

Board of Public Works
Meeting Minutes
May 19, 2020

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TOWN CLERK'S OFFICE
2020 SEP 15 P 1:22

Members Present: Thomas Haluch, Barry Linton, Guilherme Rodrigues, Alex Simao, John Davis, Jr.

Also Present: Michael Suprenant, Amy Priest

***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.**

At 4:00 PM Mr. Haluch called the meeting to order. The meeting was held on conference call from remote locations. All present participated in the Pledge of Allegiance.

983. Mr. Haluch read a letter from Sandra Domingos of 60 Chapin Street claiming vehicle damage due to potholes on Harding Avenue. Mr. Simao made a motion, seconded by John Davis that it be forwarded to the contractor on the job. The Board voted All in Favor.

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987. Email and illustration from Jeff Brown of Custom Monument Designs asking if Board would object to the Grateful-Dead "Steal Your Face Skull and Roses" on the Alves headstone. Mr. Haluch said to his knowledge there are no restrictions. Mr. Linton agreed. Mr. Simao motion to allow the carving on the headstone. Mr. Linton second. All in favor.

OPERATIONS SUPERVISOR'S REPORT: As of May 11 the DPW began rotating 2 crews on an every other day schedule. Work assignments have been limited to mowing grass, funerals, pothole patching, emptying trash, Transfer Station and street sweeping. Currently we have only 6 employees working each day. Two employees are under self-quarantine for 14 days due to Covid-19 exposure. They will be able to return to work on May 27. There should be some attempt to hire summer help for the season. Seasonal employees help to maintain basic services allowing full time employees an opportunity to complete other projects. Also, employees are beginning to put in for vacation time, which could leave use short staffed this summer. I have prepared a list of streets for resurfacing this construction season. I have attached a copy of the streets to this report for your review. The sooner a decision is made as to which streets will be selected the better. Please keep in mind that we have to involve many different contractors and utility companies with many of these projects, which could cause further delays. The Ludlow Youth Soccer field coordinator is looking to have repairs made to Memorial Park grassed area. The playing surface is uneven due to the years of use and should be renovated. This would require stripping and leveling of the grass playing area and hydroseeding. The irrigation system should also be checked prior to starting any work. The best time to seed would be in late summer or early fall. Also, now that sports are

cancelled we should schedule some repairs at other field locations in anticipation of fall sports season. I will coordinate these repairs with the foreman. Mr. Haluch said could probably get right on the irrigation system at Memorial Park and then make arrangements for mid-August to get in there and get it in a good condition so that can be utilized. Mr. Davis made the motion. Mr. Rodrigues second. All in favor. Mr. Suprenant said all the applications are in for summer help. He started calling them today and will continue tomorrow. Would like to get them in as soon as next week. Because the Governor opened up construction, Mr. Suprenant asked how the Board feels about having the entire crew come in after Memorial Day. There would be no more than 2 people allowed in the garage and could only use the break room to punch in and out. We would maintain 1 person per vehicle. Mr. Haluch said he spoke w/ Andrea and the BOH to see if we could meet in our normal meeting room and she said that would be fine as long as there is no more than 10 people in the room and that we maintained a space of 6' between individuals. Any less than that we would have to wear a mask. We should also notify Mike of the cable access channel to see if he's interested attending. He also said we could discuss the summer help and the street list on Tuesday at a meeting. Mr. Simao asked how much money we have available for the streets. Mr. Suprenant said the Chapter 90 balance is currently \$704,000. As of July 1 we should expect another \$690,000. In the current budget we have approximately \$135,000 left. He is anticipating that after July funds will be cut significantly to do road work. Mr. Suprenant said the maximum amount that we could look at is about 1.68 million to work with for the streets. Mr. Linton said we should try getting something before July 1. Mr. Suprenant said we have Chapter 90 money for Cady Street and Paulding Road. Mr. Simao asked if the City of Chicopee was supposed to be doing something because of Bluebird Acres. Mr. Suprenant said the agreement was that they were supposed to pay for shimming, which they have done. Mr. Linton motion to do Mountainview and Parkview across from the high school. Mr. Simao second. All in favor. Mr. Simao asked how many people we are going to hire for summer help. Mr. Suprenant said we have money available now for 6, but next year will be reduced to 5. He received 6 applications. His goal is to get everyone working by next Tuesday. Mr. Haluch suggested they be brought in to next board meeting every 15 minutes to interview. Mr. Simao and Mr. Linton agreed. Mr. Simao would like to wait until next Tuesday to vote on the streets to be done. Mr. Haluch said that is fine. Mr. Simao motion to accept Operation Supervisor's report. Mr. Davis second. All in favor.

