

**MINUTES OF BPW MEETING**  
**August 21, 2017**

**Members Present:** Chairman Stephen Santos, Barry Linton, Thomas Haluch, Alex Simao, Guilherme Rodrigues.

**Also present:** Steven Frederick, Director and Amy Priest

**Absent:**

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

**No Appointments:**

**Correspondence:** #898 Letter from Ms. Malfino regarding damage to her vehicle by a piece of rebar in the roadway.

Mr. Santos read the letter into the record (copy attached). He then asked for the Board to recommend sending the letter to the Town's insurer, M.I.I.A. Mr. Simao made the motion and asked that we send a letter to Ms. Malfino advising her of our action. Mr. Linton seconded the motion. All in favor 5-0

Mr. Frederick began his report by stating that he will be trying to have a consistent reporting form for each meeting.

Manpower: we have 37 positions. We currently have two open in engineering.

Project Status: Center Street, Special Town Meeting re: Two articles that were approved for land takings, and discussion of additional easement money. I appreciated all members of the Board showing up, good teamwork. Jim did a lot of coordinating with Town Hall and Steve also had a lot of input.

Mr. Santos said, may I interrupt? We brought a full set of plans to the meeting. The plans that we had there are now in the Engineering office. They are highlighted in three colors to show each area. There were some questions asked by those in attendance. I think everyone left feeling satisfied.

Mr. Frederick replied that there will be more questions as we begin the project also. As to Nick Silva Field, we will start August 28<sup>th</sup>. The West Street resurfacing will start the day after Labor Day. This week we got approval from D.O.T. for crack-sealing. No start date yet.

Construction Within the Public Way: Columbia Gas had 18, Springfield Water had 2 and there were 2 individuals.

Highway: We have been working out in the back in the compost area screening loam. We will need to call in Waste Management to haul away the junk we uncovered out

there. Mr. Linton asked if we were using our loaders. Mr. Frederick said there was an issue with that and Wayne had adjusted his schedule to come in to run the loader and worked all week. We are making good progress out there. He noted that he would like to have specific reports as to which streets were paved and roadside mowed so as to give a report on that each meeting. Mr. Santos noted that he believes the whole town has now been swept once. Mr. Linton asked where are we on the sweeper repair. Mr. Rodrigues noted "the bid is out". Mr. Frederick continued, after the Festa is over, we will resume sweeping.

Engineering: The Center Street Project, Jim is busy doing "Right-of-Way" portion. He does an intense report as to taking care of residents at the counter, phones, etc. I did not include all that here. We got an invoice from BETA for \$5500 for small sewer work on Center Street.

Mr. Santos noted: Chapter 90 will not pay for sewer projects, the Sewer Enterprise Fund will have to pay for that. Mr. Frederick said contractors will bid on that. Jim is still working with the Select Board on Center Street. Also, on the I & I Project, we will get an update in September.

Equipment: Quite a bit going on there. Berm machine trailer was painted. repairs to various trucks and the sweeper. See Ken Batista's report for details.

Administration: The Sewer billing preparation is in progress. Clothing allowance order is being looked at with Ken. Also, input from the crew. Amy is getting prices from the vendors. Back meeting minutes are being worked on by Amy, Florence and senior abatement people.

Signs for the Festa: Spoke with the Police Chief, his department was looking for some help with the signs. I went to Ludlow Printing and here is a sample. It is corrugated plastic, one-sided, 6" x 24", can be drilled and tacked to a 1 x 1. \$235 for 100 signs. Is it ok with the Board to order these? We can pick them up after the Festa and use them again for snow removal. Stick them in the snow banks etc. Mr. Simao motioned to ok the order. Mr. Rodrigues seconded. All in favor 5-0. Last thing in Administration is that the O'Connor facility will no longer accept dead skunks. Any disposal ideas? Can we bury them out back? Have we ever? Mr. Rodrigues said yes in the past. Mr. Frederick asked will the Board of Health let us? I will call around to other towns and see how they handle it.

Parks: We have been marking fields, mowing, trash etc. Football is coming up.

Forestry: Stump grinding by Northern Tree. Ken suggested we rent a machine to do it ourselves and save some money. I would like specific statistics regarding how many trees taken down and where and number and location of stumps etc. Let me know how you like this report.

Next is a calendar for down-range planning etc. Clean out storm drains, take a look next year at ones we did this year, if they are only 1/3 full skip them, go on to others. Trying to forecast with Kenny what is ahead of us. That is all I have.

