

Board of Public Works
Meeting Minutes
March 12, 2018

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2018 APR 12 P 12: 52
TOWN OF LUDLOW

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

Members Absent: None

Also: Steven Frederick

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 – None

PROJECTS

Director's Report

Cady Street Sewer Connection – Chicopee. Mr. Frederick said that he sent a letter to Tom Hamel indicating the sewer line corridor and point of connection. He said Thank you and they will start on their side of it. Mr. Frederick will keep in touch with him to see if there are any changes to it.

Miller Street Chapter 90 – Mr. Frederick said that the package is ready and requires BPW signatures. Mr. Frederick said that Columbia Gas has a couple of sections that they would like to get some of their customers off of the high pressure line. Mr. Santos asked if the Board had decided to extend the permits into the winter so that we could start an April 1st milling and paving because we put it off a whole year to begin with. The Board would have them come into the next meeting to discuss getting this done quickly since the road is falling apart.

Snow Storm – Mr. Frederick said that we are prepped for the storm. We had an issue on the last storm with the sidewalks. One of the machines broke, so we were a little behind on that.

Sewer Sampling – Mr. Frederick contracted M/M to schedule testing, and he is awaiting an edited contract for signing.

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Cady Street Sewer – Mr. Frederick said that the contract documents are completed and ready for contractor signing.

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Fertilizer Bid – Mr. Frederick said that the package is ready. Bids will be available in central register 3-21-18. Bids close on April 4, 2018.

Howard Street – Mr. Frederick had a field review with Mr. Linton. Mr. Goodreau is working on a sketch of the proposed permanent closure. Mr. Santos said that we have to be careful what we plant because of the sewer lines and manholes.

Audit – Mr. Frederick said that they completed the documents requested by Melanson Heath, the auditor from the Town Hall.

Transfer Station – Mr. Frederick said that Mr. Goodreau completed an initial assessment. Mr. Frederick will review that and come up with any edits for the Boards review.

Lillian Street plowing – Mr. Frederick said that the stub looks like a driveway when the cars are parked there, so the plow driver would not think it needed to be plowed. We should decide if the abutter cannot park there, we are going to plow it, have the abutter maintain it, or we do not plow it at all. Mr. Rodrigues suggested that we should send a letter to the homeowner that we will plow it if no cars are parked there, but if cars are parked there, it will not be done. Mr. Simao made a motion, seconded by Mr. Haluch, that the Town has a right of way for that portion, which we do not use, and we are not going to maintain it; and to send a letter to the homeowner stating this. The Board voted All in Favor.

Mr. Rodrigues asked Mr. Frederick if he has a list of bobcat contractors. Mr. Frederick said he has a list. If we cannot get anyone from the list, we could go off the list.

Mr. Santos asked Mr. Frederick about the Fertilizer Bid. Mr. Frederick said we can put it in the Register also.

Mr. Santos asked Mr. Frederick about how much of Chapter 90 was left. Mr. Frederick said he will be working on that number this week.

Mr. Santos asked Mr. Frederick if he has any numbers on the Transfer Station for actual income from this (fees, bulk, etc.). Mr. Frederick has not had time to go over the report from Mr. Goodreau yet. Mr. Santos said we need the numbers so we can discuss if we should change our fees. Mr. Linton said that it is a service to the taxpayers.

A motion was made by Mr. Santos, seconded by Mr. Simao, to accept the Director's Report. The Board voted All in Favor.

OLD BUSINESS

Sweeper Update – Mr. Frederick called today and asked if we could know about any issues along the way. So far, nothing.

Chapter 90 Update – Already discussed.

BOD/Suspended Solids Update – Mr. Frederick made a revision.

Tree Clearing for Sewer Right of Ways Update – Mr. Goodreau is working on it.

New Cemetery on Center Street Update – Mr. Frederick said it will be probably by April before they can get up there.

Chicopee Sewer Project Update – Already discussed.

Snow & Ice Report – Already discussed.

Fertilization Bid Documents – Already discussed.

Truck Maintenance Forms – Mr. Frederick said he is working on that. He may institute a new overtime form for after hours.

PW-2 Vacancy Advertisement – Mr. Santos spoke to HR to get Attorney's take on this matter. Can PW-1 can be combined with PW-2 to make a PW-3 or PW-1 turn into 2 part time positions.

6 Wheeler Update – Mr. Frederick has to get more information to the insurance.

Mott & MacDonald Quote – We are all set with that.

Mailbox Repairs – Mr. Simao asked if we should set a limit to \$50.00. A motion was made by Mr. Simao, seconded by Mr. Rodrigues, that if it is the responsibility of the Town, we will repair the mailbox up to \$50.00. The Board voted All in Favor.

NEW BUSINESS

All to discuss rates for Transfer Station and Bulk items. Mr. Santos said that we already discussed this, we will move it to Old Business.

NOTES AND COMMENTS

Minutes – 11/20/17, 12/04/17, 12/18/17. Mr. Santos found an error on the minutes of 12/18/17. Change Call to order from Thomas Haluch to Stephen Santos on the minutes of 12/18/17. A motion was made by Mr. Simao, seconded by Mr. Rodrigues, to approve

the minutes of 11/20/17 and 12/04/17 and wait for 12/18/17 to be corrected. The Board voted All in Favor.

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Invoices are signed.

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Mr. Santos would like to schedule the next meeting for 3/19/18 at 2:00 PM with Columbia Gas.

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At 3:00 pm, Mr. Simao made a motion to adjourn. Mr. Linton seconded the motion. The Board voted All in Favor.

NOTES ACCEPTED:

BOARD OF PUBLIC WORKS

Doris L. Pasquini
CLERK