

## MINUTES OF BPW MEETING

April 04, 2017

**Members Present:** Chairman Stephen Santos, Barry Linton, Bill Rodrigues

**Absent:** Thomas Haluch, Alex Simao, Amy Priest

Meeting was called to order by Mr. Santos at 6:00 P.M.  
All joined in the Pledge of Allegiance.

Mr. Santos read the Introduction Page of the Personnel Policy Manual into the record. (See attached) He said that the Board needed to adopt it. The employees will each get a hard copy of it and have to sign that they have received it. Mr. Rodrigues questioned whether the union had to accept it. Mr. Linton said that they current employees would be considered "grandfathered in" and that going forward any new employees would be covered by the new policy. He also said that the union contract overrides the Personnel policy. Mr. Linton made a motion to accept the Personnel Policy as accepted by the rest of the town. Mr. Rodrigues seconded the motion. All in favor. 3-0

Mr. Santos said there are no projects.

He also said as to Pioneer Valley Planning Commission's pavement management program, this first came to us three years ago. The cost then was to be \$12,750 and it must be more now. Mr. Linton said we should put that money into paving and Mr. Rodrigues said that it should go toward sidewalks also. Mr. Linton made a motion that we will not participate in this program. Mr. Rodrigues seconded. All in favor. 3-0

As to Columbia Gas' Paving and Restoration Agreement, Mr. Santos said it seem they are trying to tell us how to pave and that they only wanted to give us 50% of the costs of excavation etc. Mr. Linton said they should restore the roads to the way they found them and he made a motion not to enter into this agreement. Mr. Rodrigues seconded it. All in favor 3-0

Regarding the vacancy for the Director of Public Works/Town Engineer we had three of the candidates come before the Board for interviews. Shall we bring back #1 and #3 for a second interview on April 11<sup>th</sup>? Also, should we send a letter to the other candidate thanking him for coming in? Mr. Linton said we always send letters to all the candidate, there were more than three. Mr. Santos asked for a motion to bring the two candidates back? Mr. Linton made a motion to bring in Mr. Frederick and Ms. Botelho for a second interview on April 11<sup>th</sup>, Mr. Rodrigues seconded. All in favor 3-0

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Next is signing the Construction Within the Public Way permits. Mr. Santos said he reviewed the ones sent in by Columbia Gas. We had told them they needed to specify the dates of work, not just insert "as approved" so we will know when to go out and inspect the work. He also said he did not want to give them any more permits until they restored the roads from work done last year. They need to be milled and paved. Mr. Linton said we should e-mail them and let them know that this. Mr. Santos said that there is a permit for Fuller Street that is all right to sign. There is also one for Mr. Ribeiro just for a building permit and that is only for a driveway. Mr. Linton asked if this is a new house: Mr. Santos said yes and they signed these two permits.

Invoices that needed to be signed – these were signed only by Mr. Santos and Mr. Linton as Mr. Rodrigues declined to sign any that were before he came on the board.

Mr. Santos read Mr. Batista's and Mr. Gaudreau's reports into the record. (See attached).

Mr. Linton made a motion to accept Mr. Batista's and Mr. Gaudreau's reports as read. Mr. Rodrigues seconded. All in favor 3-0

Mr. Linton signed minutes of meetings.

Mr. Santos had a suggestion regarding the reporting of pot holes by residents. He suggested they use our e-mail address instead of calling in. Mr. Linton agreed and said it would make a paper trail. Mr. Santos said then when it was received by Kenny or Amy it could be turned into a paper work order as it is now. He will speak with Amy about how to let people know.

Mr. Linton made a motion to adjourn, seconded by Mr. Rodrigues at 6:28 p.m. All in favor 3-0

NOTES ACCEPTED:

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*Bill Rodriguez*  
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*Bill Rodriguez*  
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BOARD OF PUBLIC WORKS  
DATE: 7/24/2017

*Theresa Toaler*  
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ADMINISTRATIVE ASSISTANT