

March 7, 2017

The meeting of the Board of Selectmen held on Tuesday, March 7, 2017 beginning at 6:00 p.m. in the Selectmen's Conference Room, Town Hall.

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Members Present: Chairman Brian Mannix, William Rooney, Manny Silva, Carmina Fernandes and Derek DeBarge

First order of business: The Pledge of Allegiance.

Board to review the Town Meeting Articles for submission

6:00 p.m. Jodi Zepke, Senior Center Building Committee.

Ms. Zepke: We did put in an article asking for a ten percent deposit to put on land for the new Senior Center. We are looking at two pieces of property is a very sought after piece of property so we looking at property B and at this time we are looking at changing our article looking for a sum of money to be used for some professional services should we need that going forward with the committee. The dollar amount is twenty thousand, which is actually less than the ten percent we were asking for previously.

Moved by Mr. Rooney seconded by Mr. DeBarge to put an article on the Annual Town meeting Warrant for the town to raise and appropriate or transfer in from the Towns available funds a sum of money not to exceed twenty thousand dollars for the Ludlow Senior Center Building Committee.

Vote: 5-0 in favor.

6:15 p.m. Neil Paquette, Board of Health requesting the change the job description for France Reyes from LATOS II to LATOS III.

The job description needs to be changed and filtered thru Human Resources office for the revision of the job description. We have a process that we are trying to implement town wide and we need to follow the process.

To meet with the Human Resource Department and go over the job description and then come to meet with the Board.

It needs to go thru the HR Office first and fore most. You need the backing of the HR Director to say that this job has changed significantly and we as a Board are looking for her guidance. The Board recommends that you have a meeting with Carrie the HR Director and come back to the Board with the all the information.

Chief Babineau, Fire Department we submitted an article to alter the language for the Ambulance Subscription Program and the way that it is run. Just a quick review the program has been in place for over twenty five years and when it started it was a twenty dollar voluntary donation per household and that would allow the subscriber to use the ambulance service and if there was a balance left on your bill you would not be balanced billed for it, the ambulance service fund would cover that and the fund has been used over the years to support the ambulance service. The Town did our own collection thru our Town Collector and any subscriber that would use and had a balance that was not going to be paid by the subscriber he would pull it out of the subscription fund to balance his books off. Back in 2010 we amended the language to allow the Board of Selectmen to set the rate and the second part of that is that there was money being taken out of that to offset Medicare right offs which you cannot legally get. In July 1, 2015 we outsourced our billing and now have Comstar doing our billing so what this language change is going to do we are going to remove this language in how it was written and these are the new words "to be used to pay any unpaid balance resulting from insurance payments except in the case of Medicare or Medicaid or any insurance which the town is required to accept the assignment of benefits and shall be in accordance with section 1834I and the balance budget act of 1997 which states the ambulance providers shall not collect from the beneficiary or any other person or organization for covered services more than the deductible coinsurance. Taking it out of there the fund shall will now read "This fund will consist of

amounts collected from annual subscription fee and the amount to be determined by the vote of the Board of Selectmen which will be assessed on a voluntary basis so that all participating households within the Town of Ludlow all proceeds from said fee shall be deposited into the ambulance subscription fund the balances in this fund shall be appropriated by a vote of town meeting members at a regular or special town meeting towards the operation of the ambulance service.” So in order to remove funds from that it has to be a vote of town meeting and it gets there from two roads either and article submitted or thru the capital improvement committee so what we are changing here. The big picture for calendar year sixteen Comstar deposited one million two hundred and forty five thousand and forty four dollars into our accounts and that is the general fund and the ambulance subscription fund took in another eight nine thousand dollars and the budget to operate the ambulance is nine hundred and fifty five so that is almost four hundred thousand dollars over and above what it cost to operate. This is the fund that when we need an ambulance we have a place where we can support this. The cardiac monitors on the trucks are going to be replaced in five to seven years and this is a fund that we support items like this out of that fund essentially we are just moving some language.

