

BOARD OF PUBLIC WORKS  
Meeting Minutes  
December 7, 2021  
Board of Public Works Conference Room

RECEIVED  
TOWN CLERK'S OFFICE  
2022 SEP 15 P 1:40  
TOWN OF LUDLOW

Members present: Stephen Santos, Alex Simao, John Davis, Daniel Soares,

Members absent: Keith Ouellette

Also Present: Kenneth Batista, Ann Converse

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

OPERATIONS SUPERVISOR REPORT:

Work Assignments – we are doing our final cleanup of leaves at all the parks and cemeteries. We are still patching as weather permits. We finished the driveways out on Booth Street. We are continuing to street sweep and roadside mow as weather permits. Our tree crew is out completing service reports. We have also started cleanup in the yard.

Tree Removal on Alfred Street – the resident was asking for an oak tree to be removed. We did inspect the tree and determined it was dead. Ben Belisle assisted us with the removal of this tree. The Hampden County Sheriff's Department has a program where they are training inmates to use a tether system on large cranes. The Sheriff's Department provides the crane and manpower. There were two trees on Alfred Street and one tree on Prospect Street. Without their help we wouldn't have been able to take these trees down.

Boy Scouts of America – Zacharia Flebotte, Eagle Scout candidate, organized and executed a project at Island Pond Cemetery that included mulching of perennial shrub beds and trimming of stones. He and some fellow scouts did a great job.

Project Update – Palmer Paving did install the top course on Booth Street. There is a problem with water puddling in front of one the driveways. I did speak with Kevin Pratt, he will work with us to get it resolved. We completed a majority of the loaming on Booth Street as well.

We are fine tuning all of our snowplow equipment to make sure everything is ready for winter. We do have a snowplow contractor that has a ten-wheeler with a salter on it if we need it.

Mr. Santos asked how much salt we have in the salt shed. Mr. Batista stated it is about three-quarters full.

Mr. Simao made a motion, seconded by Mr. Davis to accept the report as read. Vote 4-0 all in favor.

2022 Curbside Trash Fee Billing:

Ann Converse stated that Joe Alves, Town Assessor, has told her that he is working on preparing the trash bills in MUNIS. She provided the Board members with DRAFT forms and a handout to be included with the trash bills. The Tax Collector and the Town Assessor will need to coordinate

how to do the billing. There are still some questions on how to handle the senior discounts and abatements.

Ann Converse stated that we have provided a "do not pickup list" to Waste Management and started using the list this week. We have received many payments already this week due to residents' trash not being picked up now. A question has been asked, since my trash was not picked up this week I will have excess trash for next week. Are they going to take all of it? Mr. Simao made a motion, seconded by Mr. Davis, that all excess trash must be in purple bags for curbside pickup whether you paid your fee or not. Vote 4-0 all in favor.

Ann Converse also informed the Board that there are properties that were sold in the beginning of the fiscal year 2021 that have gone unpaid due to no adjustments being made at closing. The new owners don't feel that they should be paying the bill for the year before they purchased the home. We put all unpaid bills on the "do not pickup list" so they are now reaching out to us. Mr. Simao made a motion, second by Mr. Soares, to abate the three current trash fees that have contacted us. Vote 4-0 all in favor.

#### OLD BUSINESS:

New Cemetery – Mr. Batista stated that we just need to set some grades. We will need to close the additional parking area near the reservoir in order to work on the new cemetery.

Rood Street – we have not heard anything from Town Counsel.

Green Towne Bridge Repair – The Wilbraham DPW Director let Mr. Santos know that the State has approved the plans to fix the joint. They received DCAMM approval on the emergency bid waiver. They need to solicit three quotes. The estimate is \$260,000. We will be responsible for half of that which is \$130,000. Mr. Batista stated that Wilbraham has made signs for Ludlow and those have been put out. We also placed a barrel on either side of the joint. Mr. Santos stated that the joint is in really bad shape and if it isn't repaired very quickly the bridge will need to be closed. Mr. Santos will be meeting with the Finance Committee to discuss the financing for the bridge repair.

#### NEW BUSINESS:

PW-3 Job Posting – we are moving forward with filling that position.

The Board signed Chapter 90 Reimbursement Requests for May Road, Hill Terrace, 2020 Pavement Management Program, various locations.

The Board signed Meeting Minutes of November 4, 2021, motion made by Mr. Simao, seconded by Mr. Soares, 3-0 all in favor.

2022 Transfer Station Fees & Regulations – the Board discussed the current fees and no changes are being made for FY2022.

#### NOTES AND COMMENTS:

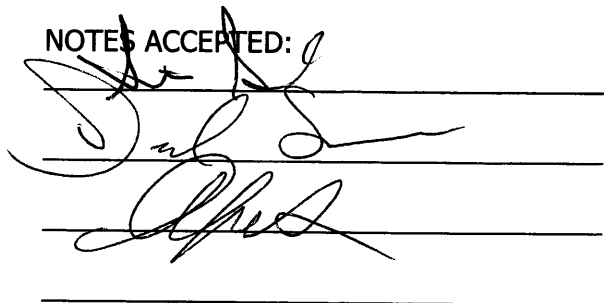
The Board signed invoices.

The Chairman signed the Cemetery Commitment for December, 2021.

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

NOTES ACCEPTED:

Three handwritten signatures are written on three horizontal lines. The first signature is at the top, the second is in the middle, and the third is at the bottom. The signatures are written in dark ink and are somewhat stylized.

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