

BOARD OF PUBLIC WORKS
Meeting Minutes
February 15, 2022
Board of Public Works Conference Room

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

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:

#1065 – Springfield Water & Sewer Commission – NPDES Permit. Springfield Water & Sewer operates under a National Pollutant Discharge Elimination System (NPDES) permit for the Springfield Regional Wastewater Treatment Facility (SRWTF). Included in that permit are requirements for eliminating excessive infiltration and inflow (I/I) to the regional sewer systems. Specifically, the permit requires the Commission to submit a report to EPA and MADEP each year documenting efforts taken by each of the collection systems served by the SRWTF to reduce I/I during the previous calendar year. Springfield Water & Sewer Commission is requesting a report from the Town of Ludlow which documents efforts taken by the town to reduce or eliminate excessive infiltration and inflow during calendar year 2021. Mr. Santos spoke with Mr. Goodreau and he has already taken care of it. A motion was made to file by Mr. Simao, seconded by Mr. Soares. Vote 4-0 all in favor.

#1066 – Pioneer Valley Planning Commission – 2023-2027 Transportation Improvement Program (TIP) – At the Board of Selectmen's meeting on February 8, the Board discussed how it is normally the Director of Public Works who holds the Joint Transportation Committee (JTC) Member position and the Town Administrator who holds the JTC Alternate position. The Board of Selectmen will need to appoint the JTC Member and JTC Alternate at one of their upcoming meetings. Mr. Ouellette made a motion to appoint Mr. Goodreau as the JTC Member, seconded by Mr. Simao. Vote 4-0 all in favor.

#1067 – Kyle Savage – Request for reimbursement for damage to a vehicle due to a pothole. Mr. Savage hit a pothole on Brook Street popping his tire and damaging his rim. A motion was made by Mr. Simao to send the claim to the insurance company, seconded by Mr. Ouellette. Vote 4-0 all in favor.

#1068 – Bob Patrino – Request for reimbursement for damage to a vehicle due to a pothole. Mr. Patrino hit a pothole on Brook Street popping his tire and damaging his rim. A motion was made by Mr. Ouellette to send the claim to the insurance company, seconded by Mr. Simao. Vote 4-0 all in favor.

#1069 – Lisa St. Cyr – Request for reimbursement for damage to a vehicle due to a pothole. Ms. St. Cyr hit a pothole on Moore Street popping her tire. A motion was made by Mr. Ouellette to send the claim to the insurance company, seconded by Mr. Simao. Vote 4-0 all in favor.

#1070 – Board of Selectmen – BOS declared a State of Emergency due to the over expended snow & ice budget. At their meeting on February 8th the Board of Selectmen voted to declare a State of Emergency as of January 31, 2022 due to the over expended snow & ice budget. Further, the Board voted to approve the expenditure of the deficit spending for the Town's snow removal. A motion was made to file by Mr. Soares, seconded by Mr. Simao. Vote 4-0 all in favor

OPERATIONS SUPERVISOR REPORT:

Cherry Street/Center Street Signals – Over the past few weeks, we have had several complaints that vehicles exiting McDonalds are not being detected during the morning rush hours. Mr. Batista met on sight with DTECC to try and determine the issue. What they found was that the suns glare was obstructing the cameras ability to detect vehicles exiting McDonalds. DTECC recommends that traffic loops be installed at the exit to aid the camera. The only problem with the loop is that it would need to be installed on McDonald's property. It was suggested that we lower the camera or possibly put a sunshade over it. As a temporary fix it was put on minimal recall to get the cars out.

Pump Station – We have received new radio chips to upgrade our Mission Communication Systems at our three pump stations. The purpose of the upgrade was to address changes to the 3G change over. All chips have been installed and are operational.

West Street Bridge – Mr. Batista was on sight today with Mass Dot. The south side joint of the West Street Bridge has failed and is need of immediate repair. There are 2 large holes in the deck. The state was ready to shut that lane down. Springfield DPW came out and put a plate in but they never pinned it in, therefore it is already moving. Mass Dot is going to contact Springfield DPW tomorrow to have them come back out and tack or pin it to prevent further movement.

Tier II reporting for our department has been completed – A copy of the report was emailed to the State and a hard copy was delivered to the Ludlow Fire Department. The report identifies all hazardous materials transported to our facility and the location that it is stored on site. The report also identifies emergency contact numbers for both vendors and Town employees.

Road Projects –

Reclamation

A. Chapin Street – Fuller St. to Holyoke St.	\$183,932.22
B. Colonial Drive – Munsing St. to Heritage Dr.	\$168,241.99
C. Heritage Drive – Munsing St. to Colonial Dr.	\$136,067.63
D. Manor Lane – Colonial Dr. to Heritage Dr.	\$58,926.42
E. Grimard Street – Cady St. to end of road	\$88,930.48

Total Reclamation \$636,098.74

Mill & Pave

- A. Fuller Street – West St. to Rood St. \$466,346.00
- B. Fuller Street – Cardinal Cir. To Chapin St. \$216,132.31

Total Mill & Pave

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\$682,478.31

Shim & Overlay

- A. Alden Street – Avelino Way to Poole St. \$107,219.00

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The projects that will be done this fiscal year are Chapin Street, Colonial Drive, Manor Lane, Fuller Street (Cardinal Circle to Chapin Street) and Alden Street (Avelino Way to Poole Street).

