

**BOARD OF PUBLIC WORKS**  
**DPW Conference Room**  
**198 Sportsman's Road, Ludlow, MA 01056**

**MEETING MINUTES**  
**August 18, 2020**

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2020 SEP 29 A 8:43

TOWN OF LUDLOW

**\*Pursuant to Governor Baker's March 12, 2020 order suspending certain provisions of the Open Meeting Law, MGL c. 30A Section 18, and the Governor's March 15, 2020 order imposing strict limitations on the number of people that may gather in one place, this meeting of the Ludlow Board of Public Works will be conducted via remote participation to the greatest extent possible.**

Members Present: John Davis, Alex Simao, Barry Linton, Steve Santos, Dan Soares

Members Absent: None

Also Present: Mike Suprenant, Ken Batista

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

**APPOINTMENTS:** None

**CORRESPONDENCE:** None

**OPERATION SUPERVISOR'S REPORT:** Kenny provided list of FY2021 projects. We will do Cady Street in spring of 2021. Next would be Grimes, Reynolds between Chapin and end of street, Pondview Drive between Posner Circle and Reynolds. Also, Colonial, Heritage and Manor Lane. These would be Chapter 90 projects. This year we still have Parkview, Mountainview, Winsor Street and Warren Street. Next Thursday Palmer Paving will be @ Randall Road. Mr. Suprenant said this year we received \$694,000 in Chapter 90. He informed Gomes they are allowed to proceed with sewer repair on Newbury Street. Homeowner signed a right of entry form. They will start Thursday or Friday this week. DPW will patch the road after work is done. He asked Mark to fill out a construction within the public way, trench and hold harmless agreement. We will waive any fees. Resident @ 122 Vienna requested a 2<sup>nd</sup> entrance for a driveway. **Mr. Linton motion to allow a 2<sup>nd</sup> driveway at 122 Vienna. Mr. Simao second. All in favor. Mr. Santos motion to accept Operation Supervisor's report. Mr. Simao second. All in favor.**

**DIRECTOR'S REPORT:** Bluebird Acres sewer project. Mr. Suprenant recommends the Board vote to sign the purchase order. **Mr. Simao motion to authorize Chairman to sign. Mr. Soares second. All in favor.** He contacted 3 vendors about updating our work order system. He will get 3 quotes. Any articles for Special Town Meeting are due August 27. Mr. Linton suggested putting an article on for businesses to plow their own sidewalks on Center Street. Mr. Santos said we will need to get clarification from Board of Selectmen and School Department because that is a bylaw. John Davis will contact Ellie for clarification. We received an internal application for the PW-3 position. He is scheduled to take 2A hoisting exam tomorrow. The deadline is tomorrow. **Mr. Linton motion to table until the next meeting. Mr. Simao second for discussion. Mr. Santos agreed that if no results in 2 weeks then it gets posted outside. All in favor.** G&G has not yet resumed work on Focosi Lane. Dig safe markings were done today. Mr. Suprenant has been able to get some work done on the Route 21 cemetery plans. He hopes to finish this week to get under construction by September. Mr. Suprenant will get the new full size plan to Mr. Santos. Mr. Santos will get will report from Board of Health and Mr. Suprenant will get a letter to MWRA. Mr. Soares looked up and read Town Bylaw 58.9 Snow Removal. We have received several questions about the trash fee. He will work on a draft policy. Mr. Suprenant anticipates sewer bills will go out October 1. Mr. Suprenant asked if the Board would accept infrared repair on moratorium road, Rood Street for example. Mr. Santos said if they cut they will need to mill and pave. Joe Mancuso from Springfield Water called. He was concerned about the way some of the secondary water meters were going in. He will refer to the Plumbing Inspector. **Mr. Simao motion to accept Director's Report. Mr. Linton second. All in favor.**

