

# TOWN OF LUDLOW

## 2008

### ANNUAL TOWN REPORT



## ON THE COVER

This year's cover features the Department of Public Works. On March 26, 1990 the voters of the Town of Ludlow approved Question #1 which determined that the Town government changes from multiple commissions to a consolidated and organized Department of Public Works.

This consolidated Department and Board of Public Works replaced the Cemetery Commission and Sewer Commission. The Parks and Playground Commission were replaced with the elected Recreation Commission to oversee recreation programs and the DPW Park Division for maintenance responsibilities. In addition, the positions of Highway Surveyor and Tree Warden were eliminated and responsibilities for those positions were transferred to individuals within the new department.

On March 26, 1991 the election of three Commissioners of Public Works created the Department of Public Works in accordance with State Law. In 1996 a bill was passed by the legislature to allow the board to increase to five members. In September of 2001 in an Organization Study of Town Government prepared by the MMA Consulting Group, Inc., recommended in their findings that the Public Works Department authority be independent from the Board of Selectmen

The Department of Public Works consists of various divisions to provide service to the community and operate and maintain the public infrastructure as listed below.

**Highway Division:** The Highway Division is responsible for road improvements including road maintenance, reconstruction projects and paving of streets including potholes, delineation of handicap crosswalks, pavement markings, street sweeping, crack sealing, and emergency winter snow and ice maintenance and removal and many other miscellaneous road projects.

**Fleet Division:** The Fleet Division is responsible for the maintenance of the some 60 DPW vehicles and equipment units. The garage at the Sportsmen's Road yard is a full service maintenance facility for heavy equipment and small machinery.

**Sanitary Sewer Division:** The Sewer Division is responsible for the operation and maintenance of the sanitary sewer collection system and two sewer lift stations. This division responds on a 24 hour basis for emergency service calls from residents with system problems such as sewer backups and overflows. The DPW also provides capital improvements to the collection system as well as inspection services for private developments.

**Solid Waste Division:** The Solid Waste Division is responsible for the collection and disposal of solid waste from the residents. No commercial service is provided. The service is independently contracted and monitored by the DPW.

**Forestry Division:** The Forestry Division is responsible for planting, trimming, pruning or removal of trees from the town properties and the public ways. The DPW has developed an Urban Forestry Preservation Program to provide a safe and healthy urban forest.

**Parks and Playground Division:** The Park and Playground Division maintain the playgrounds, parks and athletic fields (Town and School District fields). DPW routinely prepares athletic fields for sporting events and activities. DPW is currently rehabilitating the athletic fields with private organizations as funds allow. The DPW also assists with events that occur during the year such as the Memorial Day Celebration, Celebrate Ludlow, Christmas Tree Lighting and other town and/or organization sponsored events.

**Cemetery Division:** The Cemetery Division operates and maintains five town cemeteries. This year the largest cemetery, Island Pond Cemetery, sold the last available gravesites. The DPW undertook an expansion project and cleared a stand of trees and graded the remaining area of Island Pond Cemetery. The new section will be available in the spring for purchase.

**Building Division:** The Building Division is responsible for the maintenance of the DPW building assets at the Sportsmen's Road yard and at the various parks and playgrounds. The DPW is relocating the Whitney Park maintenance equipment to the main yard and converting the garage to a park pavilion.

**Engineering Division:** The Engineering Division is responsible for maintaining records of plans, plots and maps. The Division prepares and updates the Town Street Map, Assessors' Maps and Zoning and Precinct Maps. Engineering is developing a Geographic Information System, GIS, of the town's assets and infrastructure. Engineering staff provides inspection of public and private development projects.

**Administration Division:** The Administration Division or office is accountable for daily operations of the administration office. The duties including responding to public inquiries and requests for service by utilizing a reporting Work Order System. Other primary responsibilities include public information, maintaining cemetery records, and preparation of sewer use billing.

**Projects:** The Department of Public Works is continuously pursuing public improvement projects and funding through the Engineering Division. The most recent project is the Hubbard Street Neighborhood Combined Sewer Separation Project. The project is currently under construction and is funded through the Clean Water Act State Revolving Fund Program providing construction funds in the amount of five million dollars.

**Recycling Rebate Revenue:** The Town of Ludlow received notification of a Recycling Rebate in the amount of \$50,316.73 for the 2008 recycling material generated by the residents. The Recycling Rebate is based on a contract between the Town and the Springfield Materials Recycling Facility for the disposal of paper, cardboard, and mixed container recycled materials. Thanks to the community's effort recycling tonnage the town has hopefully in the future.

The Town was the recipient of the Mass Department of Conservation award is sponsored by the recognition of communities preserve the community The Transfer Station and Ludlow residents for a residential household trash, without rims, recyclable cardboard and mixed mercury bearing devices and waste oil. Special permits can be purchased to dispose of refrigerators, freezers, air conditioners, washers, dryers, stoves, dishwashers, televisions, computers and monitors. The Compost facility is available for the disposal of branches, grass and leaves.



of the Tree City USA Award from Conservation and Recreation. The National Arbor Day Federation in that make a commitment to urban forestry.

Compost Facility is available to nominal fee to dispose of auto and truck batteries, auto tires materials such as paper and containers, fluorescent tubes,

without rims, recyclable cardboard and mixed mercury bearing devices and waste oil. Special permits can be purchased to dispose of refrigerators, freezers, air conditioners, washers, dryers, stoves, dishwashers, televisions, computers and monitors. The Compost facility is available for the disposal of branches, grass and leaves.

The five members of the Board of Public Works, Chairman Carlos Chaves, Thomas Haluch, Barry Linton, William Ayers and Brian Martel along with Paul Dzubek, Director of Public Works/Town Engineer; James Goodreau, Assistant Town Engineer; Ken Batista, Operations Supervisor, the Administrative Office Staff, Amy Priest, Ann Converse and Florence Pooler as well as the Department of Public Works Staff take pride in providing dedicated service to enhance the quality of life for the residents and businesses of the Town of Ludlow.



*Arbor Day Tree Planting Ceremony*

## ***IN MEMORIAM***



### ***FRANCIS L. BOURCIER***

*09/15/21 - 08 /28/08*

*The Town was deeply saddened by the sudden death of Francis L. Bourcier who passed away on August 28, 2008 at the age of eighty-six. Mr. Bourcier attended Cathedral and Ludlow High Schools and American International College, majoring in political science. An active participant in Town government, Mr. Bourcier was a nine year member of the Board of Selectmen and three year member of the Finance Committee and served as Chairman of the Police and Fire Complex Building Committee and the Town Hall Building Committee.*

*Mr. Bourcier proudly served his country in the United States Army attaining the rank of Master Sergeant, with the Headquarters Military Intelligence Service. He served on a fact finding mission in Northeast France and Belgium and saw service at the Battle of the Bulge and Rhineland campaigns.*

*Father Gosselin described Mr. Bourcier as a gentle caring individual who generously gave his time being a lector and usher at St. John the Baptist Church. He was a lifelong member of the League of the Sacred Heart and served on various parish committees and boards.*

*He enjoyed the outdoors, was an avid sportsman and mastered the intricate practice of woodturning. Several employees were privileged to receive wood carved letter openers as a special remembrance from his family.*

*Mr. Bourcier was a loving husband to his wife Fabiola, devoted father to his six children, and cherished his fourteen grandchildren and fourteen great grandchildren. He will take his place in history as being one of the forefathers whose wisdom, traditions and values helped establish the foundation of Ludlow's strong sense of community. May he rest in eternal peace.*

## ***IN MEMORIAM***



### ***IVAN R. DESROSIERS***

*01/06/30 – 11/16/08*

*Sadly “Joe” Desrosiers passed away on November 16<sup>th</sup> at the age of seventy-eight. A college professor at STCC, Joe was well known as an Instructor of CPR and First Aid teaching many of the area fire and police department first responders. He founded the paramedic program at STCC, and Human Service Training Consultants, Inc., working to expand First Responder, EMT and Paramedic training programs.*

*As a community leader, Mr. Desrosiers, was a Special Police Officer for over twenty-two years retiring as Lieutenant providing advanced emergency medical services to the residents of the Town. For his dedicated service, Joe was awarded the “Andrew R. Piwcio Lifetime Achievement Award”.*

*A communicant of St. John the Baptist Church, Mr. Desrosiers was a member of the Indian Orchard Knights of Columbus and the National Ski Patrol at Mt. Tom.*

*His fondest moments were spent with his wife of sixty years, Lucille, children Anita (Jim) and Luann (Ed) and treasured his grandchildren Jeff, Matthew and Eric. A very unassuming man, Mr. Desrosiers was a true humanitarian for his lifetime contribution to the health and welfare of others. Peace be with him.*

## ***IN MEMORIAM***



***STEPHEN P. HOULE***

*04/17/42 - 10/19/08*

*Stephen P. Houle retired Building Commissioner for the Town of Ludlow passed away unexpectedly on October 19, 2008. He served the Town for eight years with diligent enforcement of building and zoning codes and his knowledge of the State Laws, Building Regulations and Town Bylaws were unmatched. Mr. Houle was born in Southington Connecticut worked in the building trade's field and was an educator teaching building construction courses.*

*He served his country as a Technical Sergeant in the United States Air Force ending his distinguished career as a recruiter after twenty years of service and was also a certified glider pilot.*

*He was a communicant of Christ the King Church, a member of its men's guild and was also a member of the Polish American Citizens Club, the Swift Rivers Sportsmen's Club the B.O.W.M., and the Dalton American Legion.*

*Steve will be sadly missed by his wife Kathleen, his daughters Pamela and Laura (John) and his precious grandchildren Paige and Heather whom he loved unconditionally.*

*Mr. Houle was a fascinating fun loving individual with many hobbies and interests. He loved to trap shoot, fish, enjoyed boating, walking the trails at the Ludlow Reservoir with his loving wife Kathy by his side and proudly showing his antique cars especially in the Memorial Day Parade. He was the king of gadgets and could dance the night away. He always had a smile on his face and a place in his heart for anyone who needed a helping hand. With his slapstick comedy, his tap dancing antics, and his zest for life, Stephen Houle will always be remembered as a charismatic individual. May he rest in peace.*

## ***IN MEMORIAM***



### ***CITO***

***2001-2008***

***One of the most valuable assets that the Police Department possessed was a seven year old German Shepard named "CITO". Born in Czechoslovakia, and trained as a patrol narcotics detection dog he became a loyal and dedicated partner to Officer Michael Whitney who spent the past six years working side by side with Cito solving cases involving tracking and locating criminals, children, vehicle break ins, and community policing. Sadly Officer Cito passed away on December 10<sup>th</sup>.***

***Fundraising efforts to keep the K-9 Unit operating has been overwhelmingly successful thanks to the generosity of businesses, organizations and individuals for the past six years. If it wasn't for the support of the people in Town, this program would not exist. Cito was the star of public canine demonstrations at the various schools, the Grange, Boy Scout meetings and other civic groups.***

***Officer Cito was one of a kind. His unconditional loyalty to his partner Officer Whitney, to the Police Department and to his job was unsurpassed. On command he took on any challenge he was faced with performing his duties for the safeguard of others. May his legacy live on in fond memories.***

## *TABLE OF CONTENTS*

<b>Our Town</b>	1	<b>Human Services</b>	
<b>Elected Town Officials</b>	4	Board of Health	57
<b>Appointed Town Officials</b>	5	Commission on Disabilities	61
<b>Precinct Members</b>	10		
 		Council on Aging	62
<b>Members at Large</b>	11	First Meeting House Committee	64
		Hubbard Memorial Library	64
<b>Administration</b>		Information Technology Department	66
Board of Selectmen	12	Computer Advisory	66
Town Moderator	13	Ludlow Community TV	67
		Ludlow Housing Authority	68
<b>Town Clerk</b>		Public Health Department	58
Election and Registration	39	Recreation Commission	71
Presidential Primary 2/5/08	40	Veterans Services	74
Town Election, 3/24/08	40	Westover Golf Commission	75
Spring Annual Town Meeting, 5/12/08	40		
Special Town Meeting within Annual, 5/12/08	41	<b>Our Heritage</b>	
Cont. Annual Town Meeting, 5/12/08	42	Historical Commission	75
Cont. Annual Town Meeting 5/15/08	43		
State Primary 9/16/08	44	<b>Public Safety</b>	
Fall Special Town Meeting, 10/6/08	44	Ambulance Advisory Committee	76
State Election 11/4/08	46	Animal Control	77
		Dept. of Inspectional Services	81
<b>Finance</b>		Fire Department	78
Town Accountant	22	Police Department	84
Board of Assessors	13	Safety Committee	86
Town Collector	15	Sealer of Weights and Measures	77
Town Treasurer	38		
Finance Committee	15	<b>Public Works</b>	
		Board of Public Works	86
<b>Education</b>			
School Committee	47	<b>Planning and Development</b>	
Superintendent of Schools	47	Conservation Commission	90
Director of Curriculum	51	Planning Board	93
Ludlow High School	53	Board of Appeals	90
Paul R. Baird Middle School	54		
Elementary School	55		
Integrated Preschool Program	56		

## OUR TOWN

The Town of Ludlow is a suburban community located in the northwest corner of metropolitan Springfield. Boston is 84 miles east of Ludlow and Worcester is 47 miles eastward. The 20,714 Town residents believe that Ludlow has established itself as a target for industrial and retail growth while maintaining its pleasant community atmosphere.

Housing is available for the elderly, the handicapped and low income families. Ludlow provides two congregate living units accommodating a total of seven individuals, and has the largest Senior Center in Western Massachusetts.

Ludlow Public Schools are comprised of five schools serving approximately 3,000 students in grades K-12. In addition, the district operates an Early Childhood Center through a separate facility. St. John the Baptist School is the private parochial school in town.

The Community Center provides the Latch Key program for children as well as a summer youth camp and other recreational activities. Club memberships are available for families to partake in their exercise program, pool and game room facilities.

The town also maintains six parks, two excellent golf courses and is only minutes away from cultural and entertainment facilities in the greater Springfield area with access to both the Massachusetts Turnpike and route 91.

### GEOGRAPHY

<b>Total Area:</b>	28.33 sq. miles
<b>Land Area:</b>	27.15 sq. miles
<b>Population:</b>	20,714
<b>Density:</b>	693 per sq. mile
<b>County:</b>	Hampden

### FY'2009 TAXES as of January 1, 2008

<b>Residential:</b>	1,626,268,352
<b>Commercial:</b>	130,590,008
<b>Industrial:</b>	53,052,520
<b>Personal Prop.</b>	66,767,800

### TAX RATE:

For the period from July 1, 2008 – June 30, 2009

Per \$1,000 of value

\$ 14.28 – Residential and Commercial

### TAX BILLS:

Tax bills are mailed twice a year and payable quarterly. Payments are due on August 1<sup>st</sup>, November 1<sup>st</sup>, February 1<sup>st</sup>, and May 1<sup>st</sup>. If unpaid by due date, interest will be added according to law from the date due to the date payment is made. Motor Vehicle Excise is due the date of issuance.

### FY'2009 CHERRY SHEET ESTIMATED STATE AID: (July 1, 2008 through June 30, 2009)

<b>Education Aid:</b>	\$13,398,492
<b>General:</b>	4,139,911
<b>Total Receipts:</b>	17,538,403

### TOWN HALL:

Built in 1974

Incorporated as a Town, 1774

### FORM OF GOVERNMENT:

Board of Selectmen

Town Administrator

Representative Town Meeting

Annual Town Meeting held the second Monday in May.

Special Town Meeting held the first Monday in October.

**VOTING:**

Town Elections are held on the fourth Monday in March.

The qualifications for registration as voters – Individuals must be eighteen years of age and a United States Citizen. Registration at the Town Clerk’s Office, Monday through Friday, 8:30 a.m. – 4:30 p.m. Special evening registration of Registrars held preceding elections. Absentee voting is also available.

**REGISTERED VOTERS, as of December 31, 2008:**

<b>Democrats</b>	6093
<b>Republicans</b>	1602
<b>Grn./Lib./3<sup>rd</sup>/Reform</b>	98
<b>Un-enrolled Voters</b>	5904
<b>Total Registered</b>	13697

**PASSPORTS:**

The Town Clerk’s Office is an agent for passport services. Anyone wishing to apply for a passport may obtain an application in the Town Clerk’s Office.

**DOG LICENSES:**

All dogs must be licensed annually by April 1<sup>st</sup>. A dog should be licensed when six months old and vaccinated for rabies. Proof of rabies vaccination is required.

<b>Fees: Spay/Neutered Dogs</b>	\$ 5.00
<b>Un-altered Dogs</b>	10.00

**TOWN OF LUDLOW WEBSITE:**

[www.ludlow.ma.us](http://www.ludlow.ma.us)

**TRANSPORTATION AND ACCESS**

Ludlow is located in the Pioneer Valley, known as the crossroads of New England because of its strategic position along the Connecticut River and its excellent transportation facilities.

The Massachusetts Turnpike connects the region to Boston and to Albany, New York. Interstate 91 provides direct access to Hartford Connecticut, and to Brattleboro and points north in Vermont.

The principal highway is Interstate 90, the Massachusetts Turnpike. Passenger service is available on Amtrak in neighboring Springfield. Freight rail service is available from Conrail.

Ludlow is a member of the Pioneer Valley Transit Authority (PVTA), which provides fixed route service to Springfield. The PVTA also offers para transit services to the elderly and disabled through the Council on Aging.

Westover Metropolitan Airport, a General Aviation facility located in neighboring Chicopee, has two asphalt and concrete runways 7,050’ and 11,600’ long.

**LUDLOW COMMUNITY TV**

Ludlow Community TV is a volunteer based operation created to promote, encourage and facilitate Ludlow Community involvement in the production of locally originated television, and to meet and manage the contractual and regulatory commitments to public educational and governmental access of the cable provider for the Town of Ludlow.

For several years LCTV has been providing Ludlow residents with an ever growing list of programs and volunteer producers. They provide weekly live coverage of the Board of Selectmen’s meetings in addition to broadcasting meetings of the School Committee, Planning Board, Board of Health and all other department public meetings.

The commitment of LCTV is to involve and train people of all ages who live or work in the town to become involved and/or program producers, bringing issues and events of the area to all Ludlow viewers. Hours of operation is Monday-Friday, 8:30 a.m. – 4:30 p.m. The studio is presently located at Ludlow High School.

## **PUBLIC SCHOOL DISTRICT**

### **Public Schools**

Chapin Elementary School

East Street School

Ludlow Early Childhood Center

Ludlow Senior High School

Paul R. Baird Middle School

Veterans Park Elementary School

### **Private School**

St. John the Baptist School

## **VETERANS' SERVICES**

The mission of the Ludlow Veterans' Services office is to advocate on behalf of all Ludlow veterans and provide them with quality support services, and to direct an emergency financial assistance program for those veterans and their dependents in need.

The primary function of the Veterans' Services office is to provide aid and assistance to veterans and their dependents that qualify in order to ensure their life sustaining needs. Chapter 115 of the M.G.L. governs these benefits. Office hours are Monday-Friday, 8:30 a.m. – 4:30 p.m. The office is located on the first floor of the Town Hall. Director Donald Couture is available to answer any questions that pertain to veterans services.

**ELECTED TOWN OFFICIALS**

	<b>Term Expires</b>		<b>Term Expires</b>
<b>Assessors, Board of</b>		<b>Public Works, Board of</b>	
Beverly A. Barry, Chair	2010	Carlos Chaves, Chair	2010
Edward P. Mazur	2011	Thomas Haluch	2011
Donald J. Lake	2009	Barry Linton	2009
		Brian D. Martell	2010
		William Ayers	2011
<b>Collector of Taxes</b>		<b>Recreation Commission</b>	
Fred Pereira	2011	Sean McBride, Chair	2010
		Donald R. Cameron	2009
		Gino Torretti	2011.
<b>Health, Board of</b>		<b>School Committee</b>	
Dr. Bruce R. Dziura, Chair	2010	James (Chip) Harrington, Chair	2011
Carol Szczebak	2011	Thomas Foye	2009
Victor Jay Field	2009	Joseph A. Santos	2010
		Susan Gove	2011
		Natalina Tulik	2010
<b>Housing Authority</b>		<b>Selectmen, Board of</b>	
Carol Ann Romaniak, Chair	2009	Antonio E. Dos Santos, Chair	2009
Betty K. Socha	2011	Darlene H. Cincone	2010
Paul Chrzan	2013	John P. DaCruz,	2009
Arthur Augusto	2010	William E. Rooney	2011
Dana P. Cormier, State Apt.		Aaron L. Saunders	2011
Sidney Chevalier, Ex. Director			
<b>Library Trustees</b>		<b>Town Clerk</b>	
Christine S. Davis, Chair	2009	Laurie Gibbons	2011
Diane H. Goncalves	2011		
Elaine M. Karalekas	2010		
<b>Moderator</b>		<b>Town Treasurer</b>	
James V. Thompson	2011	Candida Batista	2009
<b>Planning Board</b>			
Raymond E. Phoenix, II Chair	2011		
Edgar R. Minnie, II	2010		
Joseph Queiroga	2012		
Christopher Coelho	2009.		
Kathleen Houle	2013		

## APPOINTED TOWN OFFICIALS

### **Affirmative Action/Equal Opportunity Officer**

Ellie Villano

### **Agricultural Commission**

Lenore Paul, Chairperson

Don Roberts

John B. Chenier

William Ellison

Eric Gregoire

Michael C. Hogan

Karen Pilon

Ann Whitworth, Alt.

### **American with Disabilities Act Coordinator**

Brien Laporte

### **Agent of Record**

Manuel Leitao

### **Airport Master Plan Consulting Committee**

Joseph Queiroga

### **Assistant Assessor/Appraiser**

Juanita Testori

### **Associate Assessor**

Jose Alves

### **Ambulance Abatement Committee**

Fred Pereira, Chair

Chief Charles Chaconas, retired

Chief Mark Babineau

Anthony Jarvis

Lori Barbeau

### **Animal Control Officer**

Gilles Turcotte

Anne Turotte, Volunteer

### **Audit Committee**

Sandra Kane

Thomas Barbeau

William Farrell

### **Board of Appeals**

Anthony Jarvis, Chair

Kathleen Bernardo

Patricia Campagnari

Raul Coelho

Paul A. Zielinski

Albert LeMay, Jr., Alternate

Frank Siva, Alternate

### **Board of Registrars**

Laurie Gibbons

Howard Vincent

Timothy Collins

Maria McSwain

### **Building Commissioner/Zoning Enforcement Officer**

Brien Laporte

### **Local Building Inspector**

Justin Larivee

Donald Demers, Loc. Bldg. Insp. on call

Steven Desilets, Loc. Bldg. Insp. on call

### **Budget Advisory**

James McGowan

John DaCruz

Antonio Dos Santos

Darlene Cincone

James Young

Juanita Testori

Edward Mazur

Fred Pereira

Candida Batista

Ellie Villano

### **Cable Commission**

Laurence Langevin, Chair

Aaron Lavoie

Connie O'Brien

Timothy Collins

William Koss

Don Dube

William M. Neylon

Richard Coache

### **Cable Operations Manager**

Michael Hill

### **Call Firefighters**

Earl Dunbar, Jr.

William J. Ellison

### **Capital Improvement Planning Committee**

Darlene Cincone, Chairperson

Luis Vitorino

Edgar R. Minnie, II

David Irvine

Camie Lamica

William Nicoll

James Young, Ex-Officio

Ellie Villano, Ex-Officio

**Celebrate Ludlow Committee**

Joan Haney  
Elizabeth Rustic  
William J. Shea  
Maureen Rooney-Murray  
Lisa Martin  
Christine Ward  
Sylvester Rogowski  
Maxine Mazur  
Linda Koss  
William Koss

**Cemetery Committee**

Antonio Dos Santos  
William Ayers  
James Goodreau  
Douglas Stefancik  
Ed Minnie  
Ellie Villano  
Beverly Barry  
Kelly McKenney  
Edward Mazur  
Joe Chaves  
Joanne Martin

**Chief Procurement Officer**

Ellie Villano

**Commission on Disabilities**

Andrew Bristol, Chair  
Beverly Barry  
Lizbeth Boulanger  
Patricia Donahue  
Joanne Odatto-Staeb  
Brien Laporte  
Jack Ollson  
Patricia Donahue

**Communications Officer**

Ellie Villano

**Computer Advisory Committee**

Joe Alves, Bd. of Assessors, Chair  
Brien Laporte, Bldg. Comm.  
Ellie Villano, Town Administrator  
James Young, Town Accountant  
Candida Batista, Treasurer  
Louis Tulik – Rep. for Police Dept.  
James Harrington, School Comm.  
James Goodreau, Rep. DPW  
Fred Pereira, Collector  
Gary Blanchard, I T Manager

**Conservation Commission**

Jason Barroso, Chair  
Jason Martowski  
Angela Tierney  
Marcia Kida  
John Dryjowicz

**Constables**

Laurie Gibbons  
Det. David Kornacki

**Constable for Tax Collector**

Reid Jeffrey  
Christine Jeffrey

**Contract Compliance Officer**

Ellie Villano

**Council on Aging**

Fred Lafayette, Chair  
Albert Lemay  
Wanda Karczmarczyk  
Diane Goncalves  
Francis Bissaillon  
Richard Belisle  
Nancy Pauze  
Phillip Tierney  
Lucille Carneiro

**Custodian of Insurance Records**

Candida Batista

**Custodian of Tax Possession**

Candida Batista

**Economic Development Coordinator**

Darlene Cincone

**Electrical Inspector**

Antonio Portelada

**Asst. Inspector of Wires – On Call**

Richard Chenevert

**Interim Asst. Inspector of Wires – On Call**

Stephen Trembley

**Director of Emergency Management**

Chief Charles Chaconas, Deputy Director, resigned  
Chief Mark Babineau

**Equal Opportunity Employment Officer**

Ellie Villano

**Fair Housing Committee**

Raymond Phoenix  
Chester Giza  
Ellie Villano, Ex-Officio

**Finance Committee**

William Nicoll, Chair  
Betty Landry  
Suzanne Boyea  
Joan Cavallo  
Albert Lemay, Jr  
Albert Fabbre

**Finance Comm., Cont.**

Heidi Fogg  
Maureen “Kim” Downing

**First Meeting House Committee**

Jeremy Kavka, Chair  
Thomas Haluch  
Agnes Kibbe  
Elsie Hiersche  
Donald Kibbe  
Marilyn Paul-Lewis  
Bert Ramage  
Karen Cuthbert  
Ellie Villano, Ex-Officio

**Graves Registration Officer**

William Shea  
Alfred Graveline

**Harassment Officer**

vacancy

**Haviland Beach Study Committee**

Manuel Leitao, Chair  
Darlene Kennedy  
Chester Giza  
Michael Olenick  
Jeanne Olenick

**Hazardous Material Coordinator**

Capt. Mark Babineau

**Historian**

Marilyn Paul-Lewis

**Historical Commission**

Agnes E. Kibbe, Chair  
Craig Spice  
Elsie Hiersche  
Karen Pilon

**Historic District Study Committee**

Sandra Stanek

**Information Officer**

Ellie Villano

**Information Technology Manager**

Gary Blanchard

**Industrial Finance Authority**

John D. DeBarge

**Insurance Advisory Committee**

Francine Rusiecki  
Melissa Rickson  
Dale Gagne  
Officer Jerome Mayou  
Brian Bylicki

**Insurance Advisory Comm., Cont.**

Edward Difiore  
Denise Kukla  
Debra Potter  
Camie Lamica  
Royal Moore  
Pvt. James Machado  
Pvt. Jeffrey Lavoie, Alternate  
Ellie Villano, Ex-Officio

**License Agent for the Board of Selectmen**

Det. David Kornacki

**Ludlow Cultural Council**

Lori Ann Chmiel  
Terri Colelli  
Olindo Dragone  
Carmina Fernandes  
Patricia A. Gregoire  
James W. Marceau  
James Martin  
William Nowak

**Matrons (Police)**

Mary Morcavage  
Shelby Anderson  
Linda Kelleher-Zina  
Tammy Turcotte  
Penny Silveira  
Elisabeth Goncalves

**Mobile Home Rent Control Board**

Bert Ramage, Chair  
Mary Evangelista  
Marilyn Valenti  
Michael Bingle  
Michael Szlosek

**Municipal Hearing Officer**

Michael Szlosek

**MMWEC Board of Director**

Luis Vitorino

**MWRA Working Group**

Carlton W. Leonard, III

**Open Space Planning**

Lenore Paul, Chair  
Marcia Kida  
Joel Schnur  
Ellie Villano, Ex-Officio

**Parking Hearing Officer**

Antonio Dos Santos

**Personnel Board**

William Dzierwinski  
 Joan Auclair  
 David Bedore  
 Amy Trombly  
 Joanne Ollson  
 Susan Velozo, Alt.

**Physicians**

Dr. Fernando Jayma  
 Dr. Shaukat Matin

**Pioneer Valley Planning Commission**

Paul Dzubek  
 Ellie Villano, Alt.

**Pioneer Valley Transit Authority**

Michael Szlosek, Selectmen's Designee  
 John DaCruz, Alternate

**Plumbing/Gas Inspector**

Joseph Kozicki

**Asst. Plumbing/Gas Inspector**

Kevin Douville

**Pond Management Committee**

Manuel Leitao, Chair.  
 Jeanne Olenick  
 Michael Olenick  
 Chester Giza

**Police, Special**

Lt. Fernando Pina  
 Lt. David Salvador  
 Sgt. Wendell Prior  
 Sgt. Raymond Robbins  
 Sgt. Penny Silveira  
 Sgt. Allan Vantangoli  
 Sgt. Raymond Parylak  
 Christopher Silveira  
 Armando Saraiva  
 Thomas Kurpaska  
 Nicholas Verteramo  
 Patrick Gaughan  
 Jose Branco  
 James Banas  
 Michel Lebel  
 Jose Carvalho  
 Nelson Milano  
 Michael Barone  
 Eric Blair  
 Keith Piscottano  
 Jonathan Kuc  
 James Nowakowski  
 Daniel F. Soares  
 Norman Picard  
 Linda Zina  
 Steven Prior  
 Fernando Ribeiro

**Safety Committee**

Frank Nowak, Chair  
 William F. DiCarlo  
 Brien Laporte  
 Phillip McBride  
 Penny Silveira  
 Barry Linton  
 Edgar R. Minnie, II  
 Chief Charles Chaconas, Alt., retired  
 Chief Mark Babineau  
 Sgt. Louis Tulik, Alt.

**School Crossing Guards**

Janice Chrzan  
 Irene Setterstrom  
 Patricia J. Houle  
 Margaret Lavoie  
 Debra Ann Forcum  
 Stanley Witowski  
 James Houle  
 Jeanne Marie Bal, sub.  
 Amy Lynn Adorno, sub.  
 Donna Marie Chrzan, sub.

**Sealer Weights & Measures**

Douglas J. Wilk

**Sworn Weigher**

Joanne Martins

**Town Accountant**

James Young

**Town Administrator**

Ellie Villano

**Town Auctioneer**

John Kobjack

**Town Counsel**

Attorney David Martel

**Town Engineer/Director of Public Works**

Paul Dzubek

**Town Negotiator**

Collins & Weinberg

**Town Planner**

Douglas Stefancik

**Veteran's Services Officer**

Donald Couture

**Veterans' Memorial Committee**

James Peacey, Chair.  
 Walter Craven,  
 Donald Couture  
 Cazimess Boduch

**Veterans' Memorial Comm. Cont.**

William Shea  
Timothy Donnelly  
Roland Savoie  
Roger Savoie  
Lou Casagrande

**Westover Advisory Commission**

Kenneth Batista, Chair  
Barbara Hurst  
Bruce Durand  
Jack Moriarty, Ex-Officio  
Gary Coelho, Site Inspector

**Westover Municipal Golf Commission**

Sean McBride, Chair  
Anthony Campagnari  
Salvatore Amedeo  
Janet Soja  
Joseph O'Brien  
Donald Cameron  
Gino Torretti

**Westover Municipal Development Corp.  
(WMDC)**

Raymond Evans  
William E. Rooney

**PRECINCT MEMBERS – 2008**  
**\* caucused in at Town Meeting**

**PRECINCT ONE**

2011 – Timothy S. Donnelly, 39 Arnold St.  
2011 – William A. Koss, 203 West St.  
2011 – Walter Peacey, Jr., 7 Wenonah Dr.  
2011 – David A. Gamache, 211 Wedgwood Dr.  
2011 - opening  
2010 – Alan E. Gregoire, 93 Cady St.  
2010 – Betty E. Landry, 40 W. Belmont St.  
2010 – Carl V. Gregoire, 46 Bruni Ave.  
2010 – Albert H. LeMay, Jr. – 170 Cady St.  
2010 – Christine D. Peacey, 7 Wenonah Dr.  
2009 – Jacob R. Oliveira, 67 Guertin Ave.  
2009 – Debora M. Johnson, 142 Cady St.  
2009 – Stephen F. Mello, 129 Pond St.  
2009 – Walter Craven, 292 West St.  
2009 – Daniel J. Jordan, 192 Erin Ln.  
2011 – Timothy S. Donnelly, 39 Arnold St.  
2011 – William A. Koss, 203 West St.  
2011 – Walter Peacey, Jr., 7 Wenonah Dr.  
2011 – David A. Gamache, 211 Wedgwood Dr.

**PRECINCT THREE**

2011 - Lawrence L. Chenier, 405 Munsing St.  
2011 - Brian T. Connery, 29 Tower Rd.  
2011 – James H. Bernard, 330 Ventura St.  
2011-- John M. Diotalevi, 181 Cislak Drive  
2011 - Ann E. Chenier, 590 Lyon St.  
2010 – Edward R. Godin, 1071 Center St.  
2010 – Mark A. Witowski, 53 Colonial Dr.  
2010 – Walter J. Kiel, Jr. – 68 James St.  
2010 – Carlton W. Leonard, III, 84 Westerly Cir.  
2009 - Leonel Goncalves, 96 Clearwater Cir.  
2009 - Amy Priest, 81 Lyon St.  
2009 - Susan M. Denette, 1410 Center St.  
2009 – Stephen M. Breslin, 580 Fuller St.  
2009 – John B. Chenier, 501 Munsing St.

