

# Town of Ludlow



**2017**

**Annual Town Report**



## **IN MEMORIAM**

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### **James A. Bernardo, Sr. 1965 – 2017**

James A. Bernardo, the Agent of Record for the Town of Ludlow, passed away on December 18, 2017 at the age of 52.

James was born in Springfield to Antonio and Nascimenta Bernardo, he was a lifelong Ludlow resident and a graduate of Ludlow High School and Boston University. Jim owned and operated Leitao Insurance Agency and was a faithful communicant of Our Lady of Fatima Parish, a proud member of the Unity Athletic Club, Gremio Lusitano Club, and was an avid sports fan, including the Bruins, Red Sox and Patriots. But most importantly he was an amazing, dedicated and loving husband and father.

He leaves to cherish his memory, his beloved wife of 27 years Kathleen (Leitao) Bernardo; his adored children James Jr., Veronica, and Victoria; his dear parents Antonio and Nascimenta Bernardo; his loving sister Lisa Teixeira and her husband Alan; caring in-laws Francisco and Maria Leitao; nieces, nephews and godchildren. Sadly, Jim was predeceased by his brother-in-law Manny Leitao.

### **Kathleen (Clark) Coelho 1931 – 2017**

Kathleen “Kay” Coelho, a former third grade teacher at Veterans Park Elementary School, passed away on December 19, 2017 at the age of 86.

Kathleen was born in Long Island, New York to George and Mabel (Charron) Clark, and was raised in Bondsville. She graduated and was a class Valedictorian of Palmer High School. She earned a Bachelor’s degree from AIC. Kay moved to Ludlow when she married her beloved husband Raul “Ray” Coelho. She was a third grade teacher at Veterans Park Elementary School until her retirement at age 62. Sharing her strong faith with others was an important part of her life. While a parishioner of Our Lady of Fatima Church, she was the Director of religious education; later as an active communicant of the former St. Mary of the Assumption Church, she was a Eucharistic Minister, member and officer of the Ladies’ Guild as well as a member of the contemporary choir. Kay then became a devoted parishioner of St. Elizabeth Parish, where she continued to be a Eucharistic Minister, a member of both Holy Mother and the funeral choirs. In her leisure time she belonged to the Red Hat Society, the choral group at the Ludlow Senior Center and enjoyed meeting her “church ladies” for breakfast.

She leaves to cherish her memory, her children Anne Correia and her husband Tony, Linda Corriveau and her husband Robert, and Raul “Rick” Coelho and his companion Lisa; grandchildren Brian Coelho and his wife Paige, Tyler Corriveau; and great-granddaughter Savannah Coelho. She also leaves many extended family members and dear friends. Sadly Kay was predeceased by her husband Raul and granddaughter Krystal Correia.

## **Americo Dias**

### **1925 – 2017**

Americo “Scorpy” Dias, a former Maintenance Supervisor for the Ludlow School Department, passed away on October 12, 2017 at the age of 92.

Americo was born in Ludlow on January 1, 1925 to the late John and Anna (Martins) Dias. He was a lifelong resident of Ludlow and worked as a Maintenance Supervisor for the Ludlow School Department for many years before retiring. He was an avid golfer and longtime member of the Ludlow Country Club who enjoyed many rounds of golf with his son, grandson, and friends. In his spare time, he loved soccer, stock picking, home improvement projects and being the number one cheerleader for his grandkids.

He leaves to cherish his memory, his wife of 71 years Ezaura “Hazel” (Pereira) Dias; his children Madeline Duarte and her husband Fred, and Bruce Dias; his grandchildren Melanie Duarte, and Adam Duarte and his wife Laurie; his great-grandchildren William, Anna, and Emma Duarte; and many nieces, nephews, loving extended family members and dear friends. Sadly Americo was predeceased by his brothers August and Sebastiao Dias.

## **Aurora A. Desautels**

### **1927 – 2017**

Aurora A. (Nunes) Desautels, a former cafeteria employee for the Ludlow Public Schools, passed away on June 22, 2017 at the age of 90.

Aurora was born on March 22, 1927 to the late Joseph and Joaquina (Fernandes) Nunes and was a lifelong resident of Ludlow. She was a graduate of Ludlow High School and worked for many years in the cafeteria for the Ludlow Public Schools. She was a communicant of St. John the Baptist Church.

She leaves to cherish her memory, her sons David Desautels and his wife Robin, Robert Desautels and his wife Gina, and Ronald Desautels; her sisters Laura Nunes, Dorothea Day and Gloria Allard. Sadly, she was predeceased by her husband Albert in 2013; her sisters Arminda Bechard, Amelia Charland, Mary Axiotis, Tillie Mayoski, and her twin sister Ida Methot.

**Dennis L. Goodreau**  
**1953 – 2017**

Dennis L. Goodreau, a former employee for the Department of Public Works, passed away on March 24, 2017 at the age of 63.

Dennis was born on September 23, 1953 in Ludlow and was a loving son of Joseph A. and Beatrice M. (Bousquet) Goodreau. He was a lifelong resident of Ludlow. He retired from the Department of Public Works in 2011 after 29 years of employment. He was an enthusiastic fan of NASCAR, Country Western music and he enjoyed his frequent Sunday drives traveling throughout the area. Dennis also enjoyed playing Scrabble and a variety of card games with his family, especially his sister Carol. He was a quiet man who had a rough exterior but had a big heart. Dennis will be dearly missed by his family and all that knew him.

He leaves to cherish his memory, his loving siblings Arlene Langton, JoAnne Ferenz, Robert Goodreau, Joyce Cockram, Janice Dalton, Judy Davis, Carol Morrissette, Donna Streeter, Sharon Chisholm, Gale Enke, Renee Goodreau, and Wayne Goodreau; several nieces and nephews and great nieces and nephews. Sadly, Dennis was predeceased by his parents and brothers Richard and Ronald Goodreau.

**Joseph T. Kozicki, Jr.**  
**1944 – 2017**

Joseph T. Kozicki, Jr., a former Plumbing and Gas Fitting Inspector for the Town of Ludlow, passed away on January 29, 2017 at the age of 72.

Joseph, affectionately known as “Sam” or “The Polish Plumber” was born in Ludlow to the late Joseph and Mary (Lak) Kozicki. He was raised in Indian Orchard where he attended Immaculate Conception School. He graduated from Cathedral High School in 1962 and proudly served in the United States Navy for 6 years. While in the Navy, Joe was a pipefitter aboard the USS Cascade which was deployed to search for the H-Bomb in the Mediterranean. He was the recipient of the National Defense Service Medal and Good Conduct Medal. Joe was a self-employed plumber since 1977 and was recently the Plumbing and Gas Fitting Inspector for the Town of Ludlow, where he was always affectionately known for wearing his signature hat, of which his daughter upgraded on his 70<sup>th</sup> birthday. Upon his retirement in 2015, Joe received a plaque thanking him for his 17 years of dedicated service to the Town of Ludlow and for always making sure that ‘stuff’ flowed down hill. In his spare time he enjoyed woodworking, reading library books, telling stories about his time in the Navy, and being outdoors. In 2000 he started his own business, Worm Thoughts by Sam’s Natural Farm.

He leaves to cherish his memory, his wife of 46 years Anna (Szczygiel) Kozicki; his son Michael and his daughter Nancy Kozicki; his sister Helen O'Connell and her husband James; his sister Alice Teixeira and her husband Manny; his sister Marlene Trahan and her husband Sam; his brother-in-law Teddy Chmura; and many nephews, nieces, extended family members and dear friends. Sadly, Joe was predeceased by his sister Gertrude Chmura.

## **David R. Lavigne** **1938 – 2017**

David R. Lavigne, a former Captain for the Ludlow Fire Department, passed away on January 24, 2017 at the age of 78.

David was born on May 17, 1938 to the late David J. and Irene (Grenier) Lavigne. He was a lifelong resident, graduated from Ludlow High School and STCC. He proudly served his country as a member of the U.S. Navy and served the Town of Ludlow Fire Department as a Captain for many years. He was a communicant of St. Elizabeth's Parish. He loved snowmobiling, flying remote planes with members of the HCRC and sailing with family and friends.

He leaves to cherish his memory, his devoted wife of 59 years Janet (Lacroix) Lavigne; his sons David E Lavigne and Pam, Mark E. Lavigne, and Michael R. Lavigne and Crystal; his daughter Lisa Marie Haluch and her husband Tom; his former daughter-in-law Trish Lavigne; his brother Richard R. Lavigne; two sisters, Gloria Preston and Judith Boatwright; his beloved grandchildren Matthew, David, Kelly, Andrew, Daniel Eric and Alex; and his great-grandchildren Liam, Lennox, Uriah, Elias and Freya.

## **Jerome B. Linehan** **1939 – 2017**

Jerome B. (Jerry) Linehan, a former English teacher and Guidance Counselor at Ludlow High School, passed away on January 22, 2017 at the age of 77.

Jerry was born in Springfield to the late Francis C. and Anna M. (O'Neil) Linehan and was raised in Chicopee, attending Holy Name Elementary School, graduating from Cathedral High School and College of the Holy Cross. He earned his Master's degree from AIC. Jerry spent his entire career at Ludlow High School and he enjoyed friendships with several former students throughout his life. Jerry was immensely proud of his Irish heritage and visited Ireland twice. He enjoyed all parades and attended nearly every Holyoke St. Patrick's Day parade and the Macy's Thanksgiving Day parade. He loved the theater, attending plays on Broadway and

several playhouses in the Berkshires. He had an enormous interest in local and national politics, he was an avid reader and huge fan of the Patriots and Red Sox. Most of all he loved March Madness. Jerry took piano lessons in elementary school and became an accomplished pianist in his adult life. Jerry was a friend of Bill W., and loved his Friday night meetings.

He leaves to cherish his memory, his brother Robert Linehan and Priscilla; his sister Mary LeBlanc and Roger; his nieces and nephews Beth Linehan, Michael Linehan and Linda, David Linehan and Mary, Karen King and William, Susan Parzych and Keith, Dan Linehan and Anne, Jonathan LeBlanc, Elizabeth Sheikh and David and Kathryn Fawthrop and Gerald; several great and great-great nieces and nephews, cousins, and many great friends. Sadly he was predeceased by his nephew Raymond Linehan, several aunts and uncles, and good friends William Alberti, Robert Connelly, Donna Dwyer, and Greg and Shirley Wrinn. Jerry will be remembered for his friendliness, wit, compassion, and intelligence. He will be missed by everyone who knew him.

## **Joanne R. Martin**

### **1933 – 2017**

Joanne R. (Bafus) Martin, a Precinct Member, Warden/Election Officer and Cemetery Committee member, passed away on October 23, 2017 at the age of 84.

Joanne was born in Endicott, Washington on September 15, 1933 to the late Carl E. and Sarah Bafus and she lived in Ludlow for 60 years. She worked for many years at Alamac Knitting Mills in Indian Orchard and later for MassMutual. In 1980, she left the workforce to assist in the care of her grandsons. She was a sports fan, especially hockey and enjoyed watching her grandsons play the game from their young age of 5 until college age. She was affectionately called "Granny" by all the hockey kids. She enjoyed playing the slots as well as playing card games on Friday nights with her Paradise Creek friends, afternoons with her senior center friends, and especially with her family on holidays and at family gatherings.

She leaves to cherish her memory, her daughter Nira Flatley and her husband Larry; her grandchildren Edward Urban and his girlfriend Dianna, Lisa Sunter and her husband Brian and son Cole, Melissa Flatley, and Brian Flatley and his wife Lily; great-granddaughter Alexis Urban Sunter; her sisters Elaine Poffenroth and Aileen Johnson; her sister-in-law Sue Bafus; her godchild Heather Bafus; several nieces and nephews and many loving friends. Sadly, she was predeceased by her husband of almost 60 years William H. Martin; her son Keith H. Martin; her grandson Jeffrey Martin Urban; and her brother Edgar Bafus.

**Pauline A. Przybycien**  
**1952 – 2017**

Pauline A. Przybycien, an Election Officer, passed away on July 21, 2017 at the age of 65.

Pauline was born on February 25, 1952 to the late Frank and Helen (Pira) Przybycien, was a lifelong resident and a graduate of Ludlow High School. She earned a BA Ed. from Westfield State College and a Masters in Accounting from AIC. She worked as an accountant for Gazette Printing for many years. She volunteered at the Ludlow Senior Center and was a poll worker. She was fascinated by Egyptology and a faithful Red Sox and Patriots fan.

She leaves to cherish her memory, her longtime companion and cousin John W. Taylor along with her beloved kitty Sookie. Sadly, she was predeceased by her brother John F. Przybycien in 2011.

**Anne E. Sands**  
**1942 – 2017**

Anne E. (Savage) Sands, a long-time Special Education Teacher for the Ludlow Public Schools, passed away on October 6, 2017 at the age of 74.

Anne was born in Chicopee on December 17, 1942 to the late Robert and Margaret (Low) Savage. A graduate of Chicopee High School, Anne received her BA from Springfield College and her Masters from Westfield State. She worked for the State Department teaching in Japan for 2 years. She was a much loved special education teacher in the Ludlow Public Schools for over 40 years. Ann was proud of her Scots heritage; she was a member of Union Church of Christ in Ludlow. She loved horses, gardening, her beach house in Maine, but her greatest joy was time spent with her family.

She leaves to cherish her memory, her husband of 47 years Michael J. Sands; her son Michael R. Sands and his wife Diana; her daughter Alison Metcalfe; her step-daughter Victoria Phillips and her husband Robert; her sister Mary Lou Page; and her 7 beloved grandchildren Liam, Kaleb, Maxwell, Grace, Robert, Katie and Emily.

**Robert L. Swienton**  
**1935 – 2017**

Robert L. Swienton, a former Special Police Officer, passed away on January 9, 2017 at the age of 81.

Robert was born July 4, 1935 and was a lifelong resident, graduating from Ludlow High School in 1953. He proudly served his country as a member of the U.S. Marine Corps. He worked for Monsanto Chemical Co., for over 40 years. He was a devout communicant of Christ the King Church where he was a longtime adorer for the parish's Perpetual Adoration Chapel. He served as a Special Police Officer for the Town for many years. Robert served as a member of the Board of Directors of the Monsanto Employees' Credit Union and was a member of the Santonians. He also played softball for the Ludlow Police.

He leaves to cherish his memory, his daughter Susan White and her husband John; along with his beloved and faithful dog Stury. He also leaves many extended family members. Sadly, he was predeceased by his beloved wife Lorraine (McCollum) Swienton.

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## **OUR TOWN**

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The Town of Ludlow was incorporated as a Town in 1774 and 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 18,986 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, and Ludlow has the largest Senior Center in Western Massachusetts.

Ludlow Public Schools are comprised of five schools serving approximately 2,664 students in grades K-12. In addition, the Ludlow Schools operate an Early Childhood Program at East Street School. Headstart and Holyoke Community College/Ludlow Area Adult Learning Center are both located at 54 Winsor Street. St. John the Baptist School is the private parochial school in town.

The Randall Boys and Girls Club/Ludlow Community Center provides a before- and after-school 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 programs, pool, and game room facilities.

The Town hosts six parks, two excellent golf courses and is only minutes away from cultural and entertainment facilities in the greater Springfield area including the Basketball Hall of Fame, the MassMutual Center, and the Eastern States Exposition grounds, with access to both the Massachusetts Turnpike and Route 91.

The current Town Hall building was built in 1974.

### **Geography**

Total Area:	28.33 sq. miles
Land Area:	27.15 sq. miles
Population:	18,986
Density:	693 per sq. mile
County:	Hampden

### **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

## **FY2018 Taxable Values (as of January 1, 2017)**

Residential:	\$1,617,713,010	Industrial:	\$51,786,800
Commercial:	\$161,693,080	Personal Property:	\$192,319,570

## **Tax Rate**

For the period from July 1, 2017 – June 30, 2018

Per \$1,000 of value

\$19.01 – Residential and Commercial

## **Tax Bills**

Real estate tax bills are mailed twice a year and are 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 the due date, interest will be added according to law from the date due to the date payment is made. Motor Vehicle Excise is due 30 days from the date of issuance.