Moved by Mr. Rooney seconded by Mr. DeBarge to place an article on the Annual Town Meeting to incorporate the annual subscription language as submitted by the Chief.
Vote: 5-0 in favor.

6:30 p.m. Gary Blanchard, IT Department. This is the second year that I am coming to you and asking for a fulltime assistant position. We have gone from having eight servers to having thirty servers, having a couple handful of printers to having one hundred and fifty devices on the network, there was twenty five computers to about two hundred and fifty. Back then we had no camera security systems and we now have one of them in place and are trying to expand. Right now is has become impossible to be handle by me and my staff which is one and a half which is a nineteen hour position. The half position works on replacing toner cartridges virus's hard drives and things of that nature, replacing firewalls putting new computers at the library for the public and the problem is that he is busy doing his small things and I am busy with the projects and the handling of the phone calls coming. If I did not do my weekly job there are upgrades to be done a regular basis and within a very short period time the servers would not be in compliance with state and federal regulations the Police Department would not be able to connect to the state serves anymore. A Police Officer could pull a car over and would not be able to run plates or driver license and would not know who they are pulling over, ambulances we would not be able to bill the insurance companies because our computers could not talk securely with the insurance company, we could not even do payroll because we could not talk to the banks and these are all upgrades not to mention the networking and there is a chain link of the pieces and put it together like a puzzle and if one piece of the puzzle comes out the phones go down, security camera goes down and no one can connect to the servers those are the things that have to be done in order to keep the town running smoothly and we have just expanded so far that there is no way that we can keep up anymore. We cannot keep up with the demand of what people are looking for us to do at this point. At some point we have to decide what we are doing as far as keeping everything in compliance and keeping it running so that is where I am and why I need the staff. We cannot keep up with the demand and we have to decide at some point do we take care of the daily work and that's why I need the staff. In all the ten years here I have never hired a consultant I have done all the work myself and we need to hire someone it would be a couple hundred dollars an hour.

We will be looking for someone with flexible hours because we support the Fire and Police and they are there twenty four hours a day. It would be nice to have someone who could work after the four thirty to do things in the building that needs to be done when nobody is here replacing some equipment and also be available for tech calls from the Police Department.

Chief Babineau: We are all struggling with technology and we have a paperless patient care reporting system that needs to sync every time we back into the building and there are times I call he always answers his phone to take care of any problems. We are now going to be phasing in the new technology program that will be running the department and everything will be done on laptops and tablets and if that goes down we will be out of business with paper you can manage with computers you can't.

Chief Madera: For my department it is critical because we do operate twenty four seven and we are mobile and we are constantly going down with our systems and a lot of it has to do with

outside interference and for my department it is critical that we have that service and I would support additional IT personnel to assist in what we are doing. Thank you.

Ms. Fernandes: Currently when you go on vacation or take time off who steps in on your behalf?

Mr. Blanchard: I am usually sitting at the beach with my laptop checking in two or three times a day. My assistant takes care of the small things he answers the phone and go places on vacation that have Wifi and I forward my emails to him, in ten years I have been here I have always brought a laptop that I check three times a day every single time. You can get someone good with computers or you can get someone good with experience in a corporate environment who has worked with virtual server, firewalls with fiber optics. I really need someone that knows the higher end. I would basically like to have someone who can do everything that I can do and we could split the duties up.

Mr. DeBarge: I understand how vital you are for the Police Department. What happens when the second contingent goes down and that we are going completely paperless and we are completely automated and when we go down everything stops, well where is that contingent when that goes down and you are not around and the new guy is gone.

Mr. Blanchard: Additionally on top of keeping everything running but I also have backups that the Police Station, the Town Hall and off site and I do backups every hour for the servers, I do replications of the servers everything is backed up at different locations so in the event of a fire or flood we should be able to get up and running in reality within ten minutes. I can take a handful of computers and set them up for accounting and the collectors and we could have the Town Hall all running in a basic formatting in one of the classrooms

Mr. Blanchard: My assistant knows some but he does not know the servers he could keep the PC's up and running but once the problem starts hitting the network and the servers he is not that knowledgeable of that stuff. Right now our data is still only in Ludlow so in the event of a tornado hopefully you won't lose everything, but the final hope is that we as are going to start backing up within in each other's locations also. So short of a disaster our data is in multiple places and hopefully that will not be an issue.