**PRECINCT FIVE**

2011 - Amy Ollari, 83 Michael St.  
2011 – Clayton S. Dimock, 112 Overlook Dr.  
\* elec Kathleen Ouimette, 58 Homestretch Dr.  
\* elec Nancy Bergstrom, 104 Overlook Dr.  
2011 - opening until 2009 election  
2010 - Christine Carr Hill, 158 Michael St.  
2010 - Barbara J. Picard, 156 Nash Hill Rd.  
\* opening until 2009 election  
\* opening until 2009 election  
\* opening until 2009 election  
2009 - Kenneth J. Batista, 12 Valley View Dr.  
2009 - Joanne R. Martin, 82 Michael St.  
2009 - Dianne M. Ollari, 83 Michael St.  
2009 - Walter F. Targonski, 33 Holy Cross Cir.

**PRECINCT TWO**

2011 - Chester J. Giza, 134 Yale St.  
2011 - John Portelada, 168 Lockland St.  
2011 - Anna Amaral, 307 Howard St.  
2011 - Samantha G. Dias, 889 East St.  
\* Denise Gibson, 277 Howard St.  
2010 - Lorraine Czapienski, 127 Cedar St.  
2010 - Donald Labrecque, 191 Pine St.  
2010 - Antonio Portelada, 168 Lockland St.  
\* Melissa Gibson, 277 Howard St.  
2009 - Thomas Czapienski, 127 Cedar St.  
2009 - Frank Silva, 311 Howard St.  
2009 - John J. Dryjowicz, 153 Ray St.  
2009 - Maureen Rooney-Murray, 26 Warsaw Ave.  
2009 – Jean Martins, 92 Lockland Ave.

**PRECINCT FOUR**

2011 - Thomas F. Fidalgo, 122 McLean Pky.  
2011 – Gregory Bonzek, 120 Green St.  
\* elect. Alexander Sanchez, 704 Irla dr.  
\* elect. Mary Evangelista, 64 Franklin St.  
\* elec. Ross J. Dominique, 848 East St.  
2010 - Morrison G. Ferrier, 339 Chapin St.  
2010 - Robert A. Silva, 30 Stevens St.  
2010 - Raymond E. Williamson, 69 McLean Pky.  
2010 - Isabel Martins, 32 Fairway Dr.  
2010 - James L. Goodreau, 90 Posner Cir.  
2009 - Fernando Barroso, 32 Fairway Dr.  
2009 - Rosa Fraga, 39 Essex St. #1  
2009 - Julieta Hoeckh, 423 Winsor St.  
2009 - James K. Goodreau, 201 Stevens St.  
\* elect Carlos Goncalves, 53 Susan Dr.

**PRECINCT SIX**

2011 – Mark Babineau, 788 Chapin St., resigned  
2011 – Lenore Paul, 685 Center St., deceased  
2011 - William L. Gaumont, 18 Wood Dr.  
2011 - Timothy Mullins, 150 Clover Rd.  
2011 - Peter C. Karalekas, Jr., 35 Old Coach Cir.  
2010 - Leonard C. Robbins, 549 Chapin St.  
2010 – Christine A. Ward, 829 Center St.  
2010 - William M. Neylon, Jr., 794 Chapin St.  
2010 - Nicholas Vantangoli, 134 Richmond Rd.  
\* Rosa M. Chelo, 35 Paulding Road  
2009 – Chris E. Chartrand, 156 Pinewood St.  
2009 - Timothy Collins, 97 Chapin Greene  
2009 - Maryjean L. Gaumont, 18 Wood Dr.  
2009 – Brenda Lelievre, 301 Blisswood Vlg.

## MEMBERS AT LARGE

Antonio E. Dos Santos	3 McLean Parkway, Chairman, Board of Selectmen
Darlene H. Cincone	177 Poole St., Board of Selectmen
John P. DaCruz	292 Woodland Cir., Board of Selectmen
William E. Rooney	167 Overlook Dr., Board of Selectmen
Aaron Saunders	88 Fuller St., #18, Board of Selectmen
Attorney James V. Thompson	110 McLean Pky., Town Moderator
Candida Batista	134 Reynolds St., Town Treasurer
Fred Pereira	201 Stivens Ter., Town Collector
Laurie Gibbons	32 Applewood Dr., Town Clerk
Beverly A. Barry	921 West St., Chairperson, Board of Assessors
William Dzierwinski	34 Longview Cir., Chairman, Personnel Board
Christine Davis	193 Chapin St., Chairperson, Hubbard Memorial Lib.
Carlos Chaves	101 Paulding Rd., Chairman, Board of Public Works
Anthony Jarvis	3 Andrew St., Chairman, Board of Appeals
Raymond Phoenix	45 White St., Chairman, Planning Board
Carol Romaniak	418 Munsing St., Chairperson, Housing Authority
Frederick Lafayette	141 Posner Cir. Chairman, Council on Aging
William Nicoll	41 Roy St., Chairman, Finance Committee
Sean McBride	78 Homestretch Dr., Chairman, Westover Golf Comm.
Dr. Bruce Dziura	42 Longfellow Dr., Chairman, Board of Health
Jason J. Barroso	242 Holy Cross Cir., Chairman, Conservation Comm.
Sean McBride	78 Homestretch Dr. Chairman, Recreation Commission
James P. Harrington	122 Overlook Dr., Chairman, School Committee
Attorney David J. Martel	Town Counsel Doherty, Wallace, Pillsbury, Murphy PC One Monarch Place, Suite 1900 Springfield, MA 01144-1900

## BOARD OF SELECTMEN

The year 2008 was a year of significant change in the Town of Ludlow. In Town Hall the March election saw the departure of Selectman James McGowan and the arrival of two new Selectmen, William Rooney and Aaron Saunders.

Mr. Saunders filled the vacant seat on the Board of Selectman due to the tragic passing of longtime Selectman Lawrence Nascimento. The transition on the Board continued as I was elected Chairman of the Board and Darlene Cincone was elected Vice Chairman. Voters in the March election also defeated a proposal to change the form of Town government by defeating the charter proposed by the Charter Commission.

The summer months proved no less eventful in the Town. Michael Szlosek, Town Administrator, took a position with another local community and his departure lead to the hiring of long-time Board of Selectmen employee Ellie Villano to fill the vacancy. Mrs. Villano's familiarity with the office, the Town and the employees created a seamless transition in Town Hall.

The Town was also fortunate to hire Michael Hill as the new LCTV Manager. Mr. Hill's experience in public access television has created a renewed interest in LCTV and already resulted in improvements at LCTV.

One of the most exciting and promising developments of 2008 was the emergence of Westmass Area Development Corporation as the potential buyer and developer of the Ludlow Mills complex. The proposed plan when finally built-out would provide approximately 2,500 jobs to the area along with \$2,000,000 of additional tax revenue to the Town. Westmass had several informational meetings in Town and on occasion came before the Board of Selectmen in an effort to inform the community about their plans and progress. While this exciting project will undoubtedly be included in numerous Town Reports in the future, the process was all started in 2008.

Unfortunately, not all the news in Town was good news. The year also saw the passing of the Ludlow Police Department's canine officer Cito. Cito was a well decorated canine who served the Town admirably for six years.

As summer turned to fall, the Town overwhelming echoed the sentiments of most of the nation and helped to elect Barack H. Obama as the first African American President of the United States. Unfortunately, the Town was not shielded from the economic crises that gripped the nation. By year end, the Town was faced with potential mid-year 9C budget cuts from Governor Patrick.

Finally, the end of the year saw a changing of the guard at the Ludlow Fire Department. Chief Charles Chaconas went from the ranks of the Ludlow Fire Department to the ranks of the retired. While we thanked Chief Chaconas for his long time commitment to the Town and the Fire Department and his exemplary service, his departure paved the way for the Board of Selectmen's appointment of Captain Mark Babineau as the new Fire Chief. We wish Chief Babineau all the best in his new position.

On behalf of my colleagues on the Board, I would like to thank the Town Administrator and all of the staff in the Selectmen's office for their professionalism, dedication and hard work in 2008. Mrs. Villano, Mrs. Tokarz, Mrs. Tomlinson, and Mrs. LeDuc are an asset to the community and their dedication to Board of Selectmen is truly appreciated.

Respectfully submitted,  
Antonio E. Dos Santos  
Chairman of the Board of Selectmen

## **MODERATOR**

The Town of Ludlow had two Town Meetings in 2008, the May Annual Meeting and the October Special Town Meeting.

The Town Meeting relying on the recommendation of the Finance Committee produced a budget that provided essential services with a modest increase in taxes.

The expectation is that the May 2009 Town Meeting will be far more difficult to conclude because of the precipitous decline in state aid, the decline in property values and a national recession that rivals the Great Depression.

Towns provide basic services, police, fire, education, however revenue sources are limited. The challenge is to balance needs against our ability to pay.

In an odd election, the town supported a mayoral form of government with a two thirds majority in a non binding referendum only to defeat a Charter Commission proposal to create a mayoral form of government by a two to one margin. One can conclude that the voters of Ludlow value Town Meeting yet want more accountability and cooperation.

I again must express my appreciation to the Finance Committee for its commitment of time and effort to make our budget work as well and the Selectmen's office for all their cooperation and expertise.

Respectfully submitted,  
James V. Thompson  
Moderator

## **FINANCE**

### **BOARD OF ASSESSORS**

Edward P. Mazur was re-elected to a three year term on the Board. Beverly Barry and Donald J. Lake completed the three member Board and Ms. Barry was appointed chairman.

Sales data for the year of 2007 was reviewed and analyzed to determine what the valuations would be as of January 1, 2008, keeping all assessment levels by class in line. Most property homeowners saw a decrease in the valuation of their property due to the slight decline that Ludlow has seen in the real estate market.

Once the Fiscal 2009 valuations were completed the Fiscal 2009 tax rate of \$14.28 per thousand was set and approved by the Department of Revenue.

The Board would like to thank Town Accountant Jim Young for the time that he puts in working on the tax rate and working with Assistant Assessor Juanita Testori to enable us to set a timely tax rate along with Tax Collector Fred Pereira for ensuring that the tax bills get mailed out on time.

The Board would also like to thank Assistant Assessor Juanita Testori, Associate Assessor Joe Alves, and Ms. Poirier for the work they performed for the department and making it possible for the Board to meet all department deadlines.

Respectfully submitted,  
Beverly Barry, Chairman

**TAX RATE FIGURES**

Fiscal Year	Tax Rate	Personal Property Valuation	Real Estate Valuation	Total Valuation	Gross Amount Appropriated	Net Amount to be Raised by Taxation
2007	\$13.30	\$54,583,140	\$1,727,336,410	\$1,781,922,550	\$50,167,160.19	\$23,698,569.92
2008	\$13.32	\$58,553,891	\$1,806,565,660	\$1,865,119,550	\$53,403,783.54	\$24,843,392.40
2009	\$14.28	\$66,767,800	\$1,809,910,880	\$1,876,676,680	\$57,327,040.55	\$26,798,971.55

**ABATEMENTS**

Fiscal Year	Real Estate		Personal Property		Senior Work-off	
2007	34	\$12,356.37	8	\$4,320.11	60	\$30,000
2008	48	\$20,033.54	10	\$2,077.50	52	\$26,000

**EXEMPTIONS**

Fiscal Year	Cl.22 Vets Exemptions	Cl.37A Blind Exemptions	Cl.41C (over 70) Exemptions	Total Amount Exempted
2007	155	31	45	\$120,339.91
2008	154	31	44	\$115,250.00

**MOTOR VEHICLE EXCISE**

Commitment Year	Levy Year	Number of Bills	Tax Amounts	Number of Abatements	Amounts
2007	2006	715	\$72,068.83	61	\$4,900.39
	2007	22,830	\$2,144,756.29	654	\$45,240.11
2008	2005	0	0	5	\$371.97
	2006	0	0	16	\$930.46
	2007	569	\$34,234.24	85	\$4,353.81
	2008	21,900	\$2,040,955.10	668	\$44,127.09

**Supplemental Tax Billing**

Fiscal Year	# of Bills	Amount Billed	# of Abatements	Amount Abated
2007	27	\$36,297.39	0	0
2008	26	\$68,413.86	0	0

**Miscellaneous**

Deeds		Building Permits	
2007	550	2007	
2008	442	2008	Approx. 779

## **FINANCE COMMITTEE**

The basic role of the Finance Committee is to act as the official fiscal advisor to the Town. The primary duties of a finance committee are to advise and make recommendations to town meeting on budget and other areas of finance. In addition, it has authority to make transfers from the town's reserve fund to departmental budgets for extraordinary or unforeseen occurrences.

The Finance Committee is commonly involved in the budget preparation and review of budgets in preparation for the Annual Town Meeting. Once department budgets are established, the committee reviews them and will make recommendations on these requests to Town Meeting. Prior to the Town Meeting, the Finance Committee often conducts budget hearings to allow a more extensive review of the budget.

In an effort to improve the budget preparation hearings and to keep the lines of communications flowing between the Finance Committee and Town Department Heads, we have voted to assign members from the committee to act as a liaison and participate in the budget preparation process within the different town departments.

As a process improvement initiative, the Finance Committee also reviewed the process in which transfer requests are implemented and approved. For all future transfer requests, the following will be requested of all department leads in an effort to avoid turning back the requests due to the Finance Committee not having sufficient information that is needed to allow a decision to be voted on. 1. A request for transfer from the Finance Committee Reserve Fund must be filled out and submitted in accordance with the Finance Committee bylaws, Section 4.0. 2. A basis of estimate, official quotes, along with any additional justification or documentation that supports the requested dollar amount being submitted in the request for transfer. 3. A breakdown of all current budgets and current status with actuals spent to date. The committee requests that department heads perform an analysis within their total budget and project/estimate if the requested costs can be covered within other accounts on May 1<sup>st</sup> when budgets are allowed to be shifted from one account to another.

The Ludlow Finance Committee meets on the third Wednesday of each month in the Finance Committee room of the Ludlow Town Hall. Meetings are scheduled from September through June with a recess during July and August. Emergency meetings can be called during the recess to handle necessary town financial business. All meetings are posted with the Town Clerk with as much advance notice as possible.

Respectfully submitted,  
William A. Nicoll, Chairman  
Ludlow Finance Committee

## **TOWN COLLECTOR**

### **REAL ESTATE & PERSONAL PROPERTY**

Real estate and personal property bills for the Town of Ludlow continue to be due on the quarterly basis: August 1<sup>st</sup>, November 1<sup>st</sup>, February 1<sup>st</sup> and May 1<sup>st</sup>. The 2008F tax rate was set by the Board of Assessors in December of 2007. The Board of Selectmen voted to adopt a single tax rate of \$13.32 per thousand for both residential and commercial properties. The amount of \$24,067,278.89 was committed to us for collection. Over 8500 real estate bills were printed, processed and mailed by December 31<sup>st</sup>, 2007. By the end of the fiscal year, we had collected or abated approx. \$23,675,943.26 or 98% of the amount committed.

Additionally, we received commitments for 2008f supplemental taxes in the amount of \$68,413.86. By the end of the fiscal year, we had collected or abated \$63,110.96 or 92% leaving a balance of \$5,302.90.

Approximately 800 personal property bills totaling \$779,937.75 was committed to us for collection. By the end of the fiscal year, we collected or abated \$765,495.71 or 98% of the amount committed to us leaving a balance of \$14,442.02. Additionally, we collected \$6,270.21 for prior years dating back to 2005F.

To accommodate our residents, real estate and personal property taxes for the Town of Ludlow may now be paid online. We realize the importance of keeping with the times and offering this new online payment option. This new payment method serves to accommodate those Ludlow residents who want the convenience of paying their taxes online, anytime day or night. We are fortunate to have found a banking partner, who has years of financial experience and who adheres to strict security methods to protect our residents' personal information. UniBank uses state-of-the industry encryption methods which safely handle these transactions so that town employees never gain access to bank account information. The process for residents to pay online is simple: with your bill and checkbook in hand,

1) Go to: [www.ludlow.ma.us](http://www.ludlow.ma.us)

2) Click on: **Taxes**

3) Complete each screen to process payment

**Online payments will not be accepted after their due date.** If using a credit card (master card or discover) a fee will be assessed by the credit card service provider.

### **MOTOR VEHICLE EXCISE**

Over 22,000 vehicle excise bills totaling 2,037,540.71million dollars were printed processed and mailed from the Collector's Office throughout the year. Payments of auto excise are due 30 days from the date the tax notice is mailed. 90% of the committed bills are paid by their due date. Automobile owners are advised not to ignore their bills for a \$5.00 tax bill can jump to \$70.00, loss of license and registration within two months if late notices go unanswered. According to Chapter 60A of the Massachusetts General Laws, "failure to receive a notice shall not affect the validity of the excise". Thus, a person who does not receive a bill is still liable for the tax plus interest and charges accrued. Therefore, it is important to keep the Registry and Post Office informed of your current name and address so that your tax bills can be delivered promptly. The Registry will be notified of any excise bill that remains outstanding. The Registrar then marks the individual's registration preventing the renewal of his (hers) motor vehicle registration and the owner's driver's license until such time as the Registrar is notified that full and final payment has been made to the Town of Ludlow. During fiscal year 2008 over 500 licenses and registrations were marked for non-payment of their excise tax. This continues to be a successful collection tool as monies were collected for delinquent accounts dating back to 1986.

As with real estate and personal property bills, to accommodate our residents, timely motor vehicle excise payments are now being accepted online. **Late payments will not be accepted online.**

### **SEWER USAGE FEES**

The Board of Public Works, in November of 2007 set the rate of \$1.85 per 100 cubic feet of water used. Approximately 4,500 sewer usage bills totaling \$1,141,657.63 were printed, processed and mailed from the Collector's Office in November of 2007. By the end of the June 30, 2008, we had collected or abated \$1,087,591.18 or 95% of the amount committed to us for collection leaving a balance of \$54,066.45. Any amounts outstanding for previous years were certified to the Board of Assessors in November of 2007 and added to the owner's 2008F real estate bills. All sewer usage accounts for 2006F and prior years have now been collected in full as reflected by the -0- balance for those accounts. Sewer bills are due 60 days from the mailing date. Sewer payments received after their due date are assessed a \$5.00 Demand plus a 10% penalty in accordance with Town By-Laws.

## DEPARTMENTAL ACCOUNTS

Each year the Collector is responsible for the collection of over 2.5 million dollars in “In Lieu of Taxes” and the following departmental accounts:

AMBULANCE  
CEMETERY  
TRAILER PARKS  
BOARD OF HEALTH - NURSING  
BOARD OF SELECTMEN  
ROLL BACK TAXES  
HIGHWAY DEPARTMENT

During the past fiscal year \$2,682,680.29 was committed to us for collection by the above departments. By June 30<sup>th</sup>, 2008 we collected or abated 93% of the amount committed. Of the above accounts, ambulance bills continue to be the most sensitive and most difficult to collect. Effective November 1, 2005 the ambulance records have been computerized by the Collector’s Office under a “General Billing Program”. The computerization of these records has allowed us to abandon the time consuming practice of manual posting and record keeping. As a result, this has improved efficiency and productivity in the Collector’s Office.

## MUNICIPAL LIEN CERTIFICATES

Upon written request from attorneys, banks, mortgage companies and real estate agencies, the Collector shall furnish a certificate of all outstanding taxes and other assessments and charges which constitute a lien on a parcel of land. The Collector consults with the Board of Assessors, DPW and other departments to secure required information. In accordance with Mass General laws, a \$25.00 fee is charged for each certificate prepared. Once again many hours were spent researching and preparing these certificates. During fiscal year 2008, we received approximately 600 written requests bringing in approximately \$15,000 of additional revenue. We ask attorneys and other agencies requesting such information to cooperate and mail their application to us as early as possible so that we can complete and return them in a timely manner.

Office hours continue to be 8:30 to 4:30, Monday through Friday. Additionally, to accommodate those Ludlow residents who want the convenience of paying their taxes online, day or night, we are offering a new online payment option. **Late payments will not be accepted online.** Once again, I am grateful to Mrs. Alice Bolow, Janice Ouimette and Victorina Robbins for their assistance. Additionally, I’d like to express my gratitude to all department heads, town employees and residents for their support and cooperation. For more up to date information, please visit the Town of Ludlow website at [www.ludlow.ma.us](http://www.ludlow.ma.us).

Respectfully submitted  
Fred Pereira, Town Collector

Town Collector's Report - July 1, 2007 to June 30th, 2008

ACCOUNT	COMMITTED	OUTSTANDING	REFUNDS	PAYMENTS	ABATEMENTS	TAX TITLES	BALANCE
2006 real estate		46,321.68		21,910.79		17,437.09	6,973.80
2007 real estate		361,125.47	379.05	284,889.98	1,973.72	26,493.60	48,147.22
2008 real estate	24,067,278.89		169,256.86	23,639,632.43	177,278.73	28,288.96	391,335.63
2006 supplemental tax		3,167.48		3,167.48			0.00
2007 supplemental tax		11,685.41		7,500.59			4,184.82
2008 supplemental tax	68,413.86			63,110.96			5,302.90
2005 pers property		4,204.15		2,134.35			2,069.80
2006 pers property		5,185.06		426.77			4,758.29
2007 pers property		8,897.11		3,709.09			5,188.02
2008 pers property	779,937.75		3,097.04	766,515.25	2,077.50		14,442.04
1986 motor v excise				78.43*			0.00
1987 motor v excise				170.31*			0.00
1988 motor v excise				63.75*			0.00
1989 motor v excise				71.25*			0.00
1990 motor v excise				113.75*			0.00
1991 motor v excise				38.75*			0.00
1992 motor v excise				7.50*			0.00
1994 motor v excise				23.75*			0.00
1995 motor v excise				105.00*			0.00
1996 motor v excise				98.75*			0.00
1997 motor v excise				53.66*			0.00
1999 motor v excise				44.79*			0.00

Town Collector's Report - July 1, 2007 to June 30th, 2008

ACCOUNT	COMMITTED	OUTSTANDING	REFUNDS	PAYMENTS	ABATEMENTS	TAX TITLES	BALANCE
2000 motor v excise				157.71*			0.00
2001 motor v excise				135.31*			0.00
2002 motor v excise				435.52*			0.00
2003 motor v excise				1001.89*			0.00
2004 motor v excise		13,440.13		1,574.27	11,865.86		0.00
2005 motor v excise	7,327.41	21,563.58	623.53	12,437.03	17,077.49		0.00
2006 motor v excise	48,234.68	43,103.28	672.84	69,333.33	2,197.18		20,480.29
2007 motor v excise	288,151.44	240,027.43	13,359.55	474,446.20	19,213.40		47,878.82
2008 motor v excise	1,693,827.18		10,437.01	1,575,542.28	28,658.39		100,063.52
2004 boat excise		20.00					20.00
2005 boat excise		270.00		40.00			230.00
2006 boat excise		220.00		65.00			155.00
2007 boat excise		175.00	95.00	50.00	110.00		110.00
2008 boat excise	5,750.00		142.61	5,524.61	205.00		163.00
2008 farm animal excise	945.15			865.15			80.00
2006 ambulance liens		282.42		282.42			0.00
2007 ambulance liens		424.25		424.25			0.00
2008 ambulance liens	5,494.91			5,442.37			52.54





TOWN OF LUDLOW  
FISCAL YEAR 2008 REVENUE BUDGET REPORT  
AS OF JUNE 30, 2008 (PRE-AUDIT)

FOR 2008 13

	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01 GENERAL FUND							
122 SELECTMEN	0	-4,000	-4,000	-6,194.50	.00	2,194.50	154.9%
141 BOARD OF ASSESSORS DEPT.	0	0	0	-1,124.00	.00	1,124.00	100.0%
145 TOWN TREASURER'S DEPT.	0	-4,154,656	-4,154,656	-4,367,076.52	.00	212,420.52	105.1%
146 TOWN COLLECTOR'S DEPT.	0	-29,438,568	-29,438,568	-29,352,430.43	.00	-7,137.57	99.7%
161 TOWN CLERK'S DEPT.	0	-45,000	-45,000	-52,088.99	.00	7,088.99	115.8%
175 PLANNING BOARD	0	-42,500	-42,500	-36,408.63	.00	-6,091.37	85.7%
176 BOARD OF APPEALS	0	0	0	-675.00	.00	675.00	100.0%
210 POLICE DEPARTMENT	0	-204,914	-204,914	-212,087.41	.00	7,173.41	103.5%
220 FIRE DEPARTMENT	0	-12,500	-12,500	-18,732.89	.00	6,232.89	149.9%
241 BUILDING INSPECTOR'S DEPT.	0	-164,000	-164,000	-155,103.30	.00	-8,896.70	94.6%
244 SEALER OF WEIGHTS & MEASURES	0	-4,500	-4,500	-3,802.00	.00	-698.00	84.5%
300 SCHOOL DEPARTMENT	0	-13,566,730	-13,566,730	-13,616,404.54	.00	49,674.54	100.4%
410 DEPARTMENT OF PUBLIC WORKS	0	-40,500	-40,500	-71,306.99	.00	30,806.99	176.1%
510 HEALTH DEPARTMENT	0	-52,500	-52,500	-49,461.25	.00	-3,038.75	94.2%
541 COUNCIL ON AGING	0	-29,000	-29,000	-34,582.05	.00	5,582.05	119.2%
610 HUBBARD MEMORIAL LIBRARY	0	-7,500	-7,500	-6,665.74	.00	-834.26	88.9%
630 RECREATION COMMISSION	0	-68,000	-68,000	-59,285.00	.00	-8,715.00	87.2%
660 WESTOVER MUNICIPAL GOLF COURSE	0	0	0	-270,000.00	.00	270,000.00	100.0%
TOTAL GENERAL FUND	0	-47,834,868	-47,834,868	-48,323,429.24	.00	488,561.24	101.0%
GRAND TOTAL	0	-47,834,868	-47,834,868	-48,323,429.24	.00	488,561.24	101.0%

\*\* END OF REPORT - Generated by Jim Young \*\*

FOR 2008 13

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01 GENERAL FUND							
114 MODERATOR	440	0	440	440.00	.00	.00	100.0%
122 SELECTMEN	246,863	4,149	251,012	238,763.42	1,000.00	11,248.58	95.5%
129 CHARTER COMMISSION 3/27/2006	15,000	8,410	23,410	20,253.74	989.43	2,166.83	90.7%
131 FINANCE COMMITTEE	2,731	1,000	3,731	2,462.00	.00	1,269.00	66.0%
135 TOWN ACCOUNTANT'S DEPT.	131,820	48,562	180,382	175,817.36	.00	4,564.64	97.5%
141 BOARD OF ASSESSORS DEPT.	208,189	0	208,189	185,880.14	.00	22,308.86	89.3%
145 TOWN TREASURER'S DEPT.	188,313	40,750	229,063	223,804.09	.00	5,258.91	97.7%
146 TOWN COLLECTOR'S DEPT.	192,858	0	192,858	189,278.64	.00	3,579.36	98.1%
151 TOWN COUNSEL'S DEPT.	101,700	20,500	122,200	111,901.02	2,750.00	7,548.98	93.8%
152 PERSONNEL BOARD	1,627	0	1,627	1,602.00	.00	25.00	98.5%
155 DATA PROCESSING SERVICES	206,675	7,839	214,514	213,897.73	.00	616.27	99.7%
161 TOWN CLERK'S DEPT.	95,371	0	95,371	94,926.81	.00	444.19	99.5%
162 ELECTIONS & REGISTRATIONS DEPT	71,751	0	71,751	63,679.83	.00	8,071.17	88.8%
171 CONSERVATION COMMISSION	23,961	0	23,961	23,063.88	.00	897.12	96.3%
175 PLANNING BOARD	105,403	1,020	106,423	96,562.09	.00	9,860.91	90.7%
176 BOARD OF APPEALS	3,219	0	3,219	2,199.76	.00	1,019.24	68.3%
192 PUBLIC BUILDINGS/PROPERTIES	626,144	29,519	655,663	619,115.81	2,747.86	33,799.51	94.8%
193 PROPERTY & LIABILITY INSURANCE	259,694	-20,000	239,694	234,205.00	.00	5,489.00	97.7%
210 POLICE DEPARTMENT	2,856,957	29,783	2,886,740	2,877,220.03	.00	9,519.97	99.7%
220 FIRE DEPARTMENT	1,980,192	-26,365	1,953,827	1,924,403.01	.00	29,423.99	98.5%
231 AMBULANCE - EMT DIVISION	468,337	60,460	528,797	512,769.51	.00	16,027.49	97.0%
241 BUILDING INSPECTOR'S DEPT.	177,612	0	177,612	162,838.11	.00	14,773.89	91.7%
244 SEALER OF WEIGHTS & MEASURES	3,495	0	3,495	3,372.04	.00	122.96	96.5%
291 EMERGENCY MANAGEMENT	500	0	500	207.90	.00	292.10	41.6%
292 ANIMAL CONTROL DEPT.	21,939	0	21,939	20,704.21	.00	1,234.79	94.4%
299 SAFETY COMMITTEE	1,984	0	1,984	1,788.29	.00	195.71	90.1%
300 SCHOOL DEPARTMENT	13,993,747	247,733	14,241,480	14,099,284.98	245,895.82	-103,701.16	100.7%
310 HIGH SCHOOL	4,161,630	-714	4,160,916	4,147,066.05	10,077.69	3,771.97	99.9%
311 ATHLETICS	265,565	10,762	276,327	267,261.86	2,847.00	-2,923.86	101.1%
320 BAIRD MIDDLE SCHOOL	0	0	0	8,946.00	.00	1,816.00	83.1%
330 CHAPIN ST. ELEMENTARY SCHOOL	54,669	0	54,669	54,712.62	.00	-43.62	100.1%
340 EAST ST. ELEMENTARY SCHOOL	0	1,772	1,772	2,142.00	.00	-370.00	120.9%
360 TECHNOLOGY	287,404	47,378	334,782	286,580.24	53,904.76	-5,712.65	101.7%
370 SPECIAL EDUCATION	4,946,344	62,851	5,009,195	4,846,032.65	96,685.31	66,457.22	98.7%
390 TRANSITIONAL BI-LINGUAL	96,986	0	96,986	97,086.48	.00	-100.48	100.1%
410 DEPARTMENT OF PUBLIC WORKS	3,014,157	5,575	3,019,732	2,899,010.66	120,716.27	5.22	100.0%
423 DPW SNOW & ICE REMOVAL DIV.	157,804	0	157,804	489,027.47	.00	-331,223.47	309.9%
424 STREET & TRAFFIC LIGHTING	212,500	52,237	264,737	263,998.01	.00	738.99	99.7%
510 HEALTH DEPARTMENT	247,801	0	247,801	236,247.29	.00	11,553.71	95.3%
541 COUNCIL ON AGING	266,836	0	266,836	268,481.49	.00	-1,645.49	100.6%

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TOWN OF LUDLOW  
FISCAL YEAR 2008 EXPENSE BUDGET REPORT  
AS OF JUNE 30, 2008 (PRE-AUDIT)

FOR 2008 13

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
543 VETERAN'S SERVICES DEPT.	146,452	21,000	167,452	161,283.11	.00	6,168.89	96.3%
610 HUBBARD MEMORIAL LIBRARY	362,998	707	363,705	359,619.41	.00	4,085.28	98.9%
630 RECREATION COMMISSION	246,275	660	246,935	189,501.58	.00	57,433.42	76.7%
691 HISTORICAL COMMISSION	1,420	0	1,420	236.07	.00	1,183.93	16.6%
701 GENERAL DEBT AND INTEREST	3,297,935	0	3,297,935	3,213,790.07	.00	84,144.93	97.4%
801 GOVERNMENT ASSESSMENTS	0	322,919	322,919	303,516.10	.00	19,402.90	94.0%
910 FRINGE BENEFITS FOR EMPLOYEES	8,674,504	-60,897	8,613,607	8,606,677.72	.00	6,929.28	99.9%
TOTAL GENERAL FUND	48,427,802	919,230	49,347,032	48,801,688.28	537,614.14	7,729.48	100.0%
GRAND TOTAL	48,427,802	919,230	49,347,032	48,801,688.28	537,614.14	7,729.48	100.0%

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LUDLOW  
SRF ACTIVITY SCHEDULE  
6/30/08