## **Voting**

Town Elections are held on the fourth Monday in March. Individuals must be eighteen years of age and a United States Citizen in order to register to vote. Registration is at the Town Clerk's Office, Monday through Friday from 8:30 am to 4:30 pm. Special evening registration of Registrars is held preceding elections. Absentee voting is also available.

## **Registered Voters (as of December 31, 2017)**

Democrats	4,612
Republicans	1,744
All Other Affiliations	217
Un-enrolled Voters	7,348
Total Registered	13,921

## **Passports**

The Town Clerk's Office is no longer an agent for passport services. State laws prohibit the sale of passports for offices that generate birth certificates. Anyone wishing to apply for a passport may obtain an application at the Wilbraham Post Office or Springfield Post 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 must be vaccinated for rabies. Proof of rabies vaccination is required for licensing.

Fees:	
Spayed/Neutered Dogs	\$15.00
Un-altered Dogs	\$20.00

## **Fishing Licenses**

Massachusetts fishing licenses are available online at [www.mass.gov](http://www.mass.gov).

## **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, Vermont and points north. The principal highway is Interstate 90, the Massachusetts Turnpike. Passenger service is available on Amtrak in neighboring Springfield. 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 was 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, Conservation Commission, Board of Public Works and other 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 are Monday thru

Friday, 8:30 am to 4:30 pm. The studio is presently located at Ludlow High School. LCTV broadcasts on channels 191, 192, and 193 on Charter Cable in Ludlow.

## **Public School District**

### **Public Schools**

Chapin Street Elementary School  
East Street Elementary School  
Ludlow Early Childhood Center  
Ludlow High School  
Paul R. Baird Middle School  
Veterans Park Elementary School

### **Private School**

St. John the Baptist School

## **Houses of Worship**

Our Lady of Fatima Catholic Church, 450 Winsor Street  
Christ the King Catholic Church, 31-41 Warsaw Avenue  
St. Elizabeth Catholic Church, 181-217 Hubbard Street  
St. Peter & Paul Ukrainian Church, 45 Newbury Street  
St. Paul's United Methodist Church, 115 Hubbard Street  
First Church of Christ, 859 Center Street  
Union Church of Christ, 53 Center Street  
Greater Love in Devine Purity & Holiness Ministries, 220 East Street  
Assembly Hall, Congregation of Jehovah's Witnesses, 157 Fuller Street  
Church of Jesus Christ of Latter-day Saints, 584 West Street  
Church of the Nazarene – 499 East Street

## **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 Massachusetts General Laws governs these benefits. The office is located on the first floor of the Town Hall. Director Eric Segundo is available to answer any questions that pertain to Veterans services.

## ELECTED TOWN OFFICIALS

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	Term Expires		Term Expires
<b>Board of Assessors</b>		<b>Library Trustees</b>	
Michael S. O'Rourke	2020	Robert A. Mishol	2020
Beverly A. Barry	2019	Elaine M. Karalekas	2019
Antonio Rosa	2018	Christine S. Davis	2018
<b>Board of Health</b>		<b>Moderator</b>	
Timothy J. Fontaine	2020	John P. DaCruz	2020
Elinor D. Kelliher	2019		
Neil D. Paquette	2018	<b>Planning Board</b>	
<b>Board of Public Works</b>		Joseph Queiroga	2022
Thomas Haluch	2020	Raymond E. Phoenix II	2021
Guilherme Rodrigues	2020	Edgar R. Minnie II (resigned)	2020
Stephen E. Santos	2019	Christopher A. Coelho	2019
Alexander Simao	2019	Kathleen J. Houle	2018
Barry J. Linton	2018	<b>Recreation Commission</b>	
<b>Board of Selectmen</b>		Jason C. Martins	2020
William E. Rooney	2020	Sean M. McBride	2019
Derek G. DeBarge	2019	Donald R. Cameron, Jr.	2018
Brian M. Mannix	2019	<b>School Committee</b>	
Carmina D. Fernandes	2018	James "Chip" Harrington	2020
Manuel D. Silva	2018	Jeffrey A. Laing	2020
<b>Collector of Taxes</b>		Michael J. Kelliher	2019
Fred Pereira	2020	Charles T. Mullin	2019
<b>Housing Authority</b>		Jacob R. Oliveira	2018
Chester J. Giza	2021	<b>Town Clerk</b>	
Patricia C. Holley	2020	Kim M. Batista	2020
David A. Sepanek	2019	<b>Town Treasurer</b>	
Susan E. Stanek	2018	Elsa Barros	2018
Victor J. Field, State Apt (resigned)			
Robin Carvide, Exec. Dir.	--		

# APPOINTED TOWN OFFICIALS

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## **Affirmative Action Officer**

Carrie Ribeiro

## **Agricultural Commission**

Karen Pilon, Chairperson

John B. Chenier

William Ellison

Michael C. Hogan

Agnes E. Kibbe

Don Roberts

Ann Whitworth

## **Americans with Disabilities Act Coordinator**

Eric Segundo

## **Agent of Record**

James A. Bernardo (deceased)

## **Airport Master Plan Consulting Committee**

Joseph Queiroga

## **Assistant Assessor/Appraiser**

Jose Alves

## **Associate Assessor**

Maria Fernandes

## **Ambulance Abatement Committee**

Fred Pereira, Chairperson

Chief Ryan Pease

Lori Barbeau

Anthony Jarvis

## **Animal Control Officer**

Gilles Turcotte

Anne Turcotte, Volunteer

## **Board of Appeals**

Anthony Jarvis, Chairperson

Alan Aubin

Kathleen Bernardo

Manuel Lopes

Joseph Wlodyka

Paul A. Zielinski

## **Board of Registrars**

Paul T. Babin, Jr.

Kim Batista, Town Clerk

Ruth Saunders

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

Justin Larivee

## **Local Building Inspector**

Paul Adzima, On-call

## **Cable Commission**

Carmina Fernandes

Tom Ghazil

James "Chip" Harrington

Michael Hill, non-voting member

Richard Moskal

Ellie Villano

## **Cable Operations Manager**

Michael Hill

## **Capital Improvement Planning Committee**

Darlene Cincone

Derek DeBarge

Eric Gregoire

Raymond Phoenix

Ellie Villano

Luis Vitorino

Kimberly Collins, Ex-Officio

## **Celebrate Ludlow Committee**

Rebecca Paul, Chairperson

Michelle Anecchiarico

Maryann Asta-Ferrero

Trudy Line  
Rachael Melanson  
Mark Moran  
Scott Nelson  
Christine Peacey  
Eric Segundo  
Laurie Smith  
Diane Walton

**Cemetery Committee**

Beverly Barry  
Joe Chaves, Town Resident  
James Goodreau  
Barry Linton  
Brian Mannix  
Joanne Martin, Town Resident  
Edgar Minnie II  
Kelly McKenney, Advisory Member  
Douglas Stefancik  
Ellie Villano

**Chief Procurement Officer**

Ellie Villano

**Commission on Disabilities**

Andrew Bristol, Chairperson  
Beverly Barry  
Emily Ochs  
Joanne Odat-Staeb

**Communications Officer**

Ellie Villano

**Community Preservation Act Committee**

Donald Cameron  
William Ellison  
Agnes E. Kibbe  
Lisa Labonte  
Raymond Phoenix, Chairman  
Betty Socha  
Craig Spice  
Angela Tierney

**Computer Advisory Committee**

Joe Alves – Board Of Assessors  
Elsa Barros – Treasurer  
Gary Blanchard – IT Manager  
James Goodreau – DPW  
James “Chip” Harrington – School  
Committee  
Fred Pereira – Town Collector  
Ellie Villano – Town Administrator  
Kimberly Collins – Town Accountant

**Conservation Commission**

Jason Martowski  
Penny Lebel  
Edgar Minnie II (resigned)  
Michael Szlosek  
Angela Tierney  
Scott Urban

**Constables**

Detective David Kornacki  
Detective Stephen Ricardi

**Constable for Tax Collector**

Reid Jeffrey  
Christine Jeffrey

**Contract Compliance Officer**

Ellie Villano

**Council on Aging**

Lucille Carneiro  
John DaCruz  
Rosalind Forti  
Diane Goncalves  
Helen Grabowski  
Janice Grimaldi  
Frank Krzanik  
Frederick Lafayette  
Albert LeMay, Sr.  
Nancy Pauze  
Sheena Santolini

**Custodian of Insurance Records**

Elsa Barros

**Custodian of Tax Possession**

Elsa Barros

**Director of Emergency Management**

Chief Ryan Pease

**Dog Park Committee**

Diane Brouillard  
Darlene Kennedy  
Jesse Mendez  
Sara Mendez  
Steven Nicoll  
Kara Ribeiro  
Ellie Villano  
Doug Stefancik  
Melissa Dion  
Guilherme Rodrigues

**Economic Development Officer**

William Rooney

**Electrical Inspector**

Richard Chenevert – On Call

**Energy Research Committee**

Cathy Cooper  
Nuno Guerra  
James “Chip” Harrington  
Justin Larivee  
Michael Lavelle  
Jason Martowski  
Jacob Oliveira  
Douglas Stefancik  
Ellie Villano, Ex-Officio

**Equal Opportunity Employment Officer**

Carrie Ribeiro

**Fair Housing Committee**

Chester Giza  
John Pedro

Ellie Villano, Ex-Officio

**Finance Committee**

Maureen Kim Downing, Chairperson  
Anthony Alves  
Suzanne Boyea  
Joan Cavallo  
Heidi Fogg  
Eric Gregoire  
Richard Moskal  
Beverly Tokarz  
Raymond Yando  
Kimberly Collins, Ex-Officio

**First Meeting House Committee**

Jeremy Kavka, Chairperson  
Thomas Haluch  
Agnes E. Kibbe  
Donald Kibbe  
Marilyn Paul-Lewis  
Bert Ramage

**Graves Registration Officer**

Eric Segundo  
Steven Sawyer, Assistant

**Hazardous Material Coordinator**

Captain Scott Kozak

**Historian**

Marilyn Paul-Lewis

**Historical Commission**

Agnes E. Kibbe, Chairperson  
John Moll  
Karen Pilon  
Angela Tierney

**Historic District Study Committee**

Sandra Stanek

**Industrial Finance Authority**

John D. DeBarge

**Information Officer**

Ellie Villano

**Insurance Advisory Committee**

Nicholas Axiotis  
Michael Bertini  
Brian Bylicki  
Darlene Cincone  
Zachary Ellison  
Kathleen Houle  
Denise Kukla  
Deputy Chief Jeff Lavoie  
Trudy Line  
Marianne Moura  
Officer Jerome Mayou  
Debra Potter  
Nancy Raymond  
Melissa Rickson  
Tony Silva  
Deidra Thompson  
Sgt. Louis Tulik  
Amy Vessella  
Jody Yarkey  
Ellie Villano, Ex-Officio

**License Agent for the Board of Selectmen**

Detective David Kornacki  
Detective Stephen Ricardi

**Long Range Planning Committee**

Joe Alves  
Elsa Barros  
Maureen Kim Downing  
Todd Gazda  
James Goodreau  
Michael Kelliher  
Barry Linton  
Manny Silva  
Doug Stefancik  
Kimberly Collins  
Ellie Villano

**Ludlow Cultural Council**

Elaine Allen

Diane Brouillard  
Sandra Evans  
Rosalind Forti  
John Karalekas  
Linda Leveille  
Susan Piwowarczyk  
Carla Roberts

**Master Plan Committee**

Edgar Alejandro  
John Chenier  
Carmina Fernandes  
James “Chip” Harrington  
Kathleen Houle  
Bryan Nicholas  
Dianne Ollari  
Thomas Rouleau  
Steve Talbot  
Paul Villano

**MMWEC Board of Directors**

Luis Vitorino

**Mobile Home Rent Control Board**

Michael Bingle  
Darlene Cincone  
Mary Evangelista  
Michael Szlosek

**Municipal Hearing Officer**

Michael Szlosek

**Open Space Planning**

Donald Cameron  
William Ellison  
Thomas Haluch  
James “Chip” Harrington  
Elaine Hodgman  
Kathleen Houle  
Jason Martins  
William Rooney  
Angela Tierney

**Parking Hearing Officer**

Brian Mannix

**Permitting Authority Trench Reg.**

Steven Frederick

**Personnel Board**

John Auclair  
David Bedore  
William Dzierwinski  
Lisa Asta-Ferrero  
Evette Rodrigues

**Physician**

Dr. Shaukat Matin

**Pioneer Valley Planning Commission**

John Pedro, Alternate  
Ray Phoenix

**Pioneer Valley Transit Authority**

Brian Mannix

**Assistant Plumbing/Gas Inspector**

Kevin Douville

**Pond Management Committee**

Chester Giza  
Jettie McCollough  
Janice Santos

**Safety Committee**

Christopher Coelho  
Capt. Scott Kozak  
Justin Larivee  
Penny Lebel  
Barry Linton  
Phillip McBride  
Chief Ryan Pease  
Sgt. Brian Shameklis  
Alexander Simao  
Derek Smolinski

**Sealer Weights & Measures**

Douglas J. Wilk

**Special Police Officers (2017)**

Seth Beal  
Nicholas Begin (Resigned)  
Jeffrey Beleski (Resigned)  
Jose Branco  
Jessica Bukowski  
Geena DeTorrice  
David Fernandes  
Joseph Fontaine  
Patrick Gaughan  
Elaine Guan  
James Harrington  
Kevin Healy (Resigned)  
Michel S. Lebel  
Adam Madera (Resigned)  
Christian Mendes  
Tyler Martins  
Timothy Pagnoni  
Raymond Parylak  
Norman Picard  
Wendell Prior  
Steve Ramos  
Fernando Ribeiro  
Juan Rivera  
Cory Rodrigues  
Nelson Rodrigues  
Armando Saraiva  
Vincent Stanek  
John Wiecek  
Jhon Wielblad (Full-time Officer, May 2)  
Jamie Williams

**Sworn Weigher**

Joanne Martins

**Town Accountant**

Kimberly Collins

**Town Administrator**

Ellie Villano

**Town Counsel**

Attorney Michael Schneider - Doherty,  
Wallace, Pillsbury, Murphy, PC

**Town Engineer/Director of Public Works**

Steven Frederick

**Town Labor Counsel**

Stanley Weinberg

**Town Planner**

Douglas Stefancik

**Veterans Service Officer**

Eric Segundo

**Westover Municipal Development Corp.**

Maureen Kim Downing

**Westover Advisory Commission**

Gary Coelho, Site Inspector

**Westover Municipal Golf Commission**

Wayne Boland  
Donald Cameron  
Paul Chrzan  
Jason Martins  
Sean McBride  
Steven Morris  
Harry Mills

## PRECINCT MEMBERS – 2017

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\*\*until next election

### PRECINCT 1

2020-Roland F. Gregoire, 143 Cady Street  
2020-John E. Hiersche, 49 River Street  
2020-William J. Jolivet Jr., 37 Gamache Drive  
2020-William A. Koss, 203 West Street  
2020-Richard Oliveira, 67 Guertin Avenue  
2019-Richard B. Appley, 497 Holyoke Street  
2019-William A. Johnson, 142 Cady Street  
2019-Christine D. Peacey, 7 Wenonah Drive  
2019-Walter Peacey Jr., 7 Wenonah Drive  
2019-opening  
2018-Alan E. Gregoire, 93 Cady Street  
2018-Debora M. Johnson, 142 Cady Street  
2018-Eric A. Gregoire, 93 Cady Street  
2018-Mark A. Imbody, 58 Cady Street  
2018-Vincent A. Thompson, 33 Wilno Avenue

### PRECINCT 3

2020-Paul B. Cocchi, 312 Miller Street  
2020-John M. Diotalevi, 181 Cislak Drive  
2020-opening  
2020-Richard T. Rusiecki, 761 Moore Street  
2020-William Dzierwinski, 34 Longview Circle  
2019-Walter J. Kiel Jr., 68 James Street  
2019-Carlton W. Leonard, III, 84 Westerly Circle  
2019-Lisa J. Szlosek, 165 Genovevo Drive  
2019-Mark R. Giebner, 186 Lyon Street  
2019-Lynn Leonard, 84 Westerly Circle  
2018-Richard Paixao 76, Windwood Drive  
2018-Michael A. Szlosek, 165 Genovevo Drive  
2018-John F. Moll, 1251 East Street  
2018-Margaret Szlosek, 165 Genovevo Drive  
2018-Stephen Fiedler, 92 Longview Circle

