

BOARD OF PUBLIC WORKS
DPW Conference Room
198 Sportsman's Road, Ludlow, MA 01056
SESSION MEETING MINUTES
February 2, 2021

RECEIVED
TOWN CLERK'S OFFICE
2021 MAY 13 A 11: 26

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, Chairman, John Davis, Barry Linton, Alex Simao, Dan Soares

Also Present: Ken Batista

First Order of Business: Pledge of Allegiance

Mr. Santos called the meeting to order at 6:00 pm. A letter from the Department of Public Works to the family of Joe Kozier giving their condolences for his passing was read and then asked for a moment of silence to honor him.

APPOINTMENTS:

None

CORRESPONDENCE:

Mr. Santos read the correspondence #1019 for the Drainlayer's license application for Andrew Volaska from ... Contractor's. The check, references and certificate of insurance were presented.

Moved by Mr. Linton, seconded by Mr. Simao to approve the Drainlayer's license for Andrew Volaska. Vote 5-0. All in favor.

OPERATION SUPERVISOR'S REPORT:

Mr. Batista received the proposal from Sewez and it was \$150 more per month than Weston & Samson, however their labor cost is cheaper. Springfield and Holyoke use Sewez and like their service. Also, Sewez uses some of the same vendors we use. Mr. Simao asked which company Mr. Batista would like to go with? Mr. Batista stated that he does not feel that he's getting his monies worth from Weston & Samson.

Moved by Mr. Linton, seconded by Mr. Simao to accept the contract for Sewez. Vote 5-0. All in favor.

Mr. Santos will speak with Ellie to discuss what is needed for the contract payment.

Mr. Batista stated that over the last few weeks, the crew has been working on tree work until the snow came. They are also working on equipment maintenance, washing and waxing everything and getting ready for the spring.

Mr. Batista was not able to participate in this last snowstorm but knows the crew was busy all day yesterday, through the evening and into early morning dealing with it. The hired help was about 12 hours. Most of the DPW crew came in Sunday and then worked their normal hours yesterday and most of them stayed through 7 o'clock this morning.

Mr. Batista stated that he has almost everything he needs to tear that building down. Paperwork was sent to Eversource to disconnect the power to that building. Once the meter is removed, we decide which trees are coming down and the snow melts we can get going on that project.

Moved by Mr. Simao, seconded by Mr. Linton to approve the Operations Supervisor's Report as read. Vote 5-0. All in favor.

OLD BUSINESS:

PW-3 Vacancy: Kenny and Danny had done 3 interviews and one has all of the qualifications, one has just a CDL without a hoisting license. Mr. Santos stated that there are interviews scheduled tomorrow and Thursday and Kenny will be conducting those via phone. Mr. Batista confirmed that he will be doing the interviews. Mr. Santos stated that there will be a meeting next Tuesday to get background checks done and hire one of the candidates.

RECEIVED
TOWN CLERK'S OFFICE
2021 MAY 13 A 11: 26
TOWN OF LUDLOW

Trash Fee Implementation: In speaking with Joe Alves regarding the March 1st training session, it was decided it will be Amy, Florence, Maria, Jim, along with Joe and one of his secretaries who will attend that training session. There are three classes and once that is complete we can get the trash billing out, hopefully in March. The billing for the sewer is going out February 12th barring any complications. Florence is working on that.

New Cemetery: Kenny already went over this; the building needs to be torn down first and hopefully we can do this in house. Mr. Santos has not been able to reach Paul Smith to pin those corners. Therefore, we are just going to move forward with knocking the building down, cut the trees, remove the stumps and then lay stuff out.

Road Street: All set.

Budget: Mr. Santos started working on the budget; two PW-3 positions were left in the budget from last year that weren't finance, he's going to try and get them financed. He will do the paperwork to get two PW-1 positions added to that. As far as the Operating budget, he would like to add \$100,000 for storm water, which will be a different line item for the Engineering rather than taking it out of contracting services. Mr. Santos spoke to Keith Hancock and he is okay with two full time PW-1 positions. Summer help will be cut from 6 to 2 in order to get these new positions. Only one item was submitted for Capital Improvements and that was the replacement of the 580 mower which is approximately \$117,000. Also, the 580 will be kept for back up. The trucks look good right now. In the next year or two we will probably need a new sweeper. The sweeper costs approximately \$210,000 to \$320,000 depending on the make and model.

