

BOARD OF PUBLIC WORKS
DPW Conference Room
198 Sportsman's Road, Ludlow, MA 01056
MEETING MINUTES
September 8, 2020

*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.

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TOWN OF LUDLOW

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

Members Absent: Alex Simao

Also Present: Mike Suprenant, Ken Batista, Amy Priest

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

APPOINTMENTS: None

CORRESPONDENCE: #997 Letter from Mr. & Mrs. Omer Picard, Jr. re: Thank you for tree clean up. #998 Letter from Mr. & Mrs. Chase asking to have a tree removed. **Mr. Linton motion to have Kenny go look at the tree in question and if it's a Town tree to remove it. Mr. Davis second. All in favor. Vote 4-0.** #999 Letter from Mr. Parente re: tree removal. Mr. Santos asked for a budget printed for next week to see how much money we have for contracted services. #1000 Letter from MAPFRE Insurance re: vehicle damage for one of their insureds.

OPERATION SUPERVISOR'S REPORT: The PW-4 internal application closes out tomorrow. The job bid form specifies Parks & Cemeteries. It should be for the whole department. Sewer repair on 48 Newbury Street was completed on August 26. Pipe was identified as asbestos concrete. We replaced about 30' of AC pipe and Global Compass was hired to do the abatement. We went back to cast iron at the house and we had to

go all the way back to the main because the lateral coming out of the main was pitched backwards. We had Gomes do the patch because we are on a limited staff. He charged \$2,600 and it has been completed. We have another issue at 482 East Street with a sewer repair. There is another one at 647 East Street. With both, there is offsets in the laterals. We are getting 6 months out of Fletcher going over there. We will need to do 2 repairs. There is a 3rd on Lockland. Mr. Linton suggested getting a couple prices because it's coming out of the sewer enterprise fund. The mechanic is completing equipment repair on all snow removal equipment. There are 2 salt trucks that the frames need to be sand blasted and painted. Best price was \$4,200 each. One is the Freightliner the other is the International. **Mr. Linton motion to send the 2 trucks to be sand blasted and painted. Mr. Davis second. All in favor. Vote 4-0.** Final paving is completed on Randall Road. Markings is scheduled to get out there in the next week or so. Next will be Winsor and Warren Streets. Total value of those 2 streets is \$229,471. Mr. Batista contacted Indus to provide them a list of streets to be crack sealed, which is \$37,800. Markings has scheduled the recap work to be done, which is \$127,650, coming out of Chapter 90. Gomes Construction was the low bid for Beachside Motors granite curbing. There is some lighting over there that shines up towards the vehicles. Mr. Batista met with Down To Earth and we may have to push some of that forward while we do the work. Their rate is \$75/hour. There is 1 light that was hit during snow removal. We will have to replace while we do the granite curbing. Mr. Suprenant did not receive the right of entry paperwork back yet. We received a call from resident at 114 Swan Avenue, whose property abuts the Island Pond Cemetery. There were more graves added in section W, but we had to remove a row of arborvitaes. Now you can see right into his back yard. Would the Board be willing to put something up? Cost estimate for Hill Terrace in Electric Park is \$78,226. If Board would like to do it, it can be done at the same time as Reynolds Street. **Mr. Linton motion to use Chapter 90 for Hill Terrace next spring. Mr. Davis second. All in favor. Vote 4-0.** Our current rate for snow plow vendor for sidewalks is \$70/hour. We may want to bump the rate up. **Mr. Soares motion to bump the rate to \$85/hour for Bobcat for snow removal on safety walks. Mr. Linton second. All in favor. Vote 4-0.** Mr. Batista said we're still trying to resolve the slide at Electric Park. We are trying to mark for foundations this week, but had to take over for marking out soccer fields. **Mr. Linton motion to accept Operation Supervisor's report. Mr. Davis second. All in favor. Vote 4-0.**

DIRECTOR'S REPORT: DPW Director, Chairman of the BPW and Town Accountant met to go over implementation of trash fee billing. Attached is a sample from the Town of South Hadley. Mr. Suprenant recommends using similar forms and documents. Mr.

Suprenant recommends using the Assessor's office help to identify residents over 65. Mr. Santos spoke w/ Joe @ the Assessor's office. He has a program that should be able to pull most of the information we need. He also has all the information for senior abatement. Condos will be billed to the association and residents will pay them. Fees will be collected by the Collector's Office. Mr. Santos said we're thinking about holding off on the late fees this year. **Mr. Linton motion to accept Director's report. Mr. Davis second. All in favor. Vote 4-0.**