### PRECINCT 5

2020-John H. Davis, 411 Fuller Street  
2020-Phyllis J. Bates, 534 Fuller Street  
2020-opening  
2020-opening  
2020-opening  
2019-Michael W. Lavelle, 139 Bridle Path Circle  
2019-Mark A. Witowski, 53 Colonial Drive  
2019-James L. Chenier, 628 Fuller Street  
2019-Lisa Marie Haluch, 169 Munsing Street  
2019-Kelly Jean Davis, 411 Fuller Street  
2018-Kenneth J. Batista, 12 Valley View Drive  
2018-Stephen M. Breslin, 580 Fuller Street  
2018-Kathleen A. Ouimette, 58 Homestretch Drive  
2018-Joseph M. Drobot, 433 Lyon Street  
2018-opening

### PRECINCT 2

2020-John Pedro, 41 Orchard Street  
2020-Gerald Leger, 325 Sewall Street  
\*\*2020-Barbara Gondek, 61 Williams Street  
2020-opening  
2020-opening  
2019-John J. Dryjowicz, 153 Ray Street  
2019-Frederick J. Nowak, 45 Kirkland Avenue  
2019-Douglas E. Fish, 12 Cedar Street  
2019-Jean S. Martins, 92 Lockland Street  
2019-Manuel Eugenio, 120 Prospect Street  
2018-Kathleen Nowak, 45 Kirkland Avenue  
2018-Joshua Carpenter, 547 East Street  
2018-opening  
2018-Jose Eugenio, 120 Prospect Street  
2018-opening

### PRECINCT 4

2020-Fritz A. Huber Jr., 29 Laroche Street  
2020- Richard Pasquini, 17 Ridgeview Circle  
\*\*2020-Eric Segundo, 811 East Street, 8C  
2020-opening  
2020-opening  
2019-Carrie L. Goodreau, 201 Stevens Street  
2019-James L. Goodreau, 90 Posner Circle  
2019-Isabel Martins, 41 Bristol Street  
2019-Fernando F. Soares, 21 Bristol Street  
2019-Timothy Shawn Donnelly, 149 Chapin Street  
2018-Fernando Barroso, 32 Fairway Drive  
2018-Mary C. Evangelista, 64 Franklin Street  
2018-James K. Goodreau, 201 Stevens Street  
2018-Julieta N. Hoeckh, 423 Winsor Street  
2018-Joseph A. Santos, 3 Brimfield Street

### PRECINCT 6

2020-Peter C. Karalekas Jr., 35 Old Coach Circle  
2020-Michele M. Thompson, 170 Pinewood Road  
2020-Peter H. Zima, 233 Clover Road  
2020-Steven F. Sawyer, 18 Rood Street  
2020-Jerome D. Mayou, 42 Nora Lane  
2019-Leonard C. Robbins, 549 Chapin Street  
2019-James D. Cavallo, 179 Higher Brook Drive  
2019-Penny G. Lebel, 43 Wilson Street  
2019-Kyle T. Grondalski, 132 Fuller Street  
2019-Michael N. Brennan, 93 Church Street  
2018-Christopher E. Chartrand, 156 Pinewood Road  
2018-Patrick J. Nugent, 35 Pinewood Road  
2018-Lynda A. Scheer, 25 Wood Drive  
2018-Robert W. Scheer, 25 Wood Drive  
2018-Michelle M. Mayou, 42 Nora Lane

## MEMBERS AT LARGE

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William E. Rooney	86 Pinewood Road, Board of Selectmen Chairman
Derek G. DeBarge	37 Barre Drive, Board of Selectmen
Manuel D. Silva	17 Dinis Avenue, Board of Selectmen
Brian M. Mannix	353 Fuller Street, #1, Board of Selectmen
Carmina D. Fernandes	1 Swan Avenue, Board of Selectmen
John P. DaCruz	826 East Street, #7, Town Moderator
Kim M. Batista	12 Valley View Drive, Town Clerk
Elsa D. Barros	149 Chapin Street, Town Treasurer
Fred Pereira	201 Stivens Terrace, Town Collector
Beverly A. Barry	11 Daisy Lane, Board of Assessors Chairman
John R. Auclair	16 Nash Hill Road, Personnel Board Chairman
Christine S. Davis	193 Chapin Street, Hubbard Memorial Library Chairman
Stephen Santos	338 Lyon Street, Board of Public Works Chairman
Anthony W. Jarvis	3 Andrew Street, Board of Appeals Chairman
Joseph L. Queiroga	57 Americo Street, Planning Board Chairman
Chester J. Giza	134 Yale Street, Ludlow Housing Chairman
Frederick R. Lafayette	141 Posner Circle, Council on Aging Chairman
Maureen K. Downing	22 Elizabeth Drive, Finance Committee Chairman
Sean M. McBride	157 Gamache Drive, Westover Golf Commission Chairman & Recreation Commission Chairman
Neil D. Paquette	243 Holyoke Street, Board of Health Chairman
Jason Martowski	121 Fuller Street, Conservation Commission Chairman
Charles T. Mullin	54 Lehigh Street, School Committee Chairman
Attorney Michael S. Schneider	Doherty Wallace Pillsbury & Murphy PC 19 <sup>th</sup> Floor, 1 Monarch Place 1414 Main Street, Springfield MA 01144-1002

## **EMPLOYEE RECOGNITION**

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The Town would like to recognize employees who have reached milestones in their careers with the Town of Ludlow in 2017. We thank you for your commitment, dedication and service to the residents of Ludlow.

### Celebrating 45 Years of Service

Frank Evaristo

### Celebrating 40 Years of Service

Edward Roy

Jack Ziemba

### Celebrating 35 Years of Service

John Carlin

Rene Dubois

William Irvine

Pablo Madera

Gilles Turcotte

### Celebrating 30 Years of Service

Kenneth Batista

Kimberley Ferreira

Paul Ganieany

Gregory Kolodziej

James Maciag

### Celebrating 25 Years of Service

Tina Delullo

Mary Elkas

Heather Ferrier-Bacon

Katherine Lynch

Mabel Madsen

Carolyn Rogowski

Louis Tulik

### Celebrating 20 Years of Service

Kurt Anderson

Debora Gates

Rebecca Gauvin

Donna Katz

Michelle Masse

Jerome Mayou

Nancy Nummy

Sally Peabody

Carla Roberts

Donna Roberts

Paulette Robillard

### Celebrating 15 Years of Service

Antonio Carvalho

Lynan Cerruti

Richard Chenevert

Ann Converse

Wayne Donaldson

Robert Dziekan

Anna Etkin

Armando Fialho

Michelle Fontana

Janice Hoffman

Rosanne Krawiec

Carla Marques

Thomas Moore

Laura O'Keefe

Kimberly Keeton

Eliza Lacroix

Kathryn Marciano

Laurie Pollard

David Yelle

Jocelyn Zepke

Kathleen Zianio

### Celebrating 10 Years of Service

Jason Abair

Bruce Allen

Patricia Almeida

Michael Babineau

David Bennett

Diane Binette

Gary Blanchard

Lorraine Boucher  
Sean Burt  
Holly Chacon  
Angelique Early  
David Fernandes  
Ashlee Goncalves-Korny  
Barry Haber  
Alexis Hanson  
Daniel Henry  
Sean Knox  
Melissa Kriebel  
Lori Leduc  
Richard Machado  
Darryl Martin  
Sharon Moore  
Tina Mosher  
Benjamin Northrup  
Carol O'Shea  
Todd Ostrowski  
Norman Picard  
Sarah Potter  
Caron Quinn  
Rachael Rhodes  
Joanne Santos-Pontes  
Jennifer Scala  
Susan Sevryn  
James Sevigne  
Brian Shameklis  
Wendy Simmons  
Meredith Smith  
Matthew Snow  
Daniel Soares  
Douglas Stefancik  
Kimberly Steigmeyer  
Laurie Walas  
Barbara White  
Naomi White

Celebrating 5 Years of Service

Brent Allen  
Shannon Anderson  
Jennifer Bedore  
Spencer Bertini  
Mary Bousquet

Allison Breen  
Kristen Bunten  
Melissa Canale  
Christine Carotenuto  
Barbara Cebula  
Ryan Churchill  
Sallyanne Condino-Kelly  
Susan Crevier  
Michael Czpryna  
Ellen D'Agostino  
Cristina Dos Santos  
Patricia Doty  
Michael Dowd  
Destiny Dudley  
Zachary Ellison  
Daniel Falvey  
John Farrell  
Stephanie Fernandes  
Nathaniel Ferreira  
Todd Fillion  
Richard Gates  
Maryjean Gaumond  
Alicia Gauvin  
Dr. Todd Gazda  
Sarah Gmeiner  
Rebecca Hardick  
Brianna Harris  
Dustin James  
Sonia Jaworski  
Nancy Kielbasa  
Kelly Klimek  
Angela Knox  
Walter Kroll  
Andrea Lacey  
Terri Landeck  
Michael Lavell  
Angela Lewis  
Ryan Linton  
Katherine Lofland  
Paula Mahoney  
Betty Marasa-Hoffmeier  
Vincenza Marciano  
Patricia McDonnell  
Pamela Melbourne

Andrea Morton  
Elizabeth Murphy  
Louis Nucci  
Odette Nunes-Turcotte  
Jody Paulo  
David Puzzo  
Juan Rivera  
Gillian Roy  
Terry Shotland  
Meyleen Sierra  
Lolita Skinitis

Bradford Tierney  
Linda Tsim  
Avery Tucker  
Dana Vigneault  
Martha Vitte  
Jacquelyn Vivier  
Sandra Wainwright  
Daniel Whitford  
Renee Wiater  
Kimberlee Zwinski

## **ADMINISTRATION**

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### **BOARD OF SELECTMEN**

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This past year was another busy and successful one for the Town of Ludlow. The Board of Selectmen consists of Manuel Silva, Carmina Fernandes, Brian Mannix, Derek DeBarge, and William Rooney. The Board continued to be well served by Town Administrator Ellie Villano, and staff Ann Converse, Lori Leduc, and Sandra Leacock, along with Human Resource Manager Carrie Ribeiro.

Two potential building projects – a new Senior Center and a new elementary school –continued to be studied and analyzed with the prospect of being voted on by the voters in March, 2018.

The Zoning Board of Appeals held several public hearings concerning Way Finders, Inc.'s proposal to build 43 low income apartments at 188 Fuller Street. The ZBA concluded its public hearings and the proposal from Way Finders is pending before the Housing Appeals Committee.

The Town was fortunate to receive a \$429,500 grant from the MassWorks Infrastructure Program to make upgrades to the Riverwalk at the Ludlow Mills complex. The Riverwalk now includes benches, trash receptacles, street lights, historical date markers, and interpretive signs. A special thanks to Representative Thomas Petrolati for his efforts in obtaining this grant.

In October 2017, Governor Baker was in Ludlow to take part in the grand opening of the Residences at Mill 10. Winn Development Corporation rehabilitated an abandoned mill building into 75 apartments for seniors, and the Ludlow Mills complex continues to be transformed into a state-of-the-art destination for economic development.

On December 16, 2017, Island Pond Cemetery joined 1,000 other locations across the country in celebrating Wreaths Across America. In excess of 700 wreaths were placed at headstones throughout Island Pond to honor our departed members of the armed services. The project was coordinated locally by employees of Capital Driver Leasing and the Town's Office of Veterans Services.

A new Fire Chief was selected to guide the Fire Department. Captain Ryan Pease was selected to replace retiring Chief Mark Babineau. Chief Babineau served the Town with distinction for 32 years. We thank Chief Babineau for his outstanding service and wish him well in retirement.

In conclusion, Ludlow continues to be a wonderful place to live, work, and raise a family. The Board of Selectmen would like to thank the various boards, committees, department heads, and town employees for working cooperatively to provide essential town services while maintaining a fiscally responsible approach to local government.

Respectfully submitted,  
William E. Rooney, Chairman

## **TOWN MODERATOR**

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Town Meeting met on the traditional dates in May and October with Special Town meetings held in August and November. Meetings were efficient and timely with active debate and discussion from town meeting members.

I thank the entire staff at the Selectman's office and particularly the Town Administrator for providing a clear and precise warrant and the appropriate motions. This makes my duties as Moderator less difficult and allows for an orderly meeting.

The Finance Committee also deserves praise for working with limited resources to obtain agreement with all departments on their budgets. This is often a time intensive process that is lengthy and cumbersome. Given recent budget constraints, reaching an agreeable middle ground is no easy task.

I urge the residents of the town to seek election for precinct seats at Town Meeting. Town Meeting is one of the few forms of government that allows any citizen to speak on the issues. Moreover, a relatively large group will vote on those services that effect their day to day lives.

Respectfully submitted,  
John P. DaCruz, Moderator

# TOWN CLERK

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## Election and Registration

Nomination papers and petitions were certified by the Registrars in the year 2017. The breakdown of registered voters per precinct as of December 31, 2017 is as follows:

Ward	Precinct	A	AA	CC	D	G	H	J	K	L	O	Q	R	T	U	X	Grand Totals
0	01	1	1	27	846	-	-	6	1	4	1	-	299	4	1299	-	2489
0	02	-	-	18	722	-	-	2	-	5	-	1	221	2	1026	-	1997
0	03	-	-	22	717	-	1	-	1	8	2	1	397	2	1429	2	2582
0	04	3	-	20	900	2	-	2	-	5	2	1	243	-	1193	-	2371
0	05	-	-	10	558	-	-	-	-	7	-	1	229	2	963	-	1770
0	06	2	-	33	869	-	1	5	1	5	1	2	355	-	1438	-	2712
Grand Total		6	1	130	4612	2	2	15	3	34	6	6	1744	10	7348	2	13921

## Town Election March 27, 2017

A total of 1866 (13% of 13,833 registered voters) ballots were cast. Precinct 1 – 312; Precinct 2 – 180; Precinct 3 – 363; Precinct 4 – 346; Precinct 5 – 281; Precinct 6 – 384; the polls were open from 10:00 am until 8:00 pm.

## Proceedings - Annual Town Meeting of May 8, 2017 and Special Within The Annual

**ARTICLE 1:** Voted that the Town accept the reports of the Town Officers as printed in the Annual Town Report for the Calendar Year 2016.

**ARTICLE 2:** Voted that the Town accept the progress of the following committees and to have said committees continue. THE CAPITAL IMPROVEMENT PLANNING COMMITTEE, CELEBRATE LUDLOW COMMITTEE, CEMETERY COMMITTEE, COMMUNITY PRESERVATION COMMITTEE, ENERGY RESEARCH COMMITTEE, FAIR HOUSING COMMITTEE, INDUSTRIAL FINANCE AUTHORITY, INSURANCE ADVISORY COMMITTEE, LUDLOW LOCAL EMERGENCY

PLANNING COMMITTEE, LONG RANGE PLANNING COMMITTEE, LUDLOW CULTURAL COUNCIL, MOBILE HOME RENT CONTROL BOARD, MASTER PLAN COMMITTEE, OPEN SPACE PLANNING COMMITTEE, PERSONNEL BOARD, POND MANAGEMENT COMMITTEE, VETERANS MEMORIAL COMMITTEE, WESTOVER METROPOLITAN DEVELOPMENT CORPORATION, WESTOVER ADVISORY COMMISSION, HISTORIC DISTRICT STUDY COMMITTEE AND FRIENDS OF THE RESERVOIR.

**ARTICLE 3:** Voted that the Town postpone action on Article 3 of the May 8, 2017 Annual Town Meeting Warrant. **POSTPONED**

**ARTICLE 4:** Voted that the Town raise and appropriate the sum of \$44,000.00 for the purpose of conducting an Annual Town Audit for the fiscal year ending June 30, 2017.

