

BOARD OF PUBLIC WORKS
MEETING MINUTES
REMOTE PARTICIPATION – CONFERENCE CALL
March 24, 2020

RECEIVED
TOWN CLERK'S OFFICE
2020 JUN 22 P 2:37

TOWN OF LUDLOW

*Please be advised that by Order of the Governor – Order suspending certain provisions of the open meeting law, G.L. c.30A, § 20 which limits public access and allows remote participation.

Members Present: Thomas Haluch, Barry Linton, John Davis

Members Absent: Bill Rodrigues, Alex Simao

Also Present: Mike Suprenant

Mr. Haluch called the meeting to order at 5:00 P.M.

CORRESPONDENCE: #982 Invoices from Robert Kopec of 556 Center Street, Beachside Motors, claiming vehicle damage due to snow plowing operations. Mr. Linton motion to send to insurance company. Mr. Davis second. All in favor 3-0.

DIRECTOR'S REPORT: All Town offices have been closed effective Monday March 23, 2020. On March 20, a list of essential personnel was sent to the Town Administrator. Also included is the Governor's Executive Order regarding Covid-19 essential services, in which there is a section on Public Works. Mr. Suprenant will post. Regarding continued operation of the Transfer Station and Compost Facility, upon request of the Board of Health and the Board of Selectmen and Town Administrator, the Transfer Station will be open. Under normal circumstances, the Compost Facility would be opening next week and Mr. Suprenant recommends we do keep it open for sanitation reasons. He is recommending reduced hours to 4 hours from noon to 4:00 p.m. Wed-Sat. Mr. Linton asked if we would rotate the staff. Mr. Suprenant said we have a rotation schedule so everyone works an equal amount of time. OT has not been determined. He asked the question and he was already told No. Mr. Linton said parks need to continue to be maintained, trash needs to be removed at the parks and river walk. Mr. Linton asked about funerals. Mr. Suprenant said funerals will be scheduled only if necessary at the request of the Board of Health and authorized by a licensed funeral director. Outgoing message has been changed so funeral directors can contact us and do not need to leave a message. Mr. Linton motion to keep Transfer Station open 11-3 and rotate schedule so there are 2 or 3 guys there. Mr. Davis second. All in favor 3-0. Last Friday he had a virtual meeting, or kickoff call, with Tighe & Bond's project manager. The purpose was

to start the grant application. Assistant Town Engineer listened in and provided some information regarding submission of the grant application, which would make the Town eligible for up to \$500,000 for repair and improvements to the Massachusetts Small Bridge Program. It's for the bridge on Center Street near Higher Brook. Mr. Suprenant recommends the BPW award the contracts that were re-bid on March 19. In particular getting the first application of fertilizer down. Work is continuing on new cemetery and sewer projects. Closure of Town buildings has allowed Mr. Suprenant more time to concentrate on completing the plans for the cemetery and arrange the survey and work on base plans for 2020 sewer projects. Mr. Haluch would like to invite a motion to accept the low bid on the recommendations of the Director of Public Works on each bid. Mr. Linton motion to award to low bidders in all the categories on the recommendation of the Director of Public Works. Mr. Davis second. All in favor 3-0.

Mr. Haluch said the notice to the Chairman of the Board of Selectmen dated March 19, 2020 has been sent letting them know the budget for snow/ice removal has been over extended as of March 6. BPW is requesting BOS official declare State of Emergency and to notify the Massachusetts DOR so that the overextended invoices may be processed for payment.

OPERATIONS SUPERVISOR'S REPORT: DPW employees completed the sewer lateral repair @ 88 Oak Street. There is an offset in the lateral at the gas main where a repair had been made. We will be doing sewer main repair behind 44 Winsor Street. Several sections of the clay sewer are compromised causing paper products to get caught, which results in sewer backups. Rocky Mountain Wood Company has started to grind the brush pile in the back yard. It should take a week to complete. Chips become property of the contractor and are hauled off site. Replacement structure on Colonial Drive is ready to be installed. Arrow Concrete was able to construct an exact replica of the existing structure. Structure was built in 2 halves. This will allow us to complete the work without disturbing any of the existing pipes. BTC Tree Care has started grinding the 40 stumps we currently have on the list. DPW crews will be cleaning up the chips as well as loaming and seeding of the holes. DPW crews have been out loaming and seeding areas damaged during snow plow operations. Work is ongoing and there were a lot of areas damaged. DPW crews have been out roadside mowing concentrating on the Northern half of the Town at this time. Bondsville Road has been backed up with millings as well as loam and seed as needed. This was the last of the projects we had to complete last year. Infield conditioning was installed at Whitney Park on #1 and #2 diamonds. This should help the fields drain and dry faster during rain events. A total of 100 yards was installed. Mr. Suprenant has already received some compliments on how they look.

Mr. Linton motion to accept Director's and Operations Supervisor's report. Mr. Davis second. All in favor 3-0.

NEW BUSINESS: We had a little snow shower yesterday and there was a tree that was hanging over Center Street past Bondsville Road, which we took care of.

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Mr. Haluch would like to thank Amy and Mike for their participation. Mr. Linton asked what we are doing for emergencies, such as sewer blocks. Mr. Suprenant said the on call phone is in its normal rotation. He left the on call number on the outgoing message. Police and Fire Departments have that number as well. Public Works employees are first responders so they have to respond to any emergency that involves public works. Mr. Linton asked about inspections. Mr. Suprenant said the Building Commissioner is not doing inspections and Public Works Department has been advised that there has to be an emergency for an inspection.

TOWN OF LUDLOW

Mr. Linton motion to adjourn at 5:21 P.M. Mr. Davis second. All in favor 3-0.

NOTES ACCEPTED:

Bill R. ...
John ...
Ray ...

Amy Kuntz
Clerk