	Beg Bal 6/30/2007	Federal	State	Other	Total Revenue	Transfers in	Expended	Trans out	Balance 6/30/2008
	(includes py non timing ajcs)								
<b>Fund 21</b>									
Sale of Cemetery Lots	253,285				-				253,285
Sale of Real Estate	1,011								1,011
Wetland Filing Fees Revolving	55,693			8,267	8,267		2,642		61,318
Public Bldg.Comp.for Damage	9,349			4,119	4,119		4,119		9,349
Police Dept.Comp.for Damage	3,090			1,888	1,888		1,800		3,178
Fire Dept.Comp.for Damages	477								477
State - Reg. Hazmat Training	(9,102)			14,211	14,211		13,084		(7,975)
Hazard.Matl.Comp.for Dam.	4,887								4,887
DPW Comp.for HWY.Damages	26,180			-			284		25,896
DPW Comp.Sewer Div/Landfill	-								-
DPW Comp.for Cemetery Dam.	305			540	540				845
Insurance comp - Park dept	1,493			920	920				2,413
Health Dept.-Septic Insp.	10,224			26,109	26,109		27,484		8,849
C.O.Aging - Comp. for Damages	3,356			1,582	1,582		2,026		2,912
Hubbard Memorial Library Ins Comp rounding	1,327 (278)						1,059		268 (278)
<b>Total Fund 21</b>	<b>361,297</b>	<b>-</b>	<b>-</b>	<b>57,636</b>	<b>57,636</b>	<b>-</b>	<b>52,498</b>	<b>-</b>	<b>366,435</b>
<b>Fund 23</b>									
Memorial Park Project-Fed Funds	3,990								3,990
Celebrate Ludlow	16,213			4,343	4,343	7,000	3,719		23,837
State Funds for Elections	3,776			2,602	2,602		1,940		4,438
Steven's Memorial Underground Tank	5,385								5,385
Jail Impact Funds	68,303			2,906	2,906				71,209
State Tourism grant	(4,115)		14,785		14,785		10,670		-
Law Enforcement Trust Fd.	19,409		3,924		3,924		2,103		21,230
DARE Program	938								938
Community Policing Grant	14,830		38,000	100	38,100		41,769		11,161
Car Gift for Police Auction	30								30
Fed. Cops More - Technical Equip	104								104
Fed Grant Bullet proof vest	2,718	17,522			17,522		3,690		16,550
COPS Homeland Security	(10,173)			1,242	1,242				(8,931)
Fed. School Resource Officer	29,654								29,654
Violence Against Women Grant	579								579
Police Dept-K-9 Unit	3,158			3,397	3,397		6,412		143
Police Dept-Gift/Donation Account	730			50	50				780
Police Safety Equipment	500								500
F'97 Law Enforcement Drug Task Force	116								116
F'98 Law Enforcement Block Grant	1,524								1,524
F'99 Law Enforcement Block Grant	(998)								(998)
F'00 Law Enforcement Block Grant	(1,193)								(1,193)
F'01 Law Enforcement Block Grant	361								361
F'02 Law Enforcement Block Grant	243								243
COPS - Secure our Schools	427								427
feds Cop Fast	(3,850)								(3,850)
Firefighter's Assistance grant	30								30
Fire Dept.-Gift Account	8,330			2,739	2,739		709		10,360
Fire Dept.-S.A.F.E. Grant	(653)		4,700		4,700		393		3,654
Fire Dept.- Safety Equipment Grant	6,711						1,095		5,616
Fire Dept.-Patches & Pumper	313								313
Fire Dept.-Thermal Imager	4								4
Fire Dept.-Homeland Secur FY'05	(7,687)								(7,687)
Fire Dept.-FEMA Grant	241								241
Reg. Hazmat Training Fund	11,971								11,971
Defib/Monitor/Pacemaker	725								725
Ambulance Subscription Fd.	111,594			50,679	50,679		29,895		132,378
Local Emergency Management	3,450			500	500				3,950
Emergency Management Grant	700								700
Highway Fund Ch.90	97,895		320,516	(360,000)	(39,484)		91,373		(32,962)
Sportsmans Road Reconstruction(PWEC)	(4,225)								(4,225)
Hubbard St. CSO Project	(19,080)	2,292			2,292		3,462		(20,250)
Curbside Recycling Grant	2,449		19,104		19,104		21,553		-
FY'07 - Dog officer gift account	244								244
PVPC State Street CSO Abatement	(1,417)								(1,417)
Health Nurses Donations	1,694			455	455		153		1,996
COA Donation Activity Account	119								119
Vets. Memorial - ATM 5/12/08 Art#8				306	306				306

LUDLOW  
SRF ACTIVITY SCHEDULE  
6/30/08

	Beg Bal 6/30/2007	Federal	State	Other	Total Revenue	Transfers in	Expended	Trans out	Balance 6/30/2008
State Grant - Sr. Pharmacy Prg.	677				-				677
F'99 Outreach Program Grant	39				-				39
Outreach Program Gmt/COA formula gm	1,648		26,638		26,638		28,249		37
COA - Title III Repair Program FY'06				1,080	1,080		1,240		(160)
State Library Aid	27,728		39,649		39,649		37,833		29,544
Library Memorial Fund	2,857			3,712	3,712		2,209		4,360
Art's Lottery Funds	9,964		8,410		8,410		9,780		8,594
Donations - Skate Park/Rec Purposes rounding	5,578 (181)			-	-		1,600		3,978
							8		(189)
<b>Total Fund 23</b>	<b>414,376</b>	<b>19,814</b>	<b>475,726</b>	<b>(285,889)</b>	<b>209,651</b>	<b>7,000</b>	<b>299,855</b>	<b>-</b>	<b>331,172</b>
<b>Fund 231</b>									
Cable Access Local Programming	570,807			205,343	205,343		145,233		630,917
<b>Total Fund 231</b>	<b>570,807</b>	<b>-</b>	<b>-</b>	<b>205,343</b>	<b>205,343</b>	<b>-</b>	<b>145,233</b>	<b>-</b>	<b>630,917</b>
<b>Fund 232</b>									
East St Revitalization Phase I	(8,694)				-				(8,694)
East St Corridor Phase II	16,612				-				16,612
East St Corridor Phase III	30,670				-			30,670	-
East St Corridor Phase IV	827,231					120,670	947,079		822
<b>Total Fund 232</b>	<b>865,819</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>120,670</b>	<b>947,079</b>	<b>30,670</b>	<b>8,740</b>
<b>Fund 25</b>									
Childrens' Language Institute	(5,714)				-				(5,714)
School Comp.for Damages	118				-				118
School Damages Over \$20,000.	5,770				-				5,770
School Book Revolving Ch 44-53E1/2	15,689				-				15,689
Industrial Arts Matl.Fd.	136				-				136
<b>Total Fund 25</b>	<b>15,999</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>15,999</b>
<b>Fund 251</b>									
School Lunch Program	195,891	204,314	19,794	910,220	1,134,328		1,131,055		199,164
plug to balance	400				-				400
<b>Total Fund 251</b>	<b>196,291</b>	<b>204,314</b>	<b>19,794</b>	<b>910,220</b>	<b>1,134,328</b>	<b>-</b>	<b>1,131,055</b>	<b>-</b>	<b>199,564</b>
<b>Fund 252</b>									
H.S. Athletic Fields	21,948			37,302	37,302		28,518		30,732
School Athletic Fund	(18,462)			23,957	23,957		31,914		(26,419)
unidentified	915				-				915
<b>Total Fund 252</b>	<b>4,401</b>	<b>-</b>	<b>-</b>	<b>61,259</b>	<b>61,259</b>	<b>-</b>	<b>60,432</b>	<b>-</b>	<b>5,228</b>
<b>Fund 253</b>									
School Book Revolving	(319)				-		401		(720)
H.S. Book Revolving	11,117			10,040	10,040		14,196		6,961
B.M.S. Book Revolving	(2,830)			792	792		367		(2,405)
Chapin St. Book Revolving	200			246	246		106		340
East St. Book Revolving	335			254	254		4		585
Vet's Park Book Revolving	346			299	299		12		633
<b>Total Fund 253</b>	<b>8,849</b>	<b>-</b>	<b>-</b>	<b>11,631</b>	<b>11,631</b>	<b>-</b>	<b>15,086</b>	<b>-</b>	<b>5,394</b>
<b>Fund 255</b>									
Adult Continuing Education	110,368			144,059	144,059		131,127		123,300
Elementary Full Day Kindergarten	(6,902)				-				(6,902)
H.S. Summer Reading Program	5,228			15,435	15,435		17,050		3,613
Vet's Park Reading Program	2,462			208	208		5,042		(2,372)
<b>Total Fund 255</b>	<b>111,156</b>	<b>-</b>	<b>-</b>	<b>159,702</b>	<b>159,702</b>	<b>-</b>	<b>153,219</b>	<b>-</b>	<b>117,639</b>
<b>Fund 256</b>									
Early Childhood Revolving - rental	30,756			29,657	29,657		36,318		24,095
Early Childhood Revolving	30,512			109,233	109,233		79,428		60,317
<b>Total Fund 256</b>	<b>61,268</b>	<b>-</b>	<b>-</b>	<b>138,890</b>	<b>138,890</b>	<b>-</b>	<b>115,746</b>	<b>-</b>	<b>84,412</b>
<b>Fund 257</b>									
Student Transportation	46,020			68,472	68,472		99,140		15,352
<b>Total Fund 257</b>	<b>46,020</b>	<b>-</b>	<b>-</b>	<b>68,472</b>	<b>68,472</b>	<b>-</b>	<b>99,140</b>	<b>-</b>	<b>15,352</b>
<b>Fund 258</b>									
School Choice Tuition Revolving	452,306		649,189		649,189		873,029		228,466
<b>Total Fund 258</b>	<b>452,306</b>	<b>-</b>	<b>649,189</b>	<b>-</b>	<b>649,189</b>	<b>-</b>	<b>873,029</b>	<b>-</b>	<b>228,466</b>

LUDLOW  
SRF ACTIVITY SCHEDULE  
6/30/08

	Beg Bal 6/30/2007	Federal	State	Other	Total Revenue	Transfers in	Expended	Trans out	Balance 6/30/2008
<b>Fund 259</b>									
Insurance Damages	7			9,315	9,315				9,322
<b>Total Fund 259</b>	<b>7</b>	<b>-</b>	<b>-</b>	<b>9,315</b>	<b>9,315</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>9,322</b>
<b>Fund 260</b>									
H.S. School Gift Account	20,692			6,166	6,166		1,730		25,128
B.M.S. School Gift Account	(8,197)			8,240	8,240		8,124		(8,081)
Chapin St. School Gift Account	1,183			3,333	3,333		3,652		864
East St. School Gift Account	(491)			3,963	3,963		3,256		216
Vet's Park School Gift Account	296			3,335	3,335		2,864		767
Special Education Gift Account	523				-				523
Community Scholarship - FY'2007	380			800	800		500		680
<b>Total Fund 260</b>	<b>14,386</b>	<b>-</b>	<b>-</b>	<b>25,837</b>	<b>25,837</b>	<b>-</b>	<b>20,126</b>	<b>-</b>	<b>20,097</b>
<b>Fund 261</b>									
Special Ed Circuit Breaker	144,030		266,356		266,356		401,888		8,498
<b>Total Fund 261</b>	<b>144,030</b>	<b>-</b>	<b>266,356</b>	<b>-</b>	<b>266,356</b>	<b>-</b>	<b>401,888</b>	<b>-</b>	<b>8,498</b>
<b>Fund 27</b>									
F'00 Sped PL94-142	616				-				616
F'01 Sped PL94-142	51				-				51
Ludlow High School Gift	293				-				293
F'00 Community Partnerships	(2,678)				-				(2,678)
F'01 Smoking Cessation Grant	(542)				-				(542)
F'01 Teacher Training Math/Science	1,478				-				1,478
F'01 Learning Together	248				-				248
Academic Support Services	(2,361)				-				(2,361)
FY00 Class Size Reduction Program	1,909				-				1,909
IEP Training	357				-				357
FY'06 SPED Corrective Action					-				-
H.S. Improvement	636				-				636
Davis Foundation - FY'2008	-			15,000	15,000				15,000
Education Alliance Gift/Grant plug to balance	1,800 (1,695)				-				1,800 (1,695)
<b>Total Fund 27</b>	<b>112</b>	<b>-</b>	<b>-</b>	<b>15,000</b>	<b>15,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>15,112</b>
<b>Fund 271</b>									
Title V innovation Programs FY2007	291				-		291		-
Title V Innovation Programs FY2008	-	4,349			4,349		4,103		246
<b>Total Fund 271</b>	<b>291</b>	<b>4,349</b>	<b>-</b>	<b>-</b>	<b>4,349</b>	<b>-</b>	<b>4,394</b>	<b>-</b>	<b>246</b>
<b>Fund 272</b>									
School Health Grant FY2002/03/06/07	216				-		647		(431)
School Health Grant FY2008			64,199		64,199		63,246		953
<b>Total Fund 272</b>	<b>216</b>	<b>-</b>	<b>64,199</b>	<b>-</b>	<b>64,199</b>	<b>-</b>	<b>63,893</b>	<b>-</b>	<b>522</b>
<b>Fund 273</b>									
Academic Support Grant Prev Years	2,360				-				2,360
Academic Support Grant FY2007	2,329				-		4,479		(2,150)
Academic Support Grant FY2008			25,650		25,650		23,239		2,411
<b>Total Fund 273</b>	<b>4,689</b>	<b>-</b>	<b>25,650</b>	<b>-</b>	<b>25,650</b>	<b>-</b>	<b>27,718</b>	<b>-</b>	<b>2,621</b>
<b>Fund 274</b>									
Early Literacy Program FY'2008			15,910		15,910		19,581		(3,671)
H.S. Improvement FY2002	521				-				521
SAFE Environment FY'2007	9,550				-		9,550		-
SAFE Environment FY'2008			15,196		15,196		18,304		(3,108)
<b>Total Fund 274</b>	<b>10,071</b>	<b>-</b>	<b>31,106</b>	<b>-</b>	<b>31,106</b>	<b>-</b>	<b>47,435</b>	<b>-</b>	<b>(6,258)</b>
<b>Fund 276</b>									
Foundation Reserve FY'2007/2008				173,000	173,000		63,719		109,281
<b>Total Fund 276</b>				<b>173,000</b>	<b>173,000</b>		<b>63,719</b>		<b>109,281</b>
<b>Fund 277</b>									
Drug Free Schools-FY2002	1,884				-				1,884
Drug Free Schools-FY2007	7,080		7,080		7,080		14,160		-
Drug Free Schools-FY'2008			4,036		4,036		9,202		(5,166)
<b>Total Fund 277</b>	<b>8,964</b>	<b>-</b>	<b>11,116</b>	<b>-</b>	<b>11,116</b>	<b>-</b>	<b>23,362</b>	<b>-</b>	<b>(3,282)</b>
<b>Fund 279</b>									

LUDLOW  
SRF ACTIVITY SCHEDULE  
6/30/08

	Beg Bal 6/30/2007	Federal	State	Other	Total Revenue	Transfers in	Expended	Trans out	Balance 6/30/2008
Title I FY2007	(26,790)	67,919			67,919		41,129		-
Title I FY2008	-	251,436			251,436		273,341		(21,905)
<b>Total Fund 279</b>	<b>(26,790)</b>	<b>319,355</b>	<b>-</b>	<b>-</b>	<b>319,355</b>	<b>-</b>	<b>314,470</b>	<b>-</b>	<b>(21,905)</b>
<b>Fund 280</b>									
SPED Early Child Alloc FY2007	(7,716)	7,614			7,614		-		(102)
SPED Early Child Alloc FY2008		25,997			25,997		32,652		(6,655)
Pre-Kinder Classroom FY2008		11,250			11,250		4,279		6,971
<b>Total Fund 280</b>	<b>(7,716)</b>	<b>44,861</b>	<b>-</b>	<b>-</b>	<b>44,861</b>	<b>-</b>	<b>36,931</b>	<b>-</b>	<b>214</b>
<b>Fund 281</b>									
PL94-142 SPED FY2002	(9,387)				-				(9,387)
PL94-142 SPED FY2007	89,074				-		89,450		(376)
PL94-142 SPED FY2006	-	644,146			644,146		717,566		(73,420)
<b>Total Fund 281</b>	<b>79,687</b>	<b>644,146</b>	<b>-</b>	<b>-</b>	<b>644,146</b>	<b>-</b>	<b>807,016</b>	<b>-</b>	<b>(83,183)</b>
<b>Fund 282</b>									
Community Partnerships FY2008	-		252,918		252,918		229,819		23,099
Community Partnerships FY2007	26,454		-		-		26,454		-
<b>Total Fund 282</b>	<b>26,454</b>	<b>-</b>	<b>252,918</b>	<b>-</b>	<b>252,918</b>	<b>-</b>	<b>256,273</b>	<b>-</b>	<b>23,099</b>
<b>Fund 283</b>									
SPED Program Improv - FY2007	3,083		-		-		3,083		-
SPED Program Improv - FY2008			10,844		10,844		18,376		(7,532)
<b>Total Fund 283</b>	<b>3,083</b>	<b>-</b>	<b>10,844</b>	<b>-</b>	<b>10,844</b>	<b>-</b>	<b>21,459</b>	<b>-</b>	<b>(7,532)</b>
<b>Fund 284</b>									
Class Size Reduction FY2002	213				-				213
Teache Quality Grant Part A FY2007	(8,305)	19,226			19,226		10,921		-
Enhanced Educ Tech Part B FY2007	284				-		284		-
Teache Quality Grant Part A FY2008	-	63,857			63,857		78,669		(14,812)
Enhanced Educ Tech Part B FY2008	-	4,427			4,427		1,125		3,302
<b>Total Fund 284</b>	<b>(7,808)</b>	<b>87,510</b>	<b>-</b>	<b>-</b>	<b>87,510</b>	<b>-</b>	<b>90,999</b>	<b>-</b>	<b>(11,297)</b>
<b>Fund 290</b>									
SPED Electronic Portfolio FY06	2,386	-			-		2,386		-
<b>Total Fund 290</b>	<b>2,386</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,386</b>	<b>-</b>	<b>-</b>
<b>Total All Special Revenue Funds</b>	<b>3,360,651</b>	<b>1,324,349</b>	<b>1,806,898</b>	<b>1,550,416</b>	<b>4,681,663</b>	<b>127,670</b>	<b>6,074,441</b>	<b>30,670</b>	<b>2,064,873</b> ties to B/S

**Town of Ludlow  
Capital Projects Summary  
6/30/2008**

<u>Description</u>	<u>Balance</u> 7/1/2007	<u>Transfers</u> In (Out)	<u>Total</u> Expended	<u>Encumb.</u>	<u>Balance</u> 6/30/2006
<b><u>Fund 31</u></b>					
Surplus Bond Funds	2,641				2,641
Police Computer System	89				89
Little Canada Sewer Project (Eligible)	901				901
Little Canada Sewer Project (Ineligible)	1160				1,160
Town Computer System	1100				1,100
New Loader A-32 4/13/93	894				894
Chapin/Center Intersection A-45 4/8/96	38,728				38,728
Community Center Project 11/16/98	689				689
Aerial Platform Truck 5/14/01	-280				-280
Sportsmen Road A-STM 5/10/04	0				0
Fire Water/Tanker Truck			-612		-612
Transfer station construction	4,153	0			4,153
Fiber Optic System		180,000	-185,796		-5,796
Simonds Street Reconstruction			-518,436		-518,436
Alison Lane Sewer Project			-58,558		-58,558
<b>Total Fund 31</b>	<b>50,075</b>	<b>180,000</b>	<b>-763,402</b>	<b>0</b>	<b>-533,327</b>
<b><u>Fund 33</u></b>					
East Street School Addition	451				451
Cole/Primary Roof Repair A45 4/10/95	170				170
Middle School Addition A-1 2/8/98	-748,534	748,534			0
High School Addition A-2 2/8/98	-756				-756
High School Addition A-3 2/8/98	180				180
School Roof Replacements A-53 5/9/05	-993			0	-993
School Roof Projects - ATM 5/9/05 #53					
<b>Total Fund 33</b>	<b>(749,482)</b>	<b>748,534</b>	<b>0</b>		<b>-948</b>
<b><u>Fund 66</u></b>					
Sewer Vacuum Pressure Truck FY'08 C/B		318,000	-318,000		0
CSO Project#5 - Chicopee River 10/2007			-247,710		-247,710
<b>Total Fund 66</b>		<b>318,000</b>	<b>-565,710</b>		<b>-247,710</b>
<hr/>					
<b>Total All Capital Projects</b>	<b>-699,407</b>	<b>1,246,534</b>	<b>-1,329,112</b>	<b>0</b>	<b>-781,985</b>

Town of Ludlow  
Capital Projects Budget  
FY'2005-FY'2008  
Expenditures Summary

<u>Dept.</u>	<u>Description</u>	<u>Account Number</u>	<u>Amount</u>	<u>FY'2005</u>	<u>FY'2006</u>	<u>FY'2007</u>	<u>FY'2008</u>	<u>Unspent</u>
<b>FY'2005 Capital Improve.</b>								
<b>Article #34 - ATM 5/10/04</b>								
Police	Police Cruisers (2)	0290582-587023	26,000	25,979				21 Closed
Fire	Ambulance	0290531-587023	139,000	135,012	3966			22 ##
School	Vets Park Boiler Replace.	0290543-587029	136,000	136,000				0
	Chapin St. Tile Replace.	0290543-586000	23,000	5,408	800			16,792
DPW	East/Chapin Inter Improv.	0290566-584200	90,000	24,272	56475	5,012	2,000	2,241
	Replace Loader	0290566-587026	125,000	125,000				0
	Golf Cart Replacement.(30)	6686024-587027	115,000	108,575				6,425 ##
	Grounds Improvement	6686024-580000	20,000	6,999	13,001			0
	Bulk Top Dresser	6686024-585026	25,000	24,835				165 ##
	Rough Mower	6686024-587026	50,000	47,006				2,994 ##
	<b>Total</b>		<b>\$749,000</b>	<b>\$639,086</b>	<b>\$74,242</b>	<b>\$5,012</b>	<b>\$2,000</b>	<b>\$28,660</b>
<b>FY'2006 Capital Improve.</b>								
<b>Article #53 - ATM 5/9/05</b>								
BOS	Town Hall Window Replace.	0290553-580000	\$22,000	22,000				0
Police	Police Cruisers (2)	0290583-585000	52,000	51,976				24 Closed
Fire	Pickup Truck	0290532-587023	33,000	32,347				653 ##
School	Roof Project	3390544-585000	1,480,000	416	1,080,576			399,008 Closed Out STM 5/07
DPW	Metal Storage Building	0290567-580000	110,000		220,847		92,320	17,680
	Transfer Station	3180567-580000	225,000				4,883	-730
	Simonds Sewer System	3190567-580000	600,000				581,793	18,207
Golf Enter.	Golf Cart Replacement	6686025-587027	55,000	32,100				22,900 ##
	Grounds Improvement	6686025-585000	20,000	19,311	783			-94 ##
	<b>Total</b>		<b>\$2,597,000</b>	<b>\$0</b>	<b>\$158,150</b>	<b>\$1,302,206</b>	<b>\$678,996</b>	<b>457,648</b>

Town of Ludlow  
Capital Projects Budget  
FY'2005-FY'2008  
Expenditures Summary

<u>Dept.</u>	<u>Description</u>	<u>Account Number</u>	<u>Amount</u>	<u>FY'2005</u>	<u>FY'2006</u>	<u>FY'2007</u>	<u>FY'2008</u>	<u>Unspent</u>	
<b>FY'2007 Capital Improve. Article # 45 - ATM 5/8/06</b>									
Police/Fire	Roofop Heat/Cooling Units (3)	0290007-580200	\$37,500			35,921		1,579	Closed
Library	Roof Replacement	0290007-582000	11,250			11,250		0	
Fire	Alarm Room Console/Equip.	0290007-584000	35,300			31,687	2,287	1,326	
Police	2007 Chevy Tahoe	0290007-585023	31,000			31,000		0	
DPW	John Deere Backhoe/Loader	0290007-585026	90,000			85,010	20,000	4,990	Closed
School	Whitney Park Tennis Courts	0290007-587028	20,000				24,950	0	
Golf Enter.	Athletic Track Repairs - LHS	0290007-585028	24,950			14,616		1,384	##
	Golf Cart Replacement	6686028-587027	16,000			30,557		443	##
	Reel/Bedknife Grinder	6686028-587026	31,000						
	<b>Total</b>		<b>\$297,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$240,041</b>	<b>\$47,237</b>	<b>9,722</b>	
<b>FY'2008 Capital Improve. Article # 64 - ATM 5/24/07</b>									
COA	Passenger Van	0290008-580200	40,000				34,655	5,345	
DPW	Dump Truck/Sander	0290008-592000	160,000				160,000	0	
	Wade Lake Dam Repair	0290008-584000	10,000					10,000	
	Harris Pond Dam Repair	0290008-585023	11,500				18,000	11,500	
	East St. Bridge Repair	0290008-585026	35,000				30,000	17,000	
School	Vets Park Gym Floor	0290008-585027	30,000					0	
	Vets Park Parking Lot	0290008-585028	75,000					75,000	
Golf Enter.	Golf Cart Replacement	6686029-587027	40,000				39,900	100	##
	Grounds Improvements	6686029-580000	20,000				10,576	9,424	
	Clubhouse Improvements	6686029-582000	20,000				20,054	-54	##
Fire	Water Tanker Truck	3190568-587023	350,000				612	349,388	
Sewer Enter.	Vacuum/Press Spray Truck	6190568-587023	318,000				318,000	0	
	<b>Total</b>		<b>1,109,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>631,797</b>	<b>477,703</b>	<b>## = Closed</b>

jwy 7/31/08

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jyoung

TOWN OF LUDLOW  
FISCAL YEAR 2008 EXPENSE BUDGET REPORT  
AS OF JUNE 30, 2008 (PRE-AUDIT)

FOR 2008 13

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
66 GOLF COURSE ENTERPRISE FUND							
660 WESTOVER MUNICIPAL GOLF COURSE							
666600 WESTOVER MUNICIPAL GOLF COURSE							
666600 426001 OVER/UNDER GOLF COURS	0	-586,700	-586,700	-123.91	.00	123.91	100.0%
666600 426005 GOLF ROUNDS RECEIPTS	0	0	0	-520,233.07	.00	-66,466.93	88.7%**
666600 426007 DRIVING RANGE RECEIPT	0	0	0	-2,000.00	.00	2,000.00	100.0%
666600 436010 GOLF CART RENTAL RECE	0	-180,000	-180,000	-218,619.70	.00	38,619.70	121.5%
666600 436030 GOLF CONCESSION RIGHT	0	-20,000	-20,000	-23,401.49	.00	3,401.49	117.0%
666600 480600 GOLF OTHER RECEIPTS	0	-10,000	-10,000	-14,090.00	.00	4,090.00	140.9%
666600 482010 INTEREST ON DEPOSITS	0	-26,000	-26,000	-47,546.07	.00	21,546.07	182.9%
TOTAL WESTOVER MUNICIPAL GOLF <b>Revenues</b>	0	-822,700	-822,700	-826,014.24	.00	3,314.24	100.4%
666601 GOLF COURSE - PERSONAL SERVI	333,250	-19,050	314,200	282,511.41	.00	31,688.59	89.9%
666603 GOLF COURSE - GENERAL EXPENS	347,450	32,759	380,209	345,793.30	500.00	33,916.12	91.1%
666606 GOLF COURSE SHARED SERVICES	114,000	0	114,000	114,000.00	.00	0.00	100.0%
666608 GOLF COURSE - CAPITAL OUTLAY	8,000	1,200	9,200	2,449.99	1,200.00	5,550.01	59.7%
6686016 RESERVE FUND	20,000	0	20,000	20,000.00	.00	0.00	100.0%
6686020 FY'2006 TOWN MEETINGS	0	630	630	529.00	.00	101.46	83.9%
6686021 A-65 5/14/01 CIP GOLF COURS	0	0	0	0.00	.00	0.00	0%
6686023 A-31 5/12/03 CIP-GOLF COURS	0	0	0	6,500.00	.00	-6,500.00	100.0%
6686029 ATM 5/14/07 ART#64 FY08 CAP	0	80,000	80,000	71,169.76	.00	8,830.24	89.0%
TOTAL WESTOVER MUNICIPAL GOLF <b>Expenses</b>	822,700	95,540	918,240	822,953.46	1,700.00	93,586.42	89.8%
TOTAL GOLF COURSE ENTERPRISE FUND <b>564465</b>				<b>3,061</b>			<b>89.8%</b>

\*\* END OF REPORT - Generated by Jim Young \*\*

**Town of Ludlow**  
Sewer Revenue Analysis  
FY'2003-FY'2008

<u>Revenue Type</u>	FY'2005		FY'2006		FY'2007		FY'2008		FY'2009	
	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
User Fees - Current Year	732,463	725,000	862,617	928,474	1,007,878	1,075,717	1,086,248	1,610,460		
User Fees - Prior Year	28,217	20,000	16,446	20,000	32,545	20,000	15,968	20,000		
Sewer Liens	20,729	20,000	25,946	22,500	32,860	25,000	28,360	25,000		
Permits - Sewer Tie-ins	60,400	50,000	37,724	40,000	29,502	27,500	88,850	40,000		
All Other	945	1,000	1,931	1,000	3,011	2,000	2,923	2,000		
Interest Income					11,120	7,500	20,431	15,000		
<b>Annual Totals</b>	<b>842,754</b>	<b>816,000</b>	<b>944,664</b>	<b>1,011,974</b>	<b>1,116,916</b>	<b>1,157,717</b>	<b>1,242,780</b>	<b>1,712,460</b>		
<b><u>Expense Summary</u></b>										
Salaries & Wages	74,254	105,390	103,572	116,960	116,933	131,810	129,694	149,160		
General Expenses	46,062	59,700	69,815	70,150	91,943	72,255	101,973	88,000		
Intergovtl - Springfield Sewer Reserve Fund Transfer	600,000	600,000	642,082	650,000	687,928	768,887	786,028	1,187,500		
<b>Total Expenses</b>	<b>720,316</b>	<b>790,090</b>	<b>840,469</b>	<b>862,110</b>	<b>921,804</b>	<b>997,952</b>	<b>1,042,695</b>	<b>1,474,660</b>		
Excess Revenue/Expense	122,438	25,910	104,195	149,864	195,112	159,765	200,085	237,800		
Indirect Charges (Not Alloc)	334,539	140,224	140,224	149,864	149,864	159,765	156,000	237,800		
Adjusted Excess Rev/Exp	-212,101	-114,314	-36,029	0	45,248	0	44,085	0		

Target Revenue for 10/21/08 Meeting

jwy 10/15/08

Town of Ludlow  
Trust Fund  
Activity Schedule  
6/30/08

<u>Fund Name</u>	<u>6/30/2007</u>		<u>Other Revenue</u>	<u>Expend</u>	<u>Transfer In/Out</u>	<u>6/30/2008 Balance</u>
	<u>Balance</u>	<u>Interest</u>				
Fund 71 - Non-Expendable						
R.Kimball, Worthy Poor	48,936					48,936
R.Kimball, Cemetery	745					745
A.Hubbard, Cemetery	162					162
M.P.Wright, Cemetery	107					107
Island Pond Cemetery	851,856				-23,913	827,943
<b>Total Non-Expendable</b>	<b>901,806</b>				<b>-23,913</b>	<b>877,893</b>
Fund 72 - Expendable						
Camp White	50					50
R.Kimball, Cemetery	855					855
A.Hubbard, Cemetery	186					186
M.P.Wright, Cemetery	123					123
Island Pond Cemetery	323,066	74,800		3,204		394,662
H.Sorcinelli, Ambulance	861					861
A.J. Smart, Hospice	3,843					3,843
C.D.B.G. Rehab	-229					-229
Federal Conservation Fund	28,886	654				29,540
F.Clafflin, Health	8					8
<b>Total Expendable</b>	<b>357,649</b>	<b>75,454</b>		<b>3,204</b>		<b>429,899</b>
Fund 73 - Reserved						
Stabilization Fund	1,897,661	98,428			250,000	2,246,089
Pension Reserve	-216					-216
<b>Total Reserved Fund</b>	<b>1,897,445</b>	<b>98,428</b>		<b>0</b>	<b>250,000</b>	<b>2,245,873</b>
<b>Total Trust Funds (All Types)</b>	<b>3,156,900</b>	<b>173,882</b>		<b>3,204</b>	<b>226,087</b>	<b>3,553,665</b>

**Town of Ludlow**  
 Stabilization Fund Analysis  
 FY'2003- FY'2008

<u>Date</u>	<u>Description</u>	<u>Activity</u>	<u>Balance</u>
7/1/2002	Beginning Balance		\$1,391,307
	Investment Income	92,023	
6/30/2003	Ending Balance		<b>1,483,330</b>
7/1/2003	Beginning Balance		1,483,330
	Loss on Investments	-7,460	
6/30/2004	Ending Balance		<b>1,475,870</b>
7/1/2004	Beginning Balance		1,475,870
	ATM 5/04 Transfer In	500,000	
	Interest - Citizens	7,850	
	Investment Income:		
	Merrill Lynch	50,005	
6/30/2005	Ending Balance		<b>2,033,725</b>
	STM 11/14 Transfer Out		
	Storm Drainage System		
	Electric Park Section	-200,000	
	Computer Network	-47,000	
	Investment Income	37,243	
6/30/2006	Ending Balance		<b>1,823,968</b>
	Investment Income	73,693	
6/30/2007	Ending Balance		<b>1,897,661</b>
	ATM 5/07 Transfer In	250,000	
	Investment Income	98,428	
6/30/2008	Ending Balance		<b>2,246,089</b>

**Town of Ludlow**  
Free Cash Analysis  
FY'2006 thru FY'2008  
February 23, 2009

<u>Date</u>	<u>Description</u>	<u>FY'2006 Amount</u>	<u>FY'2007 Amount</u>	<u>FY'2008 Amount</u>
7/1/2005	DOR Certification	\$1,522,162		
7/1/2006	DOR Certification		\$ 2,951,586	
7/1/2007	DOR Certification			\$2,286,384
10/3/2005	Previous Years Bills	-13,706		
11/14/2005	Fire Dept. Raises	-44,276		
5/8/2006	Reserve Fund	-100,000		
	Unpaid Bills - P/Y	-634		
5/14/2007	School Space Study		-50,000	
	FY'2008 Capital Bud		-250,000	
	Reserve Fund		-100,000	
	Transfer to Stab.Fund		-250,000	
	Unpaid Bills - P/Y		-1,332	
	Conrail Prop.Survey		-7,000	
	DEP Environ/Lien		-40,000	
5/12/2008	Unpaid Bills - P/Y			-5,775
	East St.- Phase IV			-40,000
	FY'2009 Capital Bud			-238,623
	Reserve Fund			-125,000
	Reduce Tax Levy	-1,200,000	-1,500,000	-1,375,000
	<b>Total Transfers Out</b>	<b>-1,358,616</b>	<b>(2,198,332)</b>	<b>(1,784,398)</b>
	<b>Balance</b>	<b>\$163,546</b>	<b>\$ 753,254</b>	<b>\$501,986</b>
	 Excess Levy Capacity	 580,599	 1,008,964	 965,046
			FY'2009	71,850

**Town of Ludlow**  
Debt Budget Analysis  
7/1/2007-6/30/08

Loan Description	Debt Type	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY'2008 Actual
<u>Multi-Purpose 10/15/02</u>														
Sewer - Sports Rd. \$250,000	Principal - FY'2008				14,250									14,250
Community Ctr - \$6,000,000					333,000									333,000
Platform Truck - \$682,000					48,500									48,500
Transfer Station - \$ 250,000					14,250									14,250
	<b>Total</b>				<b>410,000</b>									<b>410,000</b>
Payable to: Wachovia Bank	Interest - FY'2008				3,363						3,168			6,531
					81,007						76,427			157,434
					7,918						7,251			15,169
					3,363						3,168			6,531
	<b>Total</b>				<b>95,651</b>						<b>90,014</b>			<b>185,665</b>
<u>Library Expansion 10/15/89</u>														
Original Loan - \$1,907,500	Principal - FY'2008				100,000									100,000
Payable to: US Bank	Interest - FY'2008				6,900						3,450			10,350
	<b>Total</b>				<b>106,900</b>						<b>3,450</b>			<b>110,350</b>
<u>East St. School Expansion 11/1/1990 \$4,515,000</u>														
Payable to: US Bank	Principal - FY'2008				210,000									210,000
	Interest - FY'2008				23,100							15,435		38,535
	<b>Total</b>				<b>233,100</b>							<b>15,435</b>		<b>248,535</b>
<u>School Construction - 6/15/01</u>														
High School - \$21,987,000	Principal - FY'2008												1,098,000	1,098,000
Baird Middle - \$640,000													32,000	32,000
Payable to: Wachovia Bank	Total						244,248						1,130,000	1,130,000
	Interest - FY'2008						7,036						244,248	488,496
	<b>Total</b>						<b>251,284</b>						<b>7,036</b>	<b>14,072</b>
													<b>251,284</b>	<b>502,568</b>
<u>Bank of America - 2/21/2007</u>														
Refinancing	Principal						97,198						15,000	15,000
	Interest						97,198						97,206	194,404
	<b>Total</b>												<b>112,206</b>	<b>209,404</b>
<u>Water Pollution Abatement 8/1/95 - \$2,508,826</u>														
Payable to: Mass. Water Poll.	Principal - FY'2008							133,548						133,548
	Interest - FY'2008							18,508						37,958
	<b>Total</b>							<b>152,056</b>						<b>171,506</b>
<u>School Construction - 10/1/04</u>														
Baird M/S Phase II - \$2,530,000	Principal - FY'2008				135,000									135,000
Payable to: Wachovia Bank	Interest - FY'2008				42,283									82,541
	<b>Total</b>				<b>177,283</b>									<b>217,541</b>
	<b>Principal Total</b>													<b>2,133,548</b>
	<b>Interest Total</b>													<b>1,052,021</b>

## TOWN TREASURER

The Town Treasurer is pleased to report that over five million dollars of General Fund monies remain invested in term investments with good interest yields. This is over and above the investments, which occur during tax payment receipts. This excellent cash flow remains possible due to the cooperation of both Assessors and Tax Collector's offices. The Treasurer has collected as of December 31, 2008 the total of \$100,000 on Tax Titles.