**ARTICLE 5:** Voted that the Town appropriate \$66,301,773 for town purposes and charges during the Fiscal Year ending June 30, 2018, and that said sum include the following salaries for elected officials:

<u>Position</u>	<u>Number</u>	<u>Annual Salary</u>
Moderator	1	\$518.00
Chairman, Board of Selectman	1	\$4,837.00
Members, Board of Selectman	4	\$3,796.00
Town Treasurer	1	\$58,463.00
Town Collector	1	\$71,455.00
Chairman, Board of Assessors	1	\$4,816.00
Members, Board of Assessors	2	\$3,778.00
Town Clerk	1	\$51,966.00
Chairman, Board of Health	1	\$3,300.00
Members, Board of Health	2	\$3,300.00
Chairman, Board of Public Works	1	\$3,617.00
Members, Board of Public Works	4	\$2,857.00
Chairman, School Committee	1	\$3,000.00
Members, School Committee	4	\$2,500.00
Chairman, Planning Board	1	\$3,394.00
Members, Planning Board	4	\$2,829.00

I further move that the total appropriations be allocated to the various Town Departments in accordance with numbered 1 through 43 of the attached Budget Listing entitled "Town of Ludlow FY18 Departmental Budgets", and using the column headed "FY 2018 Recommended Budget".

I further move, \$677,876 to be applied from "Fiscal Year 2018 Golf Course Revenues" to fund the Westover Municipal Golf Course Budget item 41, \$90,500 to be transferred from Fiscal 2018 Golf Course Revenues to fund Fiscal 2018 Indirect Golf Course costs appropriated in the General Fund, \$1,269,579 to be applied from "Fiscal Year 2018 Sewer Fund Revenues" to fund

the Sanitary Sewer Budget item 42, \$132,000 to be transferred from Fiscal 2018 Sewer Fund Revenues to fund Fiscal 2018 indirect Sewer Fund costs appropriated in the General Fund, \$243,345 to be applied from "Receipts Reserved for Appropriation" to fund the Cable Budget item 43, and the balance of \$63,888,473 is to be raised and appropriated.

**\*\*BUDGET TOWN ACCOUNTANT**

**ARTICLE 6:** Voted that the Town 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 fireworks 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 that the Town, acting through its Board of Health, re-establish a revolving fund, separate from the General Fund, in accordance with Massachusetts General Laws, Chapter 44, §53E½ for the purpose of receiving and expending on-site sewage disposal fees, said funds to be deposited with the Town Treasurer, and with payments from the fund to be expended by the Board of Health to pay sewage system inspectors and other expenses of the inspection program, expenditures from said fund not to exceed \$24,000 for the fiscal year 2018.

**ARTICLE 8:** Voted that the Town re-establish a revolving fund for the Board of Health, pursuant to Massachusetts General Laws, Chapter 44, §53E½, said fund to receive vaccine fees, said fund to be deposited with the Town Treasurer and with payments from the fund to be expended by the Board of Health, expenditures from said fund not to exceed \$20,000 for fiscal year 2018.

**ARTICLE 9:** Voted that the Town establish a revolving fund for the Board of Health, pursuant to Massachusetts General Laws, Chapter 44, §53E½, said funds to receive fees for CPR, Hands-Only CPR, and First Aid Training, said fund to be deposited with the Town Treasurer and with payments from the fund to be expended by the Board of Health, up to the limit to be established by the Town to purchase supplies for the trainings; expenditures from said fund not to exceed \$5,000 for Fiscal Year 2018.

**ARTICLE 10:** Voted that the Town establish a revolving fund for the Conservation Commission, pursuant to Massachusetts General Laws, Chapter 44, §53E½, said fund to receive Wetland Fees collected by the Ludlow Conservation Commission per Chapter XV, §6, of the Town of Ludlow Bylaws. Said fees to be submitted to the Town Treasurer for deposit and expended by the Conservation Commission in an amount not to exceed \$80,000.00, 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 11:** Voted that the Town establish a revolving fund for the Conservation Commission, pursuant to Massachusetts General Laws Chapter 44, §53E½, said fund to receive Consultant Fees collected by the Ludlow Conservation Commission per Chapter XV, §6, of the Town of Ludlow Bylaws. Said fees to be submitted to the Town Treasurer for deposit and expended by the Conservation Commission in an amount not to exceed \$50,000.00, only to pay independent consultants for services related to the specific project for which they were collected.

**ARTICLE 12:** Voted that the Town re-establish a revolving fund for the Board of Public Works, pursuant to Massachusetts General Laws Chapter 44, §53E½, said fund to receive revenues from the sale of “Purple” Bags under the Sustainable Materials Recovery Program, said fund to be deposited with the Town Treasurer and with payments from the fund to be expended by the Board of Public Works, in an amount not to exceed \$26,000 for the “Purple” Bags, Recycling Bins and Recycling Decals.

**ARTICLE 13: (AMENDMENT)** Voted that the Town amend the Town of Ludlow General Bylaws by adding a new Section 42: DEPARTMENTAL REVOLVING FUNDS, to Chapter 2, “Regulating the Conduct of Town Business” to establish and authorize revolving funds for the use by certain departments, boards, committees, agencies or officers under Massachusetts General Laws, Chapter 44, §53E½ including a table titled Table: Revolving Funds which lists the revolving Funds, as printed in Article 13 of the May 8, 2017 Annual Town Meeting Warrant.

Moved and seconded to adjourn the Annual Town Meeting at 8:00 pm.

## **Proceedings - The Special Town Meeting Within The Annual Town Meeting May 8, 2017**

**ARTICLE 1:** Voted that the Town transfer the sum of \$52,292.00 from Article 6 of the October 14, 2005 Special Town Meeting Warrant for unpaid bills and/or overexpended accounts of previous years, specifically to fund the deficit in the DPW Special Revenue Fund Account.

**ARTICLE 2:** Voted that the Town postpone action on Article 2 of the May 8, 2017 Special Town Meeting Warrant. **POSTPONED**

**ARTICLE 3:** Voted that the Town transfer the sum of \$118,884.05 from free cash to be applied to close-out the deficit balances in the Police Department Outside Detail account.

**ARTICLE 4:** Voted that the Town postpone action on Article 4 of the May 8, 2017 Special Town Meeting Warrant. **POSTPONED**

**ARTICLE 5:** Voted that the Town postpone action on Article 5 of the May 8, 2017 Special Town Meeting Warrant. **POSTPONED**

Moved and seconded to adjourn the Special Town Meeting at 8:08 pm.

## **Continuation of The May 8, 2017 Annual Town Meeting**

**ARTICLE 14:** Voted that the Town transfer from free cash the sum of \$20,000 to be used for professional services by the Ludlow Senior Center Building Committee.

**ARTICLE 15: (AMENDMENT)** Voted that the Town amend Article 5 of the October 4, 2010 Town Meeting by deleting the underlined section as it pertains to the Ambulance Subscription Fund and as written in Article 15 of the May 8, 2017 Annual Town Meeting Warrant.

**ARTICLE 16:** Voted that the Town establish the "Town of Ludlow Radio Communications Advisory Committee" consisting of representatives from Police, Fire, Schools and Department of Public Works and further to raise and appropriate a sum of \$40,000 for engaging the services of a Communications engineering Consultant to conduct a "Needs Assessment Phase" of the towns multi-frequency voice/radio system serving the Town of Ludlow.

**ARTICLE 17:** Voted that the Town raise and appropriate and/or transfer from available funds a sum of money to be used to provide matching funds for a 50/50 State and Town share Historical Preservation Grant, said funds to be used for repairs, construction and accessibility at the First Meeting House.

**ARTICLE 18: (AMENDMENT)** Voted that the Town amend the Town of Ludlow General Bylaws by deleting Section 4 of Chapter II (2), Regulating the Conduct of Town Business, as this section regarding physicals for new town employees is governed in the Town of Ludlow Personnel Policy Manual.

**ARTICLE 19: (AMENDMENT)** Voted that the Town amend the Town of Ludlow General Bylaws by deleting Section 22; Regulations for Reimbursement to Officials for Expenses as outlined in Chapter II (2), Regulating the Conduct of Town Business, regarding expenses incurred for meetings, meals and travel on Town business as this section is governed in the Town of Ludlow Personnel Policy Manual.

**ARTICLE 20:** Voted that the Town accept the provisions of Massachusetts General Laws, Chapter 60, §3F, the law would allow the Town to designate a place on its property or motor vehicle excise tax bills or mail with such bills a separate form whereby taxpayers may voluntarily check off, donate and pledge an amount of money which shall increase the amount already due, for the purposes of providing support for veterans and their dependents that are in need of immediate assistance.

**ARTICLE 21:** Voted that the Town rescind the amount of \$599,612.00 authorized to be borrowed under Article 5 of the May 12, 2008 Special Town Meeting Warrant but was not required to be borrowed to complete the project for which it was approved.

**ARTICLE 22:** Voted that the Town postpone action on Article 22 of the May 8, 2017 Annual Town Meeting Warrant. **POSTPONED**

**ARTICLE 23: (AMENDMENT)** Voted that the Town amend the Zoning Bylaws of the Town of Ludlow, by adding Section XI. TEMPORARY MORATORIUM ON THE SALE AND DISTRIBUTION OF RECREATIONAL MARIJUANA and to amend the Table of Contents to add Section XI. TEMPORARY MORATORIUM ON THE SALE AND DISTRIBUTION OF RECREATIONAL MARIJUANA, as printed in Article 23 of the May 8, 2017 Annual Town Meeting Warrant.

**ARTICLE 24: (AMENDMENT)** Voted that the Town amend the Zoning Bylaws and Zoning Map of the Town of Ludlow, by changing from Agriculture to Industrial A, a parcel of land owned by Dominic and Deborah Torretti, located at 252 West Street (Assessor's Map #2C, Parcel 4), as described in Article 24 of the May 8, 2017 Annual Town Meeting Warrant.

**ARTICLE 25: (AMENDMENT)** Voted that the Town amend the Zoning Bylaws and Zoning Map of the Town of Ludlow, by changing from Residence A to Business A, a parcel of land owned by Ludlow Center, LLC., located at 485 Center Street (Assessor's Map #16A, Parcel 52), as described in Article 25 of the May 8, 2017 Annual Town Meeting Warrant.

**ARTICLE 26: (AMENDMENT)** Voted that the Town amend the Zoning Bylaws and Zoning Map of the Town of Ludlow, by changing from Agriculture to Residence A, a parcel of land owned by Stephen M. Ecrement and Mariamar Gutierrez Ramirez, located at 603 Alden Street (Assessor's Map #40, Parcel 81), as described in Article 26 of the May 8, 2017 Annual Town Meeting Warrant.

**ARTICLE 27: (AMENDMENT)** Voted that the Town amend the Zoning Bylaws and Zoning Map of the Town of Ludlow, by changing from Residence A and Agriculture to Business B, a parcel of land owned by John and Melissa Garcia, located at 720 Chapin Street (Assessor's Map #11D, Parcel 102A), as described in Article 27 of the May 8, 2017 Annual Town Meeting Warrant.

**MOTION DEFEATED**

**ARTICLE 28:** Voted that the Town appropriate State Chapter 90 Highway Aid Funds for engineering, construction, reconstruction and/or repairs to Town roads and bridges and authorize the Board of Selectmen, if necessary, to borrow in anticipation of the receipt of such State Aid.

**ARTICLE 29:** Voted that the Town authorize the Board of Public Works to enter into a contract with the Massachusetts Department of Transportation in the amount of \$701,338.00 for the construction and maintenance of public roads for the ensuing years.

**ARTICLE 30:** Voted that the Town appropriate \$10,000 to establish a budget for the Fiscal Year 2018 for the Landfill Closure Enterprise Fund for inspection and testing for air quality, general maintenance, vents and mowing and that the \$10,000 be taken from the Landfill Enterprise Fund balance.

**ARTICLE 31:** Voted that the Town raise and appropriate and transfer from available funds the total sum of \$453,030.00 from the sources identified later in this motion to fund the Fiscal Year 2018 Capital Improvements Program as follows:

<u>Department</u>	<u>Description</u>	<u>Amount</u>
Town Hall	Painting & Scraping of Building	\$32,000
DPW	Intl Dump/Sander Truck 3 <sup>rd</sup> year of 3 year lease	\$70,000
	Athey/Mobile Street Sweeper Rehabilitation	\$55,000
	Sander/Salter Dump Truck (#37)	\$77,000
		\$225,000 – 3 yr. lease
School Department	Ludlow High School Wheelchair Lift	\$35,000
Ludlow Community Center	Update HVAC Computer Software System (Automated Logic Software)	\$20,030
Fire Department	Fire Engine 4 <sup>th</sup> year of lease	\$106,000
	Ambulance 2 <sup>nd</sup> year of lease	\$58,000

I further move that each item listed be voted as a separate appropriation and under the jurisdiction of the Department, Board or Committee indicated.

I further move that the Town vote to transfer the aggregate amount of \$174,965.06 from the following List of old articles to be used to fund a portion of the Capital Planning Projects.

<u>Department</u>	<u>Balance</u>
Street Acceptance/Land Aquisitions	\$647.00
West St. Bridge Repair	\$9,185.00
DPW – Garage Repair Lift	\$558.00
Town Hall Elevator	\$29,355.00
BOS Capital Reserve	\$55,000.00
Fire Dept Auto Chest Compresso	\$2,875.15
Unpaid bills	\$16.51
DPW Ford F450 Dump truck	\$6,105.00
LMS/BMS Security equipment	\$1,252.40
LHS tennis courts	\$1,500.00
LHS track repairs	\$350.00

2014 Fire engine	\$7,932.00
ART 20 – Police Radio System 5/10/05	\$4,499.00
STM 10/3/05 – Laptop Computers – Police	\$3,408.00
West at Roy Bridge Repair	\$2,846.00
Electric Park storm drain STM 11/14/05	\$23,478.00
Art #53 (CIP) 5/9/05 ATM – Metal Storage building	\$15,958.00
Public Right of Way - \$10,000 – From Other Avail Funds	\$10,000.00

I further move that said sum be raised as follows: The sum of \$58,000.00 be transferred from the Ambulance Subscription Fund, the sum of \$50,000 be transferred from the Overlay Surplus fund, the sum of \$170,064.94 be transferred from Free Cash.

**ARTICLE 32:** Voted that the Town postpone action on Article 32 of the May 8, 2017 Annual Town Meeting Warrant. **(POSTPONED)**

**ARTICLE 33:** Voted that the Town transfer from free cash the sum of \$100,000.00 to be used for the Fiscal Year 2018 Reserve Fund.

**ARTICLE 34:** Voted that the Town transfer the sum of \$762,710.01 from free cash to be deposited into the stabilization fund.

**ARTICLE 35:** Voted that the Town postpone action on Article 35 of the May 8, 2017 Annual Town Meeting Warrant. **POSTPONED**

**ARTICLE 36:** Voted that the Town postpone action on Article 36 of the May 8, 2017 Annual Town Meeting Warrant. **POSTPONED**

Moved and seconded to dissolve the Annual Town Meeting and the Special within the Annual of May 8, 2017 at 9:42 pm.

**Proceedings - Special Town Meeting August 16, 2017**

The Special Town Meeting of August 16, 2017, was called to order at 7:32 p.m. by Moderator, John P. DaCruz. A quorum of 65 Town Meeting Members were present including Members at Large (a quorum is majority vote).

The Moderator opened the meeting with the Pledge of Allegiance and read the rules and regulations governing Town Meeting.

**ARTICLE 1:** Voted that the Town authorize the Board of Selectmen to acquire the following land parcels and or rights in land parcels for the purpose of obtaining a secure and public right of way. This will allow for the construction and roadway safety improvements under a project known as Ludlow – Reconstruction of Center Street (Route 21), Mass DOT Project File 605011: (the “Project”).

	<b>Total # Parcel</b>	<b>Aggregate Area (Sq. Ft.)</b>
Temporary Easements	60	46,063
Fee Takings	30	27,566
Permanent Utility Easements	27	24,328
Permanent Sidewalk Easements	4	207
Permanent Traffic Signal Easement	1	69
Permanent Guardrail Easement	2	465

I further move that the Board of Selectmen be authorized to acquire these parcels, or modification of these parcels or other required parcels for the Project through all legal means. These means include donation, purchase and/or eminent domain takings. The subject parcels are currently identified on plans drafted by BETA Inc. dated: June 30, 2017 and Titled: Plan and Profile of Center Street (Route 21) In the Town of Ludlow, Hampden County, Preliminary Right of Way Plans, Federal Aid Project No. HSI/STP/TAP-003S (064)X 100% Submittal.

