

BOARD OF PUBLIC WORKS
Meeting Minutes
September 28, 2021
Board of Public Works Conference Room

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2022 OCT 19 A 10:33

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

Members Absent: Dan Soares

Also Present: Ann Converse, Kenneth Batista

At 6:00 PM Mr. Santos called the meeting to order. All present stood for the Pledge of Allegiance.

APPOINTMENTS:

6:00 PM – PW-3 Interview – Gary Stasiowski

The Board interviewed Gary Stasiowski for the PW-3 position. The members asked him questions about his experience and qualifications. Mr. Stasiowski has his CDL B license along with a Hoisting 2A endorsement and is willing to get other endorsements as needed such as a tanker endorsement. Mr. Stasiowski has no issues with working long hours and being on call during the winter. Mr. Stasiowski is ok with the pay scale. Mr. Simao made a motion that we hire Mr. Gary Stasiowski for the PW-3 position, seconded by Mr. Ouellette. Vote 4-0 all in favor.

6:45 PM – Public Hearing – Sewer Rate for FY21

At 6:45PM Mr. Santos opened the public hearing for the sewer rate change for FY2021. Board members reviewed the sewer billing rate worksheet from last year. A brief discussion was had as to whether or not to raise the rate. Mr. Simao was on the fence about raising the rate due to Covid and the new trash billing. Mr. Ouellette made a motion to raise the sewer rate to \$4.00 per hundred cubic feet, seconded by Mr. Davis. Vote 4-0 all in favor. Mr. Simao made a motion to close the public hearing at 6:56 PM, seconded by Mr. Ouellette, Vote 4-0 all in favor.

CORRESPONDENCE:

#1045 – Safety Committee – Replacement of Center Street Signage. The Safety Committee, at their meeting of September 9, 2021, unanimously voted to forward a request to the DPW to replace signage on Center Street: 1. At the Villa Rose Restaurant there is a 35 MPH sign southbound that should be a 40 MPH sign. 2. Southbound near Lyon Street, the No Passing Sign is almost unreadable and needs to be replaced. A motion was made to file by Mr. Simao, seconded by Mr. Davis. Vote 4-0 all in favor.

#1046 – Ludlow Public Schools – Invitation to the Ribbon Cutting Ceremony at the Harris Brook Elementary School. You are cordially invited to the ribbon cutting ceremony to officially open the new Harris Brook Elementary School on Saturday, September 25th. A motion was made to file by Mr. Simao, seconded by Mr. Ouellette. Vote 4-0 all in favor.

#1047 – Recreation Commission – Fire alarm updates at Whitney Park Fieldhouse. The Recreation Commission is requesting approval of replacement of the fire alarms at Whitney Park. Total estimate is \$800.00. Board of Public Works does not own that building so they don't believe it should come out of their budget. Mr. Simao made a motion for Mr. Santos reach out to the Board of Selectmen to figure out who is responsible, seconded by Mr. Ouellette. Vote 3-1 Mr. Santos abstained.

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OPERATIONS SUPERVISOR REPORT:

TOWN OF LUDLOW

Work Assignments – Island Pond Cemetery continues to be mowed daily, we have had numerous funerals over the past few weeks, the marking out of foundations started Monday the 27th. The tree crew has been completing service reports as required. The parks and athletic fields are being mowed and lined as required weekly. Driveway aprons in Electric Park have been completed. There was a sinkhole on Gamache Drive that had to be repaired. Mr. Santos asked Mr. Batista to send Columbia Gas an email giving them a heads up about this repair, as they did a repair here. We don't know at this time if the sinkhole was caused by their repair, but if we find that it was at least this way they were informed prior. Crews responded to several sewer blocks over the past few weeks. A crew also excavated and poured a foundation for the Civil War Memorial.

Cemetery Rules & Regulations – Mr. Batista would like to have added to the Regulation Handbook that there must be a two-hour separation between funerals. Mr. Simao made a motion to have Mr. Batista get together with either Mr. Santos or Ms. Converse and write up the changes he would like for the next meeting for the Board to review and approve, seconded by Mr. Ouellette. Vote 4-0 all in favor. Mr. Simao made a motion to rescind the vote, seconded by Mr. Ouellette. Vote 4-0 all in favor. Mr. Simao made a motion to add to our rules and regulations that there must be two hours of separation between funerals and every burial must have a separate plot in any town cemetery, seconded by Mr. Ouellette. Vote 4-0 all in favor

Structure Installation Quote – A request for quote to install six catch basins and six leaching chambers was advertised in the Central Register, COMMBUYS and on the Town website starting Wednesday, September 1st and ran thru September 15th. The quote is for the related drainage work on Mountainview and Parkview Street. Jack Goncalves & Sons had the lowest quote at \$27,475.00, second was Gomes Construction at \$37,500.00 and third was A. Martins & Sons at \$38,000.00. Jack Goncalves & Sons can start immediately as long as the contract is in place. Failure to have the contract in place will jeopardize their ability to do the work which will also impact the reclamation and paving schedule. The Board will have to first approve the contract, next it will go to Town Hall for approval and then final approval by Town Council. Mr. Simao made a motion to approve the contract for Jack Goncalves & Sons in the amount of \$27,475.00, seconded by Mr. Davis. Vote 4-0 all in favor.

