

BOARD OF PUBLIC WORKS
Meeting Minutes
August 16, 2022
Board of Public Works Conference Room

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2022 OCT 19 A 10:37

Members Present: Stephen Santos, Keith Ouellette, Alex Simao, Matias Goncalves

Member Absent: Daniel Soares

Also Present: Jesse English, Kenneth Batista

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

CORRESPONDENCE:

#1095 – Mark T. Warga – Request for reimbursement for damage to his vehicle due to a pothole. Mr. Warga drove over a bump near 267 Center Street but never stopped to look until he had a problem. His vehicle started making a clanking noise, he found out that he needed to replace the rear shocks and leaf springs. After finding this out he went back to check out the bump and found that it was a sinking manhole cover. Mr. Warga is requesting reimbursement for the repairs. 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.

#1096 – Melissa Gabriello – Request for reimbursement for damage to her vehicle due to debris in the road. While traveling on Center Street Ms. Gabriello struck an object sticking out of the ground popping two of her tires. DPW crew went out and found a pair of needle nose pliers embedded in the pavement, they removed the pliers. Ms. Gabriello is requesting reimbursement for the replacement of the tires. Mr. Ouellette doesn't feel that it is the towns responsibility to repair, due to it being debris in the road. A motion was made by Mr. Ouellette to deny the claim and to send Ms. Gabriello a letter stating such, seconded by Mr. Goncalves. Vote 4-0 all in favor.

DIRECTORS REPORT:

Tait Street Drainage Endwall – Mr. English and Mr. Goodreau went to the site and found that the endwall had falling off of the end of the RCP. They looked through plans and found that all of the drainage comes from the Mass Pike which is state owned. Mr. English reached out to the State they came out yesterday, took pictures and are going to look into it. Looks like this repair is going to be the responsibility of the State.

Whitney Park Boiler - Request for quote was sent out to five companies. The bigger contractors didn't want anything to do with it. Mr. English is hoping that the three residential contractors will get back to him with quotes.

Need to Replace Meter Pit at Westover Pump Station – Mr. English received a letter from Springfield Water & Sewer about the meter volts at the Westover Pump Station. The letter stated that it is a Henderson Box which is deemed unsafe for them so we will have to replace it.

SSO Notification Plan – We received a non-compliance letter from MassDEP. The web manager is working on getting the web page set up for the notification part, this is all that is left to do. We are set up with their system so Mr. English and Mr. Goodreau can go on and report SSO's if we have any.

PW1 Positions – Offers were made to two PW1 applicants, one applicant went for their physical. Mr. English would like to switch the PW1 work schedule to Monday – Friday instead of Tuesday – Saturday. He said that there is money in the budget for overtime on Saturdays at the transfer station. Mr. English feels that we won't be able to keep people in the PW1 positions because of the requirement to work every Saturday. He also doesn't feel that it's fair that they have to work side by side with other employees that are getting overtime for working on Saturdays, and that they lose out on holiday pay depending on when the holiday falls. Mr. Ouellette stated the reason why they wanted the Tuesday to Saturday schedule is so that they never had to worry about getting someone to work on Saturdays at the transfer station. The Board members do not agree with Mr. English and feel that it should stay the same. If a problem should arise than Mr. English should bring it back before the Board.

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

OPERATIONS SUPERVISOR REPORT:

Work Assignments – The cemetery foundations have been completed and monument companies have been notified. There were 43 foundations done, Mr. Batista spoke with Ann to put together another grouping of them so we can start working on those now ahead of Veterans Day. The majority of the Colonial, Manor and Heritage Project has been loamed. The crew will move on to Chapin Street next. Mr. Batista reached out to the annual bid contractor to hydroseed once they finish loaming. We have started lining the fields for the fall sports season, also the park crew continues with field maintenance, mowing, trimming and emptying trash. Our tree crew continues to compete service report complaints. We also continue to pothole patch once or twice a week. A list of recap work for crosswalks, stop bars, center line, fog line, onlys and arrows has been prepared for portions of Center Street, Chapin Street, and Sportsmen's Road. The cost of doing the recapping work is right around \$40,000.00. On Saturday they sprayed for crabgrass. Mr. Batista reached out to Rocky Mountain, the cost to grind the current brush pile at the transfer station is at \$14,000.00. Because the price is over \$10,000.00, we will have to put it out to bid.

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

NEW BUSINESS:

None

OLD BUSINESS:

Temporary parking restriction at 271 East Street– Barriers were installed, one of our no parking signs went missing.

Update for the New Cemetery – Mr. Batista to reach out to Murray Paving for pricing on fine grading. Before the fine grading can be done, we have to put down the hard pack. We should still be on schedule to have it paved this fall.

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Foundations at Island Pond Cemetery are done.

Location for Celebrate Ludlow – Will be held at Memorial Park. We will have to shut sprinklers off. They are taking care of trash.

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TOWN OF LUDLOW

Job Vacancy Update – Two very qualified candidates for the PW1 position, hoping they both accept.

Summer help will be leaving next week. All the summer help was good this year, no complaints. The summer help budget is low because we took money out to create the first PW1 position opening. The second PW1 position was given to us.

The PW3 position posting was taking down for some reason, they will be reposting.

Whitney Park – Finally got a hold of them, they are going to bring material over for the press box so we can start painting and get it put up.

NOTES AND COMMENTS:

The Board signed invoices.

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

NOTES ACCEPTED:

Mateo Simao

Paul Ouellette

[Signature]

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