DIRECTOR'S REPORT: Drainlayer's licence application, Kyle Rosa of Infinity Trucking of New England applied for a sanitary sewer and stormwater drainlayers license on May 8. All 3 background references were called and 2 replied indicating that he has not done sewer work for either. Apparently, Infinity Trucking plans to finish the work on Focosi Lane for Vitaliy Gladyshev, which was abandoned in early January by Alexandr Popov, API Construction. He issued a stop work order on the project, which is currently being

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upheld by the Ludlow Building Commissioner. One of the owners of the houses Mr Gladysh is building on Focosi Lane really needs to move into the house and has been stopped for the last 4-5 months. At this point he is unsure if the Board should vote to approve Mr. Rosa or not. You may want him to come in next week if he has any background experience in this type of sewer work. Work that has to be done would require use of a laser, deep trench box, etc. Mr. Simao motion request for drainlayers license and if he has any questions, he can come into the Board meeting next week. Mr. Linton second. Mr. Haluch said that until we are provided with a contractor that we are comfortable with to perform the work, the stop work order should continue. Mr. Suprenant will let Mr. Gladysh know. Mr. Linton asked where we stand with the bond. Mr. Suprenant said we can start proceedings on the bond. Mr. Haluch asked to do that ASAP. Mr. Suprenant will do that tomorrow. It is \$3,000. Mr. Haluch said that when work is to resume over there he would like someone on site inspecting all day long. Mr. Simao said we should take a look at our fees and review them for the next fiscal year. Mr. Haluch agreed. Mr. Suprenant said that the 2020 sewer project survey work contract is back and ready for Board members to sign. Six more of the annual re-bid contracts have been returned and ready to be signed by the Board. Florence is still waiting on a couple. We received 4 quotes for printing the duel stream recycling schedule; cover letters; street schedules, refrigerator magnet calendars, recycling post card and duel stream stickers for barrels and bins for paper and cardboard and cans and bottles. Quote included putting in envelopes. Hadley Printing was low bidder at \$12,900. He would recommend the Board award the contract to Hadley Printing. It could be taken out of the recycling education fund. Mail labels and postage will be done in house. There are some changes to the stickers, so we may have to delay printing those. He would like to get in the mail by the end of next week because he would like to do a test run for the month of June. It will be mandatory starting July 1. Mr. Haluch motion to award services to Hadley Printing. Mr. Davis second. All in favor. Mr. Haluch asked to stress to them that this must be done very expeditiously. Mr. Linton asked if the \$12,000 will come out of the purple bag fund. The article for purple bags may not allow us to take it from there, but there may be some room in the solid waste budget. Stamps will probably be another \$5,000. Mr. Suprenant checked to see if we can get any grants from DEP. We have \$.50/ton in the contract available for educational materials. Mr. Suprenant said the last part of his report is about purple bags. The Board should vote to rescind their vote about the purple bag program or have an annual fee. This should be discussed in Old Business. Mr. Simao motion to accept Director's report. Mr. Davis second. All in favor.

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OLD BUSINESS: Mr. Linton motion to rescind vote on going to completely all purple bags and discuss a fee and possible enterprise fund. Mr. Simao seconded for discussion. All in favor. Mr. Simao asked how much we're short to continue the project for the next fiscal year. Mr. Suprenant said the increase in the solid waste budget is \$225,000. Mr. Simao asked why we didn't press that on our budget for the next fiscal year? Mr. Suprenant said the additional \$225,000 is in the budget because it's an anticipated expenditure. Both the Finance Board and Board of Selectmen are recommending favorable action. Mr. Simao asked why we don't go to Town Meeting and fight for it. And then see what we want to do for the next year, because we still have a 2 year contract. Mr. Haluch said we can provide the same services we offer now and charge \$100/household and \$75/household senior rate. If they need additional purple bags, they can get them. Mr. Suprenant has been working with the Town Accountant to try to figure out how we can balance the budget, because without this fee the Town Accountant is saying there is no way the budget can be balanced. Mr. Haluch said that these numbers have been reviewed by Kim and that would satisfy the commitment that we need. Mr. Simao said that the letter that Mike has says the Town can charge a lasting rate for the collection with 100% of the fee deposited to the general fund. There is no revolving fund for future use. So the Town is getting the money and we're getting the blame for going up on the rate. So we're going to Town meeting asking for \$200,000 instead of asking the people for \$100 or \$75/household. Mr. Haluch said the additional money either has to come out of the purple bags or charging a set rate of \$100/household. This money covers the additional money the Town needs because the Town doesn't have the money to put in our budget. There's nothing to fight for. Mr. Simao said he's sure there's a bunch of departments that have increased their budget for the next fiscal year and we're taking the hit. He doesn't think we fought enough for the \$200,000. Mr. Haluch said the \$200,000 isn't really gonna change, whether we use the purple bags or not it's a big inconvenience and the people aren't happy with it and I don't blame them. Mr. Haluch and Mr. Linton sat with Mike and came up with the \$100 rate and this would cover the cost right now. There's no money left in the budget. Everything in Town has been budgeted for. It makes us look like the bad guys but it's not the case. We can't point fingers at whose fault it is. We need to resolve it and move on so people get the services they need. So they get the same services they get right now with a set fee of \$100/household, \$75/senior and reduce the Transfer Station cost to \$0. Mr. Simao said his theory was that we should have fought at Town Meeting for that \$250,000 and if we didn't get it go back to a special Town Meeting. Then look to see what we could do in the future. He said our previous Town Engineer said we were going to have problems with trash and we didn't get ready for that. Mr. Linton motion to charge \$100/household & \$75/senior rate. Postponed to after October. We then go to October Town Meeting and ask for an enterprise fund and in November charge the fee so that the money goes directly into the enterprise fund. We will pay the \$200,000 extra in the recycling deficit. And then we'll have money to put into bins. Mr. Davis