**ARTICLE 2:** Voted that the Town appropriate an additional amount not to exceed \$230,000.00 to be added to the previously authorized amount of \$308,000.00 approved in Article 10 of the October Special Town Meeting Warrant to defray any associated right of way expenses connected with the Project which are not limited to temporary easements, permanent takings, appraisal fees, awards of damages and legal fees. That to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen is authorized to borrow \$230,000.00 and issue bonds or notes therefore under Chapter 44 of the Massachusetts General Laws; 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.

Moved and seconded to dissolve the Special Town Meeting of August 16, 2017 at 7:46 pm.

### **Proceedings - Special Town Meeting October 2, 2017**

The Special Town Meeting of October 2, 2017, was called to order at 7:32 p.m. by Moderator, John P. DaCruz. A quorum of 71 Town Meeting Members were present including Members at Large (a quorum is majority vote).

The Moderator opened the meeting with the Pledge of Allegiance and read the rules and regulations governing Town Meeting.

**ARTICLE 1:** Voted that the Town raise and appropriate and appropriate the sum of \$16,392.45 for unpaid bills and/or overexpended accounts of previous years as follows:

\$475.00	American Pest Solutions – Dept. of Public Works
\$186.79	CINTAS – Dept. of Public Works
\$150.00	Commonwealth of Massachusetts, Department of Fire Services – Dept. of Public Works
\$610.00	Steve Santos Landscaping Services – Dept. of Public Works
\$1,020.00	Steve Santos Landscaping Services – Dept. of Public Works
\$547.90	The Home Depot – Westover Golf Course
\$924.11	NAPA Auto Parts – Westover Golf Course
\$121.72	Baystate Wing Hospital, Chapter 41, Section 111F – Board of Selectmen
\$12,356.93	Pioneer Valley Surgicenter – Chapter 41, Section 111F – Board of Selectmen
\$16,392.45	Total

**ARTICLE 2:** Voted that the Town raise and appropriate the sum of \$73,466.15 to be added to the Personal Services Account for the Police Department for Fiscal Year 2018 to fund the negotiated retroactive 2% increases for Fiscal Year 2017 including the Town’s contribution to employee benefits for the Ludlow Police Officers, I.B.P.O., Local 374 and the Police Supervisors I.B.P.O., Local 487, said funds to be distributed as follows: Police Department Personal Services, \$72,273.63 and Employee Benefits, \$1,192.52

**ARTICLE 3:** Voted that the Town postpone action on Article 3 of the October 2, 2017 Special Town Meeting Warrant. **POSTPONED**

**ARTICLE 4:** Voted that the Town re-establish a revolving fund for the Conservation Commission, pursuant to Massachusetts General Laws, Chapter 44, §53E½, said fund to receive the additional \$5.00 per dog licensing fee collected by the Town Clerk, said fund to be deposited with the Town Treasurer and with payments from the fund to be expended by the Conservation Commission for the care and maintenance of the dog park, expenditures from said fund not to exceed \$5,000 for Fiscal Year 2018.

**ARTICLE 5: (AMENDMENT)** Voted that the Town amend the Town of Ludlow General Bylaws, **Section 42: DEPARTMENTAL REVOLVING FUNDS**, Chapter 2, “*Regulating the Conduct of Town Business*” by adding a new revolving fund to the established table of revolving funds for the use by certain departments, boards, committees, agencies or officers under Massachusetts General Laws, Chapter 44, §53E½ as printed in Article 5 of the October 2, 2017 Special Town Meeting Warrant.

**ARTICLE 6:** Voted that the Town re-accept the provisions of Massachusetts General Laws Chapter 32B, §20 which provides for the Establishment of an Other Post-Employment Benefits Liability Trust Fund.

**ARTICLE 7:** Voted that the Town supplement each prior vote of the Town that authorized the borrowing of money to pay costs of capital projects to provide that, in accordance with Chapter 44, §20 of the General Laws, the premium received by the Town upon the sale of any

bonds or notes thereunder, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to pay project costs and the amount authorized to be borrowed for each such project shall be reduced by the amount of any such premium so applied.

**ARTICLE 8:** Voted that the Town postpone action on Article 8 of the October 2, 2017 Special Town Meeting Warrant. **POSTPONED**

**ARTICLE 9: (AMENDMENT)** Voted that the Town amend the Zoning Bylaws of the Town of Ludlow, SECTION VI: Special Land Use Regulations, Section 6.2 HOME OCCUPATIONS, by deleting section 6.2.7 in its entirety and adding section 6.2.7 Vehicles and Accessory Equipment a. & b. with the Truck Classification Chart added as an attachment as printed in Article 9 of the October 2, 2017 Special Town Meeting Warrant.

Also to amend 6.2.7. a. by deleting (See size classification chart in back of bylaw) and replace with (See Truck Classifications Chart in back of bylaw.) and amend 6.2.7. b. by deleting the last sentence, "Heavy equipment refers to heavy-duty vehicles, specially designed for executing construction tasks, most frequently ones involving earthwork operations," and replace with "Heavy equipment refers to heavy-duty vehicles, excluding Class 3 heavy-duty pick-ups allowed in 6.2.7.a., specifically designed for executing construction tasks, most frequently ones involving earthwork operations." **MOTION DEFEATED**

**ARTICLE 10:** Voted that the Town authorize the Board of Selectmen to accept the grant award through the Parkland Acquisitions and Renovations for Communities (PARC) Grant Program for the replacement of the Whitney Park Bleachers and to use available funds as the town's portion of said grant and the Recreation Department and/or the Board of Public Works be authorized to file any applications necessary to obtain such grants and/or reimbursements. Further, that the property known as Whitney Park be dedicated to active recreational purposes.

**ARTICLE 11:** Voted that the Town declare as surplus a parcel of land approximately 23,431 sq. ft. or .538 acres located on Center Street as shown on a plan prepared by Sherman & Frydryk, LLC. and further to vote to transfer this land from the municipal purpose for which it was used to the purpose of sale, through the Board of Selectmen to the abutting property owners and to authorize the Board of Selectmen to determine the price and procedure for said disposition and to execute any deeds or other documents necessary to carry out said transfers.

**ARTICLE 12:** Voted that the Town postpone action on Article 12 of the October 2, 2017 Special Town Meeting Warrant. **POSTPONED**

Moved and seconded to dissolve the Special Town meeting of October 2, 2017 at 8:11 pm.

## Proceedings - Special Town Meeting November 6, 2017

The Special Town Meeting of November 6, 2017, was called to order at 7:32 p.m. by Moderator John P. DaCruz. A quorum of 79 Town Meeting Members were present including Members at Large (a quorum is majority vote).

The Moderator opened the meeting with the Pledge of Allegiance and read the rules and regulations governing Town Meeting.

**ARTICLE 1:** Voted that the Town rescind the amount of \$163,485.00 authorized to be appropriated and/or borrowed under Article 17 of the May 8, 2017 Annual Town Meeting Warrant but was not required to complete the project for which it was approved because the 50/50 Historical Preservation Grant was not awarded to the Town.

**ARTICLE 2:** Voted that the Town transfer from the Sewer Enterprise Account Retained Earnings the sum of \$300,000.00 for the Sewer Division Capital Improvements during the fiscal year beginning July 1, 2017.

**ARTICLE 3: (AMENDMENT)** Voted that the Town amend the General Bylaws of the Town of Ludlow by adding a new Section 7 to Chapter III, Regulating Certain Occupations, creating a prohibition on Marijuana Establishments and which shall read as written in Article 3 of the November 6, 2017 Special Town Meeting Warrant.

**ARTICLE 4: (AMENDMENT)** Voted that the Town amend the Zoning Bylaws of the Town of Ludlow, by adding a new section to SECTION III: GENERAL USE REGULATIONS. 3.2 PROHIBITED USES. **Subsection 3.2.3 Prohibition on Marijuana Establishments**, as printed in Article 4 of the November 6, 2017 Special Town Meeting Warrant.

**ARTICLE 5:** Voted that the Town Transfer the sum of \$1,600,000.00 from the Stabilization Fund Balance to be used by the Board of Assessors in determining the Fiscal Year 2018 Tax Levy.

Moved and seconded to adjourn the Special Town Meeting at 8:19 pm.

### Vital Statistics \*\*Notes Incomplete

Deaths**	Births**	Marriages**				
	2012	2013	2014	2015	2016	2017
Deaths	195	196	208	211	215	219
Births	124	137	141	126	133	128
Marriages	130	132	141	131	106	120

## Receipts

Coloring Books	\$24.00	Burial Permits	\$650.00	Business Certificates	\$1,950.00
Maps, Street List, By-Laws	\$767.00	Gas/Oil Storage Permits	\$1,349.50	Marriage Intentions	\$1,595.00
Other Revenues Miscellaneous	\$535.50	Parking Violations	\$2,919.00	Photos	-
Pole Locations	-	Raffle Permits	\$70.00	Vitals Statistics	\$19,526.50
Sales of Bicentennial Items	\$220.00	Citation for Marijuana	\$400.00	Neut/Spayed Dogs	\$12,845.00
Not Neut/Spayed	\$3,570.00	Late Fee Dogs	\$930.00	Dog Boarding	\$650.00
Stray Dog	\$400.00	Kennel	\$1,240.00	Cremation Dog	\$40.00
<b>TOTAL</b>	<b>\$49,681.50</b>				

I would like to express my sincere gratitude to the residents of the Town of Ludlow for electing me as Town Clerk. I also wish to thank my office staff for their continued dedication to the Town and their assistance to me during my first year as Town Clerk.

Respectfully submitted,  
 Kim M. Batista, Town Clerk,  
 Chief Election Official, Board of Registrar

## EDUCATION

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### SUPERINTENDENT OF SCHOOLS

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FY2017 budget approved at the annual Town Meeting: \$30,682,644.00

Student Enrollment:

PreK-12 ~ 2,664

High School (9-12) 879 including 58 "school choice" students

Middle School (6-8) 680 including 18 "school choice" students

Veterans Park Elementary (4-5) 364 including "0" "school choice" students

Chapin Elementary (2-3) 349 including 20 "school choice" students

East Street Elementary (PreK-1) 392 including 6 "school choice" students

## **School Committee Changes**

In March, the Ludlow School Committee reorganized and elected Charles T. Mullin, Chairman; Michael J. Kelliher, Vice-Chair; Jeffrey A. Laing, Secretary; James P. Harrington, Member and Jacob R. Oliveira, Member.

## **Personnel Changes**

On or before the end of the 2016-2017 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: Donna Bowman, Antonio Carvalho, Anne Marie Corrieri, Linda Duame, Mary Elkas, Kimberly Ferreira, Pamela Gebo, Cheryl Matthess, Barbara Mol, Irene Pereira, Maria Pereira, and Paulette Robillard.

The following faculty were employed in August 2017: Chapin Street Elementary School: Kathleen Roy; East Street Elementary School: Kimberly Carver, Samantha Fahey, Katelyn Lenten, Wendy Pszeniczny; Veterans Park Elementary School: Caitlin Clemons, Kelsey Crane, Lauren Lane, Rachel London, Madison Spillers; Paul R. Baird Middle School: Anita Anderson-Cooper, Kelley Bailey, Alyssa Pehowic; Ludlow High School: David Babine, Emily Doucette, Tina Fennelly, Amanda Nacsin, Heather Pighetti, and Laura Wosko.

## **Staff Recognition 2017**

Kurt Anderson, Elizabeth Charpentier, Tina Delullo, Kimberley Ferreira, Heather Ferrier-Bacon, Rebecca Gauvin, Donna Katz, Katherine Lynch, Mabel Madsen, Michelle Masse, Kelley McGregor, Deborah Miele, Eileen Nacsin, Nancy Nummy, Sally Peabody, Helder Pires, Donna Roberts, Kathleen Williamson

## **Pioneer Valley Excellence In Teaching Award Recipients**

Leonard Phelon, Ludlow High School; Dennis Quinn, Paul R. Baird Middle School; Jessica McVeigh, Veterans Park Elementary School; and Greg Bertsch, East Street Elementary School

## **Pioneer Valley Excellence In Teaching Award Nominees**

Lynan Cerruti, Ludlow High School; Stephanie Fernandes, Ludlow High School; Krysten Langone, Ludlow High School; Barbara Piela, Ludlow High School; Diana Sands, Ludlow High School; Michelle D'Amore, Paul R. Baird Middle School; Ronald (Bo) Pszeniczny, Paul R. Baird Middle School; Allison Breen, Veterans Park School; Kaitlin Cookish, Veterans Park School; Katie Douthwright, Veterans Park School; Nicole Sousa, Veterans Park School; Maria Alice Kites,

Chapin Street Elementary School; Krystal Foley, Chapin Street Elementary School; Nicole Carbonneau, East Street Elementary School; Leslee Charon, East Street Elementary School.

Respectfully submitted,  
Todd H. Gazda,  
Superintendent of Schools

## **SPECIAL EDUCATION DEPARTMENT**

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During the 2016-2017 school year, the Student Support Services Department of the Ludlow Public Schools changed its name to the Special Education Department because of several phone calls over the years by parents looking for other departments in the district. The name Student Support Services was not a clear description of the services our Department provides which led to confusion to parents looking for other departments and/or services in the schools. My title also changed from Director of Student Support Services to Director of Special Education.

The Special Education Department continued to provide a variety of programs to address the needs of students with disabilities in the school district and who were receiving special education services per the student's Individualized Education Program (IEP). Special Education services were provided from PreK through 12<sup>th</sup> grade and post-secondary for our 18-22 year old students. The Special Education Department provided inclusion, pull out and substantially separate programming in each school. The goal of the Special Education staff was to ensure that each student was educated in the Least Restrictive Environment (LRE), in order for each student to receive a Free Appropriate Public Education (FAPE).

The Transition Program at Ludlow High School continued to provide special education services to our students requiring services until 22 years old. The students continued to attend the Inclusive Concurrent Enrollment (ICE) program at Westfield State University and they continued working at various internships in the community, including working at the Ludlow Boys and Girls Club.

The Special Education Department had a variety of substantially separate programs for students that required high level of supports and specialized instruction in order to make effective progress in school. The following was a list of the substantially separate programs that were available: PreK, Grades K-2 and Grades 3-5 Intensive Autism Programs (this was a new program that opened at Veterans Elementary School), Structured Individualized Program (SIP), Language Based Learning Disabilities Program (LLD), FOCUS Program and Life Skills/Vocational Program. Our LLD and FOCUS programs continued the transition of becoming more inclusive programs for our students. This transition allowed general education teachers and special education teachers the opportunity to co-teach. If our in-district programs did not meet the needs of the

students, the students were placed in out-of-district schools, per the determination of a Team meeting.

During the 2016-2017 school year, we added another full day preschool classroom because of the demand, for a total of 2 full day preschool classrooms, for typical peers and for students with disabilities. We also had 3 other preschool classrooms that ran half day programs for students with disabilities and students who are peers.

The Special Education Department is also a member of the Lower Pioneer Valley Educational Collaborative (LPVEC). As a member, we had access to other specialized programs that they provided for students who were from member school districts.

The Special Education Department also provided several related services to students such as speech and language therapy, occupational therapy, physical therapy, adaptive physical therapy, and counseling. During the 2016-2017 school year, our 3 licensed social workers continued to provide the daily therapeutic consultation and supports that were needed and required by students' IEPs. One social worker was assigned to the 2 elementary schools, one was at Baird and the other was at Ludlow High School. With the addition of the social workers, we were able to substantially decrease the outside behavior consultation the district was previously paying for and we were able to keep our more socially, emotionally and behaviorally involved students in-district, which decreased our cost to out-of-district placements to private day special education schools.

We also had the services from our outside consultants for many of our programs. The following consultants provided supports to staff, students and parents: autism consultant, language based learning disabilities consultant, Communicare consultants and Lindamood Bell consultant. Lindamood Bell provided us with 4 Robots in our schools and the consultant came to us via the Robots. This turned out to be a cost savings to the District.

During the 2016-2017 school year, our Board Certified Behavior Analyst (BCBA) continued to work with our students with autism in our PreK Intensive Autism Program, our Grs. K-2 Intensive Autism Program and our Grs. 3-5 Intensive Autism Program, as well as with the increasing number of children with autism that our in our schools. In the past, this position was a contracted service. The cost for this contracted service was extremely expensive. By hiring our own BCBA, it was a cost savings to the District.