Ms. Fernandes: It seems like you are prepared for hurricanes with backups but what happens if we lose Gary. What would is the normal.

Mr. Blanchard: It would be a consultant because right now there is nobody in town who knows what I know. My assistant has the knowledge for the PC's but once a problem hits the network and servers he is not knowledgeable of that stuff.

Ms. Fernandes: Are there plans in place.

Mr. Blanchard: When I go on vacation I usually give Ellie a thumb drive that has layouts and passwords and all kind of information.

Ms. Downing: I can tell you he is a valuable employee and even if he is gone for a seminar and he is gone for short while he is always needed. It has grown and we should not be behind in technology as a town, we should be growing fast and we are doing that with communication. We all have made steps to move forward into the technology field a lot of things that we deal with the state, the billing they do not accept anything other than electronically and we need to be forward moving with technology so I am asking that you look favorably on this.

Mr. Blanchard: Informally we have discussed it but formally we do not have a job description written out, we were waiting to see if you approve the position.

Ms. Ribeiro: Now that the classification plan is under the Selectmen and being approved at this Level I think that we need as a whole to put the process together going forward, we need it in concrete for all the departments going forward so there is a classification change and there is clarity, this is a learning process for all of us, because this is the first time it is happening. We have talked about this position on numerous occasions we talked about what this person will do, are looking at making the nineteen hour position full time or are you looking at adding another

position and we talked in detail about this position and it is amazing that one person is servicing all that equipment. I can only imagine that the departments that our running twenty four seven how often they actually need him and reach out I certainly have discussed this quite often.

Ms. Villano: I personally think that this is the one position that is vitally need to be added this year to our budget.

Mr. Silva: They need to move forward to get this position on town meeting floor and let them work out the description and they will have to sell it at town meeting floor and they will have to come back so right we should vote to move this forward.

Ms. Downing: You will be seeing the finished budget for town meeting and that will include this new position and he did come to us with forty thousand and I do agree it should go up so once he gets thru the research he will come back to the finance committee with a corrected position and one of the items that we will note is that there will be an increase in IT due to the position at this amount.

Mr. Mannix: When making that new position can you put in wording a range of forty or fifty would you put in more than fifty or a flat amount.

Mr. Downing: It is put into the budget.

Ms. Villano: You will have it established and it would have its steps and it would be a minimum or maximum with the steps in between with the ability to hire someone within reason based on experience and knowledge. It is no different that the management scale there would be a start and it would be added to the management scale because this would be a salaried individual, not an hourly individual so there would be in that management scale.

Ms. Villano: It would be a minimum or a maximum with the steps in between to hire someone within reason and it would be salaried individual, not an hourly individual.

Mr. Mannix: A motion and a second.

Mr. DeBarge: So moved, Ms. Fernandes seconded.
Vote: 4-0 all in favor.

6:35 p.m. Chief Madera, Police Department. I am looking for approval to move forward on an article on behalf of Police, Fire, Schools and DPW in regards to engage in the services of a communication engineer consultant and not to exceed forty thousand dollars for the first phase of this process which is called a needs assessment this for our communication system it is in need of replacement and its end and it needs to be replaced just for Police and Fire. The Schools their infrastructure has no communication they have set up a portable one to be able to communicate with them again with the DPW concerning they are in the same realm when they lose communication with their vehicles in certain parts of the town. So simply put, it is time to replace and system that was installed in 1995 and it was upgraded in 2004 and it is outlived its life. So of the portables are almost twenty years old. I think we are at a point that we need to move forward and the reason for establishing a communication advisory committee is to get the whole town together on one system that everybody is working on and this would allow us to communicate within each department but still have separate communications and abilities to communicate with outside agencies like the State Police for the Fire Department other Fire agencies CMED which is the emergency control center at the hospitals that allows us to expand our communications with other Police Departments, right now we are an analog system and multiple departments around us have gone digital luckily we still have the ability to communicate but that is the future. We have talked to Finance and Long Range Planning and received support on the process here. The quote we received for a temporary repair was one hundred and eighty thousand dollars and that is to keep us going and the recent replacement cost of a half million dollars, these are all vendor driven I wanted someone to come into the town and be our advocate when comes to putting in a town wide communication system. This very expensive item and that is why we want to do it as a whole community. Because the system is tiered public safety equipment is more expensive so he non-public safety equipment would still be able to communicate at the same levels an cost less money so it is a benefit to have