### TOWN OF LUDLOW TREASURER GENERAL FUND AS OF DECEMBER 31, 2008 WERE AS FOLLOWS:

<b>Bank</b>	<b>Account</b>	<b>Balance</b>
TDBankNorth	Master	412,978.02
	Sewer	131,389.79
	Golf Course	912,799.75
	Golf Course Merchant	90,606.87
	Money Market	1,804,298.95
	Cafeteria	512,591.88
Citizens	Master	4,689,865.47
	Guaranty Deposits	1,153,930.51
BWM	County Jail	72,043.43
	Water/Cops	232,504.87
M.M.D.T.	Money Market	101,082.83
Berkshire Bank	Money Market	1,984,011.99
Unibank	Money Market	285,119.79
		12,383,224.15
	<b>Payroll Distribution</b>	
	Gross Payroll	30,317,776.64
	FICA	358,528.48
	Federal Withholding	2,911,449.00
	State Withholding	1,335,865.30
	Retirement	2,657,888.26
	United Fund	6,021.78
	Annuities	489,259.03
	Health Insurance	1,079,572.32
	Life Insurance	55,501.95
	Credit Union	429,566.04
	Union Dues	254,842.70
	Deferred Compensation	696,204.94
	Dental	122,044.76
	Aflac	5,930.56

### TRUST FUNDS AS OF DECEMBER 31, 2008

All trust funds are invested and receiving maximum interest:

Citizens Stabilization Fund	\$ 854,468.79
Bartholomew (Comm. Financial)	1,384,792.81
Paine Webber Cemetery	1,240,096.62
	\$ 3,479,358.22

## HEALTH AND LIFE INSURANCE

The Town of Ludlow, through the Board of Selectmen, entered into a contract with Boston Mutual Life Insurance Company for One more Year and Blue Cross HMO Blue, HMO Care Elect-PPO, HMO Medicare, Managed Blue for Senior and Medex III contracts were signed with effective dates running from July 1, 2008, to June 30, 2009. The following rates prevail:

### Monthly Premiums

#### Town's share employees share total

	Town's share	Employee's share	Total
<b>HMO Blue</b>			
Individual	446.13	104.65	550.78
2 Person	892.26	209.30	1,101.56
Family	1,222.40	286.73	1,509.13
<b>HMO Care Elect-PPO</b>			
Individual	513.05	120.35	633.40
2 Person	1,026.10	240.69	1,266.79
Family	1,405.76	329.75	1,735.51
<b>Senior Plans</b>			
Medex III	263.87	263.87	527.74
Medicare HMO Blue	187.52	43.98	231.50
Managed Blue for seniors	358.11	84.00	442.11
<b>Boston Mutual Life Insurance</b>			
\$10,000.00 coverage for active employees		3.30	6.60
\$ 2,000.00 coverage for retirees		.66	1.32

Respectfully submitted,  
Candida Batista  
Treasurer

## TOWN CLERK ELECTION AND REGISTRATION

Nomination papers and petitions were certified by the Registrars in the year 2008. The breakdown of registered voters per precinct as of December 31, 2008 is as follows:

Pr	Ai	Co	Dem	Gp	Gr	I3rd	Li	Re	Rep	Un	Wf	GT
1	0	0	1046	2	4	1	5	0	245	1047	3	2353
2	0	1	993	1	3	2	6	0	221	829	2	2058
3	0	0	1107	1	0	0	15	0	424	1288	2	2837
4	0	0	1188	1	5	0	11	0	221	944	7	2377
5	0	0	527	1	2	1	6	1	171	595	3	1307
6	1	0	1232	0	1	0	4	0	320	1201	6	2765
	1	1	6093	6	15	4	47	1	1602	5904	23	13697

# THE COMMONWEALTH OF MASSACHUSETTS PRESIDENTIAL PRIMARY

## FEBRUARY 5, 2008

At total of 5,350 (43% of 12,484 ballots were cast). Precinct 1-902, Precinct 2-752, Precinct 3-1063, Precinct 4-1003, Precinct 5-502, Precinct 6-1128.

## TOWN ELECTION MARCH 24, 2008

A total of 4176 (31% of 13,308 registered voters) ballots were cast. Precinct 1-644, Precinct 2-568, Precinct 3-896, Precinct 4-770, Precinct 5-394, Precinct 6-904.

## PROCEEDINGS SPRING ANNUAL TOWN MEETING MAY 12, 2008

**ARTICLE 1:** Voted that the Town accept the reports of the Town Officers as printed in the Annual Town Report for the Calendar Year 2007.

**ARTICLE 2:** Voted that the Town accept the reports of outstanding committees and to continue said committees further unless discharged by vote of this body. Committee's that report progress and wish to continue: Agricultural Commission, Open Space Planning Committee, Celebrate Ludlow Committee, Capital Planning Improvement Committee, Fair Housing Committee, Haviland Beach Study Committee, Pond Management Committee, Insurance Advisory Committee, Historic District Study Committee, Industrial Finance Authority and Westover Metropolitan Development Corporation.

**ARTICLE 3:** Voted to raise and appropriate the sum of \$6,000.00 for the printing of the Annual Town Report for the Calendar Year 2008 and the Printing of the Annual Town Meeting Warrants and recommendations.

**ARTICLE 4:** Voted to raise and appropriate the sum of \$35,000.00 for the purpose of conducting an Annual Audit for the Fiscal Year ending June 30, 2008.

**ARTICLE 5:** Voted to appropriate \$53,383,075 for Town Purposes and charges during the Fiscal Year ending June 30, 2009, and that said sum include the following salaries for elected officials:

Moderator (1) \$453.00 – Chairman, Bd. of Selectmen (1) \$4,276.00 – Members, Bd. of Selectmen (4) \$3,354.00 – Town Treasurer (1) \$51,905.00 – Town Collector (1) \$60,101.00 – Chairman, Bd. of Assessors (1) \$4,276.00 – Members, Bd. of Assessors (2) \$3,354.00 – Town Clerk (1) \$60,101.00 – Chairman, Bd. of Health (1) \$3,300.00 – Members, Bd. of Health (2) \$3,300.00 – Chairman, Bd. of Public Works (1) \$3,546.00 – Members, Bd. of Public Works (4) \$2,801.00 – Chairman, School Committee (1) \$3,000.00 Members, School Committee (4) \$2,500.00 Chairman, Planning Bd. (1) \$3,000.00 – Members, Planning Bd. (4) \$2,500.00. I further move that the Total appropriations be allocated to the various Town Departments in accordance with numbered 1 through 48 of the attached Budget Listing entitled "Town of Ludlow Departmental Budgets", and using the column headed "Fiscal Year 2009 Recommended". I further move, \$722,005 to be applied from "Fiscal Year 2009 Golf Course Revenues" to fund the Westover Municipal Golf Course Budget item 47, \$142,500, to be transferred from Fiscal 2009 Golf Course Revenues to fund Fiscal 2009 Indirect Golf Course costs appropriated in the General Fund, \$1,414,260 to be applied from "Fiscal Year 2009 Sewer Fund Revenues" to Fund the Sanitary Sewer Budget item 48, \$237,800 to be transferred from Fiscal 2009 Sewer Fund Revenues to fund Fiscal 2009 Indirect Sewer Fund costs appropriated in the General Fund and the balance of \$50,866,510 is to be raised and appropriated. (Amendment) Voted to amend the May 12, 2008 Annual Town Meeting Article 5, line 01410329-524023 (general expenses item 31) by deleting the sum of \$25,000.00 and by adding the sum of \$31,200.00, line 01410343-529400 (general expenses item 37) by deleting the sum of \$1,225,000.00 and by adding the sum of \$1,258,400.00, and line 61410144-510201 (sewer enterprise item 48) by deleting the sum of \$7,800.00 and by adding the sum of \$18,200.00. This will restore funds that were deducted from the DPW Department Budget and replenish it to the permitted guideline for Fiscal Year 2009.

**ARTICLE 6:** Voted to raise and appropriate the sum of \$3,000.00 to be deposited in a previously established Special Revenue Fund, to be expended by the Celebrate Ludlow Committee, with the approval of the Board of Selectmen, for Fire Works and General Expenses related to the event. I further move that all gifts and donations be deposited in this Special Revenue Fund to cover expenses related to this celebration.

**ARTICLE 7:** Voted to postpone action on Article 7 of the May 12, 2008 Annual Town Meeting Warrant.

**ARTICLE 8:** Voted to raise and appropriate the sum of \$10,000 to be used for the design and/or construction of a New Veteran's Memorial.

**ARTICLE 9:** Voted to raise and appropriate a sum of money not to exceed \$125,000 for the purpose of creating a Master Plan for the Town of Ludlow.

**ARTICLE 10:** Voted to amend the Compensation Plan of the Personnel Policy Bylaw of the Town of Ludlow as authorized under Chapter 41, Sec 108A and 108C of the Massachusetts General Laws by deleting the current maximums and minimums and increment steps for non-union personnel, including Custodians, Schedule V, Engineering, Schedule X, Management, Schedule XIII, Inspectors, Schedule XIV and Police Dispatchers, Schedule IV and replacing them with the minimums, maximums and increment steps as printed in Article 10 of the May 12, 2008 Annual Town Meeting Warrant.

**ARTICLE 11:** Voted to amend the Compensation Plan of the Personnel Policy Bylaw of the Town of Ludlow as authorized under Chapter 41, Sec 108A and 108C of the Massachusetts General Laws by deleting the current maximums and minimums and increment steps for Police Department, Schedule IV, and replacing them with a new schedule as printed in Article 11 of the May 12, 2008 Annual Town Meeting Warrant.

**ARTICLE 12:** Voted to raise and appropriate the sum of \$57,000, said sum to be transferred to budgets for Personal Services of the appropriate departments to fund increases awarded in the previous Article. I further move that the Town vote to raise and appropriate the sum of \$800.00, said sum to be transferred to appropriate budgets for Fringe Benefits to fund increases awarded in the previous Article.

**ARTICLE 13:** Voted to postpone action on Article 13 of the May 12, 2008 Annual Town Meeting Warrant.

**SPECIAL TOWN MEETING WITHIN THE ANNUAL TOWN MEETING MAY 12, 2008**

**ARTICLE 1:** Voted to transfer from Free Cash the sum of \$5,775.00 to be used for unpaid bills and/or overexpended accounts of previous years as follows: \$5,775.00 – McCormick-Allum Co., Inc. Invoice not received until after end of fiscal year. \$5,775.00 Total.

**ARTICLE 2:** Voted to declare that the land and buildings known as the Stevens Memorial (formerly known as the Boys and Girls Club), including any contiguous land and rights of way used for access and parking, located at 12 Chestnut Street, are no longer needed for the public purpose of a Town Recreational Facility and that the care, custody, management and control of said land and buildings be transferred to the Board of Selectmen for purposes of conveying said land and buildings for such uses and on such terms as determined by the Board of Selectmen.

**ARTICLE 3:** Voted to transfer from Free Cash the sum of \$40,000.00 to be used to pay cost overages resulting from the construction activities on Phase IV of the East Street Reconstruction Project.

**ARTICLE 4:** Voted to amend the Bylaws of the Town of Ludlow, Chapter VIII, by deleting the current Chapter VIII and replacing it with a revised Chapter VIII as printed in Article 4 of the May 12, 2008 Special Town Meeting Warrant.

**ARTICLE 5:** Voted to raise and appropriate the sum of \$5,000,000 for the purpose of financing the construction of the Hubbard Street Sewer Separation Project including without limitation all costs thereof as defined in Section 1 of Chapter 29C of the General Laws, as most recently amended by St. 1998, c. 78; that to meet this appropriation the Treasurer with the approval of the Selectmen is authorized to borrow \$5,000,000 and issue bonds or notes therefore under Chapter 44 of the General Laws and/or Chapter 29C of the General Laws, as most recently amended by St. 1998, c. 78; that such bonds or notes shall be general obligations of the Town unless the Treasurer with the approval of the Selectmen determines that they should be issued as limited obligations and may be secured by local system revenues as defined in Section 1 of Chapter 29C, as most recently amended by St. 1998, c. 78; that the Treasurer with the approval of the Selectmen is authorized to borrow all or a portion of such amount from the Massachusetts Water Pollution Abatement Trust established pursuant to Chapter 29C as most recently amended by St. 1998, c. 78; and in connection therewith to enter into a loan agreement and/or security agreement with the Trust and otherwise to contract with the Trust and the Department of Environmental Protection with respect to such loan and for any federal or state aid available for the project or for the financing thereof; that the Board of Selectmen is authorized to enter into a project regulatory agreement with the Department of Environmental Protection, to expend all funds available for the project and to take any other action necessary to carry out the project.

**ARTICLE 6:** Voted to amend the Bylaws of the Town of Ludlow by adding a new section which shall be titled “Sex Offenders Door to Door Sales” and which will read as printed in Article 6 of the May 12, 2008 Special Town Meeting Warrant.

**ARTICLE 7:** Voted to amend the Bylaws of the Town of Ludlow, Chapter II, Section 24, Paragraph 1, Capital Improvement Planning Committee, to include the Town Administrator as a voting member, by deleting the current language of this paragraph and replacing it with revised language as printed in Article 7 of the May 12, 2008 Special Town Meeting Warrant.

**ARTICLE 8:** Voted to amend the Personnel Policy Bylaw of the Town of Ludlow to allow members of the Board of Selectmen to serve as temporary members of the Personnel Board when the Board is unable to assemble a quorum, by adding a New Section 3.1.1 which shall be titled “Temporary Appointment to the Board” and which will read as printed in Article 8 of the May 12, 2008 Special town Meeting Warrant.

**MAY 12, 2008 SPRING ANNUAL TOWN MEETING CONTINUED MAY 12, 2008**

**ARTICLE 14:** Voted to postpone action on Article 14 of the May 12, 2008 Annual Town Meeting Warrant.

**ARTICLE 15:** Voted to amend the classification and Compensation Plan of the Personnel Policy Bylaw of the Town of Ludlow as authorized under Chapter 41, Sec 108A and 108C of the Massachusetts General Laws by deleting the current Classifications, maximums and minimums and increment steps for Clerical Schedule II and Council on Aging Schedule XI and XIV and replacing them with a new Classification Plan and combined Schedule II implement a negotiated contract with the LATOS Union, as printed in a handout distributed at Town Meeting.

**ARTICLE 16:** Voted to raise and appropriate the sum of \$57,449.00, said sum to be transferred to appropriate departmental budgets for Personal Services to fund increases awarded in the previous article. I further move that the Town vote to transfer from the Sewer Enterprise Fund the sum of \$855.00, said sum to be transferred to appropriate budgets at the Department of Public Works to fund increases awarded in the previous article. I further move that the Town vote to raise and appropriate the sum of \$900.00, said sum to be transferred to appropriate budgets for fringe benefits to fund increases awarded in the previous article. I further move that the Town vote to transfer from the Golf Enterprise Fund retained earnings the sum of \$1,286.00, said sum to be transferred to appropriate budgets at the Golf Course to fund increases awarded in the previous article.

**ARTICLE 17:** Voted that the Ludlow School Committee postponed article 17.

**ARTICLE 18:** Voted to raise and appropriate the sum of \$6,050 to be used to purchase a Spacesaver High Density Storage Unit for use at the Police Station.

**ARTICLE 19:** Voted to raise and appropriate the sum of \$3,500 to be added to the Fiscal Year 2009 Recreation Department Budget Line item #549000, for the purchase of Lifeguard chairs at Haviland Pond.

**ARTICLE 20:** Voted to disband the Local Economic Development Committee.

**ARTICLE 21:** Voted to raise and appropriate the sum of \$15,000 to be used to fund a Feasibility Study to determine the need and possible location for a new Substation for the Fire Department.

**ARTICLE 22:** Voted to postpone action on Article 22 of the May 12, 2008 Annual Town Meeting Warrant.

**ARTICLE 23:** Voted to amend the Classification Plan of the Personnel Policy Bylaw of the Town of Ludlow as authorized under Chapter 41, Sec 108A and 108C of the Massachusetts General Laws by adding a Deputy Fire Chief as printed in Article 23 of the May 12, 2008 Annual Town Meeting Warrant. **DEFEATED**

**ARTICLE 24:** Voted to postpone action on Article 24 of the May 12, 2008 Annual Town Meeting Warrant.

**ARTICLE 25:** Voted to amend the Classification Plan of the Personnel Policy Bylaw of the Town of Ludlow as authorized under Chapter 41, Sec 108A and 108C of the Massachusetts General Laws by adding two additional Firefighter Positions as Printed in Article 25 of the May 12, 2008 Annual Town Meeting Warrant. **DEFEATED**

**ARTICLE 26:** Voted to postpone action on Article 26 of the May 12, 2008 Annual Town Meeting Warrant.

**ARTICLE 27:** Voted to amend the Classification Plan of the Personnel Policy Bylaw of the Town of Ludlow as authorized under Chapter 41, Sec 108A and 108C of the Massachusetts General Laws by adding an additional Clerical Position at the Fire Department as printed in Article 27 of the May 12, 2008 Annual Town Meeting Warrant. **DEFEATED**

**ARTICLE 28:** Voted to postpone action on Article 28 of the May 12, 2008 Annual Town Meeting Warrant.

**ARTICLE 29:** Voted to amend the Classification Plan of the Personnel Policy Bylaw of the Town of Ludlow as authorized under Chapter 41, Section 108A and 108C of the Massachusetts General Laws by deleting the current number of hours assigned for the cook at the Senior Center, and replacing it with a revised number of hours assigned as printed in the warrant.

**ARTICLE 30:** Voted to raise and appropriate a sum of \$1500 to be added to the Council on Aging budget for Personal Services and the appropriate budgets for fringe benefits to reflect the changes for the position listed in the previous Article including the Town's contribution to employee benefits.

**ARTICLE 31:** Voted to amend the Classification Plan of the Personnel Policy Bylaw of the Town of Ludlow as authorized under Chapter 41, Sections 108A and 108C of the Massachusetts General Laws to add an additional five hours per week to the current number of hours assigned for the Custodian at the Senior Center as printed in the warrant.

**ARTICLE 32:** Voted to raise and appropriate the sum of \$3,675 to be added to the Selectmen's Public Building Budget for Personal Services to reflect the increases for the position listed in the previous article.

**ARTICLE 33:** Voted to amend the Classification Plan of the Personnel Policy Bylaw of the Town of Ludlow as authorized under Chapter 41, Sections 108A and 108C of the Massachusetts General Laws to add existing on-call Inspectors at the Department of Inspectional Services, as printed in Article 33 of the May 12, 2008 Town Meeting Warrant.

**ARTICLE 34:** Voted to postpone Article 34 of the May 12, 2008 Annual Town Meeting.

**ARTICLE 35:** Voted to raise and appropriate a sum of \$150,000, to be used by the Board of Public works to conduct necessary engineering, environmental and design work for Center Street Improvements.

**ARTICLE 36:** Voted to raise and appropriate a sum of \$50,000, to be used by the Board of Public Works to conduct necessary engineering, environmental and design work for rehabilitation of the West Street Bridge.

**ARTICLE 37:** Voted to amend the Classification and Compensation Plan of the Personnel Policy Bylaw of the Town of Ludlow as authorized under Chapter 41, Sections 108A and 108C of the Massachusetts General Laws, by adding a second Assistant Town Engineer as follows: by changing the number assigned from 1 to 2. **DEFEATED**

**ARTICLE 38:** Voted to raise and appropriate a sum of money to be added to the Department of Public Works budget, Personal Services to provide compensation for the Assistant Town Engineer according to amendment of the Classification Plan as set forth in Article 37, pass any vote or take any action relative thereto. **DEFEATED**

**2ND SESSION OF THE MAY 12, 2008 ANNUAL TOWN MEETING WAS HELD ON MAY 15, 2008 AT  
7:30 PM**

**CONTINUATION OF THE MAY 12, 2008 TOWN MEETING HELD ON MAY 15, 2008**

**ARTICLE 39:** Voted to re-establish a revolving fund for the Conservation Commission, pursuant to Massachusetts General Laws Chapter 44, Sec 53E ½, said fund to receive Wetland Fees collected by the Ludlow Conservation Commission per Chapter XV, Sec 6, of the Town of Ludlow Bylaws. Said fees shall be submitted to the Town Treasurer for deposit and expended by the Conservation Commission in an amount not to exceed \$12,500.00, only for expenses attributable to the administration and enforcement of the Wetlands Protection Act and Ludlow Conservation Commission Bylaws and maintenance of conservation land.

**ARTICLE 40:** Voted to re-establish a revolving fund for the Conservation Commission, pursuant to Massachusetts General Laws Chapter 44, Sec 53E1/2, said fund to receive consultant fees collected by the Conservation Commission per Chapter XV, Sec 6, of the Town of Ludlow Bylaws. Said fees shall be submitted to the Town Treasurer for deposit and expended by the Conservation Commission in an amount not to exceed the amount collect, only to pay independent consultants for services related to the specific project for which they were collected.

**ARTICLE 41:** Voted to re-establish the Departmental Revolving Fund in accordance with Massachusetts General Laws, Chapter 44, Sec 53E ½ to allow the Board of Health to pay the On-Site Sewage Disposal System Inspectors a portion of the related fees collected as printed in the warrant not to exceed Twenty Four thousand dollars (\$24,000).

**ARTICLE 42:** Voted to amend the Classification Plan of the Personnel Policy Bylaw of the Town of Ludlow as authorized under Chapter 41, Sec 108A and 108C of the Massachusetts General Laws by adding an additional Building Custodian position at the Community Center as printed in Article 42 of the May 12, 2008 Annual Town meeting Warrant.

**ARTICLE 43:** Voted to raise and appropriate the sum of \$8,400 to be added to the Selectmen's Public Building for Personal Services to reflect the increases for the position listed in the previous article.

**ARTICLE 44:** Voted to raise and appropriate the sum of \$18,748.00, to be expended to purchase pool equipment to be used at the Community Center.

**ARTICLE 45:** Voted to postpone action on Article 45 of the May 12, 2008 Annual Town Meeting Warrant.

**ARTICLE 46:** Voted to postpone action on Article 46 of the May 12, 2008 Annual Town Meeting Warrant.

**ARTICLE 47:** Voted to raise and appropriate the sum of one dollar (\$1.00) in order to acquire the fee simple interest and to accept as Public Ways Mariana Lane and Emma Way, in accordance with the Legal Description as printed in Article 47 of the May 12, 2008 Annual Town Meeting Warrant.

**ARTICLE 48:** Voted to raise and appropriate the sum of one dollar (\$1.00) in order to acquire the fee simple interest and to accept as Public Ways Jerad Drive and Hemlock Hill Lane, in accordance with the Legal Description as printed in Article 48 of the May 12, 2008 Annual Town Meeting Warrant.

**ARTICLE 49:** Voted to raise and appropriate the sum of one dollar (\$1.00) in order to acquire the fee simple interest and to accept as a Public Way Watson Lane, in accordance with the legal description as printed in Article 49 of the May 12, 2008 "Annual Town Meeting Warrant.

**ARTICLE 50:** Voted to amend the Zoning Bylaws of the Town of Ludlow by changing from Agricultural and Residence A to Business A parcels owned by CPN & J Realty, LLC located at 314-316 Sewall St as described in the warrant.

**ARTICLE 51:** Voted to amend the Zoning Bylaws of the Town of Ludlow by changing from Agricultural to Residence A a parcel of land owned by Lenore Paul located at Lot 30, Higher Brook Dr., as described in the warrant.

**ARTICLE 52:** Voted to amend the Zoning Bylaws of the Town of Ludlow by changing from Residence B to Business A a parcel of land owned by Moutinho Real Estate, LLC located on Newbury St. as described in the warrant.

**ARTICLE 53:** Voted to postpone Articles 53 of the May 12, 2008 Annual Town Meeting.

**ARTICLE 54:** Voted to appropriate the sum of \$532,513.00 for State Chapter 90 Funds for Engineering, Construction, Reconstruction and/or repairs to Town Roads and Bridges.

**ARTICLE 55:** Voted to authorize the Board of Public Works to enter into a contract for the amount of \$532,513 with the Massachusetts Highway Department for the construction and maintenance of Public Roads for the ensuing years.

**ARTICLE 56:** Voted to postpone Article 56 of the May 12, 2008 Annual Town Meeting.

**ARTICLE 57:** Voted to transfer a sum of money in the amount of \$5,000.00 from the Landfill Closure Enterprise Fund Retained Earnings to establish a Fiscal 2009 Budget for the Department of Public Works Enterprise Fund for the closure of the landfill.

**ARTICLE 58:** Voted to raise and appropriate and transfer from available funds the sum of \$760,526.00 to fund the Fiscal Year 2009 Capital Improvements Program. I further move that the list entitled "Capital Improvements and Equipment" that was distributed to all Town Meeting Members be made part of this motion, and that each item listed by voted as a separate appropriation and under the jurisdiction of the Department, Board or Committee indicated. I further move that said sum be raised as follows: The sum of \$160,000.00 be transferred from the General Fund Overlay surplus Account, the sum of \$152,647.00 be transferred from the closing out of old articles in the General Fund, the sum of \$51,709.00 be transferred from Golf course Retained Earnings, the sum of \$107,547.00 be transferred from the closing out of old articles in the Golf Enterprise Fund, the sum of \$50,000.00 be transferred from the Ambulance Fund and the balance of \$238,623.00 be transferred from Free Cash. Amendment – Voted to amend by adding the item "First Meeting House – Repairs and Handicap Access \$95,000.00" and by deleting Aerial bucket truck \$150,000.00

#### **CAPITAL IMPROVEMENT PLANNING COMMITTEE**

Police – Building Access Control System \$25,000, Administrative Cruiser \$26,000, Fire – Ambulance \$175,000, Garage Automotive Repair Lift \$31,000, School – Baird School – Brick Repair, \$50,000, Chapin-Asbestos Tile Replacement \$98,000, East St-Cafeteria Tables (20) \$26,000, Technology Equipment \$75,000, Westover Golf – 4 Wheel Workman Vehicle \$23,280, Triplex Mower \$27,455, Rotary Mower \$21,792, Golf Cart Replacement (9) \$25,380, Holland TC48A Tractor \$16,854, Toro Fairway Mower \$44,765, First Meeting House \$95,000, Town Total \$760,526

The funding sources are as follows: Overlay Surplus \$160,000, Old Articles Closeout (see attached) \$152,647, Golf Course Enterprise Fund \$159,256, Free Cash \$238,623, Ambulance Fund \$50,000, Funding Sources \$760,526.00

#### **TOWN OF LUDLOW SPECIAL ARTICLES PROPOSED CLOSEOUTS APRIL 17, 2008**

December 12, 1988 Art 2 Hepatitis Immunization Selectman \$1,652.00 – May 8, 2000 Art 37 Fuller St Eminent Domain Selectman \$11,000.00 – April 14, 1997 Art 14 Circuit Ave Study Selectman \$10,620 – May 8, 2000 Art 19 Town Organization Selectman \$6,800 – October 5, 1998 Art 9 Community Center Selectman \$1,924 – April 12, 1999 Art 12 Chapin/Center St Acquisition Selectman \$16,465 – May 8, 2000 Art 18 Town Office Chiller Replaced Selectman \$4,013 – November 14, 2005 Art 8 Computer Equipment Selectman \$3,947 – May 14, 2001 Art 44 East St Rezoning Planning \$2,341 – October 7, 1996 Art 20 Westover Trails WAC \$204 – April 12, 1999 Art 9 Town Office Portico/Stairs Public Bldg \$5,900 – October 2, 2000 Art 6 First Meeting House Park/Lot Public Bldg \$3,494 – May 13, 2002 Art 38 Town Hall Chimney Replaced Public Bldg \$10,160 – May 13, 2002 Art 38 Town Hall Interior Guardrails Public Bldg \$8,000 – May 13, 2003 Art 5 Senior Ctr Heat/AC Syst Public Bldg \$26,585 – October 6, 2003 Art 13 Senior Ctr Chiller Replacement Public Bldg \$15,610 – May 9, 2005 Art 39 COA Replace Range & Oven Council on Aging \$2,336 – May 10, 2004 Art 34 Tile Replacement School \$16,792 – May 14, 2007 Art 28 School Space Study School \$4,804 TOTAL \$152,647.

**ARTICLE 59:** Voted to transfer from the Unreserved Fund Balance the sum of \$125,000.00 for the Fiscal Year 2009 Reserve Fund. I further move that the Town vote to transfer from Golf Course Retained Earnings the sum \$20,000.00 for the Fiscal Year 2009 Golf Course Reserve Fund. I further move that the Town vote to transfer from the Sewer Enterprise Fund Retained Earnings the sum of \$50,000.00 for the Fiscal Year 2009 Sewer Reserve Fund.

**ARTICLE 60:** Voted to postpone action on Article 60 of the May 12, 2008 Annual Town Meeting Warrant.

**ARTICLE 61:** Voted to transfer the sum of \$1,375,000.00 from the unreserved fund balance to be used by the Board of Assessors in determining the Fiscal Year 2009 Tax levy.

#### **STATE PRIMARY SEPTEMBER 16, 2008**

A total of 1,256 (9% of 13,224 registered voters ballots were cast). Precinct 1-178, Precinct 2-172, Precinct 3-223, Precinct 4-240, Precinct 5-149, Precinct 6-294.

#### **PROCEEDINGS FALL SPECIAL TOWN MEETING OCTOBER 6, 2008**

**ARTICLE 1:** Voted to raise and appropriate the sum of \$32,813.31 for unpaid bills and/or overexpended accounts of previous years as follows: \$30,579.30 WMECO street lighting for FY'08. Money should have been transferred

into the street light account. Forty decorative street lights were added on East Street. There wasn't enough money to cover the expense of the decorative lights. This is a prior year bill. \$742.01 Stantec Consulting Services, Inc. – Overexpended funds for East Street Phase IV for professional consulting services. \$1,388.00 Stantec Consulting Services, Inc. – East Street Phase IV. Overexpended funds for Professional Consulting Services. \$104.00 Wing Memorial Hospital – March, 2006. The invoice was overlooked by the hospital. Town never received the bill until 6/4/08. It's considered a prior year bill. \$32,813.31 TOTAL

**ARTICLE 2:** Voted to amend the Personnel Policy Bylaw of the Town of Ludlow by deleting Section 10, overtime and by adding a new Section 10, overtime which will read as printed in Article 2 of the October 6, 2008 Special Town Meeting Warrant.

