

Board of Public Works

Meeting Minutes

August 31, 2021

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2022 MAR -2 A 10:45

TOWN OF LUDLOW

Members Present: Stephen Santos, Keith Ouellette, Alex Simao, Daniel Soares, John Davis

Members Absent: None

Also Present: Ann Converse, Kenneth Batista

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

All stood for the Pledge of Allegiance.

APPOINTMENTS:

6:00 PM- John Szlosek- to discuss Leland Drive cul-de-sac. Mr. Szlosek appreciates that work has been done to improve the cul-de-sac and would like to see it continue. He would like there to be stone in the cul-de-sac, but is hearing that the Board voted to do grass instead. He would like to ask that the decision be reconsidered. He feels that stone will make it look nicer and will be better for maintenance and upkeep. Mr. Santos reports that at the meeting on July 27, 2021 the Board also voted to have an asphalt berm placed around the cul-de-sac. Mr. Ouellette voiced his concern over using stone because eventually weeds come in and it becomes hard to maintain. Mr. Szlosek reports that he has used a plastic material under stone in other projects and does not have issue with weeds for a very long time. He is willing to provide the plastic. **Mr. Soares made a motion to install an asphalt berm and provide 2 inch stone for the cul-de-sac. Mr. Simao seconded the motion. Mr. Santos did say that the berm will be put in but that the stone may take some time due to limited manpower. Vote was 4-1 as Mr. Ouellette abstained.**

Derek DeBarge had an appointment at 6:20 PM but was unable to attend. The Ludlow Rotary Club is looking to beautify sections of town. They were looking specifically at the intersection of White Street & Sewall Street with landscaping, sidewalk and a bench for someone to be able to sit at. The Rotary Club will be incurring all costs. Mr. Santos asked Mr. DeBarge to present a diagram to the Board. Mr. Ouellette asked about future maintenance and was told by Mr. Santos that the Rotary Club would be responsible. Mr. Ouellette feels that we should have something in writing from the Rotary Club stating

that they will maintain the area in the future. Mr. Santos will ask Mr. DeBarge to come in to a meeting in the future for further discussion.

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CORRESPONDENCE:

#1042- Mr. Santos read a letter from Diantha Ferrier- Re: Tower Road, Margaret Lane. Mr. Santos spoke with Mr. Batista and Tower Road and Margaret Lane are approved for an overlay on 10-22-21. Mr. Santos reports that the section of the road that was very bad was patched in the meantime. He spoke directly with Mrs. Ferrier and made her aware of the tentative schedule. **Mr. Soares made a motion to file correspondence letter #1042, seconded by Mr. Simao. All in favor. Vote 5-0.**

#1043- Mr. Santos read a letter from Tony & Mary Filipe- Re: Pondview Manor Condominiums entrance on Center Street. They are displeased with the fact that they were told that someone took a look at the entrance and said that there was nothing wrong with it. They would like a Board Member to meet them at the entrance and look at it with them. Mr. Santos reports that he has been out there on 2 separate occasions and has spoken with a Board Member from the condominiums. **Mr. Simao made a motion to have Mr. Santos contact Tony & Maureen Filipe and have a discussion with them about this. Mr. Soares seconded it for discussion. He was looking for clarification on what exactly the Filipe's were looking for. Unfortunately there is no way to change the design of the entrance. All in favor. Vote 5-0.**

#1044- Mr. Santos read a letter from Joseph Martin of Eversource Energy. They are looking to utilize a vendor of their choice (Precise Paving) to complete the paving projects necessary throughout town. They would complete the scope of work as outlined by the Town at a fraction of the cost that Palmer Paving would charge. Mr. Santos read the Regulations for Construction Within the Public Way in which it states that the permanent repair of the roadway will be conducted the following calendar year by the Town's resurfacing contractor at the expense of the contractor making the roadway cut. Eversource Gas will have to use Palmer Paving for the work and if they delay then we will hold off approving their non-emergency permits. **Mr. Ouellette made a motion that we require Eversource Gas to use Palmer Paving for all restoration work that needs to be done. Mr. Simao seconded the motion and suggested that we send them a copy of our regulations highlighted with the requirements. All in favor. Vote 5-0.**

OPERATIONS SUPERVISOR REPORT:

Work Assignments: A crew renovated the baseball diamond at Festival Park. A crew scarified the beach at Haviland Pond to remove the weeds. The seasonal help trimmed both sides of East Street curbing from Stevens Street to the Putts Bridge. We continue to roadside mow daily. We are out mowing cemeteries, parks and athletic fields. There is also a crew working on tree service reports. Pothole patching continues a few days a week. We continue to mark athletic fields weekly as required. A crew will assist the Police Department in preparing for Festa.

