

BOARD OF PUBLIC WORKS
Meeting Minutes
October 13, 2021
Board of Public Works Conference Room

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TOWN OF LUDLOW

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

Members Absent: John Davis

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.

CORRESPONDENCE:

#1048 Ludlow Football Association – Complaints about the field conditions. Mr. Santos stated that this letter was received on September 10th and we have addressed these items. Mr. Santos read the letter. Mr. Santos stated that he consulted with Lawn Tech Lawn Care about the fields. He investigated the conditions of the press box at Whitney Park and some repairs have been made including wiring. Mr. Santos reached out to Mr. Saloio to address his concerns. He will reach out to the Town Administrator to discuss getting funding to replace the bleachers, press box and anything else major that needs repair. Mr. Simao asked why Lawn Tech Lawn Care did not inform the DPW of the conditions of the grass. Several members of the Board questioned why our employees are not reporting the field conditions to Ken Batista. A motion was made by Mr. Simao to file the letter. It was seconded by Mr. Ouellette. Vote 4-0 all in favor.

OPERATIONS SUPERVISOR REPORT:

Work Assignments – Island Pond Cemetery continues to be mowed daily. Marking of foundations continues. The tree crew is completing service reports. The parks and athletic fields are being mowed and lined as needed. We have started to back up the edge of the road in Electric Park and will continue to do so with our annual bid contractor.

Heating Quotes – I have contacted a few contractors to get quotes to replace the heating unit in the garage and break room with in kind units. Alves Fuels is the only one to respond.

Grinding Quote – I have contacted a few contractors to get quotes to grind the stumps and brush at the compost area. Rocky Mountain has provided a quote for the brush and I will meet with them to get a quote on the stumps.

Snow Plow Vendors – We have received several more applications for the 2021-2022 season. We should have enough hired equipment for the season.

Project Update – all drainage structures have been installed on Mountainview and Parkview Streets. Murray paving has ground and fine graded Mountainview and Parkview Streets. They moved on to Booth Street and should complete that work tomorrow. Palmer Paving is still on schedule for next week.

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

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Trash Fee Collection – Ms. Converse stated that delinquent notices for overdue trash bills for FY21 have been sent out. Payments have been starting coming in, the office staff is handling phone calls and questions.

OLD BUSINESS:

New Cemetery – Mr. Santos stated that we haven't done anything at this point.

Rood Street – Mr. Santos stated we have nothing back from Rood Street. Mr. Santos stated that the Board has a concern with the Police Department assigning traffic details without a road permit. Mr. Batista stated he would inquire.

Green Towne Bridge Repair – Mr. Santos has been in contact via email with Tanya Bosch from the Wilbraham DPW regarding the repairs to the joint on the Ludlow side of the bridge. Although the Town of Ludlow and the Town of Wilbraham generally share the costs of any repairs that are needed, Ms. Bosch has been handling everything to facilitate this repair due to the fact that Ludlow doesn't have a DPW Director at this time. Mr. Santos stated that he has been in contact with the Finance Committee keeping them abreast of expenditures.

NEW BUSINESS:

192 Reynolds Street – the address is actually #191, not 192. The resident at this address is having issues with water coming into his basement and feels that it is coming from the solar field that is being constructed near his property. Mr. Soares met with this resident and stated that there is an issue with the water when there is a very heavy rainfall. The resident says that he has tried to contact the company performing the work and they are not responding to him. The solar company did install new drainage for this resident. Mr. Santos stated that he will look at the storm water permit. The Board will send a letter to the solar company to address this issue.

PW1 Laborer Position – Mr. Batista and Mrs. Ribeiro, HR Director, will conduct interviews. There are three candidates.

NOTES AND COMMENTS:

The Board signed invoices.

The Chairman signed the Cemetery Commitment for September 2021 for \$4,850.00.

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

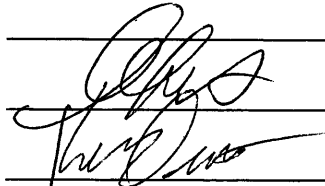
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NOTES ACCEPTED:





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