**ARTICLE 3:** Voted to amend the Personnel Policy Bylaw of the Town of Ludlow to allow for an alternate member of the Personnel Board by deleting Section 3.1 Composition, Personnel Board and by adding a new Section 3.1 Composition which will read as printed in Article 3 of the October 6, 2008 Special Town Meeting Warrant.

**ARTICLE 4:** Voted to amend the Compensation Plan of the Personnel Policy Bylaw of the Town of Ludlow as authorized under Chapter 41, Sec 108A and 108C of the Massachusetts General Laws to correct the effective dates by deleting the current minimums and maximums and increment steps for Inspectors, Schedule XIV and replacing them with the minimums, maximums and increment steps as printed in Article 4 of the October 6, 2008 Annual Town Meeting Warrant.

**ARTICLE 5:** Voted to amend the Classification Plan, Schedule A of the Personnel Policy Bylaw of the Town of Ludlow as authorized under Chapter 41, Sec 108A and 108C of the Massachusetts General Laws to correct the grade levels on several positions and deleting non existent positions and replacing it with a revised Schedule A as printed in Article 5 of the October 6, 2008 Special Town Meeting Warrant.

**ARTICLE 6:** Voted to amend the Personnel Policy Bylaw of the Town of Ludlow by changing the Compensation system, Section 31.4 step increases by adding the line; “Step Increases For Management – level employees are to take place on July 1 of each year” which will be inserted as printed in Article 3 of the October 6, 2008 Special Town Meeting Warrant.

**ARTICLE 7:** Voted to amend the Bylaws of the Town of Ludlow, Chapter XVII, Prohibiting Smoking in Public Places, Section D, by deleting Number 3. Which reads “Private Clubs Except When Open To The Public” as printed in Article 7 of the October 6, 2008 Special Town Meeting Warrant. **DEFEATED**

**ARTICLE 8:** Voted to amend the Bylaws of the Town of Ludlow by adding a new Section 33, to Chapter IV, Regulating The Conduct Of Citizens, which shall be titled “Solicitations” and which will read as printed in Article 8 of the October 6, 2008 Special Town Meeting Warrant.

**ARTICLE 9:** Voted that the Recreation Commission request to postpone action on Article 9.

**ARTICLE 10:** Voted to accept as a gift to the Town a parcel of land approximately 6,480 square feet in size located on Howard Street owned by Joseph and Ana Dias as described in Article 10 of the October 6, 2008 Special Town Meeting Warrant, subject to satisfactory review by the Board of Selectmen of the Title to this Real Estate, and further to give the Selectmen, without further Town Meeting Action, the right, in their discretion, to grant an easement over part of this real estate to Edward J Perreault to have continued access to his abutting property.

**ARTICLE 11:** Voted to transfer the sum of \$68,900.00 from Article 58 of the May 12, 2008 Annual Town Meeting to be used for some necessary maintenance, repairs and improvements to the First Meeting House.

**ARTICLE 12:** Voted to raise and appropriate \$15,000.00 to be used to purchase seasonal street decorations for the East Street Redevelopment Corridor.

**ARTICLE 13:** Voted to postpone action on Article 13.

**ARTICLE 14:** Voted that the Town authorize a majority of the Board of Selectmen to execute a quitclaim deed to Stanley Pyzocha, Jr., Ernest Pyzocha, Walter M Pyzocha, Roger B Pyzocha and Kenneth G Pyzocha conveying any rights the Town has to a parcel of land formerly owned by Clifton King.

**ARTICLE 15:** Voted to transfer the remainder of the funds from Article 4 of the May 14, 2007 Special Town Meeting in the amount of \$2,190, into Article 44, of the May 14, 2007 Annual Town Meeting to cover the additional costs needed for the acquisition rights for the East and Chapin Streets reconstruction.

**ARTICLE 16:** Voted to postpone action on Article 16 of the October 6, 2008 Special Town Meeting Warrant.

**ARTICLE 17:** Voted to amend the Zoning Bylaws of the Town of Ludlow, Section 3.3.2. DISTRICT SPECIFIC ACCESSORY USE REGULATIONS FOR ALL RESIDENTIAL DISTRICTS, by deleting the last sentence which reads, “One trailer may be parked on a lot if not used or occupied for a dwelling or sleeping purposes while so located, provided, however, said trailer shall be stored in the side yard or rear yard.” And by replacing that sentence with the following: “One recreational vehicle may be parked on a lot if not used or occupied for a dwelling or sleeping purposes, per setback requirements for accessory buildings, said recreational vehicle shall be stored in the side or rear yard.”

**ARTICLE 18:** Voted to amend the Zoning Bylaws of the Town of Ludlow, Section 4.1.2 Business A and Business B district Dimension Requirements, by adding to the title the following, “for Pre-Existing Non-Conforming Uses.” So that, as revised, the title reads as follows: Section 4.1.2 Business A and Business B District Dimension Requirements for Pre-Existing Non-Conforming Uses.

**ARTICLE 19:** Voted to amend the Zoning Bylaws of the Town of Ludlow, Section 4.1.2 Business A and Business B District Dimension Requirements, by deleting from the side yard eight (8) feet and inserting in its place ten (10) feet.

**ARTICLE 20:** Voted to amend the Zoning Bylaws of the Town of Ludlow, Section 7.1.5 Required Site Plan Contents, by captioning the existing sub-paragraph 7.1.5 (e) as 7.1.5 (e) (1) and by adding the following new sub-paragraph 7.1.5 (e) (2) All parking areas shall be paved and noted on the site plans as “to be paved,” with the type of pavement to be used, and 7.1.5 (e) (3) Area where deliveries will be made on site. Any by adding to subsection 7.1.5 (j) the following language “and to include utilities with easements.” So that said subsection 7.1.5 (j) reads as follows: All existing and proposed utilities, and to include utilities with easements.

**ARTICLE 21:** Voted to amend the Zoning Bylaws of the Town of Ludlow, Table 1 Ludlow Table of Principal Uses, by adding Building Project Over 50,000 Sq Ft under Land Use Classification/Business Uses, requiring Site Plan Approval (SPA) and Special Permit Planning Board (SPPB) for Zoning Districts Business A, Business B, Agriculture, Agriculture Moderate Density Overlay, Industrial A, and Industrial C, and to amend Table 1 to reflect this change.

**ARTICLE 22:** Voted to amend the Zoning Bylaws of the Town of Ludlow, Table 1 Ludlow Table of Principal Uses, by adding Construction/Building Services, Concrete/Pavement Services, Self Storage Facilities, and deleting Large Landscaping/Excavating Businesses under Land Use Classification/Business Uses, to be allowed in Industrial A and Industrial C with Site Plan Approval (SPA), and to amend Table 1 to reflect this change. **DEFEATED**

**ARTICLE 23:** Voted to amend the Zoning Bylaws of the Town of Ludlow, Table 1 Ludlow Table of Principal Uses, by adding to Flea Markets under Land Use Classification/General Uses, to be allowed in Industrial A and Industrial C with Site Plan Approval (SPA) and Special Permit Planning Board (SPPB), and to amend Table 1 to reflect this change.

**ARTICLE 24:** Voted to postpone action on Article 24.

**ARTICLE 25:** Voted to postpone action on Article 25.

**ARTICLE 26:** Voted to amend the Zoning Bylaws of the Town of Ludlow, by changing from Residence A to Business A, a parcel of land owned by Edgar R Minnie, Trustee of the Minnie Family Trust located on 434 Center Street (Assessor’s Map 15B, Parcel 129), as described in the warrant.

**ARTICLE 27:** Voted to postpone action on Article 27.

**ARTICLE 28:** Voted to amend the Zoning Bylaws of the Town of Ludlow, by changing from Agricultural to Industrial A, a parcel of land owned by Abel and Maria Goncalves located on Lot 1 East Street (Assessors Map #26, Parcels 20, 20A, and 15), as described in the warrant.

**ARTICLE 29:** Voted to transfer the sum of \$115,000.00, said sum to be used to acquire, by purchase the parcel of real estate described in Article 29 of the October 6, 2008 Special Town Meeting Warrant, this purchase is subject to satisfactory review by the Board of Selectmen of a title examination with respect to the parcel of real estate being purchased. I further move that the sum of \$88,900.00 be transferred from the closeout of old Articles in the general fund listed as follows:

February 7, 2005 Art 4 \$7,650 – May 8, 2006 Art 19 \$25,000 – May 14, 2001 Art 65 \$9,281 – May 14, 2001 Art 36 \$22,640 – April 12, 1999 Art 37 \$6,472 – May 14, 2001 Art 65 \$9,432 – May 13, 2002 Art 5 \$8,425 – TOTAL \$88,900.00 I further move to transfer the sum of \$26,100.00 from Article 58 of the May 12, 2008 Annual Town Meeting.

**STATE ELECTION NOVEMBER 4, 2008**

A total of 9,976 (72% of 13,571 registered voters) ballots were cast. Precinct 1 – 1,646; Precinct 2 – 1,400; Precinct 3 – 2,164; Precinct 4 – 1,707; Precinct 5 – 994; Precinct 6 – 2,065:

**VITAL STATISTICS \*\*NOTES INCOMPLETE**

Deaths .....155\*\*Births.....145\*\*Marriages.....230\*\*

Year	2003	2004	2005	2006	2007	2008
Deaths	180	164	180	171	182	155**
Births	186	153	173	164	168	145**
Marriages	169	219	220	257	226	230**

My appreciation to the residents of Ludlow for their continued support. My sincere thanks to my assistant, Christine Szlosek and Maria McSwain for their continued excellence in all that they do, and for going above and beyond at all times. Also I would like to thank my poll workers, registrars, police, custodians, schools and the DPW. (each and everyone of these individuals /departments help with the election process). As always it is a privilege and honor to work for the Town of Ludlow.

### RECEIPTS

Coloring Books	\$9.00	Burial Perm.	\$530.00	Business Cert.	\$1,220.00
By Laws	\$250.00	Gas Renewal	\$2,987.50	History Book	\$163.50
Fisheries (Town)	\$784.80	Images Book	\$75.60	Maps	\$88.00
Marriage Int.	\$2,290.00	Misc.	\$494.60	Mtg Rec	\$5.00
Parking Viol.	\$6,000.00	Passport	\$10,070.00	Photos	\$4,279.40
Pole Location	\$100.00	Raffle Permit	\$50.00	St. List	\$719.00
Vitals (death)	\$740.00	Vitals (Birth)	\$4,045.00	Vitals (Mrg)	\$935.00
Vitals (sf)	\$8.00	World War II	\$25.20	Dogs N/S	\$6,005.00
Dogs Not N/S	\$2,460.00	Late Fees	\$1,030.00	Cremation	\$80.00
Dog Boarding	\$350.00	Kennel	\$780.00	Stray Dogs	\$320.00
Interest	\$69.23			<b>Grand Total</b>	<b>\$46,963.83</b>

Respectfully Submitted,  
Laurie Gibbons, Town Clerk CMMC

### SUPERINTENDENT OF SCHOOLS

**FY2008 budget approved at the annual Town Meeting: \$23,806,345.**

Student Enrollment:

K-12 3,019

High School (9-12) 1,048 including 63 “school choice” students

Middle School (6-8) 750 including 26 “school choice” students

Chapin Elementary (K-5) 360 including 4 “school choice” students

East Street Elementary (K-5) 428 including 8 “school choice” students

Veterans Park Elementary (K-5) 433 including 8 “school choice” students

### SCHOOL COMMITTEE CHANGES

In March, the School Committee reorganized and elected James P. Harrington, Chairman; Thomas F. Foye, Vice-Chairman; and Joseph A. Santos, Secretary. They were joined by Natalina J. Tulik, and re-elected member Susan D. Gove.

## **PERSONNEL CHANGES**

On or before the end of the 2007-2008 school year, the following employees retired after many years of service to the School Department. Their years of dedication to the students of Ludlow are greatly appreciated.

The District said farewell to the following retirees: Jean Aldrich-Jones, Karen Pease, Jane Thompson, and Arlene Tierney.

The following faculty were employed for the 2008-2009 school year: Laura Bendiksen, Speech Pathologist for the district; Cynthia Bourgelas, Grade 3 Teacher at East; Anne Marie Corrieri, Instructional Technology Specialist for the district; Rachel Durante, Science Teacher at the high school; Jamison Hedin, Library Media Specialist at the high school; Deborah Iby, Science Teacher at the high school; Doris Jasinski, Speech Pathologist for the district; Michelle Jurkowski, Grade 5 Teacher at Chapin; Daniel Kelleher, School Adjustment Counselor at the high school; Mitchell Knowles, Guidance Counselor at the middle school; Kevin McAvoy, Instrumental Music Teacher at the high school; Alissa McLean, SSS Autism Teacher at the middle school; Linda Perlmutter, Educational Programmer for the district; Cameron Tedoldi, Music Teacher at Chapin; Michael Thompson, Guidance Counselor at the high school; Regina Toussaint, Occupational Therapist for the district; Jamie Treworgy, SSS Autism Teacher for PreK; Erica Whalley, Speech Pathologist for the district, Keith Woodman, English Teacher at the high school.

## **STAFF RECOGNITION 2008**

Dolores Auffrey, Jacqueline Boidleau, Maria Fagundes, Karen Kozaczka, Toni-Marie Mancuso, Alice Mannix, Betsy Marino, Jacqueline Moreno, Carlos Neto, Susan Pease, Cecile Sliski, Lisa Teixeira, Jacqueline Zima.

## **PIONEER VALLEY EXCELLENCE IN TEACHING AWARD RECIPIENTS**

Michelle Anecchiarico, Chapin Street School; Linda Courtney, Ludlow High School; Carl Ericksberg, Paul R. Baird Middle School; and Todd Ostrowski, Paul R. Baird Middle School.

## **PIONEER VALLEY EXCELLENCE IN TEACHING AWARD NOMINEES**

Jacqueline Boidleau, Paul R. Baird Middle School; Michelle D'Amore, Paul R. Baird Middle School; Tina Gilbert, Paul R. Baird Middle School; Sharon Goulet, Ludlow High School; Melissa Kriebel, Paul R. Baird Middle School; Sharon Moge, East Street School; Jill Mongeau, Paul R. Baird Middle School; Jacqueline Moreno, Veterans Park School; Tina Mosher, East Street School; and Irene Pereira, Paul R. Baird Middle School.

Respectfully Submitted,  
Theresa M. Kane, Ed.D  
Superintendent of Schools

# LUDLOW PUBLIC SCHOOLS

## EXPECT SUCCESS EVERY CHILD EVERY DAY

*The mission of the Ludlow Public Schools is to provide a quality education for every student by working in partnership with parents and community to assist each student in reaching his/her full potential.*

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### STATE OF THE DISTRICT REPORT: Important Facts JUNE 2008

Approximately 82.6% of students entering kindergarten in September 2008 attended preschool.  
Approximately 90% of students entering kindergarten in September 2007 attended preschool.

#### ELEMENTARY DRA RESULTS

GRADE	% STUDENTS AT PROFICIENCY LEVEL	
	2007	2008
Kindergarten	88%	88%
Grade 1	67%	74%
Grade 2	77%	83%
Grade 3	75%	77%
Grade 4	81%	71%
Grade 5	75%	62%

#### ELEMENTARY MATH RESULTS JUNE 2008

GRADE	PERCENTAGE OF STUDENTS SCORING ABOVE 80%	
	2007	2008
Kindergarten	94%	95%
Grade 1	88%	76%
Grade 2	86%	86%
Grade 3	54%	52%
Grade 4	50%	47%
Grade 5	26%	40%

- In 2005-2006, 12% of Middle School students were enrolled in Remedial Math; In 2006-2007, 2% of Middle School students were enrolled in Remedial Math; In 2007-2008, 2% of Middle School students were enrolled in Remedial Math.
- In 2006-2007, 21% of 8<sup>th</sup> graders were enrolled in Algebra; in 2007-2008 56% of 8<sup>th</sup> graders were enrolled in Algebra; In 2008-2009, 92% of 8<sup>th</sup> Graders were enrolled in Algebra.
- 35% of Ludlow High School graduates are attending a 4 year college (Class of 2006);57% of the State of Massachusetts graduates are attending a 4 year college (Class of 2006); 45% of graduates are attending a 4-year college (Class of 2007); 40% of graduates are attending a 4-year college(Class of 2008).
- In 2007, 65% of AP students scored a 3 or above; in 2008, 63% of AP students scored a 3 or above.
- Ludlow High School SAT scores – 478 (2007), 478 (2008) – Verbal Mean; 502 (2007), 496 (2008) Mathematics Mean
- National SAT Scores – 503 (2007), 502 (2008) – Verbal Mean; 518 (2007), 515 (2008) - Mathematics Mean

### STRATEGIC PLAN June 2008

GOAL #1
Academic Performance
Each school will establish an instructional focus designed to motivate and engage all students. This will be supported by: clear ways of measuring progress; teachers sharing best practices; curricula that is delivered creatively; and development of sensitive assessment modalities.

**STUDENT LEARNING OUTCOMES  
2008-2009**

1. Ludlow Public Schools will meet (or exceed) the state average on all MCAS assessments in the Spring 2008 assessment and meet Annual Yearly Progress in all areas.
2. For kindergarteners enrolled for the 2008-2009 school year, 90% will be able to demonstrate the Pre-K skills on the Ludlow Public Schools Pre-K assessment.
3. For June 2009, 100% of students will show improvement in reading as measured by the Benchmark Reading Assessment or Scholastic Reading Inventory; no less than 90% will reach proficiency in grades K-12.
4. For June 2009, 100% of students will show improvement in math as measured by the District Math Assessment; no less than 90% will reach proficiency in grades K-8.
5. By 2010 the district will match (or exceed) the state average for entry into a four-year college.
6. All 8<sup>th</sup> grade students will be enrolled in algebra - by Fall 2009.

<b>GOAL #2</b>
<b>Professional Development</b>
The district will utilize professional development to improve student achievement through each school's instructional focus and improve operational efficiency

<b>GOAL #4</b>
<b>Community Development</b>
The district will promote activities which foster a sense of community amongst students, parents, staff and the community at-large

<b>GOAL #3</b>
<b>Technology</b>
The district will utilize technology to support each school's instructional focus and improve operational efficiency

<b>GOAL #5</b>
<b>Communications</b>
The district will improve effective communication within each building, within the district, and within the community

<b>Goals/Tasks/Milestones (all tasks and milestones will be discussed/negotiated with the LEA prior to implementation)</b>	<b>Sep. 2008</b>	<b>Oct.</b>	<b>Nov.</b>	<b>Dec.</b>	<b>Jan. 2009</b>
Determine a way to share student data with all stakeholders – students, parents, staff, and community					
Develop the following Curriculum Maps: Elementary Science and Social Studies, revisit Math and ELA; and all High School curriculum.					
Communicate and implement intervention methods with the district's attendance policy for staff		*TBN			
Use Curriculum Maps to Examine Curriculum Instruction and Assessment practices.					
Explore enrichment and extracurricular activities to increase student engagement.					
Support the curriculum mapping and align to the instructional focus by updating curriculum and instructional materials.					
Identify three to five evidence-based promising practices aligned with the middle school and high school's instructional focus.					
Educate all staff regarding network capabilities.					
Follow up on professional development activities to ensure integration in the classroom.					
Create structures that provide opportunities for staff to give and receive feedback re: classroom practices, e.g.,					

peer observation.				
Review all curriculum areas systematically to incorporate the MA technology standards. (via curriculum maps)				
Design and implement mini-courses that feature staff members instructing other staff members on how to incorporate existing technology resources into the curriculum. (Measure: 85% of the staff should have 45 hours of curriculum related technology professional development training.)				
Provided appropriate professional development activities based on Technology Survey results				
Create a long-term financial plan for funding district technology.				
Utilize technology to support instructional focus				
Plan a CSL Pilot Program.				
Enlist school and community stakeholders to support service to community.				
Utilize technology to further paperless communication.				
Establish a process for posting homework online.	*TBN			
Develop email distribution list templates.				
Improve effective communication between Ludlow Town Departments through ongoing collaboration.				
Offer teacher/administration/personnel exchanges between grades, schools and buildings.				
Offer parent education programs.				
Utilize Ludlow Public Television LPTV (using students) to inform the community of upcoming events, accomplishment of milestones, etc.				
Coordinate with Town Departments regarding technology needs throughout the town of Ludlow.				
Investigate the use of one of the local cable channels for educational programming.				

\*TBN = To Be Negotiated ?

OCTOBER 2008 - WRITE "MUST DOS" FOR OCTOBER 2008 – JANUARY 2009.  
 JUNE 2009 - RE-ASSESS STATE OF THE DISTRICT, STRATEGIC PLAN, AND STUDENT LEARNING OUTCOMES TO INSURE CONTINUED STUDENT PROGRESS.

## DIRECTOR OF CURRICULUM

### INSTRUCTIONAL FOCUS

Ludlow Public Schools' improvement in spring 2008 Massachusetts Comprehensive Assessment System test results demonstrates the impact of the hard work being done by staff district-wide around each school's instructional focus. All Ludlow Public Schools have an instructional leadership team that is implementing a targeted professional development plan around selected best practices. Teachers are meeting grade level, cross grade level, and department meetings to improve teaching and learning.

In fall of 2008, new internal assessments were put in place. All the elementary schools are administering the Benchmark Assessment System which is aligned with the Readers Workshop. Baird Middle School and Ludlow High School are administering the Scholastic Reading Inventory to students in grades 6-12.

## **CURRICULUM**

District-wide curriculum is being reviewed in a five year cycle. During 2008, a district-wide science and technology/engineering committee met to review the district wide science and technology/engineering curriculum, develop and review curriculum maps, identify where the Massachusetts Technology Literacy Standards and Expectations are being met, and make recommendations for needed resources. English Language Arts and History/Social Science committees are meeting during the 2008-2009 school year.

## **GRANTS**

Ludlow Public Schools was awarded an Academic Support Grant for \$5,000 that was piloted during the summer of 2008. This grant was used to develop an educational proficiency plan at Ludlow high School. A grant from the Massachusetts Department of Education for \$16,500 supports the Reading Recovery Program at East Street School.

The Office of Curriculum provided support to seventeen homeless students from January-December 2008. Fifteen home-schooling plans were reviewed, approved, and evaluated between June and September 2008.

Respectfully submitted,  
Gail Lucey, Director of Curriculum

## **STUDENT SUPPORT SERVICES**

The Student Support Services department was part of the Department of Elementary and Secondary Education Coordinated Program Review for the district. The results were extremely positive with very few areas of need and the vast majority of areas evaluated were in compliance with regulations as noted by the Department of Education. The district received a commendation for the wide variety of programs available to students with special needs. This commendation reflects the hard work of all district staff from administration to every teacher, related service provider and paraeducator in the district. It also recognizes that our specialized programs continue to successfully support students with a wide variety of special needs and allow them to remain in their home schools or district. We also continued to provide related services including occupational therapy, speech and language therapy, physical therapy etc... We continued to support the expanding variety of special education supports at Ludlow High School with more inclusive services. The Parent Advisory Council is expanding and we continue to encourage parents to attend. The entire Student Support Services department continued to provide quality services in a very challenging field.

Respectfully submitted,  
Christine DeBarge, Director

## **DEPARTMENT OF TECHNOLOGY**

There are many areas in which the Technology Department is involved: administration and management, state and federal reporting, and of course our classrooms. That is our focus, to see that our students get the best education we can provide.

ACCESS-SUPPORT-PROFESSIONAL DEVELOPMENT

Technology is not an entity onto itself. These are the tools that our children need to learn to use wisely as information technology fills an ever greater roll in our everyday lives and workplace productivity. We need all three: 1.) access to current and reliable hardware, 2.) technical support and 3.) professional development to make this possible. In school year 2008-2009, the role of Instructional Technology Specialist is making significant strides towards providing that necessary and ever evolving professional development. To quote the Massachusetts Department of Elementary and Secondary Education the district's goal should be "to provide students the skills they need to be able to determine and use the appropriate technology for the task at hand, to be able to locate and evaluate information that targets the purpose of their task, and to be able to communicate effectively both the process and content of their research to a specific audience." Her duties also include consultant work in the area of assistive technology for Student Support Services, an additional cost savings to the district.

Our teachers are masters of their particular discipline. They appreciate access to support and professional development to help them incorporate these tools to enhance learning. Teachers and students need access to current and reliable equipment. We saw the excitement as the first five SMART Boards began to arrive. Five additional boards are now installed, 60 new computers and the elementary laptop carts are in use. Twenty more laptops have been configured for Baird and LHS (10 each). Again, like the elementary laptop carts, this promotes effective use of shared technology.

To view the proposed technology plan, please visit:

[www.ludlowps.org/http://www.ludlowps.org/pdf/LudlowTechnologyPlanSY10-12.pdf](http://www.ludlowps.org/http://www.ludlowps.org/pdf/LudlowTechnologyPlanSY10-12.pdf)

This is the plan currently under review by the MA Department of Elementary and Secondary Education. Approval of this plan is required for E-Rate funding and NEASC accreditation. The technology plan is always a work in progress. Proposed expenditures are carefully reviewed and are intended to accurately show need. Obviously, these projects would only be undertaken when and if they are funded.

Respectfully submitted,  
Lorraine M. Boucher  
Director of Technology

## **LUDLOW HIGH SCHOOL**

### **FOCUSED ON READING COMPREHENSION AND WRITTEN RESPONSE**

The calendar year of 2008 was one of maintaining our emphasis on student achievement. The faculty and staff continued its work with the high school's instructional focus on reading and writing, which links all subject areas through building reading and writing skills with teachers in every class using common instructional strategies when engaging reading and writing activities. Internal assessments on vocabulary were developed and implemented for the first time, allowing the entire school, faculty and students, to see a base-line level for the school in the area of vocabulary. A strong vocabulary is a crucial tool for making good progress in reading and writing. From the first assessment, goals for the school and each student were established. Three assessments were conducted throughout the school year providing students a chance to monitor their progress. The hard work from the students and staff is showing great results. The high school began the school year in the fall of 2008 greeted with the fantastic news that the high school had once again made Adequate Yearly Progress on the state MCAS test, and the progress shown over a two-year period moved the high school out from under the label, Needs Improvement." It was an energizing way to begin the school year.

Similar success to past years was continued at graduation for the class 2008. Out of a class of 263 seniors, 253 earned a diploma, with nine additional seniors earning a certificate of attainment. Once again the

emphasis on student achievement has helped the percentage of students earning a diploma increase each year over the last three years.

Ludlow High School in 2008 continued its community involvement. The high school's **School to Career** program continued to expand in its second year with 23 student internships taking place at local businesses. A new partnership was created between the Ludlow Senior Center and the high school. The high school peer leaders volunteered in the spring of 2008 to tutor seniors in computer basics and other topics. A new extra-curricular club was formed at the high school in the fall of 2008, and the mission of the club is committed entirely to community service. The new club is called Students Taking Action. One of the high school science teachers, Mrs. Jessica Olmo is the advisor to the club. Mrs. Olmo advertised for the club in early September, and the club quickly boasted one of the largest student memberships at the high school with fifty members. The students are organized into teams based on their interests. The teams develop community service projects that they each undertake within the local community. There are currently six community projects being undertaken. The club is now working in partnership with the Ludlow Rotary Club. Along with these new initiatives, high school groups continue to be active in other efforts such as its support of the Food Pantry and its support of a needy family during the holiday season.

Finally, as school opened this fall, the high school welcomed five new staff members due to retirements and job changes. The new staff members include: Rachel Durante, science teacher; Deborah Iby, science teacher; Jamison Hedin, library media specialist; Dan Kelleher, student adjustment counselor; Kevin McAvoy, instrumental music; and Mike Thompson, guidance counselor. The new staff has acclimated quickly to the school community, and they will add greatly to our mission of helping all students make progress. The high school is in good position to continue its success in 2009.

*The mission of Ludlow High School is to provide quality and varied educational opportunities that support all students in realizing their fullest potential in a learning community and that facilitate the ongoing development of responsible adults for success in a dynamic and diverse world*

Respectfully submitted,  
Gordon Smith  
Principal

## **PAUL R. BAIRD MIDDLE SCHOOL**

Baird Middle School students continue to progress in a positive school environment made possible by the staff, parents and community members who support them. Our current enrollment is 728 students: 215 sixth graders, 255 seventh graders, and 258 eighth graders. Included in those numbers are 17 school choice students whom we have welcomed from surrounding communities.

Baird's instructional focus emphasizes reading, writing, and math skills. Although the state has labeled Baird as a school in Restructuring, our students have made significant improvement in every area of the state's mandated MCAS testing. We missed making our target score by .02 points, even though all students improved their performance in every testing category. We will continue our efforts to reach our goals.

In addition to our content area subjects, we believe in educating a well-rounded student through visual and performance arts, along with foreign languages, computer technology, health and physical education. We also offer a variety of after-school activities sponsored by the school department and our own school council funds. Those enrichment activities include drama, journalism, math, stock market, intramural volleyball, Junior National Honor Society, student council, talent show, art, computer creations, robotics, fishing, community service and chess. We strongly believe that these activities enhance students' educations and encourage them to explore new areas of life-long learning.

We also continue our partnership with the Ludlow Boys & Girls Club. The Club offers an After-School Program at Baird where over a hundred students stay after school to work in the Homework Help Room, or

use the recreational facilities in the gym, auditorium, and game room set aside from 2:30 to 5:30 p.m. each day. Baird and the Club agree that our community should provide positive activities for adolescents during the critical after-school hours.

One staff member retired during the 2008-2009 school year. Harold Clancy worked at Baird and Ludlow High School as a math teacher for many years, and he ended his career as a guidance counselor at Baird. He will be missed by his colleagues and students. We welcomed Mitch Knowles, a Ludlow native and Ludlow Public Schools graduate, to replace Mr. Clancy and we wish him a successful and satisfying career at our school.

It is with many mixed feelings that I announce my own retirement date of June 30, 2009. I began my career teaching English at Ludlow Jr. High School on Chestnut Street in 1973. I stayed in Ludlow for my entire career, remaining at the Middle School level throughout the years. I cannot begin to thank my colleagues or this supportive community enough for the happy years I've spent in the Ludlow School System. I started here – and I never wanted to leave. That is due to the people of this community and to the wonderful children I've had the privilege of teaching all these years.

On behalf of everyone at Baird, I thank the community for your continued support.

Respectfully submitted,  
Donna M. Hogan, Principal  
Paul R. Baird Middle School

## **ELEMENTARY SCHOOLS**

The elementary schools in Ludlow have had many causes for celebration over the past year. Thanks to the great efforts of all teachers, support staff, students, administrators and parents, our district moved out of Corrective Action status as a result of all schools meeting their benchmarks for *Adequate Yearly Progress* on MCAS testing. We are all excited about this accomplishment and are working hard to ensure continued improvement in student achievement.

As we move through our third year of working in a school improvement model called "*The Power of Focus*" we are continuing to experience exciting progress. The Instructional Leadership Team (or I.L.T.) at each school meets regularly to make decisions around professional development needs and planning, the allocation of resources, and other instructional issues. We continue to assess all students three times each year in reading and mathematics. Our students are actively engaged in setting personal academic goals and monitoring their own progress. Data displays in the hallways of each school clearly illustrate our successes as well as our ongoing work for continued academic improvement. Our math and literacy coaches work to support teachers in strengthening the delivery of core curriculum instruction in all classrooms. In addition, they design and deliver professional development around our instructional focus in the classrooms and through professional development workshops to support this goal.

A substantial federal grant awarded to the district has allowed for the establishment of Service Teams at the three elementary schools. The Service Team model is designed to bring teachers, mental health professionals, community agency representatives, and administrators together to work in partnership to problem solve for children. The grant has also allowed for each school to establish a Trauma Sensitive Resource Team. The TSRTs at each school are working to provide a supportive school environment that ensures that all children, including those who may have been traumatized by exposure to family violence, succeed in school.

This year several long time elementary faculty members and staff retired. They are: Jean Aldrich Jones, music teacher, Karen Pease, physical education teacher, and Bernadette Fillion, first grade teacher, all long time faculty members at Chapin Street School. We wish them well and thank them for their years of service.

We welcome the following educators to our staff and look forward to their contributions: Jaime Treworgy Pre-School Teacher at East St., Cindy Bourgelas third grade teacher at East St., Joe Alves Custodian at East St., Cameron Tedoldi, music teacher at Chapin St., Michelle Jurkowski, fifth grade teacher at Chapin St., Manuel Chaves, custodian at Chapin St., and Stephanie Turgeon, first grade teacher at Chapin St, Kaitlin Cookish, Special Education Teacher at Veteran's Park, Erica Whalley, Speech and Language Pathologist at Veteran's Park.

Respectfully Submitted,  
Brett Bishop, Principal, East Street School  
Susan Dukeshire, Principal, Chapin Street School  
Sheryl Stanton, Veteran's Park School.

## **LUDLOW PUBLIC SCHOOLS LUDLOW INTEGRATED PRESCHOOL**

The Integrated Preschool Program is located at the Early Childhood Center at 54 Winsor Street. The program has been in existence since January of 1989. Currently, two classrooms are at the Early Childhood Center and two classrooms at East Street School. The Integrated Preschool has a small staff to student ratio which allows children with disabilities and without disabilities to interact and to learn in a variety of structured and guided academic play activities.

Currently enrollment is 94 children. Enrollment continues to grow in direct relation to our ability to meet various family needs in the Ludlow community. Therefore, the program has offered limited full day programming and pay to ride transportation for some of our students. Our program supports 6.7 professional staff members and 7.5 paraprofessional staff members.

Strategic plan goals include increasing preschool enrollment and improving student performance. Currently, we are working with community members and the elementary school principals to coordinate outreach efforts in the community to help raise awareness of the importance of early childhood education. In the past Kindergarten helped students get ready for elementary school. Currently, the research shows that children who attend preschool are better prepared for Kindergarten and elementary school. We have been working on a public awareness campaign that has involved meeting with local pediatricians, church pastors, and local business owners, advertising in the register and on the local cable access station.