professional come in here to help us move thru this process and this is the beginning of it the consultant would do a as need phase to start.

Mr. Mannix: Do you know the cost?

Chief Madera: Not to exceed forty thousand dollars if we do not get quotes to fall within that then we have to go to a different process we would have do a RFP if it goes over a certain amount of money.

Mr. Mannix: If this person was to come in and do that would he also be looking at a possible future with regional dispatch as well.

Chief Madera: This would only set us up to be able to move to a regional in the future and right now our infrastructure does not support that and right now our infrastructure is in trouble as it sits, we do keep it going. We buy stuff off ebay and we buy stuff that has been decommissioned of other agencies. Our stuff is so old that you cannot buy it, nobody services it. We are very fortunate that we have someone on staff who can help with that but we use the services of some of the vendors to help us fix what we have to keep it going.

Mr. Silva: The Police Chief did come before the Long Range Planning Committee and unanimously we voted that it should move forward but the biggest is the danger that some of these officers are under because they are not communicating properly.

Chief Madera: We have several parts of the community right now that have communication abilities we have our portables and it could be weather related so we have backups that could support us. The fact is that they need to be repaired and maintained and the standards today do not allow for that equipment to be serviced. We have it up and running but it needs to be improved and the only way is to replace it because it is a public safety issue and a security issue. Right now our system is operational we maintain it and we keep it moving but it is critical.

Ms. Downing: The Department has gone to extreme measure to keep the equipment that they have up and running and to keep the public safe. But we are at a point now that it has been many years that we should have started this, again financially I have to keep coming back. But I think this is of great necessities to implement this as soon as possible and the steps that the Chief is doing are the correct steps and what he is looking to hire is someone that will protect us. You will have someone that knows what they are talking about and in your corner, you pay them to protect you.

Chief Madera: The request for the quotes clearly outlines whoever is the engineering consultant cannot sell anything to the town of Ludlow when it comes to equipment purchases. My goal is to accomplish this within the next year.

Mr. DeBarge: There is nothing better than to have someone from a radio company to come and look at the town to see what system we need.

Moved by Mr. Rooney seconded by Ms. Fernandes that we put an article on the Town Meeting Warrant to raise and appropriate and not to exceed forty thousand dollars for the communications engineer consultant.

Vote: 5-0 in favor.

7:00 p.m. Steve Santos, Board of Public Works. Article is one for the purple bags and the recycles and to purchase recycle bins. Number two, we as a Board undertook the First Meeting House as a project to revitalize it and get it up and running. What we have done in the past is a fifty-fifty split with what the town and for the historical grant fund so we are looking for a sum of money in order to keep that going. The restrooms needs to be handicap accessible and what the Board is thinking that if the bathrooms are done we can use the first floor so we can use it for Board meetings. A couple of things that I found out today what perimeters are because the building capacity the description of use they need to be ADA compliment, we will have a number for Town Meeting all the engineering for that is coming out of the budget so the grant for construction cost, so the actual fifty would be for construction cost. Article three the town to raise and appropriate funds for the land takings on Center Street and the temporary easement, utility easements and an additional takings was eighty thousand three hundred dollars. We as the

Board worked with the Building Department and the Town Planner to come up with a number and they came up with approximately fifteen thousand dollars a sign so with eight signs you are looking at a hundred and twenty thousand dollars for the moving of signs that would be for the removal and the replacement. The other issue that was brought to our attention was that in the process we may mess up some of the site plans so if they can be done with an addendum. We looking at an additional not to exceed two hundred thousand dollars.

