

Board of Public Works
Meeting Minutes
February 26, 2018

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2018 APR 12 P 12:52
TOWN OF LUDLOW

Members Present: Stephen Santos, Barry Linton, Thomas Haluch, Guilherme Rodrigues
Members Absent: Alex Simao

Also: Steven Frederick, Amy Priest

At 2:00 PM Mr. Santos called the meeting to order in the Public Works conference room located a 198 Sportsman's Road.

All present stood for the Pledge of Allegiance.

APPOINTMENTS – None

CORRESPONDENCE

905. Letter from Victoria Dias regarding vehicle damage due to a pothole on Cady Street. Mr. Santos said the letter stated the amount of the tire and service. Mr. Linton made a motion, seconded by Mr. Rodrigues, to send the letter to MIIA, the insurance company.

DIRECTOR'S REPORT

Mr. Frederick reported on the Budget for the Department. He said we are in the Level 1 stage. The parameters are for 0% increase on expenses.. We are not quite there, but we will be meeting with Finance on Wednesday night to go over some of the expenses that we are looking to increase. He said that he has been working with Kim Collins to consolidate some of the expense line items.

On the Cady Street bid opening, Mr. Frederick said that will be Wednesday at 11:00 AM.

On the Clerk position, Mr. Frederick said that a candidate has been selected. She is a Ludlow resident. March 12, 2018 will be the start date.

On the snow storms, Mr. Frederick said we are over budget. Mr. Santos asked Ms. Priest if that included all bills, and Ms. Priest said that included all bills as of today.

On the fertilizer bid, Mr. Frederick said that we do not sealed bids. Mr. Santos said to send the request for quotes to last year's bidders, and if any of the Board know of any others, we can send request to them. Mr. Linton asked if we were going with four applications. Mr. Frederick said six application, four fertilizer, one grub control, and one lime. Mr. Santos said we have options built in to opt out of applications and also which cemetery we want done.

On the PW-3 position, Mr. Frederick said that we have one internal candidate. However, that candidate needs to obtain a current license for that position. Mr. Batista said we should give him a grace period to obtain the Hoisting License. Mr. Haluch made a motion, seconded by Mr. Linton, to give the candidate an internal promotion with a 90 day grace period to obtain his Hoisting License. The Board voted All in Favor.

Mr. Frederick said that the Power Washer will be here tomorrow.

Mr. Frederick said that he looked at a Preliminary subdivision off Miller Street connecting Cislak Drive to Daniel's Gravel Bank. Mr. Santos said we have to be on top of it and watch for any clear cutting. Mr. Linton asked who sets the penalties for clear cutting. Mr. Santos said we are responsible for setting penalties. We will get together with Planning to fine tune who is responsible for fines, etc.

Mr. Frederick said a sewer connection request for 25 Simmonds Street. The stub is in an odd location, and they would like to put in a new stub. Will the Board allow them to cut the road? Mr. Linton made a motion, seconded by Mr. Rodrigues, to allow them to connect. The Board voted All in Favor.

OLD BUSINESS

Sweeper update. Nothing yet.

Chapter 90 Update. Mr. Frederick will try to get hard numbers this week. Mr. Santos gave a report on some of the numbers on the various streets for the Board's information and discussion.

BOD/Suspended Solids Update. Mr. Frederick said nothing yet.

Tree Clearing for Sewer Right of Ways Update. Mr. Santos said the guys are still out there doing that.

New Cemetery on Center Street Update. Mr. Santos said we have not done anything on that.

Pressure Washer Quote. Mr. Santos said they are coming tomorrow.

Chicopee Sewer Project Update. Mr. Frederick would like the Board to look at the information he provided for their input. Mr. Frederick said he would like to give Chicopee the basics first.

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Snow and Ice Report. There was much discussion on different types of salts and effects of runoff.

Fertilization Bid Documents. We have done that.

Administrative Assistant Vacancy Update. We have done that. Truck Maintenance Forms. Mr. Frederick said that he has those and will get them to Mr. Batista this week.

PW-2 Vacancy Advertisement. Mr. Frederick said he is waiting for a return call on that. Mr. Santos said that was the current opening before Finance. We are waiting on the Union.

6 Wheeler Update. Mr. Frederick will email a contact person over there, since we have not heard anything.

NEW BUSINESS

Mott & MacDonald Quote. Mr. Santos explained the proposal, and he would like the Board to read and understand it. Mr. Haluch made a motion to postpone action so the Director has time to understand it. There was no second or vote taken.

Mailbox Repairs. Mr. Santos asked Ms. Priest to check the minutes of meetings for a mailbox decision to put a \$50.00 maximum on each mailbox.

NOTES AND COMMENTS

Minutes – 06/17/14, 12/11/17. Motion to accept. Already signed.

Invoices are signed.

Mr. Linton said the Safety Committee wants to make Howard Street a permanent end closure. He would like to know what to say at the next Selectmen's meeting when the closure comes up for discussion. After discussion by the Board, Mr. Santos said we should get a cost factor on guard rail, side walk and granite curb.

Next meeting is 03/05/18 at 2:00 PM.

At 3:15 pm, Mr. Linton made a motion, seconded by Mr. Haluch, to adjourn. The Board voted All in Favor.

NOTES ACCEPTED:

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By / s/
Bill Reduzzi
BOARD OF PUBLIC WORKS

Don L. Pasquini
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