Moratorium Roads - Eversource has submitted applications for permits on moratorium roads for compliance work they have to do. Mr. Batista asked if there has been any resolution. Mr. Santos said there has not been so continue to hold their permits.

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

NEW BUSINESS:

PW-3 – Open Position – There were seven applicants which was narrowed down to two. Those two applicants will come in for an equipment evaluation with Mr. Ouellette. If the applicants pass they will then be scheduled for an interview with the Board on February 22nd.

DPW Director – Open Position – The Board has narrowed down the applicants to five. The interviews will be held during the Boards public meeting. The date has not been determined yet, they will plan for forty-five minutes per interview. Interviews might be broken up into two days.

Drainlayer's License Application – Ginnybrook Farm Excavation – A motion was made by Mr. Ouellette to approve the Drainlayer's License Application for Ginnybrook Farm Excavation, seconded by Mr. Soares. Vote 4-0 all in favor.

Drainlayer's License Application – Fernandes Construction – A motion was made by Mr. Ouellette to approve the Drainlayer's License Application for Fernandes Construction, seconded by Mr. Soares. Vote 4-0 all in favor.

Request for reimbursement for damaged mailbox from snowplowing – Resident at 63 Sunbriar Lane is requesting reimbursement in the amount of \$78.52 for damage to their mailbox. A motion was made by Mr. Ouellette to reimburse \$50.00 for the repair, seconded by Mr. Soares. Vote 4-0 all in favor.

Request for reimbursement for damaged mailbox from snowplowing – Resident is requesting reimbursement in the amount of \$6.63 for damage to their mailbox. A motion was made by Mr. Simao to reimburse \$6.63 for the repair, seconded by Mr. Ouellette. Vote 4-0 all in favor.

Board to approve and sign Executive Session meeting minutes of October 7, 2021. Mr. Ouellette made a motion to sign the Executive Session meeting minutes of October 7, 2021, seconded by Mr. Simao. Vote 4-0 all in favor.

Board to approve and sign the meeting minutes of August 17, 2021. Mr. Simao made a motion to sign the meeting minutes of August 17, 2021, seconded by Mr. Ouellette. Vote 3-1 Mr. Soares abstained.

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OLD BUSINESS:

First Meeting House – As of right now we are not moving forward with the bathrooms or repairs until the Meeting House Committee and Historical Committee decide what they want to use the building for.

Green Towne Bridge Repair - There's no official update but Mr. Santos did see them out there.

Board to discuss trash removal contract – Current contract expires June 30, 2022 – Each Board member received a copy of the most recent contract and were asked to review it for discussion at their next meeting.

Board to review bid results and award the contract for Item #16 Hydro Seeding, Fertilization, Herbicide, Insecticides and Lime – A motion was made by Mr. Simao to reject the bid from C. Valley Landscaping, seconded by Mr. Ouellette. Vote 4-0 all in favor. A motion was made by Mr. Simao to reject the bid from Street View Concepts, seconded by Mr. Ouellette. Vote 4-0 all in favor. A motion was made by Mr. Ouellette to award Lawn Tech Lawn Care for items 16-3, 16-4, 16-5, 16-6, 16-7, 16-8, 16-9 and 16-10 in the amount of \$27,780.00, seconded by Mr. Soares. Vote 3-1 Mr. Simao abstained. A motion was made by Mr. Ouellette to award Country Club Landscaping for items 16-1 and 16-2 hydro seeding, seconded by Mr. Simao. Vote 4-0 all in favor.

Request to attend a Quarterly Meeting with the Board of Selectmen on March 1, 2022 – Tabled from previous meeting – The Board of Selectmen has postponed the BPW Quarterly Meeting scheduled for 5:30 pm on March 1, 2022 at the high school. The Board will contact them with a newly rescheduled date.

NOTES AND COMMENTS:

Mr. Ouellette asked if the paving on Cady Street from the Chicopee line to West Street is temporary. Mr. Santos stated it was.

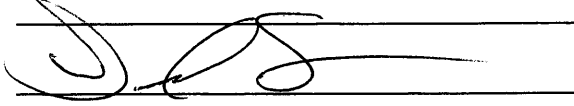
Mr. Ouellette asked if it was a conflict of interest for him to sign the Springfield Water & Sewer bills, as Springfield Water & Sewer pays his salary. Mr. Santos suggested if he would feel more comfortable to reach out to the Board of Ethics or he could just stopping the invoices.

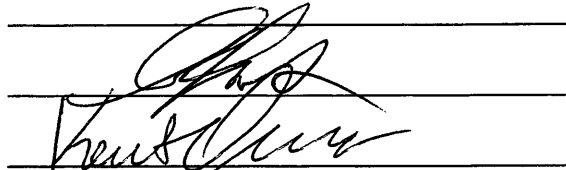
Mr. Santos received a quote in the amount of \$9,450.00 to repair the press box at Whitney Park. Before moving forward he would like to reach out to the Board of Selectmen to see what they have planned for the ARPA funds, as there was talk of doing renovations at Whitney Park.

The Board signed invoices.

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

NOTES ACCEPTED:

A handwritten signature in black ink, appearing to be 'JOS', written over two horizontal lines.

A handwritten signature in black ink, appearing to be 'David...', written over two horizontal lines.

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