Mr. Rooney: That brings the total cost of the project.

Mr. Santos: The grand total will be one million one hundred and twenty two thousand that would be for the design, plans and the land takings, appraisal fees and temporary easements.

Mr. Silva: The signs you are moving and relocating

Mr. Mannix: We are looking at appropriating two hundred thousand dollars to finish this project in total.

Mr. Santos: We have some hurdles but we trying to get it out to bid by August.

Ms. Villano: The town has to have the land takings, sign sealed and delivered by the end of June beginning of July and in order for the State to move forward. The money from the last Town Meeting is going to be with this so my suggestion is to put this in the Special so it can get started to be acted upon because it would be borrowing for five years. So you are voting not to exceed two hundred thousand so if it comes in at a hundred that is all we are borrowing.

Mr. Santos: Article four is for appropriating Chapter 90 highway fund for engineering road construction repair and the last is Article is for the closure of the dump.

Moved by Mr. Rooney seconded by Mr. Silva to put five articles submitted by the DPW in the Annual Town Meeting Warrant and one article dealing with the Center Street project on the warrant for the Special Town Meeting.

Vote: 5-0 in favor.

7:15 p.m. Eric Segundo, Veterans Agent. I come before you requesting to increase the clerical positions hours based on the need. We spoke at the budget meeting. I am in need of assistances and the HR Department is in need so we came together and discussed how we can look at getting one fulltime position to service both offices fulltime. I need someone in the front office to assist the veterans as well as administrative duties at the same time that person can be functioning as the HR Administrative Assistant for the HR Department essentially it will be one person working for both offices fulltime. I added the salary into my budget and I still came in under budget. When a Veteran comes in we put him on town or state benefits and we also look for ways to get them federal benefits once the those benefits are approved the town no longer pays for the benefit it came take hours just to get the paper work to be done for the VA and having this new administrative person would assist me in getting more done. The other issue is having with is when I am not in the office, I have Senior Center hours my office is closed as well as working with the jail, currently I try to go up there once a month.

Ms. Ribeiro: HR has been with the town for two and half years and we have done a lot of things and we continue to work and strive to do more as far as implementing strategy. I have made great strides with the School Department they call me for support and ideas, so I think there is a lot of work to be done as policies are implemented and a lot of the process has changed since day one so all these things keep growing, my phone rings consistently and I need assistance on the things that have been put in place. There are procedures that you can follow from an administrative stand point as I am at the point where it can be handed off. My need right now would be a fulltime person I could keep them busy and I am mindful of the budget and other needs in town. When I am busy at the Police or Fire Department with interviews there is no one in my office to answer the phone or answer emails, other towns bouncing information of each other and responding to those type of inquiries. Is not the perfect ideal situation but at least I could utilize a person part time and it would be a help at this stage of the game and HR is growing.

Mr. Silva: Have thought about how you are going to do this, I have had someone in my office that has worked here and there and before you know one office is taking up most of the time. So you may want mornings or afternoons to split the day.

Ms. Ribeiro: Tuesday and Thursdays will be HR days and possibly half days so we bought will have to have a little flexibility when emergencies arise, I think we both agree that and we can be flexible and work this out. There are priorities so we both need to have flexibility and yes there will be structure for the position.

Mr. Segundo: My need is to have the office open 8:30 to 4:30 so if someone walks in they can take a message or it could be as simple as filling out an abatement form or a tax form. The Veteran Service area has redesigned as to what we do for the residence. I think it would be a win win, situation and for me it more of a customer service position.

Ms. Villano: The key here is you are bringing a position up to thirty five hours and then we are determining on how the hours will be split the individual for the position will be benefited person even if they are split between three departments.

Moved by Mr. DeBarge seconded by Mr. Silva to authorize the hire of a clerical worker for twenty eight hours to be directed by VA and HR as they see fit or described here.

Vote: 5-0 in favor.