Our full time Teacher of the Visually Impaired and our full time Teacher of the Deaf continued to provide services to our visually impaired and deaf students. We also contracted with Willie Ross School for the Deaf to provide support with the FM Systems that were used by our hearing impaired students and we contracted with Clarke School for the Deaf to provide us with maintenance services for our deaf students with cochlear implants that require specialized FM management.

A change was made to our Extended Year Program - EYP (summer school for special education students). Our programs used to run for 5 and 6 weeks, depending on the program, Monday - Friday from 9:00 am to 12:00 pm. It became more difficult every year to find staff who wanted to work the 5 or 6 weeks during EYP. The Special Education Director reached out to the LPVEC member special education directors about their EYP. The majority of LPVEC member districts ran 4 week programs, Monday-Thursday. Ludlow Public Schools made the change to 4 and 5 week programs, Monday-Thursday, from 9:00 am to 12:00 pm. This enabled us to find staff who wanted to work and were happy with having a 3 day weekend. This change also was financially positive because it was a cost savings to the District.

During 2016-2017, the Special Education Department offered to provide speech and language therapy and/or other special education services to Ludlow students that attended St. John the Baptist School. No parents took advantage of the services during this school year.

The Special Education Parent Advisory Council (PAC) continued to meet the first Tuesday of every month at East Street School. All parents were welcome to attend our monthly meetings.

Respectfully submitted,  
Eva Tillotson, C.A.G.S.  
Director of Special Education

## **INFORMATION TECHNOLOGY DEPARTMENT**

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The work and plans described in this annual report represents the collective effort of 4 1/2 IT members. What is not readily described in these pages is the vitality, joy, and commitment that our staff bring to work each and every day. It is their dedication and passion for our teachers, students and the District's mission that makes the Department of Information Communication Technology (ICT) successful.

This document highlights several completed projects and plans put together by our team. We also recognized in this plan that ICT organizations themselves are being transformed by advances in technology. It is anticipated the Technology Team will meet quarterly to discuss progress and tweak plans based on needs and financial capabilities of our District each year.

The Department has undergone a large transformation this year. With a new Director of Technology and Systems Data Analyst coming onboard in the last few months of the year and the resignation of a level II Technician, the Department is continuing to learn about current processes and culture within the District. We currently support over 900 desktop computers, 14 servers, 30 network switches and 2400+ Chromebooks for school year 2017. Along with the hardware we also support almost 2700 students and over 450 staff in their use of district computer and network online resources.

The ultimate goal of all of our work is to be able to provide technology services that enable Ludlow Public Schools to achieve its mission and advance teaching and learning of unsurpassed quality for our students.

We achieve this through continual improvement and by aligning our services to the changing needs of our district. Our services are delivered with a commitment to:

- Enabling innovation and research at the frontier of discovery through centrally-provided, high performance computing services and support resources;
- Delivering technology, tools, services, and applications that support teaching and learning in and beyond the classroom;
- Supporting the effectiveness of District operations through IT solutions and processes that align with school priorities and strategic initiatives;
- Relentlessly protecting the District’s information, while respecting the privacy of the members of our school community;
- Delivering next-generation state of ICT services achieved through service management planning and practices that ensure responsible stewardship of District resources;
- Fostering a diverse workforce and an inclusive culture that leverages many perspectives in the creation and delivery of technology solutions and services for our school community.

### **SERVICES - PROJECTS - PLANNING - LEARNING**

“Technology is just a tool. In terms of getting the kids working together and motivating them, the teacher is the most important.” – Bill Gates

Technology is a driver, but the effectiveness of implementing technology and these plans is the willingness of staff to leverage technology for greater student engagement and data analysis to be able to reach higher student achievement. By effectively using and understanding the latest tools of today in our classrooms we can ensure our students will be prepared to thrive tomorrow.

This past year we have updated, increased and improved several infrastructure items listed below, however a constant flow and commitment is needed to continue to advance.

- Upgraded bandwidth from 500MB to 1GB utilizing the Mass Broadband Infrastructure (MBI) and provider rates shared amongst all schools offsetting the need to continue paying for packet shaping services which will save \$6,000 annually beginning FY19.

- Integrating our online nursing system with our Student Information System data allowing nurses to look up students with better accuracy and within a single system.
- Replaced in-house, several analog cameras, wiring and the core system behind it for better reliability and security of the high school. This includes a mobile app that allows viewing of high resolution cameras on- and off-site for police and administration. This project is 50% completed.
- Upgraded several outdated and non-functional battery backup systems at all the schools to improve system up-time and availability during power bumps/failures.
- In-house installation of updated short-throw wall mount projectors at Chapin Street School for use with Chromebooks and desktop computers.

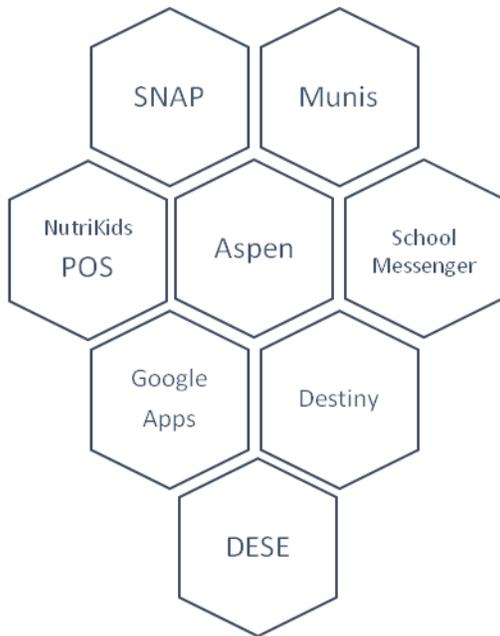
We continue to monitor wireless capacity in all district buildings, along with the infrastructure supporting both wireless and wired networks. We are planning on applying for additional Federal E-rate funding to cover 50% of our current licensing costs along with expansion and upgraded access points on the wireless network. An analysis of our district testing infrastructure was also completed and a redesign developed. Currently shared resources are being utilized for MCAS caching and testing servers. Because of the importance of testing without interruption or service outages, a dedicated centralized caching server has been planned for and purchased.

The Ludlow Public Schools School Committee continues to support ICT funding with an allocation of School Choice Funds to support district ICT goals. This funding will allow us to build upon the existing plan for our in-place one-to-one program. A draft replacement cycle along with an insurance option has been created. Because of the number of Chromebooks in the district, repairs are not feasible in-house. We will be partnering with an extended warranty and insurance company for coverage of new devices going forward. Parents will have the option of buying into a plan to cover accidental damage, theft or loss of equipment and the devices will be sent out to be repaired or replaced by an authorized service center.

District-wide, teachers continue to learn from ICT staff and one another as they gather for building-based professional development. The goal is and has always been to extend real learning beyond the school day and provide standards-based experience and data. Updated curriculum maps shared through Aspen Instructional Management, true integration between student and teacher system access and Google Docs; this learning platform continues to grow ever more robust. Parents, students and staff are all partners together accessing the same information online. Student experience should become more consistent with improved access to tools and resources, but also as technology becomes more reliable the skill set and the comfort level of all classroom teachers grows as we continue to help support and transition to a 21<sup>st</sup> Century learning environment.

Our Library services are also a major support piece of our technology initiatives. They act as our front line for student support and Chromebook management. By partnering with them based at the schools, we are expanding our reach and complementing our mission through their work and engagement.

Many software platforms are used by district staff, teachers and students for education, communication and administration, including those listed below:



#### ERATE, STATE and FEDERAL REPORTING

Other responsibilities of the department include (but not limited to) the following:

- DESE SIMS (October 1, March 1 and end-of-year)
- DESE SCS (October 1 and with final grades at end-of year)
- DESE EPIMS, (October 1, end-of year)
- DESE SDR July
- US CRDC 2017
- US Federal ERATE application project planning and filings

Respectfully submitted,  
Michael Assaf, Director of Technology

## OFFICE OF CURRICULUM AND INSTRUCTION

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The Office of Curriculum and Instruction oversees curriculum renewal, instructional practice, professional growth and development, grants, English Language Learning and assessment. In addition to these primary functions, this office is also the liaison for home school programming, and home/hospital education. This review of the 2016-2017 school year highlights accomplishments, progress, and insight into each of these areas.

### Curriculum

The Massachusetts Department of Elementary and Secondary Education (ESE) continually strives to make improvements and growth to reflect current knowledge and practice in education. This attention to growth results in an ongoing evolution of curriculum and instruction. In the 2016-2017 school year the Ludlow Public Schools focused on Science PreK-12, Mathematics PreK-8, and Writing K-5 to continue to align, revise, review, and/or amend current curricula as related to ESE's changes.

Upon completion of a formal study of the Next Generation Science Standards (NGSS) in 2015-2016 educators, through the development of a representative PreK-12 Science Committee, identified and documented changes in curriculum expectations and content shifts from one grade to the next or within a scientific domain at the secondary level. Curriculum maps and units were designed and completed for grades PreK-7. Grades 8-12 initiated the process and will continue to work towards finalization in the 2017-2018 school year.

Mathematics education continued to be a primary focus in 2016-2017 school year as outlined in the District's *Mathematics Action Plan*. In the previous year, the Ludlow Public Schools committed over \$55,000 in text and materials purchases to support curriculum implementation and instruction for PreK-5 and 7-8. 2016-2017 marked the second year of this curriculum implementation process. In year two, educators completed curriculum maps, fully implemented the curriculum and began to refine instructional content based on the 2015 Massachusetts Department of Elementary and Secondary's *Mathematics Frameworks*. In the spring of 2017, DESE released *Revised Mathematics Frameworks*. This change resulted in educators needing to review and amend past and present work relative to curriculum implementation and alignment. As a result, the mathematics curriculum work will continue into the 2017-2018 school year. In so far, alignment of standards, review of content, and modern materials, online resources, and methods for engagement and differentiation have begun to influence change in mathematics instruction and student outcomes as intended.

In addition to the adoption of elementary mathematics curriculum, educators at Veteran's Park Elementary School continue their collaborative work with the Commonwealth's Pioneer Valley District and School Accountability Center (DSAC). Through this partnership the Ludlow Public Schools initiated and continues their efforts in training all elementary educators of mathematics in *Add+ Vantage Mathematics Recovery (AVMR)*. AVMR is a mathematics

assessment tool that provides educators with critical assessment data used to focus Mathematics instruction by targeting key concepts to meet students' learning needs. This training and assessment directly influences curriculum and instructional choices made by the 22 individual educators trained in 2016-2017 and those trained in previous years.

An outgrowth of the District's *Writing Action Plan*, educators of English, engaged in year two of a curriculum review based on the 2015-2016 adoption of *Empowering Writers* curriculum. PreK-5 educators worked tirelessly digesting this curriculum as the initial results did not satisfy teachers' expectations. Grade 6 educators of writing piloted *Empowering Writers* to determine whether the curriculum would be an appropriate extension from elementary to the middle school level. Just as in mathematics, English teachers were presented with *Revised English Language Arts Frameworks* in April of 2017 which were based on the new 2015 *English Language Arts Frameworks*. As a result, educators assessed the changes in the standards and began to revise recently established writing curriculum maps as well as adjusted new implementation practices. Educators will continue to further refine the implementation of this curriculum in the 2017-2018 school year.

## **Professional Development**

Curriculum implementation and instructional practice are most successful when thoughtfully supported through professional development that mirrors the curriculum's intent, effectively addresses content and skill, and links learning to practice. The District's persistent efforts in advancing and sustaining focused professional development, from one year to the next, in core content areas and pedagogy is evidenced in this year's work. In 2016-2017, the Ludlow Public Schools continued their efforts of professional growth in mathematics, Social Emotional Learning (SEL), inclusive practices, and student engagement.

Teachers engaged in self-studies in *Eureka Math*, *Big Ideas Math*, *Empowering Writers* and the Next Generation Science Standards. Through this process of self-study teachers gained knowledge of necessary changes within their practice. Additionally, *Add+Vantage Mathematics Recovery* (AVMR) training continues to occur as the goal of the District is to train all math educators K-8 as appropriate.

Pedagogical growth opportunities included a semester long graduate course for teachers in Studying Skillful Teaching (SST) through Research for Better Teaching (RBT), mindfulness, and SEL. SST focused on concepts such as growth v. fixed mindset which also connects the teachings imbedded in mindful practices shared by Kate Forest and other building-based SEL professional development.

Additionally, inclusive practices for regular education and special education teachers took place for the third year lead by nationally recognized professor Lisa Dieker from the University of Central Florida. Dr. Dieker's inclusive practices bridges the content and pedagogy as related to classroom instruction.

Student engagement continues to maintain an important role within professional development in 2016-2017. Each individual building focused on the concept of engagement with a particular eye on three key ideas: collaborating, contributing and questioning. Administrator lead forums generated research-based skills and practices that teachers could apply the next day in their classroom to increase student engagement.

## **Grants**

Annually, the Ludlow Public Schools receives state and federal grant funding. The receipt of funds is calculated based on enrollment and other factors including the number of Ludlow families that indicate a socio-economic need. Just as in 2015-2016, our federal Title I grant continues to fund staff, extended day and year programs, and supplies and materials in an effort to increase the academic outcomes of disadvantaged students.

Our Educator Quality Grant, commonly known as Title IIA, is another federal grant that supports required programs including the mentorship and induction of new teachers. Title IIA also supports professional development opportunities for educators PreK-12. In 2016-2017, Ludlow was fortunate to see Title IIA funds remain consistent with historical allocations. Many surrounding communities saw a substantial decrease in funding in 2016-2017, which translated into lost services and staff. This was not the circumstance for Ludlow.

The Ludlow Public Schools continued to meet the criteria to receive one of two District and School Accountability Center (DSAC) grants. This grant provided direct *Add+ Vantage Mathematics* (AVMR) training for 5 Ludlow teachers.

## **English Language Education**

Continuing to reflect state and national trends, the 2016-2017 school year welcomed an ever growing number of English Language Learners (ELL) to the Ludlow Public Schools. Given the growth within this Department, the Ludlow Public Schools should be commended for two major strides in advancing our ELL program this year.

First, Language Acquisition Team (LAT) Meetings were formalized with processes, procedures and paperwork as defined in the regulatory guidance. Similar to special education and Section 504, LAT meetings require teams of educators to meet, review state ACCESS and MCAS testing results, as well as school-based assessments to qualify students for ELL services or determine that English proficiency has been met. This brief description is merely recognition of a much greater accomplishment Ludlow Public Schools has made in establishing regulatory compliance through the implementation of LAT meetings.

Also of significant import is the acceptance of our District's proposal to host Sheltered English Immersion (SEI) Endorsement courses. Like the LAT process, meeting DESE expectations and acquiring authorization to be an approved vendor of SEI Endorsement required commitment

from the District to establish programmatic alignment with course expectations. The result of this achievement is that the Ludlow Public Schools will be a host site for this course in 2017-2018 and 10-12 Ludlow educators, per semester, will be provided the opportunity to take this required course, free of charge (for cost options range from \$480-\$1,000) while simultaneously maximizing teacher capacity in classroom instruction for ELL students.

As a district, our English Language Learner population continues to be concentrated in the early elementary grade span of PreK-3 optimizing our ability to influence language acquisition. Thus the programmatic improvements made in 2016-2017 will have a long-term impact on students' experience and performance as they matriculate to the secondary level.

## **Assessment**

Assessment is a natural part of education. Teachers are regularly assessing student acquisition of content knowledge, both formally and informally, throughout the school year. Preparing students to be able to effectively convey their thoughts, use critical reasoning skills, and apply knowledge is an essential lifelong skill reflected in assessment outcomes.

Beyond routine classroom assessments that students engage in, students in grades 3-12 are required to participate in our state assessment. The assessment and format has differed from year to year, subject to subject, depending upon grade span. Students in grades 3-8 took the *Partnership for Assessment of Readiness for College and Careers* (PARCC) online in the spring of 2016. In the spring of 2017, the Massachusetts Department of Elementary and Secondary Education (ESE) changed the annual state assessment and Ludlow students, in grades 3-8, participated in *MCAS 2.0*, an online assessment. Spring 2017 assessment data from *MCAS 2.0* online is limited in its reliability as 2017 is the baseline year. Only generalized observations can be made about overall student performance relative to state standards. High school students, primarily students in grades 9 and 10, continue to engage in the *Legacy MCAS* assessment, one of several graduation requirements. Student performance continues to be high and consistent with past performances. Ludlow Senior High School continues to be a Level 1 school.

