteering for this purpose. Zepke also reported that the current massage therapist who comes to the Senior Center is leaving.

b. The lawn is being mowed by a contract; Friends of the Senior Center are paying for fertilizer.

c. The boutique is now open again. Grab and Go lunches have ended and lunch served daily in the dining room.

d. The new Town Administrator visits the Café at 10 a.m. on the first Wednesday of the month for coffee and informal chats.

e. Sound proofing panels for the café and dining room have been installed and the acoustics have greatly improved.

f. J. Zepke will helping in the kitchen for five weeks so that the new cook may complete a training and certification program. Lunch may need to be cancelled for a few days when other staff are not available to fulfill these duties. Members expressed concern that coverage in the kitchen may impact staff ability to carry out regular duties and there could perhaps be a better solution in those instances.

g. An approved part-time position to staff the Center in the evening has not been hired yet. J. Zepke anticipates this will occur by September and will be developing a job description.

V. Chairman's Report:

- a. D. Peacey said she will be asking the town to post the COA Board vacancy on its website.

VI. Old/New Business:

- a. Diversity Training: EOE has requested all staff and volunteers complete the video training by June 30. J. Zepke will send members the link.
- b. Salary Discussion Follow Up: J. DaCruz had nothing to report on the reclassification. It was agreed to table the item for now.
- c. Old Senior Center Building Status Update: J. Zepke met with the new Town Administrator to discuss "turning over the keys." A process for doing that has not yet been finalized.
- d. Ludlow Local Emergency Planning Committee: After many years of serving as the COA representative, H. Grabowski wishes to resign. As Senior Center staff member is also on the committee, J. Zepke will find out if that is sufficient representation. If not, D. Johnson agreed to serve on committee.

VII. Adjournment: 5:10 p.m. - M/S: K. Martin, D. Johnson. All in favor.

Respectfully submitted,

K. Martin

RECEIVED
TOWN CLERK'S OFFICE
2022 AUG 12 P 2:27
TOWN OF LUDLOW