Mr. Segundo: The second Article I am looking to see if the Town will vote to accept the provisions on the Massachusetts General Law Chapter 60 Section 3F, the law would allow the town to designate a place on his property and/or motor vehicle excise tax bill or mail with such bills a separate from whereby taxpayers may voluntarily check off, donate and pledge an amount of money, which shall increase the amount already due, for the purposes of providing support for veterans and their dependents in need of immediate assistance, or take action relative thereto.

Mr. Rooney: So moved, seconded by Mr. Silva.

Vote: 5-0 in favor.

Ms. Villano: To change the Town of Ludlow bylaws to delete Section 2, Chapter 2 which outlines the Town physician will make a special examination of persons hired by the town and at the request of the town council that this now in the personnel policy manual they believe that it should be removed from the bylaws.

Mr. Rooney: So moved, seconded by Ms. Fernandes.

Vote: 5-0 in favor.

Ms. Villano: Chapter 2, Section 22 Regulations for Reimbursement to Officials and Employees and expenses incurred for meetings, meals and travel on Town business is in the Personnel Policy Manual.

Mr. Rooney: So moved, seconded by Ms. Fernandes.

Vote: 5-0 in favor.

Ms. Villano: We are talking about Chapter 44 Section 53E ½ the revolving fund there are two for Conservation, three for the Board of Health, one for the purple bags for the DPW with the moderation. We are going to put an article in for each of the 53E ½ revolving funds to establish them again and then there will be a bylaw article established and they will be put in to the bylaw ordinance so then we will just fund them on an annual basis. That is the recommendation of the Department of Local Services is to do it both ways. So I am asking that the Board put the revolving funds for the Board of Health section 53E½ revolving fund for the onsite sewage disposal fees and the revolving fund for establishing for the CPR and the First Aide training and revolving fund for the vaccine fees the revolving fund for the Conservation Consultation fees and the revolving fund for the wetland fees. And additionally a bylaw for the establishment and direction of the Chapter 44 Section 53E ½ revolving funds.

Ms. Fernandes: So moved, seconded by Mr. Silva.

Vote: 5-0 in favor.

Ms. Villano: The Police detail deficit that has been lingering and for several years it has been on the management letter for several years we voted to put it on the budget. I think we should use free cash to offset this deficit and clean this up and get it off our management letter it is \$122,158.00 dollars.

Moved by the Mr. Rooney seconded by Ms. Fernandes that the Town Administrator recommendation for writing this off.

Vote: 5-0 in favor.

Correspondence

37. Christ the King Social Committee Annual Beano report.

Moved by Mr. Rooney seconded by Mr. Silva to file item #37.

Vote: 5-0 in favor.

38. Georgina Pereira, LATOS informing the Board that she will be resigning from the Insurance Advisory Committee.

Moved by Mr. Rooney seconded by Ms. Fernandes.

Vote: 5-0 in favor.

39. Patrick J. Paul, District Highway, Director informing the Board of the Districts comments on the consultants 75% design submission of the reconstruction of Center Street (Route 21). Engineer firm is addressing the comments.

Moved Mr. Rooney seconded by Mr. Silva to file item #39.

Vote: 5-0 in favor.

40. Invitation to the Board for the Lupa Zoo 14th Annual Winter Fundraiser to be held on Saturday, March 18, 2017 at 6:00 p.m. at the Polish American Citizens Club.

Moved by Mr. Rooney seconded by Mr. Silva to file item #40.

Vote: 5-0 in favor.

41. Invitation to the Board for the 1st Annual Fundraiser to support the Pathlight to making Dreams Come True Schedules for Sunday, March 26, 2017 at 1:00 p.m. at Baird Middle School.

Moved by Mr. Rooney seconded to Mr. Silva to file item #41.

Vote: 5-0 in favor.

42. Sheetal Patel, Application for Liquor License transfer from Our Town Variety to Maharjshree, Inc.

Moved by Mr. Rooney seconded Mr. DeBarge to schedule a hearing for the application for Liquor License transfer from Our Town Variety to Maharjshree, Inc.

Vote: 5-0 in favor.