Snow Plowing – Mr. Batista would like to extend the date for snowplowing applications for at least another two weeks. A motion was made by Mr. Ouellette to extend the snowplowing registration for this winter till October 15th, seconded by Mr. Davis. Vote 4-0 all in favor.

Mr. Simao made a motion to file the Operations Supervisor Report, seconded by Mr. Ouellette. Vote 4-0 all in favor.

TRASH FEE COLLECTION –

Billed	\$756,700.00
Abated	\$ 65,175.00
Collected	\$549,335.00
Outstanding	\$142,290.00

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A robocall will be made on Sunday at 6pm with a friendly reminder to pay your trash bill. Mr. Santos will also reach out to Town Council to figure out what we can do going forward, such as suspending trash pick-up for non-payment or possibly putting a lien on their property.

OLD BUSINESS:

New Cemetery - The Planning Board approved the site plan on September 9th; we then needed to wait the twenty-day appeal process. The Planning Board Chairman said there were no issues or concerns we can start work on September 29th. The area has been mowed; we now need to extend the corner points up with poles then call the annual bid contractor and see if we can get it leveled off. Materials we already have are hard pack for road, crushed screen, and enough loam to get started.

Rood Street – Received an email from Kenny at Springfield Water and Sewer which stated that he spoke with the Director of Legal Affairs, and he is still working on it, I will keep you posted.

Focosi Lane Paving – At this time Palmer Paving has no availability, paving of this road might have to wait till spring.

Green Towne Bridge Repair – Wilbraham Director of Public Works inspected the north pier joint with Mass DOT and Northern Construction. They're in agreement that the next step would be to remove the section of steel plate on top of the joint on the east side. The Director is waiting on confirmation from Mass DOT that they can proceed. Mass DOT and Northern Construction will decide which repair options are available. Mass DOT is willing to work with us to develop a repair detail and spec to avoid excessive engineering costs for the evaluation and design. We may need to hire a well engineer depending on the results of the field investigation.

NEW BUSINESS:

Issues discussed at the September 9th Safety Committee Meeting – Mr. Simao attended the meeting but forgot to bring his notes, will discuss at next meeting.

Board to approve and Chairman to sign the FY22 Multi-Town Rock Salt Contract – Mr. Ouellette made a motion to approve Eastern Minerals sub bid price at \$68.00 per ton, seconded by Mr. Davis. Vote 4-0 all in favor.

Board to approve and sign the meeting minutes of June 1, 2021 – Mr. Simao made a motion that the Board signs the minutes of June 1st, seconded by Mr. Ouellette. Vote 4-0 all in favor.

Board to approve and sign the meeting minutes of June 15, 2021 – Mr. Simao made a motion that the Board signs the minutes of June 15th, seconded by Mr. Davis. Vote 3-1 Mr. Ouellette abstained.

PW1 Position has been posted both internally and externally.

Mr. Simao asked if instead of waiting a year or two to grind the brush at the transfer station if we can do half every year, so we are not getting hit with one large bill. Mr. Batista to get pricing on both grinding the brush and the logs.

There are two more PW3 positions that need to be filled. One is a PW3 and the other is a PW3 Mechanic. They will post the PW3 position, once that is filled, they will post the PW3 mechanic position.

NOTES AND COMMENTS:

Tower Road, Motyka Street and Grimard Street Project – The pre-construction meeting was held September 24th. GEG came in with a representative, he is anticipating starting work on October 18th, they are estimating about eight weeks to complete the work. They plan on starting with Grimard Street then Tower Road and Motyka Street third. The job was bid out with Tower Road being first so Mr. Santos asked Mr. Goodreau to look into it.

Chairman to sign the August Cemetery Commitment in the amount of \$17,425.00. Mr. Simao made a motion that the Chairman sign the August Cemetery Commitment, seconded by Mr. Ouellette. Vote 4-0 all in favor.

Board to sign Cemetery Abatement – Abatement had previously been signed, but there was an error, it read four lots and should have read four bills. The correction was made and initialed. The abatement was due to non-payment of two plots. Current process is that when someone purchases a plot, we bill them. The Board discussed how the rules and regulations need to be amended so this doesn't happen again, suggestion is payment required upon purchase.

Purple Bag Revolving Account – The revolving fund is at \$26,000, which is replenished every year. The cost of purple bags, recycle bins and recycle decals comes out of this fund. The person that stocks them reached out saying that the inventory was getting low and also getting hard to get. They asked permission to order four hundred cases which is eighty thousand bags for a total of \$28,800.00. In order to do that we had to up the revolving account because we already spent roughly \$6400.00 for bins. Mr. Santos sent a request asking to raise the fund to \$55,000.00. He believes it was approved therefore had ordered the bags.

Joe from Eversource reached out to Mr. Santos in regard to the moratorium roads. Mr. Santos explained that he still has not heard back from Town Council. Joe said he will reach out to his legal team to see if they can reach out to keep the conversation moving.

The Board signed invoices.

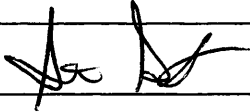
Motion was made by Mr. Simao to adjourn the meeting, seconded by Mr. Davis. All in favor. Vote 4-0.

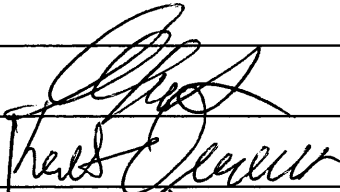
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NOTES ACCEPTED:





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