**OLD BUSINESS:** No problems picking up trash at the Riverwalk. Floor is cleaned @ the Whitney Park Butler Building. Final email from BETA indicates all their traffic stuff is complete. Still waiting on pavement markings and signs. Mr. Suprenant will send a list to the Board members of an updated punch list. Mr. Batista will contact Lawn Tech to get a price for hydroseeding Nick Silva Field. Mr. Simao said the guys did a great job with parking @ the Reservoir, but it is always locked. Mr. Suprenant has not had a chance to contact Springfield Water & Sewer about it. He will email them and copy Board. Mr. Suprenant got an email from Work-n-Gear. They want an additional \$150 for screen printing. Internal applicant for PW-3 previously discussed. Negotiations for Local 98 contract is tabled until next meeting. Electric Park drainage Conservation update. Mr. Santos asked for copy of official letter from resident complaining that his driveway is

being flooded. Park. Mr. Batista said we are still looking into replacement of slide @ Electric Park. Mr. Batista said we still have not done cemetery foundations. There are about 30. He hopes to have them done by September. Disposal of surplus property. Mr. Simao suggested offering to other Town departments. Mr. Soares suggested putting them up on MuniBid. **Mr. Santos motion to give the backhoe to the golf course and give the rest of the stuff to Ellie to confirm surplus so it can be put on MuniBid.** Mr. Soares second. **Vote 4-1. Mr. Linton abstain.** Future projects previously discussed. Updating the work order system previously discussed.

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**NEW BUSINESS:** Mr. Soares stated the Board received a letter in an email from Mr. Kopec that is not on the agenda. Mr. Suprenant said it is in the packet emailed to the Board. It was received after the agenda was sent to the Town Clerk. Mr. Davis asked for it to be put under New Business next meeting. Mr. Davis received a letter from an employee giving up Parks Foreman position. **Mr. Linton motion to accept resignation of Parks Foreman position. Mr. Simao second. He thanks him for his service as a foreman. Mr. Santos thanks him for his service as a foreman. All in favor.** Mr. Santos asked about vandalism to truck #30, a park truck. Mr. Suprenant said Kenny had the vandalism cleaned off and he thinks the responsible person is no longer working for us. One summer help terminated today, one done on Thursday, the rest will be done by the end of next week. Mr. Santos looked at the employee out of office log. Also says an email was sent to office employees reminding them to use the log. He wants to know why it is not used by administrative employees. He wants it to be used for lunch breaks. The right of entry form has not been sent to Mr. Kopec yet. Mr. Santos read email from Kim Collins about budget. Mr. Suprenant said the encumbrance sheet has been cleaned up. Mr. Suprenant replied to email a couple days later stating we were working on encumbrances. Last Friday her email said we were not over budget. Mr. Santos read email from Kim Collins sent last Friday. Mr. Santos read list of frequently asked questions from Attorney General about the open meeting violation. Mr. Simao suggested they hold a meeting next week to discuss items for the Special Town Meeting. Mr. Simao would like to step down as Vice Chairman of the Board. **Mr. Soares motion to re-organize the Board. Mr. Simao second. Vote 3-2, Mr. Linton & Mr. Davis opposed. Mr. Soares motion to nominate Mr. Santos for Chairman. Mr. Simao second. Mr. Santos accept. Roll call vote Barry no. Steve yes. Dan yes. John no. Alex yes. Vote 3-2. Mr. Soares motion to nominate Mr. Davis for Vice Chairman. Mr. Simao second. All in favor.** Mr. Linton asked about trees down over green bridge into Wilbraham. Mr. Batista said both tree guys are on vacation and he will contact Conservation. Mr. Batista said roadside mowing by the West Street Bridge into Indian Orchard has been done. Mr.

Davis asked about a pot hole on corner of Stebbins and Davis Street. Board to meet August 25. Mr. Davis asked about the brush pile. Mr. Batista said we can get a price at the end of the season.

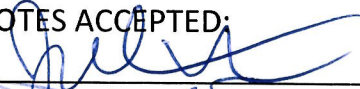
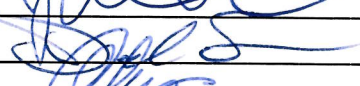
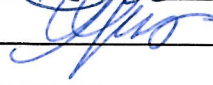
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At 8:36 P.M. Mr. Simao motion to adjourn. Mr. Davis second. All in favor.

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Clerk