## **Home Schooling and Home/Hospital Tutorial**

The Office of Curriculum and Instruction also oversees the home school requests and programming as well as tutorial required for students who are home or hospital bound due to severe illness. In the 2016-2017 school year, 22 school-aged children, who reside in the Town of Ludlow, were home schooled. Annual updates and requests to continue home schooling are also maintained by this office.

Ludlow students in need of home or hospital bound educational services was provided to 5 of our students. This temporary service is initiated in accordance with Massachusetts General Law after a student has had 14 or more absences as a result of an illness so documented by a treating physician.

The Office of Curriculum and Instruction's highlights, contained in this overview of the 2016-2017 school year, indicate the continued growth and success of students, staff, our office, and the Ludlow Public Schools. We resolve to be ever faithful to supporting our staff in being the best that they can be. And as always, we will continue to evolve and improve our work to benefit our students of Ludlow and their families.

Respectfully submitted,  
Erica A. Faginski-Stark, Ed.D  
Director of Curriculum & Instruction



## **LUDLOW HIGH SCHOOL**

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The calendar year of 2017 at Ludlow High School was very busy and very successful. Approximately 89% of the senior class entered higher education; 6% went into the military, and 5% entered the workforce. There were 211 students in the graduating Class of 2016. The SAT data for the Class of 2017 was higher than national averages and state averages. Fifty-four graduating seniors were awarded the John and Abigail Adams scholarship which is a reflection of high achievement on the state exam MCAS. Ludlow High School was recognized as a Level 1 school from the MA Department of Secondary Education. Ludlow High School continues to maintain high eligibility standards in order to play sports or participate in extracurricular activities. Students cannot fail any course, otherwise they become ineligible to participate. Our focus at LHS is academic success first.

Ludlow High School continues to provide support for students in English and Math by implementing a tiered instructional model. Students may choose advanced placement courses, honors courses, standard level courses and/or tiered support classes to enrich their learning. All students have equal opportunities to experience these four instructional levels. Our advanced placement courses, which are supported by a grant received from the Massachusetts Math and Science Initiative, are Biology, Calculus AB, Chemistry, English Literature and Composition, English Language and Composition, Statistics, Spanish, French, US Government & Politics, and US History. A new AP course was also implemented, AP Computer Science. Teachers have received extensive professional development to enrich student learning in these

classes and promote success. Students have been supported by the grant by receiving extra help on Saturday Study Sessions to support them in passing the AP exam. LHS saw a 31% increase in qualifying AP scores; from 32 in 2012 to 125 in 2017 scoring 3, 4, or 5.

Ludlow High School in 2017 remained active in the community. Many students volunteered with local organizations or tutored at the elementary schools in town. The High School remained involved in popular charitable activities such as the Mayflower Marathon Thanksgiving Food Drive, which we were the number one high school for food donations; the Josh Desforges Fitness Challenge; Coats for Kids; Penny Wars for the Food Shelter; Suicide/Depression Awareness; Dating Violence Awareness; as well as becoming involved in smaller charitable ventures. The High School's instrumental music students and vocal music students were very busy performing and providing entertainment at local functions along with many qualifying for District State Competitions. All of these activities support the High School's mission to help all students reach their fullest potential.

Respectfully submitted,  
Lisa Nemeth, Principal

*The mission of Ludlow High School, with parent and community participation, is to provide a rigorous academic program to develop college bound and career ready young adults. We provide educational opportunities for students to work collaboratively and independently to acquire knowledge, analyze problems, and develop 21<sup>st</sup> century skills necessary for making meaningful contributions to the global community. Students promote a safe environment by acting with responsibility, compassion and integrity.*

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

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As a result of the continued hard work and dedication of our staff, parents, and community partners, Paul R. Baird Middle School students participate in a variety of learning opportunities as members of a supportive and welcoming learning community. Currently, our enrollment stands at 639 students: 194 in Grade 6; 211 in Grade 7; and 234 in Grade 8. We currently have 18 students from surrounding municipalities through the school choice program. We have also welcomed our first student from Puerto Rico as a result of the recent hurricane.

A priority for the 2017 school year is to implement student centered strategies to creatively engage all learners through lessons that foster the acquisition of content knowledge while supporting social emotional learning opportunities. We have embraced our vision for this year of "Who Am I?" Monthly topics such as "I Am Reflective" have been incorporated into our class meetings. Strategies have been implemented to promote social emotional learning.

We have also established monthly “guest lecturers” who have been invited to speak to our students about various career choices. Baird continues to build healthy partnerships with families and the community. We also continue to expand and regularly update the content of the Baird website, Twitter and Facebook pages and to more effectively utilize our other informational technology capabilities. Moreover, through extensive outreach efforts, we have been able to establish a Baird PTO as a viable parent organization. Through their membership we have benefited by those who have been so generous with their time, talent, and treasure.

It is our objective to engage Baird students in demonstrating their learning in a variety of traditional and digital formats. It is our goal to create student-led classrooms in which all students are inspired and empowered to take charge of their learning. Our instructional focus continues to target motivating and engaging our students in actively participating in their learning and using their critical thinking skills to help them understand and contribute to the world around them. The 1:1 Chromebook initiative has been very successful in focusing on high level 21<sup>st</sup> century skills to provide future readiness for all students. We continue to utilize the team model at Baird to focus on addressing all student needs, including academic and social emotional.

Our core curriculum instruction (English Language Arts, Mathematics, Science, and Social Studies) is delivered by dedicated, qualified teachers in distinct grade-level teams. Additionally, our “Specials” support the development of a wide range of skills and knowledge for students. World Languages (French, Spanish, and Portuguese), Computer Technology, Robotics, STEM, Health, Physical Education, Visual and Performance Arts, and Music provide our students the space to explore and experience a wide-range of learning opportunities that form them into well-rounded individuals. Our afterschool clubs and activities enrich and extend our students’ learning by providing a wide variety of opportunities: Band, Harmony Bridge, Junior National Honor Society, Yearbook Club, Student Council, Baird CARES, Talent Show, Art Club, Fishing Club, Portuguese Club, Travel Club, Go Green Garden Club, Japanese and Korean Culture Club and Community Service Club. We believe that experiences are an essential ingredient in connecting classroom learning with real-world experiences that allow our students to develop and apply lifelong learning strategies.

We continue to partner with Ludlow Boys and Girls Club. The Club’s After School Program provides extra homework help and recreational activities for our students from 2:30 pm to 5:30 pm. At this time, over 52 Baird students participate in this on-site program. Additionally, Club personnel visit on a regular basis to update the Club bulletin board in the main entryway and, more importantly, to interact with our students in the cafeteria and promote Club events and activities. This partnership demonstrates our commitment to providing our students an afterschool program that supports their specific needs in a safe and familiar environment.

The 2017 calendar year includes the retirement of Irene Pereira, Teacher and Paulette Robillard, Librarian Paraprofessional. We thank Irene and Paulette for their many years of dedication to the Ludlow Public Schools and, in particular, to the Baird Community. Additionally, we are pleased to welcome the following new staff members: Alyssa Pehowic

(Special Education Teacher), Dexter Davis (Classroom Paraprofessional), Kelly Bailey (Licensed Social Worker), Anthony Barbuti (Custodian), and Fernando Balbino (Custodian).

In closing, on behalf of our entire school community--students, faculty, and staff--I offer my heartfelt gratitude to the citizens of Ludlow for their continued generosity and support of the Paul R. Baird Middle School. #WeAreBaird

Respectfully submitted,  
Stacy Monette, Principal

## **EAST STREET ELEMENTARY SCHOOL**

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East Street School began the school year with a new English Second Language teacher. Mrs. Kerri Kinne transferred from Chapin Street School to take over this classroom left vacant by retirement. Mrs. Ericka Cadete was named our grade level leader in 1<sup>st</sup>. Heidi Arsenault and Elaine Conway continue to serve as our grade level leaders. They are instrumental in assisting their teams in planning instruction and analyzing common assessments. Two of our Preschool classrooms became full day and two classrooms remained half day.

East Street School has begun to initiate projects that expose our staff and students to Social Emotional Learning (SEL). A SEL Committee has been formed to research SEL resources and projects that can be implemented at East Street School. Social Emotional Learning lends itself closely to our Fill Your Bucket and Responsive Classroom initiatives. Mrs. Barbara Eisenmenger, our School Adjustment Counselor and myself taught a "Make Safe Choices" curriculum called Wise Owl to both our kindergarten and first grade students. The staff continually speak to our students about being kind to one another and to always give your best effort. Growth Mindset and Mindfulness are two key words we use to promote our SEL initiatives.

Family Nights throughout the year help us build a learning community with stakeholders in town. Together with Friendship Week in February and our March Reading Madness Month, our staff continues to promote a positive learning experience for all of our students. Our staff goes out of their way to assist charities through their support of our Giving Tree and other organizations.

The PTO continues to help us raise funds for various East Street School projects. Their assistance helps teachers and students obtain learning materials that are used every day in our classrooms. Purchasing books for classroom libraries, science materials, and equipment for our playground are examples of how our PTO assists our school. In the spring the PTO began plans to raise funds for our Peaceful Playground Project.

Educators continue to work in a collaborative model to improve instructional practices in the classroom. Each grade level team meets at least once a week to discuss best practices, plan units, and review student data. In addition, teams meet once a month at their grade level meeting and on early release days. Administration monitors meeting agendas and attends these meetings periodically. Teachers continue to set goals and collect data within the Educator Evaluation Program process which correlates with the State's educator evaluation system.

The PTO sponsored three after school clubs in the spring. Mrs. Leslee Sharon facilitated a fitness group. A 1<sup>st</sup> grade Math Club was facilitated by Mrs. Donna Queiros and Mrs. Ericka Cadete. Ms. Heidi Arsenault offered a Science Club to our kindergarten students.

East Street School continues to work on building a positive learning community.

Respectfully submitted,  
Thomas Welch, Principal

## **CHAPIN STREET ELEMENTARY SCHOOL**

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Chapin Street School began the school year with 346 students and with the majority of the same faculty and staff from the previous school year. Mary Elkas, a long time Ludlow Special Education Teacher, retired this past year and will be missed by all.

Through the vision and planning of the Instructional Leadership Team, professional development was implemented throughout the year which aligned with our District Improvement Plan. The elementary schools completed the second year of Empowering Writers and Eureka Programs to support the Writing and Math curriculum. In addition to tiered instruction provided for those students who required extra support in Reading and Math both in and out of the classroom setting, extended day reading services were provided to those students in 3<sup>rd</sup> grade in T2.

Technology use is prevalent at Chapin Street School. Students use Chromebooks to write, to do research, to practice math skills, and to take on-line standardized tests in Reading and Math. Every classroom at the end of the year had at least 15 Chromebooks with some classrooms 1:1. The goal being that, as we start the 2017/18 school year, 1:1 in both second and third grade. Each classroom is also equipped with either a Smartboard or an Elmo and projector which makes learning an engaging process through access to lessons which are visual, have sound, and are interactive. Students are learning how to use Google Presentation to create their own research and writing in order to make it visual to others, so they can present what they have learned. Students are able to view exemplars of good writing, teachers can show students how to solve math problems, and any picture or text can be viewed by a whole classroom.

This past year we focused on building a positive climate and teaching our motto of R.O.A.R. (Respect, Ownership, Attitude and Responsibility). A PBIS team was formed and worked hard to create a schoolwide culture of kindness. Each month we continue to hold monthly Chapin Community Meetings of the entire school which focused on community building and the SEL theme. Each month we focused on a theme (i.e., Respect, Ownership, Attitude and Responsibility) and every day we encouraged daily affirmations that supported the theme.

With funding from the PTO, we offered after school clubs to include Chorus, Yoga, and Student Council. Our Music teacher, Mrs. Meghan Provost, conducted over one-hundred third grade students in chorus practice with a culminating performance at Ludlow High School. Ms. Goodreau coordinated the Student Council which organized successful Community Service Projects. Ms. Varney and Mrs. Potter taught yoga and relaxing techniques to second grade students. All of these clubs enhanced the learning experience of our students.

Respectfully submitted,  
Nikki Reed, Principal

## **VETERANS PARK ELEMENTARY SCHOOL**

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Students at Veterans Park participate in a variety of learning opportunities in this supportive community. Our current enrollment is at 399 in the 4<sup>th</sup> and 5<sup>th</sup> grade. Students and staff continued with the structure implemented last year and Veterans Park teachers continued with specializing in specific content areas, allowing students to access the full curriculum yet delivered by two different teachers. Melanie Pecoy, Stephanie Rogowski, and Jessica McVeigh joined the staff as permanent teachers replacing Leigh Boland, Angela Anselmo and including the movement of Jennifer McDonald from Grade 5 ELA to the SIP Program, Christine James from Grade 4 ELA to Grade 5 Math, and Andrea Lacey from Grade 5 ELA to Grade 4 Math. Kelsey Crane also joined the staff as the permanent building substitute and filled in as a long term substitute for several longer term maternity leaves.

The Instructional Leadership Team spent the summer planning professional development that was implemented throughout the year which aligned with our District Improvement Plan. The elementary schools continued Empowering Writers and Eureka Programs to support the writing and math curriculum. As those programs were rolling out in each content area, there was also a focus on increasing student engagement across all curriculum areas. Christine James took on the responsibility of the Grade 5 Level Leader and Angela Knox as the Grade 4 Level Leader.

Tiered instruction in both Math and Reading continue to be built into the students' scheduled day. Cubs Corner support class was offered as a tiered support for behavior led by Mrs. Amy Harris, School Adjustment Counselor. Enhancing our physical education program was Fitness, Rhythm and Team Sports classes and Creative Art and Studio Art classes were added to our Art

Program. Students enrolled in these courses are given opportunities to further develop and expand upon skills taught in general physical education and Art through these various disciplines. The 4<sup>th</sup> and 5<sup>th</sup> grade band and chorus classes continue to fill and flourish. For the third time, Veterans Park School 5<sup>th</sup> grade band students competed in the Music in the Parks competition held at Six Flags New England and placed first in their division. Common Planning Time for teachers remained at four times a week, allowing the teacher's time to collaborate with their content level teachers as well as their teammates. This time was also utilized for conferencing with parents as needed, increasing the amount of parent involvement and communication between home and school.

Our Positive Behavior Interventions and Supports Model is still going strong at Veterans Park School. Under this Model, students are recognized for demonstrating positive behaviors individually and as a class. Cub Coins are earned and cashed in monthly for a community based initiative, teaching students that showing PRIDE (Positive attitude, Respect for self, others and property, Individual responsibility for actions, Do your best and Everyone learns) gives back to the greater school-wide community. Students enjoyed many incentives throughout the year, including staff vs. student dodgeball games, arts and crafts, community helpers and much more!

Students at Veterans Park have the opportunities to be creative and collaborate with one another through social interactions and the use of technology. We work to provide students with the skills and supports needed to become responsible, independent citizens in the social and digital world. The use of technology is continuously increasing at Veterans Park School. All students work through Google Drive to produce various class assignments and projects both in school and at home. Eight classrooms were equipped with 1:1 mobile device while the other classrooms were equipped with 12-20 individual student devices. Each classroom was also equipped with either a SMARTBoard or projection device allowing every classroom and teacher equitable resources to teacher and learn together.

The PTO sponsored three after-school clubs during this year, the largest being the Drama Club. The Drama Club, advised by Nicole Sousa (Music teacher) and Christine James (grade 5 Math teacher) performed their sixth drama production of Beauty and the Beast Jr. with a cast of over 100 students. Additionally, a Running Club advised by Amy Harris (School Adjustment Counselor) and a Coding Club advised by Allison Breen (Grade 5 Math) were offered to students after school. At Veterans Park School, staff and students are committed to creating a safe, supportive and respectful environment dedicated to learning. Students and staff will create a learning community that provides supports for students to make effective progress toward mastery in all social and academic areas. Every member of the community demonstrates PRIDE.

Respectfully submitted,  
Melissa Knowles, Principal

# FINANCE

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## BOARD OF ASSESSORS

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2017 was a busy year for the Assessor's Office. The Board reorganized with Beverly Barry, Chairman; Tony Rosa, Clerk; and Michael S. O'Rourke, Member.

