

Board of Public Works

Meeting Minutes

June 29, 2021

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TOWN OF LUDLOW

Members Present: Stephen Santos, Keith Ouellette, Daniel Soares

Members Absent: Alex Simao, John Davis

Also Present: Ann Converse, Ken Batista

At 6:00 PM Mr. Santos called the meeting to order.

All stood for the Pledge of Allegiance.

APPOINTMENTS:

None

CORRESPONDENCE:

None

OPERATIONS SUPERVISOR REPORT:

We have had a crew for the past 2 weeks mowing the Town parks and fields, as well as Island Pond Cemetery and the outside cemeteries. Our first summer help employee started but only lasted 2 days. We had our second seasonal employee start on Monday and we will have him continue helping with trimming and clean up.

We also had a crew out pot hole patching. We have included roadside mowing over the past 2 weeks as well. Crews have also been out lining the fields preparing them for upcoming scheduled games. Also had a crew out with Murray Paving and Reclamation on the Electric Park Project.

The Electric Park Project is underway. The Reclamation is completed. Palmer Paving has installed 2 inches of binder. A. Martins Construction did come in the following day and started raising structures. Eversource Gas and Springfield Water and Sewer are also raising their gates. There is a tentative start date of July 8, 2021 for paving by Palmer Paving. Once the paving is complete we will have our crews out restoring the edges of the road and the driveways. **Motion was made by Mr. Ouellette to accept the Operations Supervisor Report, seconded by Mr. Soares. All in favor. Vote 3-0.**

OLD BUSINESS:

New Cemetery: Mr. Santos reports that we made it past the Board of Health but did not make it past the Planning Board. The Planning Board would like us to have a site plan updated. There are also a few other concerns in regards to over parking, missing information on a scatter garden, and whether storm water is needed to be dealt with in this project.

Rood Street: In regards to the Inter-governmental agreement, Mr. Santos reports that he had Mr. Batista reach out to Ken Vedovelli from Springfield Water and Sewer who said that it went to their legal department. It will then have to go through their procurement office, as well as the Engineering Department, and they will get it to us as quickly as possible.

Budget: There should be a substantial amount left over in salaries, due to some unfilled positions. Our operating budget is in good shape.

Vacant Senior Clerk position: There was an offer made and accepted. The candidate signed her offer letter and will be starting on July 12, 2021.

NEW BUSINESS:

PW-3 Job Posting: Ed Nowak's last day was last Friday. Mr. Santos reports that he reached out to Carrie Ribeiro in Human Resources and the job was posted.

The Board signed meeting minutes for March 30, 2021, April 29, 2021 and May 4, 2021. **Mr. Ouellette made a motion to sign all minutes, seconded by Mr. Soares. All in favor. Vote 3-0.** Meeting minutes for May 18, 2021 will be brought to the next meeting for signatures.

Mr. Soares spoke with the resident at 41 Rogers Avenue who has a concern with the street drainage. The residents from 39 and 41 Rogers Avenue were present to voice their concerns. Mr. Santos said that he will go out and take a look at the area in question. The Board will follow up with the residents once they discuss and come up with a plan.

Curbside Trash Fee Abatements: Mr. Santos discussed a letter that he and Ann Converse came up with in addressing the number of abatement requests we have. **Mr. Ouellette made a motion to accept the new abatement letter, seconded by Mr. Soares. All in favor. Vote 3-0.**

Ann also brought a few abatement requests to the Board for further discussion. There was discussion that one board member can review and approve abatements and will bring in front of the board what he feels requires further discussion. **Mr. Soares made**

a motion that Mr. Ouellette will be the one board member to work with Ann on abatement requests. It was seconded by Mr. Ouellette. All in favor. Vote 3-0.

Sewer Extension on Sroka Lane & Center Street: There was discussion on what is currently tied into the sewer main. Number 588 is already tied in. There is currently no sewer in Center Street, but rather a manhole at the entrance of Sroka Lane. This would allow them to go up Center Street. Mr. Batista reported that this originally started as a sewer connection for 592 Center Street but then it was asked if 596 Center Street could be included. There was concern of allowing the sewer to be tied into the main. This could open up further issues with other neighbors wanting to tie in as well. **Mr. Ouellette made a motion to reject the sanitary sewer tie in as presented for CJM Properties on Center Street. It was seconded by Mr. Soares. All in favor. Vote 3-0.** Mr. Santos states that he will write a letter to the developer with options on how they can proceed.

Mr. Santos reports that he received a letter from Beverly Tokarz of the Finance Committee and that every department has a liason that can assist with anything we need. Our liason is Richard Moskal.

Mr. Santos reports that he and Mr. Batista met with Eversource Gas yesterday to discuss the project for Joy, Motyka and Center Streets. There were questions about permitting answered. They reviewed roads that are in moratorium. There was also discussion of damages to other services in the past. Eversource Gas is looking at approximately 35-40 new services. They will list out the permits on one sheet per street.

PW3 Position: There are 2 PW3 positions financed for the next fiscal year. Mr. Santos was proposing that they finance the PW3 position for mechanic only. This would allow us to have a dedicated mechanic. The garage would run more efficiently. This would allow for removal of the licensing requirements. The CDL licensing would be preferred not required. Mr. Santos has spoken with Human Resources and the job description will have to be changed a bit.

Mr. Santos read a letter from Ellie Villano regarding film permitting and questions. She had received a letter from a Matt Walling, a former student from Wilbraham. He is looking into what type of permitting, if any, would be required for film production with several businesses in town. There would be filming at Primavera Restaurant and St. John the Baptist School. He was asking if the portion of Hubbard Street and East Street could be shut down to through traffic during the filming. There would need to be collaboration with the Ludlow PD as well. There will need to be further discussion for traffic patterns.

Mr. Santos met with the Rotary Club who would like to do a streetscape beautification on Center Street across from Taco Bell. They are proposing some trees, a few benches and stone in the small parcel of land there. The Rotary Club would be 100% responsible for the construction as well as future maintenance.

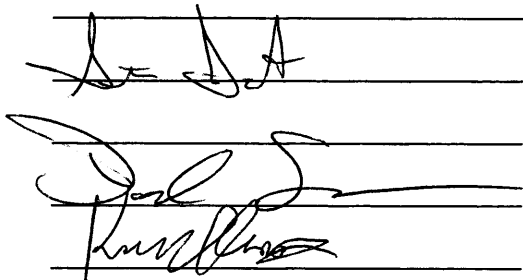
NOTES AND COMMENTS:

Board signed invoices

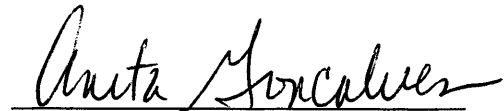
The Chairman signed the Cemetery Commitment for May 2021: \$3375.

Motion to adjourn the meeting made by Mr. Ouellette, seconded by Mr. Soares. All in favor. Vote 3-0.

NOTES ACCEPTED:



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