Mr. Santos: Any questions for Steven?

Mr. Simao: What about the tennis courts? Mr. Frederick replied that Steve came to me to get a couple of options. Take away one court and gain 45 parking spots. Diagonal parking is a nightmare, straight lines are better.

Mr. Santos: I wanted to bring this to the Board tonight, and then get together with Sean McBride, we would still have to do a split-rail fence like we did at West Street Park to keep them off the grass. Mr. Simao said we need to refurbish the courts. I'm not in favor of taking any green space. Mr. Santos said I will meet with Sean.

Mr. Simao: More questions: on forestry, tree planting? Also, I get a lot of complaints on roadside mowing. Mr. Frederick said this is why I would like a list of the roadside mowing locations and then I could report to you. Mr. Simao, my last question is on the future cemetery expansion, need an update.

Mr. Frederick: Regarding Miller Street paving, Columbia Gas has over 30 services to do, and they have asked if we could hold off on our paving until the spring. Mr. Santos said it is okay to hold off until spring but no longer. If we put off Miller Street we lose Chapter 90 funding and have to find another project. Mr. Frederick asked are we all agreed to put off Miller Street? All agreed 5-0

Mr. Rodrigues asked about Cady Street. Trees are lifting the sidewalks, we need to plant trees like the ones they planted downtown. They grow tall but not wide. Can we look for some grants so that we could go back to planting trees again? We take them down but don't replace them. Mr. Frederick said we would need to get an arborist to recommend the correct type of tree to plant.

Barry do you have anything? No, except that with all the maintenance that needs to be done why would we take on stump grinding?

Tom do you have anything? Nothing

Motion to accept the report as read? Mr. Simao made a motion to accept. Mr. Rodrigues seconded.

Motion to accept minutes to sign? Mr. Linton made a motion to accept. Mr Simao seconded.

COMMENTS: Mr. Simao: Have we taken care of the resident who had a boat damaged? Mr. Fredericks, we agreed to reimburse her as it was a small amount, less than \$100.00. Trees at the First Church? Mr. Santos said Ken has one marked to come down, two are in the Fuller Cemetery, we might wait until the fall, we will need a crane to lift them out over the monuments. Also, 105 Oakridge Street, resident says town planted trees on

his property? someone needs to contact the owner and follow through. Also, can I have a rundown on the use of the 3 yard versus the 4 yard loader?

Mr. Frederick: Bid calls for a 4 yard, G & G inadvertently brought a 3 yard. difference in price, we will adjust.

Mr. Santos: I & I project is due in on 12/31/2017. Mr. Frederick, we are moving forward. Mr. Santos: about the dam report, there was an Article for \$15,000, will that be enough? Also, a septic system report on Lyon and Booth Streets. Are we waiting on a report from Mike Pietras? Mr. Frederick replied we are, he was on vacation. Mr. Santos, I know we had asked Ken for an RFP for repairing stones at the old cemeteries. I think we should do the priority ones first, not all of them at once. Cemetery markers came in, should give us about 165 more spaces, good for a year. About the Intern position in Engineering, is it funded? We could use the person for measurements etc. Just an update. The Seniors held a meeting recently. Approximately 9.6 to 9.8 million to build a new facility. Friends of the Seniors Group pledged one million. It will be on State Street, perhaps left of Chemi-Graphics and Health South. The town did not own enough land down at the end of State Street. Mr. Santos then asked Amy Priest to call the Ludlow Register and ask them to put the correct time and day of our meetings in the paper. He also noted that Springfield Water had fixed the patch by the police station. Mr. Frederick said the infra-red system would work by the fog lines. Mr. Linton said give them a time line and if they don't comply, we should move in with the infra-red. Mr. Santos said it is from lack of compaction at the time of the fill in. Poole Street restoration – are all the aprons done? Mr. Frederick replied that all the berm is not yet done. Mr. Santos said Town Meeting went well. Mr. Simao asked about Center Street any idea when it will go out to bid? It has to be by Sept.9<sup>th</sup> at our end.

Next meeting will be on Tuesday, September 5<sup>th</sup>, due to the Labor Day holiday on that Monday. Motion made by Mr. Simao, seconded by Mr. Rodrigues. All in favor 5-0

NOTES ACCEPTED:

  
CHAIRMAN

  
BOARD OF PUBLIC WORKS

  
ADMINISTRATIVE ASSISTANT

DATE;

9/25/2017