As for the goal of improving academic performance, the preschool staff follows the district Strategic Plan as outlined in our School Improvement Plan and Focus on Results work. The preschool staff have identified our instructional focus as Literacy, chosen five instructional strategies to support literacy in the classroom and have implemented a new assessment tool called Work Sampling System.

The Ludlow Public Schools' Integrated Preschool Program offers a high quality preschool program, as evidenced by our national accreditation through the National Association for the Education of Young Children.

Respectfully submitted,  
Irene H. Ryan  
Director, Early Childhood Center

## ***HEALTH SERVICES***

### **BOARD OF HEALTH**

The Board of Health reorganized in 2008 with Bruce Dziura, M.D., Chairman; Carol A. Szczebak, Secretary; Victor J. Field, Member.

On March 24<sup>th</sup>, Carol A. Szczebak ran unopposed and was re-elected to serve another three (3) year term on the Board of Health receiving two thousand eight hundred fifty two (2,852) votes.

On July 1<sup>st</sup>, Michael C. Pietras, P.E. was reappointed as the On-Site Sewage Disposal Inspector. Mr. Pietras witnessed sixty four (64) percolation tests, reviewed thirty four (34) septic plans and conducted thirty nine (39) final inspections of septic systems when installed.

New sub-surface disposal system permits issued in 2008 totaled twelve (12). Repairs to existing systems totaled twenty six (26).

A total of seven (7) Beaver permits were issued in our Town to remove beavers from where dams were built.

Once again, our Annual Rabies Clinic was held at the Town Garage located at the Department of Public Works on Saturday, April 26<sup>th</sup>. Dr. Dorsie Kovacs from the Monson Small Animal Clinic was the veterinarian again this year. Our rabies clinic was a success with twenty three (23) dogs and eight (8) cats being vaccinated. Veterinarians suggest that dogs and cats be vaccinated regularly, since both are exposed to wild animals.

Once again, Ludlow and other cities and towns have been awarded a Tobacco Control Grant issued by the Massachusetts Department of Public Health. The Longmeadow Board of Health is in control of this grant disbursing the money for tobacco compliance checks which are conducted by our Tobacco Control Enforcement Agent Gregory Boyce. Five (5) tobacco compliance checks which took place during 2008 resulted in a total of three (3) sales. It was their first (1<sup>st</sup>) sale made for all three (3) establishments within a two (2) year time period resulting in a one hundred dollar (\$100) fine. There was one (1) complaint made regarding the Smoke-free Workplace Law, where no violation order or citation was issued.

During 2008, Health Inspectors Timothy Fontaine and Andrew DaCruz responded to and investigated forty five (45) citizen complaints concerning housing violations, debris, rodents, etc. Two hundred ten (210) food establishment inspections and sixty one (61) catering inspections were carried out in 2008.

Animal Inspector Sheila Andre responded to eighteen (18) animal bites.

### **MONEY COLLECTED BY THE BOARD OF HEALTH**

Nursing services	\$18,728.00
Clinic pedicures	11,375.00
Senior Center pedicures	3,295.00
Keystone Commons pedicures	380.00
Immunizations	1,010.00
2007 Flu clinic reimbursement	2,544.87
Trailer park assessments	18,432.00
Food service licenses	4,000.00
Retail food permits	4,100.00
Trailer park licenses	225.00

Mobile food server permits	75.00
Bakery licenses	800.00
Smokehouse licenses	300.00
Piggery licenses	15.00
Frozen dessert licenses	270.00
Funeral director licenses	300.00
Non-alcoholic beverage license	37.50
Milk & Cream licenses	690.00
Tobacco permits	3,510.00
Tobacco violation fees	300.00
Tanning facility licenses	60.00
Catering permits	570.00
Removal of garbage permits	300.00
Dumpster permits	1,840.00
Well construction permits	810.00
Disposal Works Construction permits	975.00
Septic tank repair permits	1,875.00
Septic installer's permits	3,200.00
Septic tank pumping license	560.00
Permit/License late fees	235.00
Percolation test fees	18,900.00*
Site plan fees	3,230.00*
Septic inspection fees	3,230.00*
Total money collected	\$106,172.37

\*Town's share of these fees \$4,514.86

Respectfully submitted,  
Bruce Dziura, M.D.  
Chairman

## **BOARD OF HEALTH**

### **PUBLIC HEALTH NURSES**

Preparedness has been the key word for 2008. Massachusetts Department of Public Health (MDPH) is requiring every community to become self sufficient in the event of a Public Health emergency. I have been very fortunate to have two students from the Elms College. They, along with our Public Health Planner, have worked diligently for the Board of Health to plan an emergency site, identify needs in our community and initiate goals to begin this process. I must personally thank Maria Batista RN and Jon Clark RN for all their help.

Stefanie Bozigian-Merrick, Infectious Disease Response Nurse from MDPH, and Soloe Dennis, Public Health Emergency Planner, from the Hampden County Coalition spoke to our seniors on how to become prepared at home in the event of a disaster. They were received with enthusiasm by all at the Senior Center. The American

Red Cross has also provided a comprehensive brochure, "Disaster Preparedness for Seniors by Seniors". This is available at the Board of Health and at the Senior Center.

Stefanie Bozigian-Merrick also came to the Town Hall to speak to Town employees about planning for an emergency site and the responsibilities that the Town will entail. This site would become activated if a crisis occurred that required the dispensing of medications or vaccinations to Ludlow residents. This operation can be overwhelming, however, my goal is to complete this planning process and start to develop a volunteer base. It is essential for the Town of Ludlow to have well trained responders and volunteers to set up this operation and institute emergency response management. Having a plan is what Public Health is all about. I continue to attend the Hampden County Coalition meetings, the Ludlow Local Emergency Preparedness meetings, Public Health trainings and log onto the Health and Homeland Alert Network (HHAN) to keep up readiness.

Vaccine supplied by the State is now being distributed directly to providers instead of the Board of Health being responsible for transportation, storage and record keeping. There is a new program, Vaccine Management Business Improvement Plan (VMBIP). Providers now contact MDPH directly to order vaccines, then McKesson, the supplier, will ship the vaccine by Fedex to the providers. With this new process the Board of Health now has a very limited supply of vaccine that must be given under the guidelines for the uninsured, children entering school and Vaccine for Children (VFC).

The following numbers of vaccines have been administered at the Board of Health: Vaccine for Children (VFC) eight (8); Children, fourteen (14); and Adults, forty-six (46). One hundred eleven (111) TB skin tests have been done at the Board of Health as well as two (2) lead tests for children.

This year we were very fortunate to obtain our flu vaccine early in the season. This allowed us to administer one thousand one hundred ten (1110) flu shots. The homebound were visited and given seventy-five (75) flu shots by our nurses. The attendance at our clinics was: Town Hall Clinic had two hundred forty-eight (248), Senior Center Clinic had one hundred twenty-nine (129), Wilson Street Clinic had ninety-three (93), and the second Town Hall Clinic had one hundred fifty-nine (159). Vaccine was also available at the Health Department for those unable to attend the clinics and twelve (12) residents received the pneumonia vaccine during this flu season.

The Ludlow Nurses continue to make home visits, assist clients with bathing, manage medications, provide wound care, do pedicures and administer injections as ordered by physicians. Physician orders are required for all home visits and treatments. Following, are the totals for 2008: home visits, two thousand two hundred fourteen (2,214); home pedicures, five hundred eighty-four (584); injections, one hundred forty-nine (149); wound care, seventy-seven (77); clinic pedicures, one thousand one hundred thirty-five (1,135); clinic blood pressures, one thousand two hundred ninety-one (1,291); Senior Center pedicures, three hundred twenty-nine (329); Senior Center blood pressures, three hundred thirty-seven (337); Wilson Street blood pressures, fifty-four (54); and Keystone Commons pedicures, thirty-eight (38). In 2008 there was an increase of three hundred forty-one (341) pedicures as compared to 2007. Ludlow Nurses now have clients at Keystone Commons and provide services to our new residents. Our fees at the Board of Health have not changed. We continue to charge ten dollars (\$10.00) for home visits, pedicures, TB skin tests and adult vaccines.

The Board of Health conducts investigations and surveillance of communicable disease after being notified by the Department of Public Health State Laboratory. This year two hundred sixty-one (261) cases have been documented. The following diseases have been reported: Hepatitis A, Hepatitis B, Hepatitis C, Giardia, Salmonella, Viral Meningitis, Latent TB, Lyme Disease, Campylobacter, Toxoplasmosis, Enterovirus, Legionella, Streptococcus Infection, and Pertussis. One hundred eighty-one (181) of the documented cases originated from the Hampden County Correctional Facility (HCCF) which is included in the Ludlow census. One noticeable trend is that in 2007 there were only seven (7) documented cases of Lyme Disease, however in 2008 it has increased to forty-three (43) documented cases of Lyme.

Our lending closet of durable medical equipment has donations from Ludlow residents for Ludlow residents and continues to be very successful. This year two hundred twenty-six (226) items have come through the Board of Health to help residents with their daily activities. Thank you to all who have given us equipment, your generosity is greatly appreciated.

In 2008 the Ludlow Nurses have participated in several programs for continuing education: Expanding Role of the Public Health Nursing; Infectious Disease Surveillance, Reporting and Control; Mass Dispensing Site; Risk Communications; Flu Mist; 2008 Immunization Update and other independent educational programs. The Nurses have also attended the 12<sup>th</sup> Annual Massachusetts Association of Public Health Nurses Conference in Westborough.

The Board of Health now has current information available on our web site. You can find up dated recalls for food, toys, medication, vehicles, together with environment and consumer products. The Town of Ludlow web site is [www.ludlow.ma.us](http://www.ludlow.ma.us).

I must acknowledge how dedicated our staff is to their patients and how committed they are to our community, as Public Health Nurses. I am very grateful to be partnered with such a wonderful team and determined to maintain the services that this department has worked so hard to develop. It is also a pleasure to work with our community partners, including: Debbie Johnson, Outreach Coordinator; Town Physicians and their Staff; Wendy Gage and the School Nurses; Evelyn Bristol at Healthsouth; Joe Leonczyk and Kathy Hudyka at the Hampden County Correctional Facility and the members of the Ludlow Emergency Planning Committee (LEPC). Working as a team with common goals to keep our community healthy and safe, is my intent. In addition, I especially want to thank the Board of Health Staff and Commissioners for their support in me as Director of Nurses.

Respectfully submitted,  
Francine Rusiecki, RN  
Director of Nurses

Director of Nurses: Francine Rusiecki, RN  
Staff Part Time: Madeline LeBeau, RN  
Linda Maiuri, RN  
Marianne Moura, RN BSN  
Christine Pietrowski, RN LMT  
Lorraine Ney, LPN  
Per Diem: Denise Baines, RN BSN

# COMMISSION ON DISABILITY

## MEMBERS

Andrew Bristol, Chairman  
Beverly Barry, Vice Chairman  
Joanne Odat-Staeb, Treasurer  
Jack Ollson, Secretary

Lizbeth Boulanger  
Brien Laporte,  
ADA Coordinator

Federal law defines a disability as “any physical or mental impairment that substantially limits one or more of the major life activities of an individual”. The 2000 Ludlow census revealed that many Ludlow residents are disabled. The figures showed that among those ages 5 – 20, 9.3% are disabled, among those ages 21 – 64, the rate increases to 19.2% and then further rises to 39.8% in those ages 65 and over. These numbers are staggering and are gradually increasing every year.

The Ludlow Commission on Disability was established by the Board of Selectmen, in accordance with the Americans with Disabilities Act, to help ensure that those individuals with disabilities are considered and included in all aspects of community life, including access to all municipal services, programs, meetings and employment opportunities.

In addition to receiving complaints and suggestions regarding accessibility throughout the Town, the Commission remains busy throughout the year reviewing plans submitted to the Planning Board for new construction or additions to determine accessibility for all new public buildings by all patrons. Working closely with the Building Commissioner, compliance issues are reviewed with suggestions for possible improvements. We also investigate grievances regarding the access to public buildings and services and can help facilitate problem resolution to achieve reasonable accommodations.

Two major goals of the Commission on Disability are education and increasing public awareness. We have produced an informational brochure available at town hall. This past year we have been busy working with the Architectural Access Board in Boston following up on suggestions to local business access. We continue to work with Ludlow Community Center in assisting them to ensure programs and facilities are accessible to all. We also continue our relationship with the Celebrate Ludlow committee in ensuring festivities were accessible to all and to increase parking for the disabled in closer proximity to the celebration and the addition of accessible shuttle transportation to the site. Commission members celebrated the opening of Keystone Commons and provided guidance in making it more accessible to residents and visitors. Members also worked with Haviland Pond committee to assist them in making new playground equipment accessible to all in the community. While there are a few obstacles in accomplishing this we realize it is necessary and are reviewing ways to overcome this to enhance the accessibility of recreational areas in Ludlow. As you can see, it's been a busy year for the Commission on Disability!

As we serve our community, we welcome, and encourage you, the citizens, to enlighten us on possible physical or service related barriers in Town. We are here to assist wherever we can in making Ludlow's services available to all. We also invite you to attend our monthly meetings which are held every third Thursday of the month at Town Hall, first floor. If you would like to join us as a member, please contact the Selectmen's office at 583-5600.

In closing, I would personally like to thank those of the Commission who share their time, knowledge and dedication in helping Ludlow grow to be a community that is equally accessible to all.

Respectfully submitted,  
Beverly Barry  
Vice Chairman

## LUDLOW COUNCIL ON AGING/SENIOR CENTER ...Your home away from home...

The Ludlow Senior Center continues to be a very busy place and this past year was no exception.....

Over the past year, our on-going programs have continued to flourish especially with seniors realizing the benefits of fitness and wellness. We offered *Belly Dancing* and *Line Dancing* both of which added some spice and energy to our fitness programs. We also expanded *Strength Training* an additional day for those that wanted to be challenged a little more. *Yoga* and *Tai Chi* provide the relaxation and flexibility that so many of us need. *Speakers Bureaus* continue to bring update, informative and FREE information to our seniors. We wish more attended these programs but for those that do, the programs are very beneficial. Special celebrations and holidays continue to bring smiles and fun to lunch time. The Board of Health remains an important component at the Center with pedicures, blood pressure and massage therapy. Evening activity surprised us all with many taking advantage of the extra hours and programs offered.

**Total Recreation/Social Duplicated: 25,344**  
**Total True Unduplicated: 1712**

The Outreach Department has been busier than ever. With utility and fuel costs on the rise, more seniors have inquired about assistance and programs available to them. Changes in Prescription Advantage and medical insurances have contributed to the increased need for social services at the Senior Center. As always we are here to help with a variety of information and resources and if we do not know the answer to your question, we usually know where to find it!



**Total Outreach Visits: 1297**  
**Unduplicated: 179**

Transportation has presented its own challenges over the last year. Aging vans and increased needs for transportation has made scheduling and efficiency an obstacle. We had hoped to add another driver over the last year in order to expand transportation. Unfortunately with a grim economic outlook for the coming year, new staff is not an option. Although, we have become creative and were able to expand all transportation services to 5 days a week. Just give us a call and we will take you where you need to go! Say a little prayer that we are granted a new van in the coming year.

**Total Rides: 16,166**  
**Unduplicated: 490**

“*Esther’s Eatery*” continues to be the busiest spot in the Senior Center. We have spiced things up with new menu items and guest chefs. We continue to see new faces and make new friends daily at lunch. Where else can you have a delicious meal and entertainment for \$2.00? We hope that many more Ludlow seniors will come on down and give us a try!

**Total Meals Served: 24,117**  
**Unduplicated Count: 783**

**VOLUNTEERS.....**we can't live without you! Our Senior Center would not be the beautiful, active and vibrant place that it is without amazing volunteers and dedicated staff! Thank you to all who make a difference each and every day!



**Total Volunteer Hours: 14,594 / Total Volunteers: 126+**



**All Agency calls: 15,000+**  
**Data Entries: 64,927**

Respectfully Submitted,  
Jocelyn Ahern, Director  
Staff of the Ludlow Senior Center

**Council on Aging Members:**  
Frederick Lafayette, Chairman  
Philip Tierney, Vice Chairman  
Francis Bissailon, Treasurer  
Lucille Carneiro, Secretary  
Diane Goncalves  
Albert LeMay  
Wanda Karczmarczyk  
Richard Belisle  
Nancy Pauze  
Eileen Frink

## **FIRST MEETING HOUSE COMMITTEE**

The First Meeting House has been maintained by the committee and the Department of Public Works. As a result of funds made available by the town, projects are underway to preserve and improve the building. For the second time we have applied for a grant from the Massachusetts Preservation Fund through the Massachusetts Historical Commission. The attic has been cleaned, the grounds are consistently maintained, and the building has been winterized.

The building has been used by the Historical Committee, Ludlow Grange, and the First Church for their "Market in the Meadow". Until more improvements are made, including handicap accessibility the building has limited use. With continued support from the Board of Selectmen, the Department of Public Works, and the Historical Commission, the First Meeting House continues to be a valuable historic asset to the town.

Respectfully submitted,  
Jerry Kavka, Chairman

## **HUBBARD MEMORIAL LIBRARY**

### **A SIGN OF THE TIMES**

According to the Freakonomics website, if consumers aren't out buying books, music and movies, where are they? Going to the library! There's one place where business is booming right now despite the recession. It's your local public library. Libraries in Massachusetts are busier than ever, as patrons cut back on spending and cope with the recent economic downturn. Libraries have become "recession sanctuaries". After all, the library is free and open to all. Public library usage is expected to rise sharply in the coming months. Traditionally, people turn to public libraries during tough economic times for free programs for children, employment assistance, and free access to public computers for job searches and resume preparation. More books are borrowed on car repair and home improvement, as people help themselves save money by doing things themselves. Circulation of print materials rose by 3%, while movies, music and CD book circulation is up 5%. Holds coming from, and going to other libraries increased by 25%.

### **THE LIBRARY YEAR**

The library experienced two back-to-back flood events in June. Fortunately, very few materials were water damaged. A change in the configuration of drainage lines in the street provided the answer to the repeated flooding in the building. Exterior drainage work was completed over the summer, and the building has remained snug and dry, despite heavy rains. Our thanks to the Department of Public Works for their expertise and advice during this stressful time.

After 34 years with the library, we said good-bye to Florence Mathias who retired in November. Her absence at the Circulation Desk has been noted by many of our patrons. Her presence at the Circulation desk is sorely missed by patrons and staff alike.

The library went WiFi in 2008, offering free Internet access to laptop users. Patrons are invited to use their wireless-enabled laptops in the Reading and Reference Rooms. Wireless access is provided as a public service. WiFi offers more flexible access for library patrons without the additional cost of purchasing desktop computers. Over 11,000 patrons logged on to a library computer in 2008; the daily number of WiFi users continues to rise.

“The more you read, the more things you will know, the more that you learn, the more places you’ll go” Dr. Seuss, author. And “go” they did! Over 8,000 children and their parents, young adults and adults attended a library program in 2008. Children were “On the Loose with Mother Goose” story times, or came dressed in costume as elves or goblins for The Spiderwick Chronicles party. Parents and kids played Marshmallow Snowball Toss at the indoor Snowball Party, complete with hot chocolate. Families enjoyed the magic of Michael Wald and “Jack & the Beanstalk” performed by Nappy’s Shadow Puppets. The “Wild Reads” Summer Reading Program kept young readers engaged with crafts to do, and clubs to join.

Through an LSTA “Together We Thrive” grant, the Western Regional Library System purchased an industrial disc repair machine, the VMI 3500 Buffer. The disc repair machine is available for use by all member libraries. Using this equipment will save the library hundreds of dollars in repair costs for CDs, DVDs, and CD books.

In 2008, the library’s network provider, C/W MARS worked with Innovative Interfaces and PayPal to set up ECommerce accounts necessary to begin a new patron service. All member libraries will be participating. Library patrons will be able to make donations to their library or Friends organization, or pay for lost materials from a Web-enabled PC in, or outside the library. C/W MARS also introduced LibraryThing for Libraries. LibraryThing is a web service used by thousands of readers around the world. Readers can input their personal book collections into the service and add reviews, creating a rich collection of data for a community of users. Patrons can rate and review books right in the library’s catalog. Think of this service as joining the biggest book club in the world!

## **EVERY DOLLAR COUNTS**

What is your library worth to you? How much would you pay out-of-pocket for your library services? The Massachusetts Library Association Legislative Committee created the Value of Library Service Calculator for just this purpose. The Calculator will be up on the library website [www.hubbardlibrary.org](http://www.hubbardlibrary.org) in 2009. And the answer? In 2008, the library provided \$2,384,638.00 worth of services—and still counting.

In these difficult economic times, we know the library and its services are needed more than ever. Every dollar counts. We are grateful for the many ways our community supports these services. Dedicated volunteers, generous local businesses, an active Board of Trustees, and the Friends of the Library have contributed their time and money in this effort. Thank you for the gift of your time. Thanks to the many volunteers who donated over 3,100 hours to assist the library staff in every department. Kudos to the library staff (few in number but mighty in their dedication) to provide excellent service.

Our mission is based on the belief that the library is a valuable community resource. Our goal is to enhance that resource to benefit the entire community. With your participation and assistance we can reach that goal.

Respectfully submitted,  
Christine Davis  
Chairman, Board of Library Trustees

# **INFORMATION TECHNOLOGY DEPARTMENT & COMPUTER ADVISORY COMMITTEE**

## **OVERVIEW**

The purpose of the Computer Advisory Committee is to use the collective technical knowledge of its members to make decisions regarding all things technology-related within the town. Such decisions are directed to the Information Technology Department to be executed.

The purpose of the Information Technology Department is to support and manage the town's computer systems including servers, personal computers, peripherals and the network infrastructure. It is the goal of the IT Department to create and maintain a dependable, efficient and secure network environment which allows for accurate and efficient processing of the town's data.

## **THIS PAST YEAR**

In the past year, the most notable projects included the consolidation and replacement of many of the existing network servers. The result of these changes is a more simplified setup using newer, more reliable equipment. The accounting software, which was running a version no longer supported by its vendor, has been upgraded from an old UNIX server to a brand new Windows-based server. This will allow more compatibility with the rest of the Windows-based network as well as make transitions to future software versions much easier.

Previous to the network's fiber optic backbone installation last year, each town building required its own server due to bandwidth constraints on the old network. Since these constraints are no longer an issue, several of these building servers have been eliminated and consolidated into a single, high-powered server that now houses all users' documents as well as running many of the departmental software programs.

Due to increasing reliance on the internet for email, and web-based applications, the town's multiple broadband connections have been replaced with a single connection which is faster than the sum of all of the connections it has replaced while costing less than any of the individual connections had cost.

Fiscal Year 2009 is also the final phase of a 3-year desktop computer replacement plan. Currently, almost every full-time employee's desktop computer has been replaced with a new system. With the understanding that technology is ever-changing, these new computers have been designed specifically so that the next round of upgrades will not require the replacement of the entire computer. Instead, internal components can be swapped out in an effort to extend their usable lifespan while minimizing upgrade costs.

The result of these changes is a network that uses current technology, is more energy efficient, more reliable, allows for easier troubleshooting in the event of a failure and has built-in redundancy requiring more points of failure before the users even realize there is a problem.

## **FUTURE GOALS**

Like any Information Technology Department, the goal is to maintain the network in a way that creates little to no down-time during the working hours. This needs to be accomplished while simultaneously keeping up with the ever changing world of technology and the requirements of our software vendors. Additionally, in recent years, the need to find "greener" ways of performing everyday task has also fallen into the lap of IT Departments. This has led to

the usage of energy efficient computer equipment, flat panel LCD monitor and duplexing printers which allow printing on both side of paper to name a few.

In the coming year, the last handful of computers in the 3-year phase in plan will be replaced; many of the older printers on the network will be replaced with new laser printers; and consolidation of existing servers will continue.

## **CONCLUSION**

The future of the Information Technology Department is bright. With limited manpower and budget, it is impossible to upgrade the entire network and all of its peripherals at one time. It is a realistic goal, however, to keep the network and all of its peripherals running reliably so that the employees can complete their daily duties without interruption, and to phase in new technology as time, manpower and budget allow. In this ever-changing world of technology, there is always something new and exciting to look forward to.

Respectfully submitted,  
Jose Alves  
Chairman, Computer Advisory Committee

Gary J. Blanchard  
IT Manager

## **LUDLOW COMMUNITY TV**

### **OVERVIEW**

Ludlow Community Television is a non-profit, community access television station that serves the public, education, and government needs of the Ludlow community. Over the past year, LCTV has changed in many ways and as technology advances, so do the department's production and broadcast capabilities.

### **PERSONNEL**

In September 2008, Michael Hill was appointed as the Cable Operations Manager, which continues to be the sole full-time position within the department. In an effort to better utilize LCTV staff, remaining positions were restructured, in December, to form (4) part-time positions and (2) per diem positions. The department has continued to benefit from the many hours of hard work given by numerous community volunteers and students. These are the individuals who make it possible for LCTV to produce both live and taped coverage of government meetings, sports games, school events, studio shows, and community programs.

### **YEAR IN REVIEW**

As the town nears the end of its current cable franchise agreement with Charter Communications, a survey was taken by LCTV and the Cable Committee this past year to give cable subscribers a chance to express their level of satisfaction with the current cable service that is provided. Over 3,000 responses were received and will be taken into consideration when negotiating the contract renewal. The First Annual Karyn M. Kernan Scholarship was

awarded to Mohamed El-Darwish. This scholarship was formed in 2008 to honor Karyn, a long time Ludlow resident and member of the Cable Committee, who passed away in 2006.

LCTV has continued to produce many hours of government programming, including the meetings of various Town boards, committees, and commissions. Many of these meetings are filmed live and re-broadcast throughout the week. Some other popular programs that we continued to produce include "Our Town" with Chip Harrington, Western Mass. Pioneers soccer games, high school football, and Memorial Day parade. There have been a number of new shows that have been produced or aired by LCTV, such as high school boys and girls basketball, high school wrestling, Cooking with Dad TV, and a number of holiday specials.

In the past year LCTV has developed its own website ([www.ludlowtv.org](http://www.ludlowtv.org)) and is now capable of reaching its audience on the much broader spectrum of the internet. The website was developed to give the community a chance to watch our shows anytime from their computer and also for LCTV to interact directly with the community through email and a message board. A new video editing workstation was purchased in December, giving us advanced production capabilities while providing a more efficient workflow. We have also been working closely with surrounding colleges and developed an internship program, giving local students the chance to gain television production experience while earning college credit.

## **THE FUTURE**

LCTV is currently designing plans, which include a complete studio build-out at its current location in Ludlow High School. Currently, there is ample space in our room to build a complete TV studio with full production capabilities, which includes upgrading all studio and master control equipment as well as installing a professional lighting grid. Plans also include building offices, editing suites, and storage rooms. The project's target completion period is the summer of 2009 and will be funded completely by capital funds from the Charter grant. This studio will be a permanent fixture in the school and can provide years of benefit to the school, the students, and the teachers. It will also benefit the community by providing training with modern television technologies and improvement in the quality of productions.

LCTV has developed new show ideas which will begin production early in 2009. Along with new programming, we will continue to improve upon our ability to broadcast video over the internet. LCTV also has plans to televise more meetings and events live, such as School Committee and DPW meetings. We will encourage community television involvement throughout the town in an effort to expand our core of volunteers and producers.

Respectfully submitted,  
Michael Hill  
Cable Operations Manager

## **LUDLOW HOUSING AUTHORITY**

The Ludlow Housing Authority, formed in 1959, provides affordable housing to eligible seniors, disabled and families. The Ludlow Housing Authority has a total of one hundred fifty (150) units of state-aided elderly/handicapped housing that includes two congregate living units, Colonial Sunshine Manor located on Wilson Street, State Street Development, and Chestnut Street Development. Rental for these apartments is based on thirty percent (30%) of the tenant's net income and includes heat, water, and electricity. The Ludlow Housing Authority also owns ten (10) single family houses located on scattered sites within the Town and six (6) units called the John Thompson Manor located on Benton/Butler Streets. Rental for these units is based on twenty-seven percent (27%) of the tenant's net income with the tenants responsible for their own utilities.

Funding for these programs is made possible through the Commonwealth of Massachusetts, Department of Housing and Community Development. In addition, that office establishes eligibility guidelines. Anyone meeting the requirements is placed on the appropriate waiting list for their household composition and admitted in accordance with those guidelines.

Net income limits are established through the Department of Housing & Urban Development (HUD) with a review of the limits every two years. The Commonwealth of Massachusetts adopts the HUD income limits for elderly/handicapped and family housing. Net income limits are as follows:

One person in the family:	\$41,450
Two people in the family:	\$47,350
Three people in the family:	\$53,300
Four people in the family:	\$59,200
Five people in the family:	\$63,950
Six people in the family:	\$68,650
Seven people in the family:	\$73,400
Eight people in the family:	\$78,150

A household occupying a unit in elderly/handicapped housing shall remain eligible for continued occupancy until such time as 30% of their monthly net household income equals or exceeds the fair market rent then in effect for a unit of appropriate size for their household. In family housing it is 32%. The fair market rents as established by the Commonwealth are as follows:

One Bedroom	\$ 644
Two Bedrooms	\$ 844
Three Bedrooms	\$1,010
Four Bedrooms	\$1,172

The Ludlow Housing Authority gives local preference housing applicants residing in Ludlow before applicants residing elsewhere. Local veterans are also given a preference status in elderly/disabled housing. In addition, Chapter 179 of the Acts of 1995 allowed for the lowering of the eligibility age in elderly housing to sixty (60); a preference for veterans in the community in which they reside; and a placement rate of eighty-six and one half percent (86.5%) for elderly persons and thirteen and one half percent (13.5%) for non-elderly handicapped persons in public housing.

The waiting list for the elderly/handicapped developments (1-bedroom) consists of (76) applicants; (2-bedroom) consists of (2) applicants, while the waiting list for the family developments consists of (53) applicants. During 2008 there were (26) vacancies in the elderly/handicapped units and (1) vacancy in the family units. Based on the number of elderly/handicapped units within the Ludlow Housing Authority, the average age of a unit occupant is 77. The average monthly rent is \$326.53 per unit which includes heat, hot water and electricity.

The Board of Health utilized the Wilson Street Community room for weekly blood pressure clinics on Wednesday mornings at 10:00 a.m. A Flu Clinic offering flu shots to Ludlow resident seniors was held in November and proved to be very successful. Many thanks go out to the Town of Ludlow Nursing Staff who came out to meet with the tenants to discuss health issues and perform free monitoring of vital signs of our seniors and handicapped population. There continued support of the elderly and disabled within the Town of Ludlow is greatly appreciated.

A Capital Improvement Plan has been put into place by the Department of Housing & Community Development to assess the modernization needs of all housing authorities across the State. The Ludlow Housing Authority's (16) family homes have been assessed with a total of \$1,011,545.00 deemed as necessary in order to place long needed modernization improvements to these homes. A Capital Improvement Plan has been instituted for the elderly units as well with a more detailed look at the modernization needs for the elderly units to begin in early 2009. The

availability to provide modernization to our developments and family homes to provide decent, safe affordable housing for our seniors/disabled and family tenants comes only from continued funding from the Commonwealth of Massachusetts for these special projects. The Board of Commissioners will continue to solicit the assistance of DHCD to obtain these funds.

After four years of planning, the window wall replacement project at the State Street Development is near completion. Forty units within (5) buildings and the community building received new double-hung vinyl windows placed within new insulated walls. The development, completed in early 1963 previously had aluminum windows with very little insulation within the walls. An energy audit will be conducted on a monthly basis so that energy savings can be calculated. The cost to complete this project will near \$600,000. As well, a new boiler was installed in one of the residential buildings this past fall at a cost of \$6,430.

A \$40,000 award has been made to the Authority to repair the walkways at the State Street Development. A request has been made for additional funding for ADA walkways, handicap ramps and stairways to the development. The Ludlow Housing Authority would like to thank Paul Dzubek, Town Engineer and Ken Batista for their on-going assistance throughout the year in assisting the LHA with a cost assessment to replace the walkways at the State Street. By working together, we strive to provide safe, decent affordable housing for the most needy residents of the town of Ludlow. As well, the LHA was able to solicit and receive \$300,000 from the Department of Housing & Community Development toward the replacement of (5) roofs for the residential buildings within the development.

We have received \$25,000 in emergency funding from the Department of Housing & Community Development to replace a boiler at the Wilson Street Development. The replacement should take place in early spring of 2009.

An automatic door opener was installed at the Chestnut Street Development entrance to assist wheelchair bound tenants with entry into the building at a cost of \$7,500. A Capital Improvement Plan has been assigned to replace the Chestnut Street roof above the tenements of the LHA with a budget of \$183,000.

It was with great regret that WestMass Elder Care announced that it would discontinue its meal site program at the State Street Development site after many years of providing our elderly population with a hot lunch Monday-Friday. The site is currently used for a drop off station for the home delivered meals. We feel fortunate to assist WestMass Elder Care to continue efforts to provide meals to our elders within the community.

The Ludlow Housing Authority would like to thank the Ludlow Fire Department, the Ambulance crew, and the Ludlow Police Department for their caring concern, support, and dedicated response to the needs of our residents at all hours and under all conditions and circumstances.

A special thank you goes out to the Hampden County Correctional Center. Through an integrative program, the Hampden County Correctional Center has been able to place pre-release individuals on a one-on-one work situation with maintenance crew personnel of the Ludlow Housing Authority. This program has been a huge success, especially during these hard economic times for the Ludlow Housing Authority. The Ludlow Housing Authority would also like to thank Sheriff Michael Ashe, Jr., Kevin Crowley and Jeff DiMaio without whose assistance; we would not be able to complete some of the larger projects within the Authority. Without the assistance of this agency, the Housing Authority would not have been able to accomplish on-going necessary grounds-keeping and maintenance especially during these hard economic times.