43. Natlina Tulik, PTO requesting approval for the 2nd Annual Color Run to be held on May 20, 2017. They are also requesting use of the Town Hall Parking Lot and the front and back parking lots of the High School to be used as color stations.

Moved by Mr. Rooney seconded Ms. Fernandes to approve the request contingent upon the Police Department approvals.

Vote: 5-0 in favor.

44. Anthony Jarvis, Chairman informing the Board that there is an opening for an alternate member on the Zoning Board of Appeals.

Moved by Mr. Rooney seconded by Ms. Fernandes to advertise for the position of the alternate member on the Zoning Board of Appeals.

Vote: 5-0 in favor.

45. Chief Madera, Police Department request to charge off medical bills and lost wages to Chapter 41, Section 111f for injuries sustained by a Firefighter on February 22, 2017.

Moved by Mr. Rooney seconded by Mr. Silva to approve the request to charge off medical bills and lost wages to Chapter 41, Section 111f for injuries sustained by a Firefighter on February 22, 2017.

Vote: 5-0 in favor.

46. Chief Babineau, Fire Department request to charge off medical bills and lost wages to Chapter 41, Section 111f for injuries sustained by a Firefighter on February 22, 2017.

Moved by Mr. Rooney seconded by Mr. Silva to the request to charge off medical bills and lost wages to Chapter 41, Section 111f for injuries sustained by a Firefighter.

Vote: 5-0 in favor.

47. Department of Utilities, Notice of Filing, procedural Conference and Public Hearings Petition of NSTAR Electric Company and Western Mass Electric Company each doing business as Eversource Energy for approval of general Increases in base Distribution rates for Electric Service and a performance based Ratemaking Mechanism.

Moved by Mr. Rooney seconded by Mr. Silva to file item #47.

Vote: 5-0 in favor.

48. Sandra Evans requesting to become a member of the Ludlow Cultural Council.

Moved by Mr. Rooney to schedule an interview for the Ludlow Cultural Council.

Vote: 5-0 in favor.

49. Legal Notice, The Ludlow Zoning Board of Appeals will be holding a public hearing on March 16, 2016 at the Ludlow High School on the application for the Comprehensive Permit by HAP, Inc. and Fuller Future LLC for the property located at 188 Fuller Street, Ludlow MA.

Moved by Mr. Rooney seconded by Mr. Silva to file item #49.

Vote: 5-0 in favor.

50. Chief Mark Babineau, Ludlow Fire Department of donations made to the Ambulance Grants and Gifts Account in the amount of \$175.00 Roger and Elaine Bernier \$10.00, Allan Clowes \$10.00, Dianna Douches \$40.00, Mary Gagliardi \$60.00, Alfred Halama \$10.00, Manganaro Home Builders, Inc. \$15.00, James McGowan \$10.00 and Anabela Smith \$20.00.

Moved by Mr. Rooney seconded by Ms. Fernandes to accept donations as outlined in correspondence #50 and to send a letter of thanks to the individuals.

Vote: 5-0 in favor.

51. Senator Eric Lesser informing the Board of the Commonwealth's Municipal Naloxone Bulk Purchase Program available through Department of Public Health's State of Office Pharmacy Services.

Moved by Mr. Rooney seconded by Ms. Fernandes to file item #51.

Vote: 5-0 in favor.

Unfinished Business

Board to approve and sign the Executive Session Minutes of February 7, 2017.

Moved by Mr. DeBarge seconded by Mr. Silva to approve and accept the Executive Session minutes of February 7, 2017 with all members present except Mr. Rooney and Ms. Fernandes.

Vote: 3-0-2 abstained. Mr. Rooney and Ms. Fernandes abstained.

Board to approve and sign the Selectmen Minutes of October 18, 2016 and November 1, 2016.

Moved by Mr. DeBarge seconded by Mr. Silva to approve and accept the Selectmen minutes of October 18, 2016.

Vote: 5-0 in favor.

Moved by Mr. DeBarge seconded by Mr. Rooney to approve and accept the Selectmen minutes of November 1, 2016.

Vote: 5-0 in favor.

