

Board of Public Works
Meeting Minutes
July 24, 2017

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2017 OCT 18 P 4: 26
TOWN OF LUDLOW

Members Present: Stephen Santos, Chairman, Thomas Haluch, Barry Linton,
Alex Simao, Guilerne Rodrigues

Members Absent: None

Also: Amy Priest, Steven J. Frederick, Director of DPW

At 6:00 PM Mr. Santos called the meeting to order.

All present stood for the Pledge of Allegiance.

APPOINTMENTS:

Mr. Santos began the meeting stating there are no appointments.

CORRESPONDENCE:

896: Referred to a letter from letter from the Recreation Commission regarding a proposal to convert the Whitney tennis courts onto a parking lot as requested by Bob Bohl. The Recreation Commission is strongly opposed to this request for a number of reasons. Mr. Santos read a letter from Mr. McBride(letter attached) which stated many reasons against this proposal and he noted that the tennis courts are much utilized by students and tennis leagues, which have grown in recent years, the summer campers. It was felt that this is not the solution for the tennis courts.

Mr. Santos stated that he requested a copy of this letter when at the Selectmen's Meeting and they made a recommendation that DPW Board meet with the Recreation Commission. He stated concerns that we would not get the 65 parking spots even if the grass area was also used. He mentioned other options but felt it just cannot be done. Mr. Santos asked for the Board's opinions. Discussion followed.

897: Letter from Symantha Layman regarding an incident occurred in a construction zone on Parker Lane. Mr. Santos read Ms. Layman's email to the Board. Mr. Santos acknowledged that he had pictures which were attached to the email and referred to the construction permit #17205 for UCX Underground Construction. Ms. Layman is seeking reimbursement for necessary mechanic repairs to her car. After some discussion, Mr. Simao suggested sending correspondence to the applicant. Barry Linton made a motion to send a letter to the contractor, the taxpayer, the owner of the car

and the homeowner informing them as what has been done. Motion made by Mr. Linton, seconded by Mr. Simao. All in Favor, Motion passed.

Correspondence is all set.

DIRECTOR'S REPORT

Mr. Frederick stated he would square away any issues and close out the Chapter 90 projects. He updated the Board and stated that he would be sending out an email of his update and then have the Board sign the report at their leisure. In summary we have 18 projects are pretty much completed and can be signed out. Still have some leftover invoices that need to be signed off on. Some will be carried to next budget. Bills have been paid and monies will not be lost. Mr. Simao asked how far are we going back and Mr. Frederick stated as far back as 2012 for projects unpaid. Once things are settled there will be \$1.1 million available for future projects. Discussion followed as to what the approximate costs and reimbursements are moving forward. Mr. Fredrick has the Projects Request ready to be signed and going forward. Discussion continued. Motion made by Mr. Santos to accept report as presented and seconded by Mr. Simao, All in Favor. Motion passed.

PROJECTS

Director/Town Engineer's Report:

Nick Silva field:

Mr. Frederick move onto Nick Silva and finalizing the parking lot design and order materials. Discussion on number of parking spots, usage etc.

Sweeper:

Mr. Frederick said the bid needs to be re-advertised and notify the company that gave us a quote.

Mr. Frederick updated the Board on disposable of catch basins cleaning and deposited in Town landfill which just need to free of water before bringing to landfill.

Discussion followed.

Motion made by Mr. Simao to accept Director's report and seconded by Mr. Rodrigues.

All in Favor, Motion passed

Assistant Town Engineer's Report:

Center Street

Mr. Santos read Report and discussion followed regarding appraisals and special Town meeting requests. Discussion followed. (Engineering Report attached.) Mr. Simao made a Motion to accept and seconded by Mr. Linton.

Operations Supervisor Report:

Riverwalk Project

Final walk thru with Planning Department and State Grant Program.

Some issues discussed regarding vandalism. Motion made by Mr. Simão and seconded by Mr. Rodrigues to accept report as presented.

All in Favor, Motion passed.

I and I Project

Mott Macdonald working on report for I and I study.

Maria's Way – Subdivisions be done and house construction taking place.

Cislack Drive – Grading work continuing, tree belts stabilized and house construction starting.

Hundred Acre Woods – grading tree belt areas and starting to install street lights.

East Street Bridge:

ETL continuing bridge work and are on schedule to be completed by end of November 2017

Discussed issues on Mr. Goodreau's report on the following;

Site Plan reviews 165-169 East Street and 354-362 Sewall Street

Representative from Mission Controls, received updates and data on pumping stations

Measure roadways for crack sealing work

Plans on Nick Silva Field

Dig Safe locations

Print Assessor Maps for residents

Email plans and documents from requests from residents and engineers

Answer resident's questions on phone and at counter

Lay out graves for Island Pond Cemetery.

Motion made by Mr. Simão and seconded by Mr. Linton. All In Favor, Motion passed.

NOTES and COMMENTS:

Cleaning up Nick Silva Field, Fletcher Sewer called to Whitney Park due to some backups.

DPW crews trimming weed growth from diamonds and other areas.