Another special thank you goes out to the KIWANIS Club for putting on their yearly picnic at the Wilson Street Development, an event they have been doing for the elderly/disabled tenants and townspeople for 35 years. This year, the picnic featured "A Ray of Elvis", an Elvis impersonator, Ray Guillmette who put on an awesome show for all who attended this year's picnic. We hope to have Elvis back again next year. We are forever grateful to the Kiwanis members who so graciously give of their time and effort to put on a successful picnic year after year. We were so pleased to have the Kiwanis Club within our community and send out our heartfelt best wishes to each and every member who makes every year a special event for us! Thank you.

The Senior Center Director and staff working at the Senior Center located in the Chestnut Street building deserve a special thank you from the Ludlow Housing Authority for their on-going efforts in the programs continually evolving at the Senior Center. We thank them for their generous van service to and from our Developments on a daily basis to ensure socialization. The Senior Center serving our elderly population in Ludlow offers excellent programs as well as a meal service program on site. The tenants and staff within the Ludlow Housing Authority are grateful for the services offered through the Senior Center. It is only through the support of the townspeople of Ludlow that these services continue to be an integral part of the daily life of so many elderly individuals.

The Board of Commissioners, the Executive Director, staff members and residents of the Ludlow Housing Authority thank our list of volunteers, town departments, organizations, and churches that support and care for our elderly/handicapped tenant population. Your caring is as endless as your generosity and cooperation. Thank you for your caring support of the elderly/disabled population as well as families in need of decent, safe, affordable housing within the Town of Ludlow.

Respectfully submitted,  
Carol A. Romaniak, Chairperson

Members  
Betty K. Socha  
Arthur Augusto  
Dana Cormier  
Paul Chrzan

**LUDLOW HOUSING AUTHORITY STAFF**

Sidney J. Chevalier, Executive Director  
Barbara Carcione, Tenant Selector  
Marie R. Manchester, Admin. Assistant  
Samantha Mariani, Maintenance Clerk  
Ray Anderson, Maintenance Supervisor  
Thomas Landry, Maintenance Crew Person  
Patrick O'Donnell, Maintenance Crew Person

**RECREATION COMMISSION**

The Recreation Department ran a Summer Program from June to August, Campership Fund, hired Lifeguards for Haviland Beach, supported the Ludlow Boy's and Girl's Club Triathlon in June, scheduled the use of all parks/athletic fields and the sign at the Town Gazebo.

**GAZEBO**

The Gazebo is utilized for prom photos, wedding ceremonies/photos, family portrait sittings, preschool graduations, Christmas Caroling, Tree Lighting, church services, and Concerts in the Park. This facility must be booked through our office to eliminate any obstacles on that special day.

The Recreation Department wishes to express their appreciation to the Parks Department and their employees: Mark Jurga and the rest of the park employees for their excellent up-keep of all the town fields and parks. Thanks also go

out to the Rotary Club for their illuminating display during the Christmas season at the Gazebo. This year they also added the Chapin Street and Ludlow High School Choirs who provided musical entertainment for the evening. And the Friends of the Senior Center provided luminary bags that lined the pathway and displayed names of people that were being honored. All in all it was a very festive night.

## **SUMMER RECREATION PROGRAM**

The 2008 Whitney Park Summer Program continued with both the All Day and Preschool Programs being combined. Meaning that the 4-6 year olds had the option of signing up for all day or the ½ day program. Those parents who still wished to only send their 4-6 year old ½ day had the choice of sending their child from 9:00am – 12:00pm or 12:00pm – 3:00pm. In any event both programs had participated in a variety of fun and recreational activities. The all day program operated from 9:00 a.m. to 3:00 p.m., Monday through Friday, June 30<sup>th</sup> to August 15<sup>th</sup>, 2008. Both the preschool and all day programs were very productive and successful. The all day program was under the direct supervision of Tiffany Coehlo & Jocelyn Pereira. The counselor staff for this program included: Joseph Alexio, Nicholas Bamford, Steven Bates, Joao Bernardo, Brian Borowiec, Kyle Borowiec, Lindsey Bourcier, Sandy Carvalho, Steven Cassesse, Anthony Catarino, Angelina Cavallini, Angelica Coelho, Melanie Costa, Shawn Czerniak, Michael Czupryna, Robert Dalby, Cassandra Dias, Melanie Dias, Ryan Dias, Marissa DosSantos, Brooke Evans, Casey Gomes, Lucas Graffum, William Greene, Alexandra Johnson, Chanelle Karetta, Jessica Keifer, Ryan LaFromboise, Monique LaPierre, Matthew Lavoie, Christie LeDuc, Joshua Leone, Amanda Martins, Nicole Martins, Tanya Martins, Kristin Mikulski, Melissa Mikulski, Andrew Mill, Meaghan Morgado, Jonathan Paixao, Mathew Palatino, Catherine Pangiarella, Jessice Pinto, Sarah Potter, Nicholas Repko, Jeffrey Richards, Rebecca Siminoko, Derek Simpson, Joseph Underkofler, & Ann Villano.

The extra staff consisted of junior counselors (children unable by age to qualify for the program or a paid position) ages 13-15, Victoria Goncalves, Jessica McClintock and Daniel Mendes acted as a sub when needed.

The enrollment for the 2008 program was 250 children with an average daily attendance of 125/140 (Ludlow residents only). The daily activities included arts and crafts, outdoor sports, co-operative games, and walking field trips to McDonalds, Burger King and Wendy's. Unfortunately, the Thompson Memorial State Pool was closed again this year, so the campers walked to Haviland Pond twice a week for swimming.

The following special events also passed the summer at Whitney: World Cup, Field Day, Wacky Week, & Carnival. Both programs enjoyed the Carnival. This year it was a summertime theme; there was a speed pitch, wild rapids slide & a bounce house for the children's entertainment. Popcorn and cotton candy were available for snacks and hot dogs were available for lunch. The outside entertainment at the Summer Camp this year was The Majestic Theater, Weird Science & Jeddie Circus. Field trips included: AMF Bowling, Roller-skating at Interstate 91, Big Adventure, Springfield Museums, New Britain Rock Cats Game and the movies on rain days.

The closing ceremony began with the lowering of the flag and ended with a summary of the events of the day.

## **PRESCHOOL SUMMER PROGRAM**

The summer of 2008 was the 10<sup>th</sup> year for the Preschool Program at Whitney Park, it served children ages 4 to 6, with a daily average of 25 children.

The program ran June 30<sup>th</sup> to August 15<sup>th</sup>, Monday–Friday, from 9:00 a.m.-12:00 p.m. & 12:00pm-3:00pm. This year the Preschool program was under the direct supervision of Melissa Miller.

The young age of the children usually require the need for special attention, having its own Director is necessary for this reason. The ratio of 1 counselor for every 5 children is also imperative to the success of the program (not to

mention the fact that the State sets these ratios) which also made it easier to provide the extra attention needed for the younger children. The Health Care Provider was EMT certified Shaun Foley.

The intent of the Preschool Program is to provide recreation for children ages 4-6 that normally would not have a program to attend until the age of 6. The program combined recreational activities with academic games, arts and crafts, swimming & physical education. Some special events held were Carnival, Halloween Day, Group Spirit Day, Field Day, Tye Dye Day and Birthday Party Day which ended with pizza and cake & ice cream. Field trips included Majestic Theater, Springfield Museum, Big Adventure & Interskate 91.

## **CAMPERSHIP FUND**

The Campership Fund is a program in need of donations. These donations allow children of low-income families to attend the program even though they are unable to pay the one time registration fee.

### **Whitney Park After School Program**

The Ludlow Recreation Department's After School program at Whitney Park is growing slowly. Our first year we started with 9 and grew to 15, this year we have 18 children. Our program is licensed for 40 children through the Department of Early Education and Care. This program is offered to Ludlow Residents with children in grades K-5 with busing available through the Ludlow Public Schools Business Office. The hours of operation are Monday-Friday, from 3:00pm-6:00pm, with the exception of school vacations when the times of operation are 9:00am-5:00pm. The program Director is Tiffany Coelho, Kristen Asselin is a sub Director with Sarah Potter, William Greene and Jeffrey Richards as Group Leaders. Being our second year we feel that this is a great success and are confident that in the future our 40 slots will be filled.

We offer homework help, do arts & crafts, play games, play movies, and encourage out door play as much and whenever possible. The children are also provided with a daily snack. Some special events were as follows: Birthday Day (we had pizza and cake for children who had birthdays during the month), we decorated pumpkins for Halloween, the children painted plastic plates for Thanksgiving and were given a Christmas Party.

### **Whitney Park Easter Egg Hunt**

For the past 6 years the Recreation Department has been putting on an Easter Egg Hunt at Whitney Park for Ludlow children ages 2-8. This event is free and scheduled the Saturday before Easter at 11:30 am. The children are asked to bring a basket, bag, bucket etc. to collect their eggs in which are hidden around the playscape areas of the Park. When the children arrive at the Park they are asked to sign in with their name and phone number where they will be entered into a drawing for an Easter Basket. After the hunt the children and parents are then offered a snack in the clubhouse while the Easter Basket prizes are drawn. This has been a successful and fun event with about 100 children in attendance every year.

## **HAVILAND BEACH**

The summer of 2008 estimated serving 4,850 bathers (2,869 Residents and 1,981 Non-Residents). The Pond hours of operation were Monday-Friday from 10:00 a.m.–8:00 p.m. and Saturday-Sunday from 9:00 a.m.–8:00 p.m.

This year the Recreation Commission's two Head Lifeguards were: Courtney Gomez & Nicole Fuller, the five Lifeguards were: Laura Burgess, Christine Dzialo, Jonathan Garete Sean Palatino & William Rosenbeck. Brian Boudreau, Thomas Cummings, John Hangasky & Rebecca Simonoko worked as subs and Christine James & Sarah Fuller worked as sub Headguards when they were needed. Unfortunately, this year there was a lot of rain and there

also was problems with the testing of the water where the pond was closed by the Board of Health until the water could be retested.

The lifeguard responsibilities are for the safety of the swimmers, but also, for the upkeep of the beach area and bathhouse. In addition to these duties, they are required to give a daily report, which includes such information as weather conditions, approximate number of bathers, accidents and incident reports, and any other comments that they feel should be brought to the attention of the Recreation Commission.

Our swim program at the pond grew this year to 5 children. For a small fee a parent could set up dates and times with one of the Headguards and she would teach the children how to swim. She would go through the different levels with each child making sure they followed the correct procedures to be safe in the water. She also taught them different strokes to use while swimming. We hope to continue with this program.

The 2008 total revenue from this department is \$61,145 consisting of \$4,225 from pond fees, \$390 miscellaneous, \$10,520 collected from January – June and \$9,750 collected from August - December for Afterschool Program tuition, and \$36,260 collected for camp fees.

Members:  
Gino Torretti  
Don Cameron

Respectfully submitted,  
Sean McBride, Chairman

## VETERANS SERVICES

The Office of Veterans' Services has had a very productive and active 2008. With the high percentage of unemployment, the passing of older veterans, and the returning of the new generation of soldier, the office has seen an upturn in the number of cases being processed. Compared to 2007, 2008 is currently up by 200%, and with no end in sight, I expect to see the same percent of increase for 2009.

Listed below are the activities of this office for the period of January 2008 through January 2009:

Office Visits – 1040	Requests for Medals – 13
Requests for Discharge – 48	Requests for bonus applications – 10
Fuel Fund – 13	Burials – 17

The responsibility of Veterans Services is to aid and assist Veterans and their dependents who qualify for benefits, and to insure their life sustaining needs are met. Chapter 115 of the General Laws of Massachusetts, as amended, governs these benefits. The office also guides Veterans through employment programs, applications for Social Security benefits, the acquisition of Military Records, and help with burials.

The office hours are Monday through Friday from 8:30am-4:30pm, or by appointment.

This office has worked closely with the Veterans' Memorial Committee in establishing and creating the Memorial, as well as being the central location and collection for all donations and funds.

*“Never Again Will One Generation of Veterans Abandon Another.”*

Respectfully submitted,  
Donald J. Couture  
Director of Veterans' Services

## **WESTOVER MUNICIPAL GOLF COURSE COMMISSION**

The Westover Golf Commission would like to take the opportunity to thank Marc Gauvin, Golf Course Superintendent and his staff, Bill Kubinski, Head Golf Professional and his staff and all the Town of Ludlow departments for their continued dedication in providing a quality recreational facility for the residents of the Town of Ludlow and surrounding communities.

The Golf Commission continues to move forward with many projects to improve and enhance the golf experience for our many patrons. These projects include numerous ground improvement projects that will provide our patrons with the best quality product available. Also, during the 2008 season the Golf Course purchased some much needed equipment that will allow us to perform many ground improvement projects in house therefore cutting expenses and ensure timely completion of projects. This past season also saw yet another successful youth golf clinic that provided one week of instruction to 75 kids aged 6 to 16 and focused on basic golf skills and etiquette. The continued success of this program can be attributed to PGA Pro Bill Kubinski and his dedicated staff of instructors.

The Commission would like to thank all of its employees for their commitment and dedication over the past year and every year. Their hard work and dedication does not go unnoticed. Finally, the Commission would like to thank our patrons and the citizens of the Town of Ludlow for their continued support. We look forward to continuing to serve you in 2009 and beyond.

Respectfully submitted,  
Sean McBride, Chairman

## **OUR HERITAGE**

### **HISTORICAL COMMISSION**

The Historical Commission's powers and duties are primarily to preserve, protect, and develop the historical and archeological assets of the Town of Ludlow. The Commission shall conduct researches for places of historic and archeological value, shall cooperate with the state archeologist, and shall seek to coordinate the activities of unofficial bodies organized for similar purposes. The Commission works very closely with the Massachusetts Historical Commission.

On February 6, 2008, members of the Historical Commission along with First Meeting House members met with Town Engineer, Paul Dzubek and architect Steve Jablonski in preparation of putting information together in filling out an application for a state grant funding. This grant money is for the purpose of starting restoration and renovations of the First Meeting House.

On April 17, 2008, members of the Historical Commission met with the members of the Agriculture Commission. The purpose of this meeting was to understand each other's goals and to give each other support in helping to maintain our open spaces in town. Our intent is to help each other in any way possible.

On April 30, 2008, Selectman William Rooney attended our monthly meeting. We asked for support of a request of money at the May Town Meeting for the purpose of starting necessary renovations to the First Meetinghouse. Also in attendance, was our town planner, Doug Stefancik. This meeting was so we could inform each other of what we want and expect for the Town of Ludlow in our goals.

On June 25, 2008, Tom Rossmassler of HAP Inc., a non profit organization, attended our monthly meeting to inform our Commission about the proposed plans for the Stevens Memorial Building. The intent is to utilize the available space within the building turning it into 28 affordable living apartments for senior citizens. We as a whole Commission, support this endeavor. Tom Rossmassler is Project Manager for this undertaking.

On September 22, 2008, Historical Commission members attended a presentation at the Westmass Area Development Corporation's office in Chicopee. This meeting was an informational one so we could learn of the future development of the Ludlow Mill complex involving approximately 170 acres of industrial property, 66 buildings, and over a million square feet of old multi-story mill space. Westmass is an experienced regional, private not-for-profit industrial and business development corporation which promotes and assists business growth in Western Massachusetts.

On December 16, 2008, Historical Commission members along with the general public attended an informal project presentation and discussion session about the Mill's future again presented by the Westmass Area Development Corporation. This session was well attended with much input from citizens of Ludlow having many of these questions answered. Because of its massive and detailed and lengthy process, this project will take many, many years to be completed. The Historical Commission members will continue to monitor this process.

The Commission member's books on Ludlow's history are available for sale in the Town Clerk's Office at Ludlow Town Hall. The books are as follows: A HISTORY OF LUDLOW, MASSACHUSETTS 1774-1974, IMAGES OF AMERICA: LUDLOW, REMEMBERING WORLD WAR II, and COLOR THE ABC'S OF LUDLOW.

The Commission holds meetings the last Wednesday of the month, at the First Meetinghouse and are proud to do so in this very historic building.

Respectfully submitted,  
Agnes E. Kibbe, Chairperson  
Historical Commission

Members:  
Karen E. Pilon  
Elsie Hiersche  
Craig D. Spice

## **PUBLIC SAFETY**

### **AMBULANCE ABATEMENT COMMITTEE**

The Ambulance abatement Committee met once during fiscal year 2008. We received 6 hardship abatement requests from individual taxpayers throughout the year. Two of those requests were recommended for approval to the Board of Selectmen and four were denied.

Denied abatement requests are referred back to the Town Collector for him to set up an affordable payment schedule with the individual taxpayer.

As always, we strongly recommend that all residents of the Town of Ludlow invest in the Ambulance Subscription Service. For the annual cost of \$20.00, when you use the ambulance, your insurance is billed and the balance, after insurance payment, is paid from the town subscription fund. This covers all members of your household.

Respectfully submitted,  
Fred Pereira, Chairman

Members:  
Charles Chaconas  
James McGowan  
Anthony Jarvis  
Lori Barbeau

## ANIMAL CONTROL

As of this writing, there were 1440 dogs licensed in the Town of Ludlow in 2008. We urge people to keep All their animals updated on their rabies vaccinations and their dogs licensed every year per state law. In the Spring, there is a clinic held in town offering the rabies vaccinations at a reasonable price. Please check in The Register or other newspapers for the time and dates of the clinic.

We received some 602 calls regarding nuisance dogs, stray dogs and lost dogs. Regarding nuisance dogs, most related to continuously barking dogs that tends to bother people in their neighborhoods. Try to be a good neighbor by keeping your dog's barking under control at all times. Many animals were killed in the roadway last year both domesticated and wild. It is essential you keep your pets under control at all times, being leashed at all times, so they aren't added to the statistics.

Please secure your trash barrels so as to keep animals out of them which can result in the spilling of trash all Over the streets and yards. Any complaints or problems, please call Gill or Anne Turcotte at 596-5484. Thank you.

Respectfully submitted,  
Gilles and Anne Turcotte  
Animal Control Officers

## DEPARTMENT OF WEIGHTS AND MEASURERS

The purpose of the Weights & Measures Department is to test, adjust, seal or condemn all weighing and Measuring devices used for buying or selling. The Department is also involved in consumer protection and presently checks all scanners in retail establishments.

### Devices checked:

#### Scales:

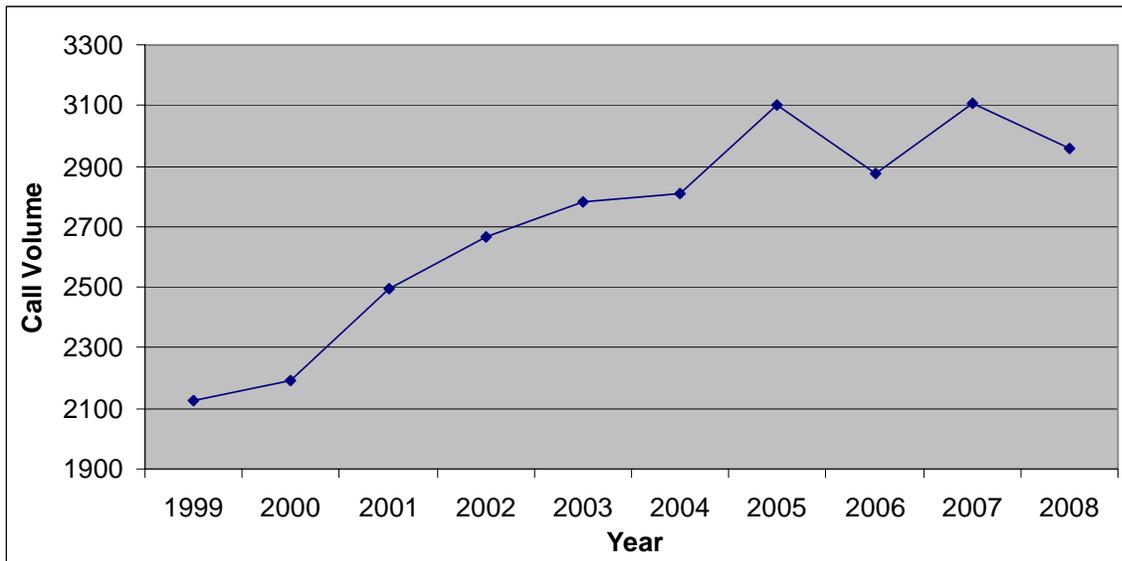
Over 10,000 lbs.	3
10 – 5,000 lbs.	63
Metric Weights	16
Apothecary Weights	15
Gasoline Pumps	115
Reverse Vending Machine	4
Scanners	12
Total	228

**Amount of fees billed            \$4,452.00**

Respectfully submitted,  
Douglas J. Wilk  
Sealer of Weights & Measures

## FIRE DEPARTMENT

During the year the Fire Department responded to 2,959 fire/rescue and medical calls. Fire/rescue and emergency calls accounted for 930 runs and 2,029 calls were for medical emergencies. This is a decrease of 149 calls or 6.8% from the previous year. However, as the following graph illustrates, over the last ten years the trend has been a steady increase in demand for emergency services by the fire department with call volume increasing by 40%.



In March, the first of our two new firefighter/paramedics, Jason Pease, began 12 weeks of training in the Massachusetts Firefighting Academy recruit program. He graduated in June with the Firefighter I and II level certification.

In May, the second of our two new firefighter/paramedics, Richard Machado, was called to active duty and deployed to Iraq as a member of the Air National Guard. He returned in late October and resumed his duties on the Department. He will be attending the Massachusetts Firefighting Academy recruit program in January.

In June, Firefighter Stanley Gosciminski retired after 35 years of dedicated service to the Department. Stan proudly held the title of F-1, the most senior firefighter on the Department. He will be missed, and we wish him well in his retirement. Upon his retirement, Stan presented the F-1 badge to Firefighter Alberto Crisostomo.

On August 20<sup>th</sup>, William "Bud" Ellison was appointed to fill the vacancy created by the retirement of Stanley Gosciminski. Bud has been a call firefighter on the department since 1987. He attended the 12 week Massachusetts Firefighting Academy recruit program, and graduated in December with the Firefighter I and II level certification. He is a certified paramedic and his appointment brings the number of paramedics on the department to 17.

In October, Fire Chief Charles Chaconas officially announced his retirement from the Fire Department after 34 years of dedicated service, effective January 16, 2009. He started his career as a dispatcher in 1975, and worked his way through the ranks as a firefighter, a Captain, and then culminated his career with his appointment as Fire Chief in 1999. Through his dedication and leadership, the department is in position to continue to deliver outstanding emergency services to the Town of Ludlow. I hope he has a long, happy, and well deserved retirement.

Once again the department held its Annual Open House in October, which is Fire Prevention Month. The Open House presents an opportunity for us to communicate our fire safety message to residents, and it gives them a chance to look at our equipment and ask questions. I would like to thank the residents of Town for their interest and support of our Open House.

Also in October, the ‘Student Awareness of Fire Education’ program was presented to all of the Town’s elementary school students, including pre-school and kindergarten children. Captain “Chuck” Cabana continued his duties as the S.A.F.E. program officer, assisted by Firefighters Jan Thornton and Ryan Pease, who are slated to become the co-coordinators of the program in 2009. This program teaches children how to react during an emergency situation; they are taught the proper way to use the 911 phone system to contact emergency responders, how to safely evacuate from their home if there is a fire, and ways to make their homes fire safe.

Specifications for two new fire department vehicles, an ambulance and a tanker truck, were put out to bid in 2008. The ambulance bid was awarded in October to Greenwood Emergency Vehicles for a 2008 GMC/Horton Type 3 ambulance. Delivery is expected in the spring of 2009. The bid for the tanker truck was awarded to Pierce Manufacturing for a 2008, Mack/Pierce, 3,000 gallon tanker truck. This vehicle was delivered from the manufacturer in December to Minutemen Fire & Rescue Apparatus, who will perform final preparations prior to final delivery to the Department in January

### **Types of Responses by Category**

Structure Fire .....	40
Vehicle Fire .....	13
Dumpster Refuse Fire .....	8
Campfires/Bonfires.....	3
Other Fires.....	6
Burning Without Permit .....	51
Brush, Grass, Leave Fires.....	13
Motor Vehicle Accidents.....	.57
Assist Ambulance .....	138
Assist Invalid .....	21
Emergency Med. Service (No Ambulance Available).....	76
Gas/Oil Spills.....	15
Assist Police .....	12
Rescue .....	7
Flooded Cellars.....	28
Smoke Scare/Odor of Smoke.....	39
False Alarm-Unintentional .....	68
False Alarm-Intentional.....	12
System Malfunction.....	109
Bomb Scare.....	1
Cancelled In Route .....	22
Good Intent.....	20
Carbon Monoxide Detector Activations .....	37
Hazardous Materials Responses .....	23
Electrical Wires Down-Standby .....	9
Smoke Removal.....	6
Lock In/Out .....	7
Animal Rescue.....	1
Other Hazardous Responses.....	49
Miscellaneous Emergencies.....	39

## FIRE PREVENTION REPORT

2008 was another productive year for the Fire Prevention office. Throughout the year, Fire Prevention Officer Captain Babineau conducted fire drills at schools, businesses and institutions, performed fire and life safety inspections, reviewed building and site plans, performed 21-E site assessments, investigated complaints of fire hazards, conducted fire origin and cause investigations and assisted local residents and businesses with fire code compliance issues.

The Student Awareness of Fire Education Program (S.A.F.E.) was again delivered in all the Town schools to children in kindergarten through grade five. Captain Chuck Cabana and Firefighters Ryan Pease and Jan Thornton coordinated the program and delivered it with the assistance of numerous Fire Department members. The Department received a S.A.F.E. Grant from the Massachusetts Department of Fire Services in the amount of \$4,464.62. These funds, along with the cooperative effort of the Fire Department, School Department, and Parent Teacher Organizations, allowed us to present this successful program. I would also like to thank the Ludlow Rotary Club for their continued support; proceeds from their annual Valentine's Dinner Dance provide the necessary funding to purchase the educational materials for the program.

In addition to the S.A.F.E. program, additional public fire education efforts continued throughout the year. Fire extinguisher training, fire and life safety education programs and CPR training were provided to various schools, businesses and civic organizations.

Captain "Jake" Prokop and Firefighters Walter Peacey and Steve Johnson continue to serve as the Juvenile Fire Setter Intervention officers.

The following is a list of permits issued by the Fire Prevention Office:

Smoke Detector .....	284
Oil Burners & Tanks.....	71
LP Gas Permits .....	38
Flammables Permits .....	2
Tank Truck Permits .....	85
Black Powder Permits .....	0
Blasting Permits.....	5
Tank Removal Permits .....	20
Sprinkler System Permits .....	3
Storage Tank Permits.....	3
Fire Alarm Permits .....	4
Cannon Permits .....	1
Fire Suppression Permits .....	6
Fireworks Permits.....	1
Vent Free Gas Heater Permits .....	2
Miscellaneous Permits .....	2

A total of 527 permits were issued. Permit fees collected totaled \$13,900.00

The Fire Department ambulances responded to 2,029 medical emergencies in 2008. Ambulance billing for the year was \$1,057,364.25.

The Department remitted \$36,091.02 to the Town Treasurer for fees collected for services, fire reports and permits issued.

Installing and maintaining smoke detector and carbon monoxide alarms is one of the most important things people can do to keep their families safe from fire and from deadly, virtually undetectable, carbon monoxide gas.

I would like this opportunity to thank all the members of the Fire Department, and retired Chief Charles Chaconas in particular, for their assistance and support in my transition to the position of Fire Chief.

Respectfully submitted,  
Mark H. Babineau, Fire Chief

## DEPARTMENT OF INSPECTIONAL SERVICES

Calendar year 2008 was a year of continuing economic turmoil and a declining housing industry. Hopefully, the housing industry will bounce back in March to late spring of 2009 so we can start the recovery. Fortunately, the smaller projects have helped keep us busy. The Department performed 2607 inspections in 2008, including zoning-related issues. The Building permits and Certificates of Inspection totaled 882, while Plumbing, Gas & Electrical permits totaled 857 for a total of 1739 permits; only 79 less than in 2007. This includes 21 fewer new dwelling permits.

There are some bright signs ahead on the horizon. MMWEC will be building a new power plant. HAP will be rehabbing the Stevens Memorial Building and WestMass will be undertaking a very large multi-faceted project at the old mill site property. These projects plus an eventual economic upswing will all be welcomed. The new Pride Station is up and running. By the end of 2007, Keystone Commons was a great success and a large condominium project on Fuller Street call Southview Estates has started. Daisy & Focosi Lanes Sub-division is off the ground with four houses at various stages of construction.

The Multi-Family Certificate of Inspection program has been started and is proceeding as expected. It is a slow, careful and never-ending process of updating and increasing the safety of the multi-family apartments and tenants. We welcome Justin Larivee as our new part-time Local Building Inspector, who is running this program. He is a state-certified local inspector working and studying to become a Certified Inspector of Buildings/Building Commissioner.

The following is a breakdown of the permit activity for the calendar year 2008, including public safety certificates.

# OF PERMITS	TYPE OF PERMIT	ESTIMATED VALUE
20	SINGLE FAMILY DWELLINGS .....	6,119,800
5	CONDOMINIUM DWELLINGS.....	759,000
29	DWELLING, ADDITIONS .....	1,414,134
50	DWELLING, ALTERATIONS .....	829,797
7	COMMERICAL-NEW CONSTRUCTION .....	815,000
13	COMMERCIAL RENOVATIONS/ADDITIONS .....	1,052,700
7	NEW ROOF—COMMERCIAL .....	146,200
2	REPAIR OF FIRE-DAMAGED STRUCTURES .....	92,000
8	SUNROOM ADDITIONS .....	177,999
12	KITCHEN REMODEL .....	192,447
12	PORCHES .....	46,320
30	DECKS.....	100,710
42	SWIMMING POOLS.....	496,221

62	FENCES .....	165,825
126	RESHINGLE.....	798,002
51	SIDING .....	440,500
79	WINDOW & DOOR REPLACEMENT .....	814,467
8	RETAINING WALLS .....	34,795
7	DETACHED GARAGES/CARPORTS .....	73,450
5	BARNs .....	138,700
50	STORAGE SHEDS .....	278,035
1	GAZEBOS .....	10,000
12	TEMPORARY STRUCTURES .....	6,075
36	CHIMNEYS, WOOD-BURNING, COAL STOVES, ETC.....	80,548
47	PELLET STOVES, FURNACES .....	134,453
25	SIGNS .....	22,596
3	HANDICAP RAMPS.....	9,100
20	MISCELLANEOUS.....	38,700
16	PERMITS TO DEMOLISH .....	0
58	CERTIFICATES OF INSPECTION .....	0
39	CERTIFICATES OF INSPECTION – MULTI-FAMILY .....	0
<hr/>		
<b>882</b>	<b>PERMITS ISSUED at an estimated value of .....</b>	<b>\$15,287,574</b>
	<b>FEES COLLECTED.....</b>	<b>\$113,607</b>

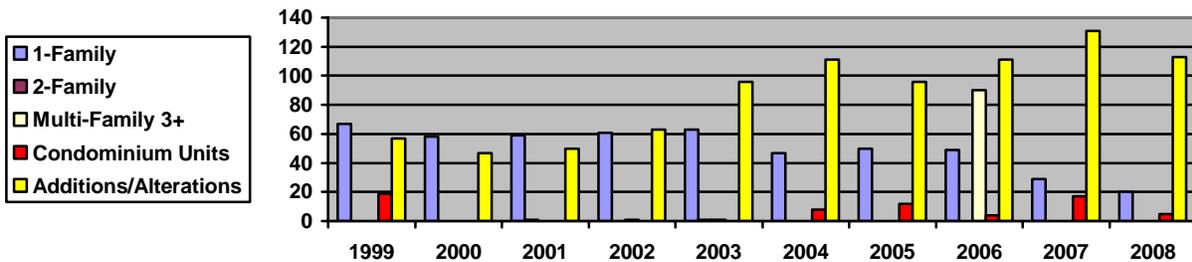
The following is a listing of **ELECTRICAL PERMITS** issued.

SINGLE FAMILY DWELLINGS .....	38
ADDITIONS TO DWELLINGS.....	28
ALTERATIONS TO DWELLINGS .....	86
ANNUAL PERMITS .....	1
BUSINESS/INDUSTRIAL, NEW .....	2
ADDITIONS/ALTERATIONS TO BUSINESS BLDGS.....	27
REPAIRS TO FIRE DAMAGED STRUCTURES.....	2
GARAGES .....	3
CENTRAL AIR CONDITIONING .....	16
PORCHES.....	1
SECURITY SYSTEMS .....	47
BOILERS/FURNACES/WATER HEATERS .....	31
HOT TUBS .....	1
BARNs .....	2
SHEDS .....	1
SIGNS .....	2
LOW VOLTAGE SYSTEMS .....	7
SWIMMING POOLS.....	27
SERVICE .....	144
MISCELLANEOUS.....	12
<b>Total Number of ELECTRICAL Permits Issued:.....</b>	<b>478</b>
<b>FEES COLLECTED.....</b>	<b>\$31,276</b>

The following is a listing of PLUMBING & GAS-FITTING PERMITS issued.