New Business

Board has received a copy of the Comprehensive Permit Submitted to the Zoning Board of Appeals on behalf of HAP Housing for 188 Fuller Street. Board to approve and Chairman to sign two copies of the 40B Technical Assistance Grant agreement.

Moved by Mr. Rooney seconded by Ms. Fernandes to approve and have the Chairman sign the two copies of the 40B Technical Assistance Grant agreement.

Vote: 5-0 in favor.

Board to discuss the possible engagement of an Attorney for the Comprehensive Permit review who would assist the Board itself in its review.

We are not against the project for 188 Fuller Street housing and I at least am not opposed to housing the problem that we are having is strictly the location and we are not opposed to low income housing. Also I think we should appoint a member of the Board as a liaison to speak to the attorney that is chosen as the expert in 40B. If he is not going to be at the meeting we can send him a CD of the meeting for him to view the meeting.

Moved by Mr. DeBarge seconded by Mr. Silva to have the Chairman sign the agreement for Attorney Hill contingent on successful reference checks.

Vote: 5-0 in favor.

Mr. Rooney we should speak first and we should speak last at the meeting we are the Chief Executive Body of the Town of Ludlow we are unanimously opposed to the permit application and I think that should be stated at the start of the meeting letting the HAP people know we are opposed to this project it is their meeting and they can set the rules. We should be firmly asking that this is what we should be doing and we should post for meeting that night on the sixteenth.

Board to discuss the Police Dispatchers representation petition (DLR Case MCR-17-5753), the Board to proceed with recognition of NCEU.

Moved by Mr. Rooney seconded by Ms. Fernandes that the Board of Selectmen commence the process for recognition of the National Correctional Employees Union as the exclusive collective bargaining representative for a bargaining unit comprised of the full-time and regularly scheduled part-time dispatchers of the Ludlow Police Department, excluding per diem dispatchers and all other employees and I further move that the Town Administrator be authorized and directed to post a Notice of Intent as required by regulation of the Massachusetts Department of Labor Relations in order to effectuate this motion.

Vote: 5-0 in favor.

Board to approve and Chairman to sign the Ambulance Service License Application.

Moved by Mr. Rooney seconded by Ms. Fernandes to approve and have the Chairman sign the Ambulance Service License Application.

Vote: 5-0 in favor.

Board to peruse the Executive Session minutes of February 21, 2017.

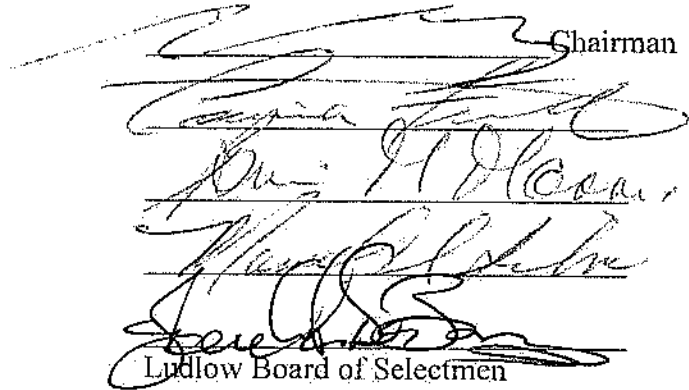
Board to peruse the Selectmen meeting minutes of September 28, 2016 and November 29, 2016.

Board to approve and sign ten copies of the "Call to the Election".

Moved by Mr. Rooney seconded by Ms. Fernandes to approve and sign ten copies of the "Call to the Election".
Vote: 5-0 in favor.

Moved by Mr. Rooney seconded by Mr. DeBarge to enter into Executive Session for the possible litigation at 9:40 p.m. and not to return. To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigation position of the public body and the chair so declares.

Mr. Rooney yes, Mr. DeBarge yes, Ms. Fernandes yes, Mr. Silva yes, Mr. Mannix yes to go into Executive Session.



Chairman
Ludlow Board of Selectmen

All related documents can be viewed at the Board of Selectmen's Office during regular business hours.

