

BOARD OF PUBLIC WORKS
Meeting Minutes
July 19, 2022
Board of Public Works Conference Room

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Members Present: Stephen Santos, Keith Ouellette, Daniel Soares, Matias Goncalves

Members Absent: Alex Simao

Also Present: Jesse English, Kenneth Batista, Ann Converse

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

APPOINTMENTS:

6:00pm – Simon Santos – Temporary parking restriction at 271 East Street. Mr. Simon Santos stated his concerns with removing the two parking spots. He feels that it is going to hurt the small businesses and that if they lose 5-6 customers a day because of this they could potentially go out of business. Mr. Simon Santos feels the problem is speed and suggested that instead of removing the parking spots that they put up a sign that shows your speed and tells you to slow down. Mr. Stephen Santos reached out to the Safety Committee prior to this meeting and explained to Mr. Simon Santos that as of right now they want to put in place jersey barriers for a three-month period. During this time, they will be collecting data to see if removing the parking spots will help with the matter. Mr. Stephen Santos suggested to Mr. Simon Santos that he also bring his concerns to the Board of Selectmen and the Safety Committee.

CORRESPONDENCE:

None

DIRECTORS REPORT:

SSO Notification Plan – Tighe & Bond is working on a SSO Public Notification Plan to comply with MassDEP Regulations. The cost for this is \$6,000.00.

Riverside Drive – Update – Milling of Riverside Drive/East Street intersection will start this week. Signal loops to be installed the following week, weather permitting. Final paving is anticipated to be done by the end of next month.

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

OPERATIONS SUPERVISOR REPORT:

Work Assignments – The cemetery crew is out mowing and trimming, foundations are marked just waiting on mini excavator to dig the foundations at Island Pond Cemetery. The parks crew has been out mowing, trimming, prepping fields and scarifying diamonds. Crews have also been

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out repairing irrigation issues and dealing with vandalism. We have the roadside mower out continuing to clear the public ways. The past few weeks we have had to respond to several sewer blocks. Rich rebuilt the seals on the vac truck, so that is back up and running. The tree crew had to respond to damage caused by a micro-burst on Saturday July 2nd, we spent several days cleaning up the damage. We are also patching potholes as service reports require.

Projects – Colonial, Manor and Heritage Project, crews have completed all driveway aprons. We will begin loaming and seeding within the next couple of weeks. Chapin Street Project, paving of the top course was completed. Crews will start to address driveways this week. Once driveways are completed, we will loam and seed the edge of road.

Public Shade Tree – Northern Tree is looking for permission to remove a public shade tree at 231 Chapin Street as part of Eversource's maintenance program. Mr. Batista asked that the Board members please check the tree at this location.

Mr. Ouellette said that the crews did a lot of nice work cleaning up around the cemeteries. He asked that while they are out there weed whacking that they knock down the brush. He said they did such a good job clearing it out that he would like to keep it that way.

Mr. Santos asked about the new trees, do we have a list of people that wanted them and where they are going. Mr. Batista said there is a list of residents that would like them. Mr. Santos would like to purchase another half dozen out of this year's budget if we can and keep moving forward with that project. Mr. Batista would like to replace trees on East Street.

Mr. Santos wanted to know why the puddle on Booth Street is our problem. Mr. Batista explained that the driveway apron needed to be brought out a little further.

Mr. Santos asked that even though Haviland Pond is not opening that we still maintain it. Mr. Batista said that they have been out there scarifying it.

Mr. Santos asked if we got another turf report from Lawn Tech, we should be getting one every other treatment. Mr. Batista said we only got the first one, Mr. Santos asked him to reach out to Lawn Tech for the report. Mr. Santos just wants to make sure everyone is communicating, this way the fields get the proper care needed.

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

NEW BUSINESS:

Sewer Abatements – 386 East Street and 170 Pinewood Road. Mr. Ouellette made a motion to sign the sewer abatements for 386 East Street and 170 Pinewood Road, seconded by Mr. Goncalves. Vote 4-0 all in favor.

Drainlayer's License Application – JMC Services LLC – Mr. Ouellette made a motion that we grant the drainlayer's license to JMC Services, LLC., seconded by Mr. Goncalves. Vote 3-1 Mr. Soares abstained.

Drainlayer's License Application – Castello Landscaping & Construction LLC – Mr. Ouellette made a motion that we grant the drainlayer's license to Castello Landscaping & Construction, LLC., seconded by Mr. Goncalves. Vote 3-1 Mr. Soares abstained.

Location for Celebrate Ludlow – Mr. English attended an Emergency Management Meeting. During that meeting, Celebrate Ludlow was brought up. Mr. English had shared this information with Mr. Santos as neither of them new anything about it. Mr. Santos reached out to Chief of Police Daniel J. Valadas with his concerns. Mr. Santos asked the board if it was ok with them, he would like to reach out to Lauri Smith, Celebrate Ludlow Committee Chairman to get more information and ask why we weren't involved in this whole process as we play a big part.

Job Vacancy Update – PW1 was posted; only one applicant so far. PW3 Mechanic position was posted today. Interviews were held for the Senior Clerk position, offer was extended and accepted by applicant. Applicant will start on Monday.

East Street Sewer Extension – Request for Materials – Tabled for now.

OLD BUSINESS:

Update for the New Cemetery – Mr. English would like to get it staked out this week for grading. Mr. Santos said it was already staked out and that we will need to get some summer help up there to weedwack around the stakes.

Foundations at Island Pond Cemetery – Foundations are all marked and ready to go we are waiting on the equipment rental, the equipment needed is currently rented out.

Year-End Budget Review FY2022 – Copies of the year-to-date budget report were given to each member for review.

Chapter 90 Funding Update – Mr. English provided copies of the Chapter 90 projects budget showing the remaining balances.

NOTES AND COMMENTS

The Board signed invoices.

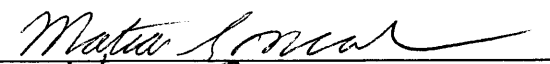
The Chairman signed the Cemetery Commitment for June 2022 in the amount of \$13,425.

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

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