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NOTES ACCEPTED:

Amy Kuntz
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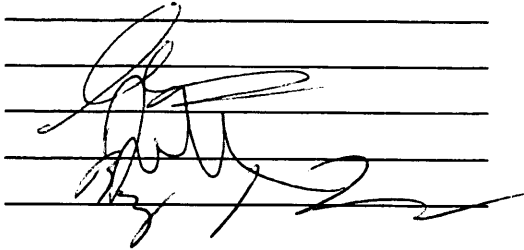
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OLD BUSINESS: Mr. Linton motion to rescind vote on going to completely all purple bags and discuss a fee and possible enterprise fund. Mr. Simao second for discussion. All in favor. Mr. Simao asked how much we're short to continue the project for the next fiscal year. Mr. Suprenant said the increase in the solid waste budget is \$225,000. Mr. Simao asked why we didn't press that on our budget for the next fiscal year? Mr. Suprenant said the additional \$225,000 is in the budget because it's an anticipated expenditure. Both the Finance Board and Board of Selectmen are recommending favorable action. Mr. Simao asked why we don't go to Town Meeting and fight for it. And then see what we want to do for the next year, because we still have a 2 year contract. Mr. Haluch said we can provide the same services we offer now and charge \$100/household and \$75/household senior rate. If they need additional purple bags, they can get them. Mr. Suprenant has been working with the Town Accountant to try to figure out how we can balance the budget, because without this fee the Town Accountant is saying there is no way the budget can be balanced. Mr. Haluch said that these numbers have been reviewed by Kim and that would satisfy the commitment that we need. Mr. Simao said that the letter that Mike has says the Town can charge a lasting rate for the collection with 100% of the fee deposited to the general fund. There is no revolving fund for future use. So the Town is getting the money and we're getting the blame for going up on the rate. So we're going to Town meeting asking for \$200,000 instead of asking the people for \$100 or \$75/household. Mr. Haluch said the additional money either has to come out of the purple bags or charging a set rate of \$100/household. This money covers the additional money the Town needs because the Town doesn't have the money to put in our budget. There's nothing to fight for. Mr. Simao said he's sure there's a bunch of departments that have increased their budget for the next fiscal year and we're taking the hit. He doesn't think we fought enough for the \$200,000. Mr. Haluch said the \$200,000 isn't really gonna change, whether we use the purple bags or not it's a big inconvenience and the people aren't happy with it and I don't blame them. Mr. Haluch and Mr. Linton sat with Mike and came up with the \$100 rate and this would cover the cost right now. There's no money left in the budget. Everything in Town has been budgeted for. It makes us look like the bad guys but it's not the case. We can't point fingers at whose fault it is. We need to resolve it and move on so people get the services they need. So they get the same services they get right now with a set fee of \$100/household, \$75/senior and reduce the Transfer Station cost to \$0. Mr. Simao said his theory was that we should have fought at Town Meeting for that \$250,000 and if we didn't get it go back to a special Town Meeting. Then look to see what we could do in the future. He said our previous Town Engineer said we were going to have problems with trash and we didn't get ready for that. Mr. Linton motion to charge \$100/household & \$75/senior rate. Postponed to after October. We then go to October Town Meeting and ask for an enterprise fund and in November charge the fee so that the money goes directly into the enterprise fund. We will pay the \$200,000 extra in the recycling deficit. And then we'll have money to put into bins. Mr. Davis

second. Vote 4-1, Mr. Simao against. Mr. Simao asked to have the budget for the next fiscal year at the next meeting. Mr. Suprenant will provide a budget update. Mr. Haluch asked for the meeting time to be 6:00 p.m. at the DPW conference room. Mr. Suprenant will check availability and schedule.
Mr. Linton motion to adjourn meeting at 5:03 P.M. Mr. Simao second. All in favor.

NOTES ACCEPTED:

A handwritten signature in black ink is written across four horizontal lines. The signature is cursive and appears to be "Amy Kuntz".A handwritten signature in black ink, "Amy Kuntz", is written above a horizontal line. Below the line, the word "CLERK" is printed in a serif font.