Construction Project: DPW crews continue to address driveways as needed and will loam and seed the edge of the road in the upcoming weeks.

Sidewalk Replacement: A. Martins Construction is in the town repairing sidewalks identified by the department. They will also lower structures on the next round of streets we are reconstructing.

Structure Installation Quote: A request for a quote to install six catch basins and six leaching chambers will be advertised in Central Register, Commbuys and the town web site from 9/1/21-9/15/21. The quote is for the related drainage work on Mountainview and Parkview Street.

The town had minimal damage from Hurricane Henri. Crews were out cleaning basins and a few trees that fell. One of the signal heads at Harding Avenue and Center Street turned due to the wind. No storm related issues at Chapin Street Pump Station.

Mr. Simao made a motion to file the Operations Report as read, seconded by Mr. Davis. All in favor. Vote 5-0.

OLD BUSINESS:

New Cemetery: Nothing new to report. We are still waiting on the 20 day appealing fee. There haven't been any complaints or discussions.

Rood Street: Still haven't received anything back from Springfield Water & Sewer.

Focosi Lane Paving: Mr. Santos spoke with Mr. Batista to see if Focosi Lane can be put on the schedule this year for paving. Palmer Paving isn't taking any more work until after 11/15/21 due to a full schedule. So Focosi Lane will probably have to wait until next year.

Green Towne Bridge Repair: Mr. Santos read an email he received from Wilbraham DPW on 8/20/21. The Town Engineer had a Mass DOT inspection that had some critical fractures on some of the bridge joints that have to be attended to. She was also looking to get a proposal to repair the expansion joint. Depending on the cost of the repairs there is a possibility that it could qualify for a grant. If not then both Ludlow & Wilbraham would

have to look at splitting the cost. Mr. Santos reports that he is keeping the Finance Committee and Board of Selectmen abreast of the situation.

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NEW BUSINESS:

The agreement for the DPW crew and Local 98 has been signed and approved so Carrie Ribeiro is posting the PW-1 position for Tuesday through Saturday. ^{2022 MAR -2 A 10:15} ^{LUDLOW}

The PW-3 position has been posted externally.

Mr. Ouellette asked about Haviland Pond. He asked about the section of the beach that was scarified. The fishing area is also being maintained but not as a beach area.

Mr. Simao asked about how we are handling the issue with the mechanic and his tools. The Town is buying new tools and they are going into a different cabinet. Currently the mechanic is using his own tools.

NOTES AND COMMENTS:

Snowplowing advertising is going out tomorrow in The Register and on our website. The fees will be the same as last year.

Mr. Santos reports that he spoke with Ellie Villano. She was talking about the possibility of moving the Building Department over to the DPW. There are things that would have to be worked out and it would have to be approved by the Board of Selectmen, but he wanted to let the rest of the Board know what was being discussed. Everyone was in agreement that it may be a good idea for improved communication.

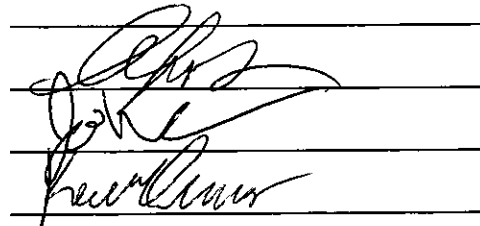
Mr. Soares asked where we were with the Director's position. Mr. Santos reports that the job description has been cleaned up and we are currently working on the contract. He is hoping to have this posted by the end of September.

Ann Converse informed the Board that she has been in contact with the Massachusetts Department of Revenue about the Fuel Pumps. We have to have an annual license which she found out today that ours expired in 2017 and hasn't been renewed. Ann spoke with our Town Treasurer and we were able to make a payment today. It is only \$25 a year and then we have to do monthly reports.

The Board signed invoices

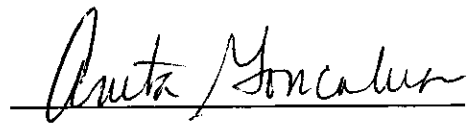
Motion was made by Mr. Simao to adjourn the meeting, seconded by Mr. Davis. All in favor. Vote 5-0.

NOTES ACCEPTED:



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