Sewer Plans: David Goncalves was out there last week, they went down 20 ft no problem in four places on Tower Road and retrieved ... samples. He did some cobble, which he anticipated but wasn't sure why the others could only get 5 ft. They are going forward with those plans. We will bid Tower Road and then we will have two options to see where we come in. If we are under the \$435,000 then we can do all three of them, if not we can at least do two of them and then figure out what we are going to do because these projects will need to go before Town Meeting. He wants to take \$150,000 out of retained earnings and put it into Engineering and Construction. One of the Articles for Town Meeting is consolidating projects and putting all of the money together.

Heavy Duty Truck Exclusion for Swan Avenue, Harding Avenue and Loopley Street: This has been filed with Mass DOT and a copy was sent to the Safety Committee. We are going for a 24/day exclusion.

Chapter 90 Funds Update: Nothing yet. However, in the past it was only the Director, the Business Administrator and a Board Member that were allowed to work on Chapter 90 Funds. Mr. Santos would like to get a motion to allow Jimmy and Kenny to help him with the Chapter 90 Funds this time. Currently we are out \$586,000, which needs to be reimbursed. There are 5 projects that need to be closed out.

Moved by Mr. Simao, seconded by Mr. Linton to allow Jimmy and Kenny to work with Mr. Santos on the Chapter 90 Funds. Vote 5-0. All in favor.

NEW BUSINESS:

Mr. Simao just reiterated the above and insisted that the roads get taken care of as soon as possible.

Mr. Soares agreed with Mr. Simao however, understands that the DPW doesn't have enough manpower to get all of these projects done.

Mr. Linton stated that more roads and sidewalks have been added and the department does not have 20 people in it anymore. Also, the Safety Committee has requested numerous signs in Town, therefore some money should be put in the budget for that as well. Maybe a separate line item.

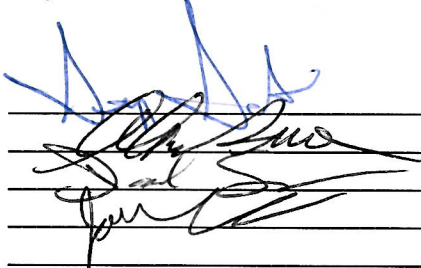
Mr. Davis agreed and again reiterated that there is no manpower.

Mr. Santos stated that is why he wants to add the new positions to the DPW. Hopefully, if you hire a few PW-1 workers then you can train them the way you want. Mr. Santos met with Brian Ameklis from the Safety Committee and they looked at the library where they wanted a mirror and that can't happen because there is no where to put it. As far as the crosswalk at Walgreens, we cannot have the crosswalk but we are going to fix the lights there. The new "25 MPH" signs were ordered, which will cost about \$3,000. He is going to get together a list of all the monies spent on signs last year and bring it to the Finance Committee. The DPW needs to be in control of their own budget. Agawam did a similar job to the crosswalk that were looking at and it was almost \$70,000 just for Down to Earth to do the electrical portion. Wright-Pierce, Riverside Drive was awarded to Ludlow Construction. It will take them 293 days to complete the project, by November 21st everything will be done except for paving.

Mr. Santos spoke with Florence in regards to the blue bins, pricing from Orbitz was 200 for \$9.10 and 400 for \$8.44. We ordered 400 of them. Due to the fact that we are short handed in the office we reached out to the Clerk's pool and brought on Stephanie Rodrigues who worked here before and she is just selling transfer stickers so the other two office workers can concentrate on their work. Annual bid is out. The bid opens at 10:30 on February 10th.

Mr. Soares also inquired about printing our own signs for the town in order to save money. Mr. Santos stated that Kenny will look into printing the Town Signs.

Moved by Mr. Simao, seconded by Mr. Davis to adjourn. Vote 5-0. All in favor.



Ludlow Board of Public Works

RECEIVED
TOWN CLERK'S OFFICE
2021 MAY 13 A 11:26
TOWN OF LUDLOW