ASSISTANT ENGINEER'S REPORT: Read by Mr. Santos: Report from August 30-September 4, 2020. NFTES 2 reporting for MS 4. Assistant Town Engineer and Operation's Supervisor met with Mott MacDonald to go over information needed for storm water pollution prevention plan needed for the DPW yard. Assistant Town Engineer and Operation's Supervisor met to go over information needed for NFTES 2. Gathered information uploaded from FTP site Mott MacDonald used for NFTES permit submittal. Focosi Lane sewer installation. G&G Construction installed sewer main on Focosi Lane, including manhole and sewer lateral to the house from the corner of Focosi and Cady Street. Water services still need to be installed on lots. G&G will pave the trench, raise the manhole to grade and complete work the week of September 7. G&G used a 1' riser from their yard to bring manhole to grade. We will need to order a 1' riser to replace it. The Board might want to consider a possible mill & pave on Focosi Lane the length of the utility next year when the trenches have set. Mr. Linton asked for a cost. Bluebird Acres sewer project. Construction progress meeting with Caracas Construction, Bluebird Acres, MASS DEP, City of Chicopee to go over sewer project. Caracas will be performing a test pit on Cady Street near Grimes on Tuesday September 8 or Wednesday September 9 to determine elevations for manhole. Anticipate it will take half a day. One lane of traffic will be kept open. We will coordinate with Ludlow Police about details as needed. Athletic Fields. Operation's Supervisor and Assistant Town Engineer found pins laid out at Whitney Park for line painting. Answered questions, phone calls, emails, laid out graves at Island Pond Cemetery, gathered information needed for Dig Safe and utility companies. **Mr. Soares motion to accept Assistant Engineer's report. Mr. Davis second. All in favor. Vote 4-0.**

OLD BUSINESS: Riverwalk trash collection. Mr. Linton said it looked good on Sunday. Containers for doggy bags has never been filled. Mr. Santos will check with Kenny. Center Street punch list sent by Mr. Suprenant to BETA and the Board. He requested someone be at tonight's meeting but there was no one available. He will try to get someone for the next meeting and copy Board members. There is no update on uniform

status. Mr. Linton asked to call Lawn Tech to see when they will be doing Nick Silva Field. The representative for Local 98 had an emergency so negotiations had to be postponed. There is no update on Electric Park drainage Conservation. Mr. Santos read an email he sent to Mike Pietras Thursday September 3 and response sent Friday. Mr. Linton said basically the property owner must not have a problem anymore because he has not been in here in over a year. Gravel bank must have solved the problem. Mr. Santos would like a copy of the package from the resident with the complaint. Replacement of slide at Electric Park was previously discussed. Mr. Soares suggested changing the wording in the job posting for a PW-4, as Kenny suggested in his report. Mr. Santos read email from Katie in HR sent this afternoon. Mr. Santos asked Mr. Suprenant to send copies of emails to confirm he sent information to post PW-4 and PW-2 in a timely manner. Mr. Suprenant said there is an E-2 position posted. No update on moratorium roads. **Mr. Linton motion to state the list we have of surplus property, except the backhoe which is going to the Golf Course, go to Selectmen and put on website for sale. Mr. Davis second. All in favor. Vote 4-0.** No update on updating the work order system. Trash fee implementation previously discussed. Mr. Santos met with Ellie on Friday to discuss Special Town Meeting articles. The Director's position and the sidewalks was put on. Focosi Lane previously discussed. Mr. Linton said the Selectmen are putting an article on to eliminate the BPW.

NEW BUSINESS: Mr. Santos had discussion with Eric Segundo, Veteran's Agent, replacing falling monuments (Veterans), Cut trees and remove shrubs at First Church. There is a company in Westfield that washes monuments and fixes the fallen stones. Mr. Santos spoke w/ Ellie and Carrie to get a waiver to get him out there as soon as possible. There is no charge to the DPW, they just want permission to go out there. Mr. Segundo asked if we could buy the soap. He also requested the monument in the center by the First Church have the overgrown bushes taken out. Kenny will try to get out there. Mr. Santos asked what happened with the office staff. Why was there only one person in the office last week? Mr. Suprenant said Amy Kurtz could not come in because it was too short notice. He said there was phone coverage throughout the day by Jim. Everyone is back full time this week. He sent an email to the Accountant and Treasurer about working out of grade, per Mr. Santos' request. Mr. Suprenant said the minimum order or to get the best rate for recycling bins is to order 500 at a time. Mr. Santos said to order 200.

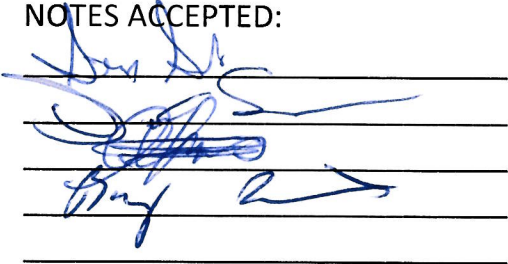
NOTES AND COMMENTS: Invoices signed. Mr. Santos would like another meeting next week. Mr. Linton and Mr. Simao have a conference call tomorrow with the Safety

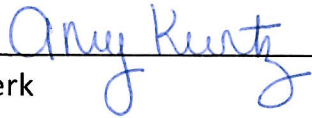
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SEP 5 2015
TOWN OF LEBANON

Committee. Mr. Santos asked about email about the Swan Street incident with a cement truck. There used to be a sign that said "No Truck Traffic". He read the email.

At 7:50 P.M. Mr. Linton motion adjourn. Mr. Davis second. All in favor.

NOTES ACCEPTED:

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