

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

MEETING MINUTES
October 13, 2020

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

Members Absent: Dan Soares

Also Present: Mike Suprenant, Ken Batista

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

APPOINTMENTS: None

CORRESPONDENCE: #1005 Letter from Christine Davis, Board of Library Trustees requesting tree maintenance. Mr. Batista will trim the tree and get Down To Earth over there to repair the light post. He will send her a letter to let her know time frame. **Mr. Simao motion to file letter. Mr. Linton second. All in favor. Vote 4-0.**

DIRECTOR'S REPORT: Cemetery construction plans. Mr. Suprenant requested account balances for the perpetual care account. Still have not received back yet. He will continue working on plans this week. He also contacted MWRA for an official reply to whether or not we can tap into their transmission line. We are anticipating starting with the first 3 sections, which is about 252 plots, depending on the budget. Mr. Linton

suggested getting the road constructed as much as we can to begin with. Mr. Suprenant has the list that Florence complied with rates from surrounding communities. MassWest has said they will not sign the storm water management agreement. They are looking to the Public Works Department to maintain the storm water facility for Riverside Drive. Mr. Suprenant will give a copy to Mr. Santos. Mr. Linton suggested they discuss it at the next quarterly meeting with the Selectmen. Mr. Santos does not want to let it get that far. He will have preliminary plans for Tower, Motyka and Grimard sewer extension by October 27. We can't find the agreement for services that was signed in May. The surveyor re-sent it today. Mr. Simao said he has a copy of the agreement that was signed last fiscal year. Mr. Suprenant said the money is set aside in a Town Meeting article. Mr. Simao asked for the minutes of the meeting when the contract was approved. **Mr. Simao motion to accept Director's report. Mr. Davis second. All in favor. Vote 4-0.**

OPERATION SUPERVISOR'S REPORT: On Wednesday October 7 we had a wind event that came through Town. We lost about 47 trees. Crews came in about 5:30 and left after midnight. Everyone that responded did an excellent job. Thirteen areas still need to be cleaned up. Palmer Paving milled and shimmed Winsor Street. Warren and remainder of Winsor Street milled. They will be back to complete tomorrow. A. Martins will come in to complete about 60 structure adjustments. Springfield Water will start blowing out all their boxes. We are about 1 ½ weeks ahead of schedule. Cost estimate for mill and pave on Rood Street is a little over \$13,000. Mike is working on the intergovernmental agreement. We aerated Whitney Park football/baseball area and over seeded. Nick Silva is coming along nicely. Started marking foundations at Island Pond Cemetery. About 19-20 are done from the spring. Will be back out there tomorrow. Once spring foundations are poured, we will get the fall ones done. Two trees fell in the cemetery, one of which damaged several stones. Oak tree at 249 Sewall Street to be taken down. Tree at 2 River Street on our easement to be taken down by the jail crew. That can be taken out of the sewer enterprise fund. The other tree will have to be taken out of budget. Mr. Santos asked that it be taken out of equipment rental instead. Mr. Santos asked that the detention pond at the bottom of Cislak Drive be cleaned up. The slide has been ordered for Electric Park. The total is \$2,117.73. **Mr. Simao motion to accept Operation Supervisor's report. Mr. Davis second. All in favor. Vote 4-0.**

OLD BUSINESS: No update on Center Street punch list. We have not gotten any pricing from Work-n-Gear. Local 98 negotiations are all set. No update on Electric Park drainage. Electric Park slide replacement previously discussed. PW-4 vacancy is still advertised. Mr. Suprenant has not gotten a list of candidates for PW-3 vacancy. PW-2 vacancy is filled. Mr. Santos asked Mr. Suprenant to email Carrie to see if there are any qualified PW-3 applicants and if not, do we re-advertise. No update on road moratorium. Island Pond Cemetery foundations previously discussed. No update on work order system. No update on trash fee implementation. Focosi Lane was tested and it's all set. Patch will happen tomorrow. No email was sent to Mr. Kopec at Beachside Motor's re: curb replacement. New cemetery previously discussed. Rood Street previously discussed. Budget previously discussed and it was decided the crane was going to come out of equipment rental. Carrie has Director's job description and will get to Mr. Santos as soon as possible. Mr. Suprenant can't work on sewer plans until the contract is signed, as previously discussed. Northern Land Clearing and Rocky Mountain are working on quotes for brush disposal. 360 Recycling will come out tomorrow to look at the pile to provide a quote. It is to be done within a month and chips to be hauled off site. Mr. Suprenant set up the account with MuniBid. Amy Priest is working on entering information. It will be posted this October 16, bids due October 30 at 3:00 p.m. Inspection date will be October 27 at 8:00 a.m. – 2:00 p.m. Minimum bid is 10-20% of the value of the item. Reserve is 80% of market value. There is a 9% fee per bid. We will put it on cable TV and the Town website. Mr. Suprenant did not send correspondence to residents from Willard Street. Mr. Santos discussed outstanding articles. Harris Brook needs to be addressed. Nick Silva field improvements has \$1,962 left. Out of the 2016 & 2017 articles there is \$213,000 left. That should be transferred back into the sewer enterprise fund. Mr. Santos will contact Kim Collins to verify.

NEW BUSINESS: Mr. Linton said the compost piles need to be flipped. Could 1 of the 3 guys working the Transfer Station on Saturday use the loader to do that? Mr. Batista got notification that the water line on Focosi will start next Tuesday.


NOTES AND COMMENTS: Mr. Santos thanked the tree crew for the October 7 event. He was out there with them. Six guys came in. Radios went down. They charged us a repair fee and are lending us a repeater until the new radio system comes in. First Street pump station lost power. The mechanic hooked up the generator. He is going to put a report together for Finance Committee to see what we can do about the budget. Mr. Santos


asked that the Director's report be emailed to the Board before meeting. No price on radiant heater in the break room yet. Mr. Suprenant said email from Elbe advised he set up a contract for the 2 separate jobs that are coming from the sewer enterprise fund. Mr. Santos said they are 2 separate jobs that do not exceed \$10,000.

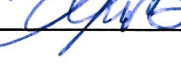
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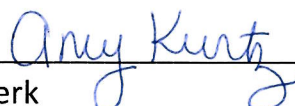
At 7:30 p.m. Mr. Simao motion to adjourn. Mr. Davis second. All in favor. Vote 4-0.
Meeting to be held next week.

NOTES ACCEPTED:









Clerk