



## Town of Ludlow, Massachusetts



### Ludlow Local Emergency Planning Committee

574 Center Street, P. O. Box 382  
Ludlow, Massachusetts 01056  
Tel: 413-583-8332 Fax: 413-583-5635

#### Meeting Minutes – Wednesday, June 5, 2024

The meeting was called to order at 3:05 PM. Members present were as follows:

Bob McCormick (WWLP / Amateur Radio), Kristin Monfette (SWSC), Luke Carbonaro (Encompass Health), Jeff Lavoie (LFD), Paulina Matusik (Health Department), Brian Shameklis (LPD), Mike Brennan (LPD)

1. Approval of Meeting Minutes  
Defer approval of 08 May 2024 minutes until the next meeting.
2. Treasurer's report  
No activity / no update.
3. Bylaw Updates  
Meetings – simplify and define the minimum number of meetings needed each year.  
Members – our current structure does not have a finite list of who the committee's members are, therefore it is difficult to determine if we have a quorum at meetings. The consensus is we should update the bylaws to identify voting members of the committee. Recommendation was the four (4) officers and three (3) members at large. The committee should provide the results of the vote to the Selectmen for formal appointments.  
Still to be determined:
  - when to hold election meetings
  - who can vote in the elections
  - term of appointments – annually, fiscal year? calendar year?
4. Ludlow 250 Celebration 16 Jun 2024  
Starts with the parade – mitigation plans in place for Encompass and dialysis.  
Plan in place for getting emergency vehicles across parade.  
Warm day – water along the route for hydration. Cooling station at the block party?  
Ambulance will be on-site with crews – will plan accordingly with regard to weather.  
Block party will occupy Chestnut Street and Park Place. Fireworks at 21:20  
Springfield water can help with water stations – go to their web site – they have two stations.
5. EMD Update  
Nothing to report on.
6. Miscellaneous  
New dam plan: Quabbin – Swift and Chicopee Rivers
7. Motion was made to adjourn. Motion passed. Meeting adjourned at 4:04 PM