

Board of Public Works
Meeting Minutes
April 2, 2018

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2018 JUL 20 10 16 AM
TOWN OF LUDLOW

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

Members Absent: None

Also: Steven Frederick

At 6:00 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.

REORGANIZATION OF BOARD

Mr. Rodrigues nominated Thomas Haluch for Chairman and Barry Linton for Vice Chairman. Mr. Linton accepted the Vice Chairman position. Mr. Haluch accepted the Chairman position. Mr. Simao seconded the nomination. Mr. Santos asked if they should vote individually. Mr. Santos then asked for a vote for Mr. Linton for Vice-Chairman. All in favor. He then asked for a vote for Mr. Haluch as Chairman, all in favor. Mr. Haluch is Chairman and Mr. Linton is Vice Chairman.

APPOINTMENTS – None

CORRESPONDENCE – None

PROJECTS

Director's Report

Mr. Frederick said that he has not heard back from Columbia Gas on the situation on Miller Street. The section that is the Town's responsibility from the Trailer Park to Ventura Street is around \$93,000.00. What does the Board want to do about this situation. We should make a decision by the next meeting. A motion was made by Mr. Simao, seconded by Mr. Linton, to pave Miller Street from the Trailer Park up to Ventura

Street. The Board voted All in Favor. Mr. Linton made a motion to get going on notification on Holyoke Street and the Chapter 90 paperwork.

Sewer Sampling—Mott McDonald has signed the contract. The Sampling is to begin on 4/17 or 4/23. A motion was made by Mr. Linton, seconded by Mr. Simao, to sign the Mott MacDonald testing contract with the amount not to exceed \$20,000.00. The Board voted All in Favor.

Fertilizer Bids—Bids will be opened on April 4th. Mr. Frederick will get the result to everyone as soon as they are opened.

Cady Street Sewer—Contracts were signed by Baltazar. Needs BPW signatures.

Chapter 90—Special Town Meeting Article needed for \$20,700.14. This is for bills outstanding going back to 2002 that are non-refundable.

Transfer Station Fees—Mr. Frederick emailed his recommendations for the fees for various categories and our costs to dispose of them. A motion was made by Mr. Linton, seconded by Mr. Simao, to change all fees to \$15.00, (sticker, electronic goods, mattress, box spring and refrigerators) and leave metal at \$10.00 beginning July 1, 2018. The Board voted All in Favor.

Organization Chart—Mr. Frederick gave the Board the current organization chart. There may be another retirement. The options have been sent to HR and are being reviewed by the labor attorney.

Power Washer—Mr. Frederick gave an update on costs associated with the wiring. He will get some numbers and send it out to everyone.

Alfred Street Sewer—A letter was sent to the owner. Mr. Frederick would like to recommend the BPW waive the tie in fee. Mr. Haluch recommends waiving the fee. A motion was made by Mr. Linton, seconded by Mr. Santos, to waive permit fee and give Complete Septic the drain layer license. They will pay the \$50.00 inspection fee. The Board voted All in Favor.

Booth Street Septic—Homeowner is requesting the Town pay for their new septic system. Mr. Frederick sent a letter to the homeowner that if he has an issue, he should be dealing with the Board of Public Works and not the Board of Selectmen.

6—Wheeler—Mr. Frederick is awaiting a duplicate title for the vehicle.

Drainlayer's application—Complete Septic Service. Review completed.

Sewer Date—Mr. Frederick updated data to reflect the 1st and 2nd quarter flow data. 3rd quarter should be out soon.

Budget—Town Accountant asked if there were fiscal options to help the Town make up a \$1M shortfall. Mr. Frederick attached the latest account updates in their packets.

Road Permit—Mr. Frederick attached a draft update for the Board's review. Board to consider changing fees at the next meeting. Mr. Linton asked how many driveway permits are taken out each year.

Sewer ROW Clearing—Mr. Frederick said that we have some technical specs from other projects. Mr. Goodreau will start pulling specs together.

Cemetery Project—Mr. Frederick said we are awaiting a break in the schedule and the weather.

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

A motion was made by Mr. Linton, seconded by Mr. Simao, to accept the Minutes of 06/26/17 with all members being present except Mr. Haluch. The Board voted 4 in Favor with 1 abstention.

OLD BUSINESS

Sweeper Update—Mr. Frederick sent out another email to Tri-State, has not heard back. Will call again.

Chapter 90 Update—already discussed.

BOD/Suspended Solids Update—already discussed.

Tree Clearing for Sewer Right of Ways Update—still awaiting update. Only River Road so far.

New Cemetery on Center Street Update—already discussed.

Chicopee Sewer Project Update—nothing from Chicopee yet.

Snow and Ice Report—nothing yet. We have to get a number when we are done. Will get an update for next meeting.

Truck Maintenance Forms—not discussed.

PW-2 Vacancy Advertisement—Gave HR three different options to go over. Will have to also probably have to go to the Local 98 for review.

6-Wheeler Update—already discussed.

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Mott & MacDonald Update—already discussed.

Transfer Station Fee—already discussed.

Putt Bridge Fence Repair—Mr. Frederick said he doesn't have anything on that yet. Can we use Chapter 90 money to fix the fence?

Construction within the Public Way—Fee Structure—already discussed.

Park Equipment Discussion—Mr. Rodrigues asked about CO2 liner for the fields. Mr. Frederick will get a CO2 liner.

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NEW BUSINESS—None

NOTES AND COMMENTS

Baltazar Contractors Inc. contract—signed.

Drainlayer' License Application—Complete Septic Service—signed.

Sewer Abatements—signed.

Minutes 06/26/17—signed.

Invoices—signed.

Mr. Linton mentioned that lines on Ventura Street are on the side of the road. Mr. Frederick said that Mr. Batista is aware of this.

The Board discussed what is required for executive session regarding personnel and overtime issues.

Next meeting will be April 9, 2018.

At 7:25 pm, Mr. Linton made a motion, seconded by Mr. Simao, to adjourn. The Board voted All in Favor.

NOTES ACCEPTED:

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BOARD OF PUBLIC WORKS

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