SINGLE FAMILY DWELLINGS .....	29
SINGLE FAMILY DWELLING, GAS.....	22
MULTI FAMILY DWELLINGS, GAS.....	1
NEW CONSTRUCTION, COMMERCIAL.....	3
NEW CONSTRUCTION, COMMERCIAL, GAS .....	1
ADDITIONS DWELLINGS .....	14
ADDITIONS DWELLINGS, GAS .....	5
ADDITIONS, COMMERCIAL .....	1
ADDITIONS, COMMERCIAL-GAS .....	3
ALTERATIONS TO DWELLING.....	67
ALTERATIONS TO DWELLING, GAS .....	31
ALTERATIONS TO COMMERCIAL .....	11
ALTERATIONS TO COMMERCIAL, GAS .....	6
REPAIRS TO FIRE DAMAGED STRUCTURES.....	1
REPAIRS TO FIRE DAMAGED STRUCTURES, GAS .....	1
HOT WATER TANKS .....	49
FURNACES, GAS .....	27
GAS FIREPLACES/LOGS.....	8
BOILERS .....	37
BACKFLOW PREVENTERS .....	20
MISCELLANEOUS GAS.....	18
MISCELLANEOUS PLUMBING.....	19
SWIMMING POOL HEATERS, GAS.....	1
COOKING RANGE, GAS .....	4
<b>Total Number of PLUMBING &amp; GAS-FITTING Permits Issued: .....</b>	<b>379</b>
<b>FEES COLLECTED.....</b>	<b>\$20,555</b>
 <b>TOTAL FEES COLLECTED FOR 2008.....</b>	 <b>\$165438</b>

	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008
1-Family	67	58	59	61	63	47	50	49	29	20
2-Family	0	0	1	0	1	0	0	0	0	0
Multi-Family 3+	0	0	0	1	1	0	0	90	0	0
Condominium Units	19	0	0	0	0	8	12	4	17	5
Additions/Alterations	57	47	50	63	96	111	96	111	131	113



I want to thank my staff, Mr. Antonio Portelada, Inspector of Wires, Mr. Joseph Kozicki, Plumbing/Gas Inspector, Mr. Justin Larivee, Local Building Inspector and Mrs. Lorraine Czapienski, Office Assistant, for all their hard work and dedication. I would also like to extend a thank you to the on-call inspectors, Donald Demers, Assistant Building Inspector, Kevin Douville, Assistant Plumbing/Gas Inspector, and Stephen Trembley, Interim Assistant of Wires.

Respectfully submitted,  
Brien E. Laporte, C.B.O.  
Building Commissioner

## **POLICE DEPARTMENT**

### **CITO**

On December 10, 2008, the police department and the community were shocked and saddened by the sudden death of our canine Cito. Cito came to the department in 2002 from Czechoslovakia. Officer Michael Whitney and Cito were partners for six years, proudly serving the citizens of Ludlow.

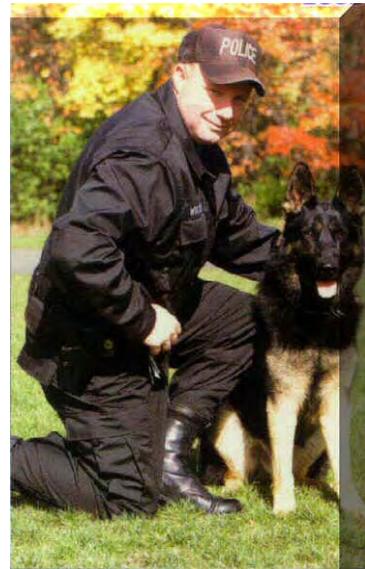
Cito and Officer Whitney trained extensively with the Massachusetts State Police and were involved and often instrumental in solving cases in our community as well as surrounding communities. The K-9 Team assisted in tracking criminals and missing persons, and participated in locker sweeps in both Ludlow schools and surrounding schools along with performing their regular patrol duties. Officer Whitney and Cito were always visible giving public demonstrations and attending school and town events. He will be sadly missed by the entire community.

I believe the canine unit is a great asset to the Town of Ludlow and although it operates solely on donations, it will continue because of the great support we are receiving from the community.

The department and the townspeople of Ludlow salute canine Cito for a job well done!

### **DEPARTMENT**

The police department ended the 2008 year with 1,152 offenses committed, 585 crime related and 499 classified as non crime related, 477 motor vehicle accidents, 618 arrests, 1,152 incidents, and 11,548 total calls requiring police services. Logged in to the department were 196 destruction of property offenses, 157 larcenies, 108 burglary/breaking and entering offenses, 73 thefts, 79 simple assaults, 61 intimidation offenses, driving under the influence, 57 drug/narcotic violations, 30 liquor law violations, 32 swindling crimes, 38 thefts from a motor vehicle, 24 disorderly conduct violations, 18 motor vehicle thefts, 19 counterfeiting/forgery crimes, and 24 trespassing violations.



57

**Cito and Officer Whitney**

On January 23, 2008, a home invasion occurred in the Town of Ludlow. Detective Sergeant Thomas F. Foye, Detective David M. Kornacki and Officer Michael N. Brennan received Letters of Commendation for their outstanding role in solving this serious crime. Their patrol inquiries and investigative abilities resulted in the indictment of six individuals and the prevention of a potentially deadly crime.

Officer Dana Vigneault retired on June 30, 2008, from his position as a patrolman with the Police Department. We commend him for twenty one years of dedicated service to the town. Congratulations go out to Officer Vigneault on his retirement and we wish him luck in all his future endeavors.

On August 18, 2008, the department welcomed the return of Officer Brian Shameklis who served in Iraq for nine months with the United States Air Force. We are all proud of Officer Shameklis for serving his country and thankful for his safe return.

This year, Officers David Belanger and James Sevigne completed the MA-Emergency Technician 140 hour training program through American Medical Response. These officers have shown their level of commitment to the department and community by increasing the level of emergency service.

The Special Response Team (SRT) led by Sergeant Thomas Foye is entering its fourth year and continues to pursue high standards of performance through intensive training sessions which include 40 hour tactical team training. This year, Officers Derek DeBarge and Michael Brennan became certified in Tactical EMS response and Officers Fred Balbino and Michael Brennan attended a state and local anti-terror training seminar in Boston, MA.

The SRT continued to prove its value in protecting the public and avoiding injury while responding to a report of a barricaded subject wielding a knife; the subject was taken into custody without injury or further incident. As this group is privately funded, the SRT would like to thank the community for their donations and recognizing the importance of a highly trained tactical team.

Currently, the Special Police Organization, under the direction of Officer Mark Witowski and Special Police Lieutenant Fernando Pina has 26 officers who should be acknowledged for donating over 3921 hours of training and volunteer hours of service to the community.

Sergeant Paul Madera secured \$54,100.00 in grant money for the police department in 2008. We recognize Sergeant Madera for his diligent preparation and monitoring of our department's grants.

2008 Grant Awards received by the Police Department are as follows:

State Community Policing Grant	\$28,000.00	
Governors Highway Safety Traffic Enforcement Grant	10,000.00	
State Emergency Telecommunications Grant (911)	6,100.00	
U.S. Department Homeland Security Equipment Award	<u>10,000.00</u>	(value) (Video Surveillance)
	\$54,100.00	TOTAL AWARDS

Fees collected by the Police Department during the 2008 year are as follows:

Photocopies	\$3,229.20	
Administrative fees	33,689.12	
Firearm permits	26,325.00	
Court Fines	6,175.00	
RMV violations	<u>50,114.00</u>	
	\$119,532.32	TOTAL FEES

I'd like to acknowledge and thank all other staff members, officers, dispatchers, custodian and clerical, for their dedicated service and team work in providing the community of Ludlow a proficient and well organized police department.

Respectfully submitted,  
James J. McGowan  
Chief of Police

## **SAFETY COMMITTEE**

The committee meets on the second Thursday of the month, at Town Hall, to review requests for Class I, II, and III licenses, sites plans, and special permits. This committee also reviews requests submitted by residents for signs, traffic lights and other traffic issues which they feel are of concern. The Safety Committee in turn makes a recommendation to the Board of Selectmen for further action. Members will sometimes make a request that those applicants applying for licenses, special permits, and/or site plan approvals, appear before the Safety Committee in order to address any issues that may be pertinent for review. This is done in the hope of clarifying any issues that cannot be ascertained by a review of any submitted plans.

2008 was another busy but constructive year for the committee. Decisions and recommendations were made that would help to insure safety to the residents and motorists alike. Some of the recommendations to the Board of Selectmen included, but was not limited to, placing numerous "Stop" signs throughout the town to slow down the flow of traffic, recommendations that traffic studies be done in key areas throughout the town and before new construction sites were allowed to progress.

The Safety Committee wishes to thank the Board of Selectmen and the Board of Public Works for their cooperation in implementing our recommendations, and all Town Departments for their assistance in these matters. To the citizens of the Town of Ludlow, we continue to request your input and suggestions.

Members:

SGT Francis J. Nowak	Chairman	Police Department
Penny Silveira	Vice-Chair	Community
CPT William DiCarlo	Member	Fire Department
Barry Linton	Member	Department of Public Works
Brien E. Laporte	Member	Building Commissioner
Phillip McBride	Member	Community
Edgar R. Minnie, II	Member	Planning Board

Respectfully submitted,  
Sgt. Frank J. Nowak, Chairman  
Safety Committee

## **BOARD OF PUBLIC WORKS**

The Board of Public works is pleased to present this Annual Report to the Town of Ludlow which summarizes and describes the activities performed by the Department of Public Works during the 2008 calendar year

### **HIGHWAY DIVISION**

The DPW provides services to maintain the town's public ways and streets in a safe, passable condition for the convenience of the community. The administration office utilizes a computerized Work Order Program to electronically record and log all inquiries from the public to systematically respond and address street and infrastructure deficiencies and problems in the public way and/or on public properties. The Board appreciates and encourages the community to report public infrastructure concerns to the Department of Public Works' Administration office.

Road maintenance, rehabilitation and reconstruction projects continued throughout the year with funds appropriated by the Town through the budget process and with funds allocated through the Commonwealth Chapter 90 Highway Program. The Chapter 90 funds are generated from gasoline taxes and are distributed to towns annually for the maintenance of accepted public ways. The Town has approximately 130 public road miles to maintain.

During the 2008 calendar year, the road construction projects included Simonds Street and West Avenue. The Simonds Street project consisted of total reconstruction including sidewalks and the installation of sanitary sewer main and storm drainage improvements. The West Avenue project consisted of reconstruction of the roadway and construction of new sidewalks. Also, Fuller Street from Chapin Street to West Avenue was paved.

In addition to the street paving and reconstruction projects, routine maintenance and improvements to the infrastructure were accomplished during the year. For example, the DPW provided roadway markings and line striping, repainted numerous crosswalks, replaced and installed street signs, conducted street sweeping, repaired road potholes and repaved localized stressed road areas throughout the town. In addition, due to limited funds the department has continued with a preventative pavement crack sealing program to extend the life of the asphalt pavement.

The Department was proactive with the cleaning of storm drain catch basins utilizing the new vacuum cleaning vehicle which will increase efficiency and productivity of the storm system. New storm drains were installed at New Crest and Chapin Streets to alleviate safety concerns.

A new maintenance building has been constructed at the DPW yard to facilitate the move of equipment from the garage at Whitney Park.

During the 2008 construction season, approximately 231 Construction Within the Public Way Permits for projects within the public way were issued, resulting in \$12,795 in fees and \$22,100 in bonds collected typically for the construction of new driveways and installation of utility services.

## **SANITARY SEWER DIVISION**

The DPW through the Sewer Enterprise Fund is responsible for the operation, inspection and maintenance of the sanitary sewer collection system including two (2) sanitary sewer lift stations located at Chapin Street and Moody Street. The DPW has developed a sanitary sewer line maintenance program to flush and clean the sewer collection lines. The department's acquisition of a vacuum and cleaning vehicle this past spring will greatly improve the efficiency of the sewer system. The division responds on a 24-hour basis for sewer line obstructions and/or other problems with the system.

The capital improvement projects included installation of sanitary sewer in Simonds Street from Cady Street to Guertin Avenue. The Chicopee River Interceptor was also upgraded near Nick Silva Field. The sewer line improvements to Allison Lane were completed in 2008.

Also, the DPW awarded a contract for the Hubbard Street Sewer Separation Project. The project is funded through the State Revolving Fund Program providing a loan for the construction and inspection services. In addition the project includes the installation of new water main and gas lines. Springfield Water and Sewer Commission as well as Bay State Gas Company are participating in the project to provide reliable service to the neighborhood.

The DPW issued or renewed 11 Drain Layer Licenses which generated \$550 in fees and issued 35 Sewer Service Connection Permits. The division collected a total of \$76,800 in fees during 2008.

## **TREE DIVISION**

The DPW provides forestry maintenance for the town shade trees located within the public ways and on select public properties. The division is responsible for the planting, trimming, pruning and/or removal of damaged,

diseased or dangerous town trees. The trees and branches are chipped and stockpiled for use on town projects. Wood chips are available at the compost area for the residents as supply allows.

The DPW planted several new public shade trees within the public ways and on public lands.

### **PARK DIVISION**

The DPW is responsible for the maintenance of the town playgrounds, parks and athletic fields as well as providing routine maintenance to the School Department's athletic fields. The activities consist of lawn maintenance, athletic field striping for various sporting events and the restoration of the fields as funds allow.

The department is continuing with renovations to Whitney Park. The Ludlow Youth Baseball Association and volunteers have constructed baseball dugouts for the varsity field.

DPW and Ludlow Youth Soccer Association reconstructed the Chapin Street School soccer field and the Baird Middle School Stephanie Santos Soccer Field.

DPW personnel assisted at special events during the year which are sponsored by the town and/or organizations that included the Memorial Day Celebration, Sunday Concerts in the Park, Veteran's Day activities, Christmas Tree Lighting Ceremonies and other functions conducted throughout the town and special events at the Ludlow Fish and Game Club property including Celebrate Ludlow.

### **CEMETERY DIVISION**

The DPW maintains and operates the five cemeteries within the town: the largest cemetery is the Island Pond Cemetery located on Center Street. The other town cemeteries include the Ludlow Center Cemetery, Sikes Cemetery, Fuller Street Cemetery and the East "Ould" Cemetery.

The following is a summary of activities and fees collected during 2008.

Number of lots sold	21	Income from lots sold	\$11,400
Number of burials	69	Income from burials	\$34,700
Number of monument foundations	34	Income from foundations	\$ 4,500
Total Income			\$50,600

The DPW undertook the Island Pond Cemetery Expansion project to deal with the short term needs for cemetery plots of the community. The expansion should allow for the creation of approximately 1000 plots and give the Cemetery Committee time to find a new location for a future cemetery. The project consisted of drainage improvements on Swan Avenue to eliminate the stormwater that was discharging to the cemetery; the clearing of a wooded area and installation of a drainage system to deal with the runoff in the cemetery; and the cleared area was brought up to the grade of the surrounding cemetery land. The new sections will have to be laid out and should be available in the spring of 2009.

### **ENGINEERING DIVISION**

The DPW maintains the records for plans, plats and maps for the community. In addition, this division maintains plan files for the Planning Board and Assessors' Office, including annual updates of the Town Street Map, Assessors' maps, zoning maps and Voter Precinct maps. This division provides engineering and survey assistance and information to other departments, boards and committees upon request. The engineering staff provides technical analyses and recommendations to the Planning Board for the various projects during the year including subdivisions and commercial developments. The division provides technical inspection of all public and private improvement projects.

The DPW completed the storm drainage improvement project for Posner Circle at the Electric Park neighborhood that was impacted by the October 2005 storms. The project was funded by the Massachusetts Emergency Management Agency through a grant applied for and received by the department in the amount of \$184,907. The department also received and closed out a grant for the Chicopee River Interceptor Project from the Connecticut River Cleanup Committee in the amount of \$119,191.

The sales of copies of record plans generated \$753 in fees.

## **SOLID WASTE COLLECTION AND DISPOSAL, RECYCLE CENTER AND TRANSFER STATION**

The DPW operates the Solid Waste Transfer Station and Recycling Center for the residential community at the DPW facility on Sportsmen's Road which provides the collection and disposal of trash and recycle material needs of the community. The DPW yard is accessed from Claudia Way for composting and brush disposal.

The DPW has conducted and submitted the newly instituted annual Transfer Station Inspection in accordance with MassDEP regulatory division.

Residential curbside collection of trash and recyclables was provided by Central Mass Disposal. Household trash is transferred and disposed of at the Covanta Energy facility which generates electrical power. The recyclables are collected and transferred to the Municipal Recycling Facility (MRF) in Springfield. The combination of the curbside trash collection and drop-off at the Transfer Station accounted for 7,215 tons of trash transported to the Covanta Energy facility for incineration to generate electrical power, and 13 tons were land filled. This recycling program generated 913 tons of paper, 381 tons of mixed containers (glass and cans), 80 tons of scrap metal and approximately 1214 tons of grass, leaves and branches that were processed for compost. The grass and leaves are composted at the DPW facility creating loam for use on town projects and is available to town residents.

In 2008 the DPW issued 2,265 Transfer Station Permits to residents at no charge and in addition provided 1,201 recycle bins at no charge to encourage the recycling effort by the town residents. The department also issued Special Permits for the disposal of items such as appliances, television sets and computers that generated \$6,800 in fees.

## **GRANTS**

The following is a listing of grant awards from the past year.

Mass. DEP Municipal Sustainability Grant for 6700 consumer education postcards and 8 public space recycling containers.

Hazard Mitigation Grant for Electric Park \$184,907.

Department of Environmental Protection, State Revolving Fund Program secured a loan in the amount of 5 million dollars for the Hubbard Street Sewer Separation Project.

DEP Recycle Grants in the amount of \$51,950.

## **CAPITAL IMPROVEMENT PROJECTS**

The following is a description of the Capital Improvement Projects in the design phase at the time of this publication:

Massachusetts Highway Transportation Project for improvements for Center Street from Sewall Street to Beachside Drive. The construction cost estimate is 2 million dollars.

East Street Bridge for structural improvements.

The East and Chapin Street Intersection for street improvements and traffic signal controls upgrades.

## **ACKNOWLEDGEMENT**

The Board of Public Works, Director of Public Works/Town Engineer Paul Dzubek and Operations Supervisor Kenneth Batista wish to take this opportunity to acknowledge and thank the staff of the Department of Public Works for their commendable efforts and performance during the year of 2008.

On behalf of the Department of Public Works, this Annual Report is submitted to the Town of Ludlow by the Board of Public Works.

Respectfully submitted,  
Carlos Chaves, Chairman

Members:  
Thomas Haluch  
Brian Martell  
Barry J. Linton  
William R. Ayers, Jr.

## **PLANNING AND DEVELOPMENT**

### **BOARD OF APPEALS**

The Board of Appeals consist of five (5) regular members and two (2) alternate members who are volunteers appointed by the Board of Selectmen. The Board of Appeals is charged with hearing appeals or petitions for variances according to Massachusetts General Law, Chapter 40A, and the Town of Ludlow Zoning Bylaws. The Board of Appeals meet at seven (7) PM at Town Hall conference room at two (2) upon receipt of a request for a hearing/appeal or a variance. During the year 2008 there were six (6) request for Hearings/Appeals or a Variance, Three (3) were granted, one (1) withdrawn, (2) denied, and One (1) Withdrawn.

We would like to thank the various boards and departments who assisted us in obtaining the information needed for the public hearings. A special thanks to the Building Department, Assessor office and the Planning Board, without their help the task of obtaining the needed documents and information would be extremely difficult.

Respectfully submitted,  
Anthony W. Jarvis, Chairman  
Board of Appeals

Members:  
Kathleen Bernardo  
Patricia Campagnari  
Raul Coelho  
Paul Zielinski  
Albert LeMay, Jr., Alt.  
Frank Silva, Alt.

## **CONSERVATION COMMISSION**

The Ludlow Conservation Commission is a State mandated board comprised of volunteers appointed by the Board of Selectmen for three year terms. The Conservation Commission works on the Town's behalf in administering the

Massachusetts Wetlands Protection Act (M.G.L. Chapter 131, § 40), Rivers Protection Act, and Town of Ludlow Conservation Commission Bylaws (Chapter XV). The Commission is dedicated to the preservation of Ludlow's wetland resources for the benefit of our present and future residents.

Regular meetings of the Conservation Commission were held on the first and third Wednesday evenings of each month at 6:30 P.M. in 2008 and no meeting schedule changes are planned for 2009. Additional meetings were held for a specific purpose, such as discussion of Bylaws, Drafting new Rules and Regulations and other similar reasons. Site inspections were scheduled on the Saturday mornings prior to each meeting and attended by any/all members. We continue to fine tune our Proposed Rules and Regulations that will also, if adopted, impose minimal town fees for wetland permits.

The Commission began and ended 2008 with five (5) members and no vacancies on the Commission.

During 2008, The Conservation Commission worked on seventeen (17) Notices of Intent, many of which required multiple site inspections and Public Hearing continuances. Fifteen (15) Requests for Determination of Applicability were filed with the Commission, fourteen (14) of which resulted in a negative determination, and one (1) positive. The Commission issued six (6) Certificates of Compliance and zero (0) Enforcement Orders. We worked with one (1) applicant on an Abbreviated Notice of Resource Area Delineation to confirm a wetland line on a large parcel of land. We issued one (1) extension permit on a project that could not be completed by the expiration date of its permit and one (1) extension to an Order of Resource Area Delineation to allow the applicant additional time to commence the project. Emergency Certifications are requested when a project must take place immediately to prevent danger to individuals and/or damage to property. The Commission issued one (1) Emergency Certification in 2008. Wetland Regulations do not require a Public Hearing prior to the issuance of emergency permits. Otherwise, all permits issued by the Commission require a Public Hearing process. Only specific permit requests, however, mandate under the MA Wetlands Protection Act that abutters are individually notified.

Projects under the Conservation Commission's purview in 2008 ranged from those as simple as shed installations to single family homes, subdivisions, several condominium projects, continuing and monitoring M.W.R.A's redundant water pipeline, utility projects large and small such as sewer extensions and upgrades. We began oversight of a very large Comprehensive Permit Condominium Project in 2006 that spanned several meetings. We will continue to oversee that project into 2008 and well beyond. Application Fees collected by the Conservation Commission in 2008 were \$6,514.50, which were deposited into a revolving account to be used for salaries, consulting fees and administration of the Wetlands Protection Act.

Commission members attended the MACC (Massachusetts Association of Conservation Commissions) annual conference in Worcester, MA., in March and the regional conference in November in Lenox, MA. These educational conferences assist Commissioners with staying informed about changes in regulations and/or policies. Additionally, we attend many other conferences and seminars that are pertinent to administering the Wetlands Protection Act and work with our local office of the Department of Environmental Protection when we need assistance with answering a complicated question or resolving difficult issues. The D.E.P. Circuit Rider Program allows us to have a personal contact at the Department and has provided us with guidance on many such occasions.

In 2008, the Ludlow Conservation Commission, after consulting with Board of Selectman and Town Counsel and holding Public Hearings, adopted Rules and Regulations, including town fees for wetland filings. The goal of the Commission in adopting these Regulations was to identify for applicants what would be necessary to submit in order for the Commission to properly review a project. In addition, a small amount of additional revenue will be collected to assist the Commission with carrying out its duties.

The Conservation Commission will continue to promote community awareness about wetlands and environmental issues and, when appropriate, will publish articles in the Ludlow Register to share its views on important environmental and conservation-related topics. In 2008 we committed to our participation in the Community Voices section of the Register whereby we will submit an article with the goal of offering some education on environmental

topics in that venue. We strongly believe that the time to pass the Community Preservation Act in Ludlow is now and hope to gain support toward that end.

Members of the Conservation Commission continue to participate on committees such as the Open Space Planning Committee that completed the new Open Space Plan, and the Disaster Preparedness Committee that meets the third Thursday of each month at the Fire Department. Additionally, we work in conjunction with other town departments to maintain consistency with permitting procedures. We also review all permit applications submitted to the Planning Board, Building Department and Board of Health, some of which require a sign-off from the Commission Office. G.I.S. continues to be a valuable asset to us in this review process.

Office Assistant Lori LeDuc transferred to the Selectmen's Office in December. We thank her for all her support and services she has performed for the Conservation Commission and we wish her the best. Susan Laterreur, formerly of the Assessors Office, has replaced Ms. LeDuc.

Commissioners continue to enjoy attending M.A.C.C. Conferences twice each year as well as other training meetings that may be offered. These conferences are educational and provide us with the necessary training so that we can remain current in our knowledge of conservation/wetland regulations, allowing us to make informed decisions on projects that require our involvement.

Respectfully submitted,  
Jason Barroso, Chairperson

Members:  
Angela Tierney  
Jason Martowski  
Marcia Kidda  
John Dryjowicz

## PLANNING BOARD

Fifteen applications for **SITE PLANS** were submitted to the Planning Board

257-259 East Street	Dias-Nuno, Inc
Lot 22 Carmelinas Circle	L & E Gomes, LLC
313-317 East Street	Palatino
135 Winsor Street	Morais Concrete Service (denied)
574 East Street	Aguero (denied)
97 Center Street	Brasile
343 Center Street	Taco Bell of America, Inc.
Miller Street	Town of Wilbraham (denied)
206 Chapin Street	Pietras (site plan waived)
96 Bruni Avenue	Melbourne (site plan waived)
51- 55 Essex Street	Pereira (denied)
76 Ravenwood Drive	Springfield Gas Light Co./ Bay State Gas
432 East Street	Moutinho Real Estate, LLC
Miller Street	Town of Wilbraham
679 Moore Street	Martins

Ten applications for **SITE PLAN ADDENDUMS** were approved by the Planning Board:

82 Cady Street	Sun Splash Pools & Spas
Lot 22 Carmelinas Circle	Cameron
257-259 East Street	Primavera (3)
378-388 Chapin Street	Leitao Estates
106 Moody Street	Palatino
1428 Center Street	Villa Rose
297 East Street	Runshaw
157 Carmelinas Circle	Fernandes

Twelve applications for **SPECIAL PERMITS** were submitted to the Planning Board:

497 Center Street	State Inspection Station
302 Ventura Street	Home Office
673 West Street	Home Office
97 Glenwood Street	Home Office
343 Center Street	Restaurant- drive thru (Taco Bell)
6 Warwick Drive	Home Office
206 Chapin Street	Accessory Apartment
96 Bruni Avenue	Accessory Apartment
292 East Street	Home Office
330 Fuller Street	Accessory Apartment
11 Posner Circle	Home Office
190 Center Street	Home Office
51-53-55 Essex Street	Three-Family (denied)

Thirty-Seven **CHANGES OF OCCUPANCY** were issued at the following business addresses:

322 West Avenue	Hair Dresser
322 West Avenue	Hair Dresser

State Street	Cornerstone Custom Countertops
324 West Avenue	Hair dresser
247 East Street	Hair dresser
246-248 East Street	East Street Variety Convenience
322 West Avenue	Hair dresser
305 East Street	Turkish Soccer Club
360 Sewall Street	Massage Therapy Practice
154 East Street	Salon & Spa – Spa East
442 Holyoke Street	Auto Repair
48 Hubbard Street	Barber Shop
State Street	Jesko Machine
322 West Avenue	Lori E. Jones d/b/a The Tailored Touch Massage Therapy
314 Sewall Street	Lori E. Jones d/b/a The Tailored Touch Massage Therapy
293 State Street	Salon Perfections
322 West Avenue	Booth Rental for Nails
287 East Street	Jeffrey’s Suit Rack
270 West Street	Coptrans Company
305 Center Street	Hung Lee Restaurant
6 Chestnut Street	Nail Salon
733 Chapin Street	Massage Therapy
271 East Street	Expressions
185 West Avenue	Excel Home Care Services
390 West Street	Rudy’s Grill
44 Sewall Street	Esthetic School – Division of Jolie Hair Academy
206 Holyoke Street	Sal’s Pizzeria
247 East Street	Salon Accents
6 Chestnut Street	Princess Nails
476 East Street	Superior Networking Solutions
119 Winsor Street	Law Offices
12 Cady Street	Pop-N-Kork
119 Winsor Street	Real Estate Office
119 Winsor Street	Financial Services Office
679 Moore Street	Construction Business
30 Chestnut Street	Chiropractic Office
326 West Avenue	Ludlow Massage Center

Fourteen **APPROVALS NOT REQUIRED** were signed:

590 Center Street	St. John
257 East Street	Nuno
Ventura Street	The Scuderi Group, LLC & Hillsburg
321 Center Street	Pioneer Valley Hotels, Inc
Munsing Street	The Estate of Amelia Minney
630 Chapin Street	Leandro
833 East Street	Lucier
Bliss Street	Goodrow & Savino
716 Chapin Street	Garcia
Miller/East Streets	Goncalves
Rood Street	Janeczek
Chapin/East Streets	Town of Ludlow
Church Street	Konovan
467 Fuller Street	Misty Meadow, L.T.D.

Five **ZONE CHANGES** were passed at Town Meeting:

**May 12, 2008**

Agricultural to Residence A – Map 17D, Parcel 172 – Higher Brook Drive – Lenore Paul  
Residence B to Business A – Map 15A, Parcel 236 – Newbury Street – Moutinho Real Estate, LLC.  
Agricultural and Residence A to Business A– Map 15B, Parcels 3 & 4 – 314 -316 Sewall Street – CPN & J Realty, LLC

**October 6, 2008**

Residence A to Business A – Map 15B, Parcel 129 – 434 Center Street – Edgar R. Minnie  
Agricultural to Industrial A – Map 26 – Parcels 15, 20, 20A – East Street – Abel & Maria Goncalves

Postponed **ZONE CHANGES** (10/6/08)

Agricultural to Residence B – Map 16B, Parcel 116 – 590 Center Street – Charlene St. John  
Agricultural to Residence B – Map 16B, Parcel 114 – 596 Center Street – Cynthia St John & Shirley St. John  
Agricultural to Business A – Map 17, Parcel 123 – 653 Center Street – David Manning

**CHANGES TO THE ZONING BYLAWS INCLUDED:**

- \*Amend Section 3.3.2 District Specific Accessory Use Regulations for all Residential Districts by deleting the last sentence and replacing it with the following sentence: One recreational vehicle may be parked on a lot if not used or occupied for a dwelling or sleeping purposes, per setback requirements for accessory buildings, said recreational vehicle shall be stored in the side or rear yard.
- \*Amend Section 4.1.2 Business A and Business B District Dimension Requirements, by adding to the title the following, “for Pre-Existing Non-Conforming Uses.
- \* Amend Section 4.1.2 Business A and Business B District Dimension Requirements, by deleting Eight (8) feet and inserting in its place Ten (10) feet.
- \* Amend Section 7.1.5 Required Site Plan Contents, by captioning the existing subparagraph 7.1.5 (e) as 7.1.5 (e) (1) and by adding the following new sub-paragraph 7.1.5 (e) (2) All parking areas shall be paved and noted on the site plans as “to be paved,” with the type of pavement to be used. And 7.1.5 (e) (3) Areas where deliveries will be made on site. And by adding to subsection 7.1.5 (j) the following language “and to include utilities with easements.”
- \* Amend Table 1 Ludlow Table of Principal Uses, by adding Building Project Over 50,000 Sq Ft under Land Use Classification/Business Uses, requiring Site Plan Approval (SPA) and Special Permit Planning Board (SPPB) for zoning districts Business A, Business B, Agriculture, Agriculture Moderate Density Overlay, Industrial A, and Industrial C.
- \* Amend Table 1 Ludlow Table of Principal Uses, by adding to Flea Markets under Land Use Classification/General Uses, to be allowed in Industrial A and Industrial C with Site Plan Approval (SPA) and Special Permit Planning Board (SPPB).

**OTHER NEWS:**

At the May Town Meeting (May 12, 2008) the Planning Board submitted a warrant article to raise and appropriate and/or transfer from available funds a sum of money, not to exceed \$125,000, for the purpose of creating a Master Plan. The warrant article passed. The Planning Board has selected the Pioneer Valley Planning Commission to be the consultant for the Master Planning process.

In May 2008, the towns Commonwealth Capital Application was sent in to the Executive Office of Energy and Environmental Affairs. Commonwealth Capital allows the town to apply for certain grant or loan opportunities.

Commonwealth Capital explicitly endorses planning and zoning measures that are consistent with Administration policy and encourages local implementation by linking state spending programs to municipal land use practices.

The town is working with the Pioneer Valley Planning Commission at identifying Smart Growth Zoning Districts in the downtown area. This type of zoning district would encourage municipalities to create dense residential or mixed –use smart growth zoning districts near transit stations, in areas of concentrated development such as existing city and town centers, and in other highly suitable locations.

William Bates retired from the Planning Board in March 2008. The Board would like to take this time to express their sincere gratitude for his sixteen years of service on the Planning Board. In March 2008 Kathleen Houle was elected to serve the five year term vacated by William Bates. Also Christopher Coelho was elected to fill the one year term vacated by Kenneth Y. Hill, Jr. The Board extends their appreciation to Mr. Hill for his time and service to the Board.

Total Fees Generated by the Planning Board were:  
**\$32,843.69**

Respectfully Submitted,  
Raymond Phoenix, Chairman  
Planning Board

Members:  
Raymond E. Phoenix  
Edgar R. Minnie, II  
Joseph Queiroga  
Christopher Coelho  
Kathleen Houle

### **Editors Note:**

**This year the Town Report cover was designed and photographed by our IT Manager Gary Blanchard. Gary is a jack of all trades so to speak and since coming on board he has proven to be one of the most unassuming individuals in the Town Hall. His diligence in answering our “SOS” calls and his technical and computer support knowledge and wealth of information makes him the heart of a technically challenged society within the Town Hall.**

**A heartfelt thanks is also extended to the Board of Public Works, Paul Dzubek and the entire staff for their assistance and cooperation in providing their services whenever needed and the cordial reception Gary and I received when working with them to create an enlightening report and unique cover.**

**Thank you to the town departments for their cooperation in submitting their reports in a timely manner and for taking the time out of their busy schedules to prepare their information for this publication. I am extremely proud of the progress that we’ve made in putting together a report that is both informative and provides a bit of insight to the world of Town government. The Report is also available on the Town of Ludlow’s web site at [ludlow.ma.us](http://ludlow.ma.us)**

**Beverly C. Tokarz**



# TOWN OF LUDLOW



## DEPARTMENT OF PUBLIC WORKS

