

BOARD OF PUBLIC WORKS
MEETING MINUTES
June 23, 2020

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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: John Davis, Alex Simao, Barry Linton, Steve Santos

Members Absent: Dan Soares

Also Present: Mike Suprenant, Amy Kurtz

Mr. Davis called the meeting to order at 6:00 P.M. All present stood for the Pledge of Allegiance.

PUBLIC HEARING: Mr. Davis read Sewer Rate Hearing letter. Mr. Linton motion to open public hearing. Mr. Simao second. All in favor. Mr. Linton motion to keep the rate \$3.80 and \$80/per person for a well. Mr. Simao second. All in favor. Mr. Linton motion to come out of public hearing. Mr. Simao second. All in favor.

APPOINTMENTS: Sean McBride of the Recreation Department to discuss Butler Building at Whitney Park. Mr. McBride wants to make sure the hot water tank and all items are removed and it is restored to where it was previously. Mr. McBride would like the barrels emptied every morning. Mr. Linton motion to get a hold of a plumber to disconnect the water heater and clean the floor with a pressure washer. Mr. Simao second. All in favor. Mr. Linton add to motion to remove gas meter. Mr. Simao second. All in favor. Mr. McBride would like to let the Board know that the Pond will not be open this season and would like a sign on the gate that there are no lifeguards on duty and the Pond is closed for the season. He would like to see the beach cleaned up. The pool will be open July 3. Mr. Linton said we bought some infield mix. In the fall we will need to regrade the baselines.

CORRESPONDENCE: #990 Letter from Corridan Law office re: contracts. Mr. Davis read letter. Mr. Simao again welcome Mr. Santos to the Board and motion to file the letter. Mr. Linton second. Vote 3-1 Mr. Santos abstain. #991 Notice from Assistant Town Accountant: re authorization form for bills/payroll. Mr. Simao motion to assign Mr. Davis as secondary to sign in Mr. Suprenant's absence. Mr. Linton second. All in favor.

DIRECTOR'S REPORT: G&G Construction will resume sewer work within the public way on Focosi Lane during the first week of July, to be completed by July 15. The Board approved the Chapter 90 road projects for the current construction season on June 16. We are working on preparing the detail sheets and estimates necessary to request Chapter 90 project approval. Project request forms will be ready for signing at the next Board meeting. Process takes about 30 days. Members will stop by to sign once they're ready to expedite the process. Dual stream recycling packets were mailed. Estimated date of delivery for more bins is July 15. Mr. Linton asked to make sure a robo call goes out next Friday. Mr. Linton motion to order 2,000 more letters and send out. Mr. Simao second. All in favor. Final project inspection of sidewalks on Center Street will be on Thursday June 25. Operations Supervisor, Resident Engineer and Mr. Suprenant will be on site. Mr. Santos asked about catch basins under the underpass. They still don't have grates on them. FY2020 year to date budget report is in packet for Board review, including snow. Line item questioned at last meeting was for oil and gas @ 167 Howard Street. Mr. Suprenant has not gotten in contact with the School Department to see if we are getting money from them. Mr. Suprenant said after payroll next week we will be returning about \$150,000 back to the Town. Mr. Simao motion to accept Director's report. Mr. Linton second. All in favor.

OPERATION SUPERVISOR'S REPORT: In the past few weeks crews have been busy completing service reports including catch basin rebuilding, catch basin cleaning, curb repair due to snow plow damage, stabilization of wash out behind 20 West Street. 30" corrugated pipe became clogged which led to failure of the roadway over the sanitary main. Crew cleared brush and filled in washed in area. A 4 bay will be constructed and rip rap will be installed. We have been roadside mowing in rural areas as well as service report complaints. Mowing will continue throughout the summer. Park crews have been busy removing items from Whitney Park garage and bringing them back to DPW. Seasonal help has been mowing, trimming, scarifying baseball fields, emptying trash and cutting brush. Seasonal help has also trimmed grass in Town cemeteries, manned the Transfer Station and chipped brush alongside the tree crew. Renovation work has started on Baird Middle School soccer field as well as Veterans Park soccer field. Work consists of welling out goal mounds and center field areas in order to install sod where there was excessive wear to the playing surface. Sod will be purchased after July 1 due to the lack of available funds. Street sweeping is ongoing and will continue until the entire Town has been swept once. The process will continue through most of July. Tree crew continues to address service report complaints concentrating on dead, dangerous trees as a first priority. We still have a few stumps to re-grind and will add a few more from recent removals. We are also out patching pot holes twice a week, or as required due to severity of the hole. I have reached out the McVac environmental to get a quote on cleaning the wet well at Chapin Street and Westover pump stations. There is a layer

of grease, oil and solids floating on top of the water that needs to be removed as part of our preventative maintenance plan. We also have Amp Electric out to Chapin Street to check the issue we are having with mission control notification sending out messages to determine what the failure is when it calls the on call phone. Mr. Suprenant said he believes they have solved the problem. I will be meeting with some annual bid contractors the week of June 22 to establish schedule for projects that the Board approved at June 9 meeting. The work, mostly resurfacing projects, are expected to run through this fall. Projects begin once Chapter 90 requests are approved by MA DOT. An intergovernmental agreement with Water and Sewer Commission for repairs on Rood Street still needs to be executed in order to get reimbursement for settling of trenches associated with water gate work, as part of the original paving process. Pavement markings and crack sealing work slated for FY2020 has been pushed to FY2021. There are currently no funds available. Mr. Linton motion to accept Operation Supervisor's report. Mr. Simao second. All in favor.

OLD BUSINESS: Mr. Suprenant said all step raises that he knows of have been completed. He will let Board know who was on probation and why. He will check with Human Resources for information. Mr. Suprenant said there is no money to execute the Mott MacDonald contract. We will be working on as much of it as we can in-house. Mr. Davis said we got everything we wanted at Town Meeting. Trash at Riverwalk is being picked up every day.

NEW BUSINESS: Mr. Linton motion to have Jim send a letter to Conservation and request we clean up the Haviland Pond beach. Mr. Simao second. All in favor. Mr. Simao asked to make sure the signs go up @ Haviland Pond stating No Lifeguard On Duty and Beach Closed. Mr. Simao asked about opening part of the cemetery for overflow parking @ the reservoir. He would like to see a temporary fix. Mr. Linton asked about hiring freeze. Mr. Suprenant said 3 ½ positions were cut from the budget. There are 2 part time positions left in the waste collection budget. Mr. Santos asked to look @ the fertilizer bid for next year in places where there is no irrigation. Mr. Santos asked for status of uniform orders. DPW is waiting for ship date from uniform company. Mr. Santos asked for trash contracts for collection, haulage and disposal from Mr. Suprenant. Mr. Santos asked to have DPW email checked. Mr. Suprenant will check with IT Department. Mr. Suprenant will contact Town Administrator to request status of office staff coming back to work full time.

COMMENTS: Mr. Santos said the Special Municipal Employee Status has been reinstated, which means Mr. Soares can stay on the Board. Mr. Santos has 2 outstanding water permits that were pulled before that he can do and he cannot pull any more. He can only hold the annual bid contract, but because there is so much confusion it is

better that he do nothing than sit on the Board. Mr. Simao said we are going to meet in 2 weeks.

At 7:43 P.M. Mr. Simao motion to adjourn. Mr. Linton second. All in favor.

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NOTES ACCEPTED:

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Amy Kurtz

Clerk