Cemetery mowing, trimming, opening and closing for funerals. The roof is on.

Tree Division – removal and trimming as needed, installed Celebrate Ludlow signs and clean up as needed, also at Baird School and clean up signs and also went to Wilbraham to help put up their signs for the Road Race Hill Climb.

Sewer Division:

Checking pumping stations due to complaints, install Catch Basin on Munsing Street.

Highway Division:

DPW mowing and service reports as required.

Crews working on Poole Street and other areas on aprons and repair broken signs and other areas in Town.

Other repairs in Town and on equipment that need repair. Repairs not satisfactory may need to get second opinion. Discussion on repair issues and get a second opinion and other equipment that need to be repaired.

Contact Northern Tree Service to rent a truck to do necessary maintenance. Want to get work done before snow comes. Discussion followed.

DPW to install new sign at East Street School.

Ordering new lighting for damaged lightings and order extra in anticipation of further damage.

Motion made to accept Mr. Batista's report as read and seconded by Mr. Rodrigues. All in Favor. Motion passed.

Center Street Project – already discussed. Nothing outstanding.

Invoices – Mr. Santos asked for comments.

Mr. Haluch referred to the Pondview Tree. Issued not addressed to date as we don't have a truck. Will check into tomorrow, there was a safety issue.

Mr. Linton regarding Getting compost flipped and screened as discussed at last meeting. Need to rent a screen.

Also, meeting with Planning Board meeting discussed the permit for Chapin and Center Streets. No site plan, we have not issued a permit as it was applied for after work was completed. Discussion followed.

Discussion also on issues with Cislak Drive work. Under storm water management now.

Mr. Rodrigues referred to pot hole on Sewall and Holyoke Streets. This time he wants to make a motion that they send two men tomorrow clean the 'Welcome to Ludlow sign'. Comment made to also check all the other signs in Town as many are also over grown. Motion made by Mr. Rodrigues and seconded by Mr. Simao. All in Favor. Motion passed.

Mr. Simao asked about Lemek on Miller Street. Mr. Frederick replied that still waiting for Mr. Pietras to respond. No action to date.

Regarding people coming into the office regarding obtaining the EZPASS.

He referred to the signage and maybe getting Mass DOT to do something with the signs to better direct the public. Ms. Priest replied that the office has contacted the Mass DOT at least 5 times. Mr. Simao then suggested that we contact Mr. Petroloti for assistance. Asking for bigger signs, a message board etc. Discussion followed.

Mr. Simao asked about the payroll and signing for 'Out of Grade' pay.

Mr. Frederick referred to Ms. Priest said she did not have the contract in front of her tonight but would look into the contract language. Mr. Simao agreed.

Mr. Frederick explained there has been a new computer system and will be more efficient. Discussion followed.

A resident came to the meeting to thank the Board for the Catch Basin installed on his property. He is very happy and instead of a letter, he wanted to personally thank the Board.

Mr. Santos questions on some outstanding issues:

Water and Sewer – water on Center Street.

Holyoke Street – has this repair been done.

Across from Lyons Street – another repair

Permit for Chapin Street near the Police Station. Is that in moratorium?

Needs to be redone, curb to curb. Discussion followed.

Water service on Chapin Street, new water service. We still have the

Bond. Supposed to send them a letter to have it fixed. If not, we need to send a letter to fix the situation. If not, we will send out someone out to fix and take the cost out of the Bond. Starting to scab over and looks horrible.

Mr. Santos read a letter from Maxine Mazur regarding the Alves Family burials thanking the DPW for their attention to details and their support regarding this very difficult situation.

Mr. Santos read an email from the Town Manager, Ms. Villano regarding the Youth Football Association. They are holding a commorative ceremony on July 30th at noon to rededicate the field to honor Nick Silva. They have requested that a member or members attend this ceremony. Discussion followed as to work DPW did for this event.

Mr. Santos also presented a request from the Town Manager, Ms. Villano. Inquiring if the monies appropriated for the Grange, 1st Meeting House, can be used for the Center Street Project. Approximately \$130,000 or \$140,000. Mr. Santos would like to leave the money with the Grange as the Town appropriated the money for this Project. He would rather have the request for the Center Street Project be presented at the Town Meeting. Mr. Simao referred to the department applying for a Grant from the State. Maybe get Mr. Jablonski to attend the next Board Meeting and decide what to do with the building. Discussion followed. Mr. Rodrigues suggested making a Motion to leave the money with the Grange we hear from the State as to whether we are going to get any money from the State and then decide what the Board will do. Motion made and seconded by Mr. Haluch. All in Favor. Motion passed.

Mr. Santos there being no further issues, the next meeting will be August 7, 2017.

Mr. Linton will not be available for the next meeting.

At 7:18PM, Mr. Santos as for Motion to Adjourn. Mr. Simao made the Motion, seconded by Mr. Rodrigues. All in Favor. Meeting adjourned.

NOTES ACCEPTED:

Bill Rodger

[Signature]

Ray J Lee
BOARD OF PUBLIC WORKS

Dorothy Mikaelian
CLERK