FY18 was a re-certification valuation year, the work was successfully completed and approved by the Department of Revenue on 11/09/2017. Values increased as a result of the revaluation by approximately 1% to 3%. The total valuation of the Town increased by 2.1%.

Ludlow's own GIS (Geographical Informational System) which allows taxpayers to explore their property lines online via maps and property record cards has been updated and is a great tool for the residents of the Town of Ludlow.

The Board would like to extend its sincere appreciation to Jose Alves, Assistant Assessor; Maria Fernandes, Associate Assessor; and clerks Deidra Thompson and Paula Mahoney for the work they performed in order for the Department and the Board to continue to meet Department of Revenue 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
2017	18.53	\$191,138,460	\$1,797,315,260	\$1,988,453,720	\$23,222,376	\$36,846,047.43
2018	19.01	\$192,319,570	\$1,831,192,890	\$2,023,512,460	\$25,644,002	\$38,466,971.86

### ABATEMENTS

Fiscal Year	Real Estate		Personal Property		Senior Work-off	
2016	95	\$31,674.93	4	\$1,996.29	72	\$36,000.00
2017	58	\$37,192.67	8	\$6,174.75	70	\$35,000.00

## EXEMPTIONS

Fiscal Year	Cl.22 Vets Exemptions	Cl.37A Blind Exemptions	Cl.41C (over 70) Exemptions	Total Amount Exempted
2016	188	32	24	\$160,165.58
2017	196	26	22	\$140,937.91

## MOTOR VEHICLE EXCISE

Levy Year	Number of Bills	Tax Amounts	Number of Abatements	Amounts
2016	23,570	\$2,581,501.69	707	\$63,891.22
	(2015) 185	\$4,070.75	(2015) 53	\$3,290.12
			(2014) 10	\$1,041.66
			(2013) 4	\$194.59
2017	23,910	\$2,693,436.84	734	\$63,580.87
	(2016) 378	\$9,411.35	(2016) 58	\$3,732.19
			(2015) 7	784.80

## MISCELLANEOUS

Deeds		Building Permits/Inspections	
2016	504	2016	869
2017	534	2017	764

## FINANCE COMMITTEE

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The primary duties of the Finance Committee are to advise and make recommendations to Town Meeting on the budget and other areas of finance. We are responsible for submitting our recommendations on the Annual Budget to the Town Meeting. We are also commonly involved in the budget preparation which involves the development of the budget while following Town budgetary guidelines. During the year, our statutory authority and responsibility is authorizing transfers from the Town's Reserve Fund to other departments for unforeseen or emergency needs. In no way does this process or these transfers circumvent Town Meeting.

For several years, the Finance Committee, in conjunction with the Board of Selectmen, has been in the process of changing the way we review the annual budget in order to make more informed recommendations. In prior years, the budgets would be reviewed based on the guidelines from the Board of Selectmen and each Department's needs, in the current year only,

without any way to estimate the impact of the decisions we make on the taxpayer and overall financial situation of the Town in that or future years.

One of the changes that was made was that a Budget Subcommittee was established and they review not only the current but prior budget years and look at what the Town will be needing over the next several years. Estimated budgets are made and a tax impact to the Town is estimated. This Subcommittee brings its recommendations to the Board of Selectmen for a final decision.

We are committed to living within our budget. Each year we have applied cash reserves and sometimes savings to offset the tax rate. This is very poor fiscal planning and is discouraged by our financial advisors and credit rating companies such as Standard & Poor's which can affect our bond rating. So we felt that the Town absolutely should begin to live within our available income as well as begin to save each year building our stabilization fund.

The cost of doing business is ever increasing and, make no mistake, utilizing some sound business practices will allow us to make the best decisions. We should use asset management and repair to keep the value of the Town's assets. These practices would ultimately continue to provide a safe and desirable community for all our citizens.

I believe that the changes and the progress we have made over the last ten years has brought us from a reactive process; where as a Town we react to what occurs one year at a time with no control over our future; to a proactive process where we plan and chart our own controlled course based on what our citizens want and can afford.

Thank you for your time and we look forward to continuing to serve you.

Respectfully submitted,  
Kim Downing, Chairman

**Members:**

Eric Gregoire, Vice Chair  
Beverly Tokarz, Secretary  
Susanne Boyea  
Raymond Yando

Anthony Alves  
Richard Moskal  
Joan Cavallo  
Heidi Fogg

LUDLOW  
SRF ACTIVITY SCHEDULE

Description	Federal	State	Other	Total Revenue	Transfer In	Personal Services	Operating Expend	Capital Expend	Total Expended	Transfers Out	Net Change	Balance 6/30/2017
DPW - PURPLE BAGS - (\$26,000)			\$ 69,168.41	\$ 69,168.41			\$ 15,970.56	\$ 15,970.56	\$ 15,970.56	\$ 6,427.26	\$ 46,770.59	\$ 46,770.59
BOH SEWAGE DISPOSAL FEES - (\$24,000)	\$ 11,044.00		\$ 18,437.50	\$ 18,437.50			\$ 18,067.50	\$ 18,067.50	\$ 18,067.50	\$ 370.00	\$ 370.00	\$ 11,414.00
BOH VACCINE FEES - (\$20,000)	\$ 16,469.00		\$ 7,633.87	\$ 7,633.87			\$ 5,016.14	\$ 5,016.14	\$ 5,016.14	\$ 3,747.73	\$ 3,747.73	\$ 20,216.73
CC WETLAND FEES - (\$80,000)	\$ 92,045.00		\$ 5,922.50	\$ 97,967.50			\$ 115.00	\$ 115.00	\$ 115.00	\$ 17,370.00	\$ (11,562.50)	\$ 80,482.50
CC CONSULTING FEES - (\$50,000)			\$ 1,087.50	\$ 1,087.50			\$ 13,745.52	\$ 13,745.52	\$ 13,745.52	\$ 4,711.98	\$ 4,711.98	\$ 4,711.98
INSURANCE UNDER 20K	\$ 18,573.00		\$ 6,563.91	\$ 6,563.91			\$ 8,798.41	\$ 8,798.41	\$ 8,798.41	\$ -	\$ (234.50)	\$ 18,338.50
SALE OF CEMETERY LOTS	\$ 399,373.00		\$ 6,625.00	\$ 6,625.00			\$ 260.00	\$ 260.00	\$ 260.00	\$ 287,124.84	\$ (278,249.84)	\$ 121,123.16
SALE OF REAL ESTATE			\$ 37,060.00	\$ 37,060.00			\$ 18.46	\$ 18.46	\$ 18.46	\$ -	\$ 132,068.75	\$ 132,068.75
ARTS LOTTERY COUNCIL		\$ 9,700.00	\$ 272,901.22	\$ 282,601.22			\$ 11,869.95	\$ 11,869.95	\$ 11,869.95	\$ -	\$ 10,134.05	\$ 10,134.05
CABLE TV - (RRFA)			\$ 2,870.00	\$ 2,870.00			\$ 232,069.92	\$ 232,069.92	\$ 232,069.92	\$ -	\$ 2,870.00	\$ 2,870.00
CLERK - DOG LICENCES - (\$5,000)			\$ 22,080.00	\$ 22,080.00			\$ 1,051.88	\$ 1,051.88	\$ 1,051.88	\$ -	\$ 181,132.77	\$ 181,132.77
AMBULANCE SUBSCRIPTION FUND			\$ 22,080.00	\$ 22,080.00			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
BOH - CPR/FIRST AID TRAINING - (\$5,000)			\$ 35,645.12	\$ 35,645.12			\$ -	\$ -	\$ -	\$ -	\$ (7,836.43)	\$ (7,836.43)
OFF DUTY POLICE DETAIL			\$ 496,125.03	\$ 496,125.03	\$ (43,481.55)		\$ 98,829.95	\$ 348,878.02	\$ 533,848.18	\$ 28,797.26	\$ 767,815.45	\$ 1,305,319.45
<b>Total Funds 21XX</b>	\$ 537,504.00	\$ 9,700.00	\$ 658,825.03	\$ 1,206,029.03	\$ 864,635.86	\$ 146,140.20	\$ 1,628.37	\$ 1,628.37	\$ 1,628.37	\$ -	\$ -	\$ 1,305,319.45
BOS - STEVE MCDANIEL DONATIONS			\$ 1,628.37	\$ 1,628.37			\$ -	\$ -	\$ -	\$ -	\$ 28,145.14	\$ 28,145.14
FD - AMBULANCE DONATIONS			\$ 10,268.14	\$ 10,268.14			\$ -	\$ -	\$ -	\$ -	\$ 5,385.00	\$ 5,385.00
BOS - UNDERGROUND TANKS			\$ -	\$ -	\$ 17,877.00		\$ -	\$ -	\$ -	\$ -	\$ 44.22	\$ 44.22
CLK - STATE FUNDS FOR ELECTIONS			\$ -	\$ -	\$ 44.22		\$ -	\$ -	\$ -	\$ -	\$ 8,874.33	\$ 8,874.33
LIB - STATE LIBRARY AID		\$ 30,158.14	\$ 27,301.41	\$ 57,459.55			\$ 48,585.22	\$ 48,585.22	\$ 48,585.22	\$ 6,931.41	\$ 6,931.41	\$ 6,931.41
LIB - LIBRARY MEMORIAL FUND			\$ 3,398.08	\$ 3,398.08			\$ 1,536.02	\$ 1,536.02	\$ 1,536.02	\$ 33,139.33	\$ 33,139.33	\$ 33,139.33
LIB - SELMA MAY MEMORIAL FUND			\$ -	\$ -	\$ 45,127.77		\$ 11,988.44	\$ 11,988.44	\$ 11,988.44	\$ 19,017.62	\$ 19,017.62	\$ 19,017.62
FD - DONATIONS			\$ -	\$ -	\$ 19,017.62		\$ -	\$ -	\$ -	\$ 33,400.00	\$ 33,400.00	\$ 33,400.00
CC - WMECO RELIABILITY UPGRADE GRANT			\$ -	\$ -	\$ 33,400.00		\$ -	\$ -	\$ -	\$ 1,338.76	\$ 1,338.76	\$ 1,338.76
FD - LOCAL EMERGENCY MANAGEMENT			\$ -	\$ -	\$ 1,338.76		\$ -	\$ -	\$ -	\$ 270.73	\$ 270.73	\$ 270.73
FD - FEDERAL FEMA GRANT			\$ 300.00	\$ 300.00	\$ 4,303.00		\$ -	\$ -	\$ -	\$ 4,603.00	\$ 4,603.00	\$ 4,603.00
VETS - MEMORIAL GIFTS AND DONATIONS			\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
VETS - VETS MEMORIAL STATE GRANT			\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
VETS - VETERANS & FAMILIES ASSISTANCE FUND			\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FD - SAFE GRANT			\$ -	\$ -	\$ 7,336.00		\$ 7,336.00	\$ 7,336.00	\$ 7,336.00	\$ -	\$ -	\$ -
PD - STATE COMMUNITY COMPACT GRANT		\$ 35,000.00	\$ -	\$ 35,000.00	\$ -	\$ 4,468.80	\$ 9,900.00	\$ -	\$ 14,368.80	\$ -	\$ 20,631.20	\$ 20,631.20
PD - STATE 911 INCENTIVE GRANT	\$ (12,389.30)	\$ 69,454.30	\$ -	\$ 57,065.00	\$ (3,278.37)	\$ 49,517.37	\$ 4,091.60	\$ -	\$ 53,608.97	\$ -	\$ 12,566.96	\$ 177.66
FD - STATE HAZMAT TRAINING GRANT		\$ 15,152.67	\$ 25,000.00	\$ 40,152.67	\$ -	\$ 14,986.84	\$ 4,960.00	\$ -	\$ 19,952.84	\$ -	\$ 185.83	\$ 185.83
BOS - STANTON FOUNDATION GRANT		\$ 356,733.51	\$ -	\$ 356,733.51	\$ -	\$ 34,980.00	\$ 377,950.00	\$ 10,600.00	\$ 388,550.00	\$ -	\$ 14,400.00	\$ 14,400.00
BOS - MASSWORKS RIVERWALK GRANT		\$ 4,960.00	\$ -	\$ 4,960.00	\$ -	\$ -	\$ 4,960.00	\$ -	\$ 4,960.00	\$ -	\$ (21,216.49)	\$ (21,216.49)
FD - STATE EMERGENCY MGT GRANT EMPG		\$ 4,960.00	\$ -	\$ 4,960.00	\$ -	\$ -	\$ 4,960.00	\$ -	\$ 4,960.00	\$ -	\$ -	\$ -
BOS - STATE EMERGENCY MGT GRANT		\$ 2,953.07	\$ 2,953.07	\$ 5,906.14	\$ -	\$ 5,954.20	\$ 2,721.52	\$ -	\$ 8,675.72	\$ -	\$ 6,185.75	\$ 6,185.75
BOH - NURSES DONATIONS		\$ 1,000.00	\$ 1,000.00	\$ 2,000.00	\$ -	\$ 3,115.39	\$ 2,152.52	\$ -	\$ 5,167.91	\$ -	\$ 3,702.26	\$ 3,702.26
PD - COMMUNITY POLICING DONATIONS		\$ -	\$ -	\$ -	\$ -	\$ 21,223.94	\$ -	\$ -	\$ 21,223.94	\$ -	\$ 21,223.94	\$ 21,223.94
PD - FED LAW ENFORCEMENT TRUST - SEIZURES		\$ -	\$ -	\$ -	\$ -	\$ 26,528.27	\$ -	\$ -	\$ 26,528.27	\$ -	\$ 33,884.24	\$ 33,884.24
PD - K-9 UNIT DONATIONS		\$ 17,640.00	\$ -	\$ 17,640.00	\$ -	\$ 91,742.78	\$ 10,284.03	\$ 10,284.03	\$ 10,284.03	\$ 84,562.78	\$ 84,562.78	\$ 84,562.78
PD - CORWACK PROF DEV FUND DONATION		\$ 9,687.50	\$ -	\$ 9,687.50	\$ -	\$ (9,687.50)	\$ 17,160.00	\$ 17,160.00	\$ 17,160.00	\$ (8,660.01)	\$ (8,660.01)	\$ (8,660.01)
PD - BULLETPROOF VEST GRANTS - STIFED		\$ -	\$ -	\$ -	\$ -	\$ 3,978.00	\$ -	\$ -	\$ 3,978.00	\$ -	\$ 3,978.00	\$ 3,978.00
REG - SKATE PARK DONATIONS		\$ -	\$ -	\$ -	\$ -	\$ 74,511.87	\$ -	\$ -	\$ 74,511.87	\$ -	\$ 74,511.87	\$ 74,511.87
BOS - JAIL IMPACT FUNDS - STATE GRANT		\$ 127.92	\$ -	\$ 127.92	\$ -	\$ 119.00	\$ -	\$ -	\$ 119.00	\$ -	\$ 119.00	\$ 119.00
COA - DONATIONS		\$ -	\$ -	\$ -	\$ -	\$ 14.00	\$ -	\$ -	\$ 14.00	\$ -	\$ 14.00	\$ 14.00
COA - TITLE III FEDERAL GRANT		\$ 1,750.00	\$ -	\$ 1,750.00	\$ -	\$ 1,750.00	\$ 1,750.00	\$ -	\$ 3,500.00	\$ -	\$ 2,423.74	\$ 2,423.74
COA - OUTREACH STATE FORMULA GRANT		\$ 47,496.00	\$ -	\$ 47,496.00	\$ (10,114.55)	\$ 7,425.00	\$ 26,332.71	\$ 1,200.00	\$ 34,957.71	\$ -	\$ 5,033.29	\$ 5,033.29
CELEBRATE LUDLOW		\$ -	\$ 7,535.00	\$ 7,535.00	\$ (1,711)	\$ -	\$ 2,500.00	\$ -	\$ 2,500.00	\$ -	\$ 275,000.00	\$ 275,000.00
BOS - SMART GROWTH ZONING GRANT - 40R		\$ -	\$ 1,000.00	\$ 1,000.00	\$ 247,016.00	\$ -	\$ (27,984.00)	\$ -	\$ (27,984.00)	\$ -	\$ 1,000.00	\$ 1,000.00
FITBIT CHALLENGE DONATION		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
DPW - RECYCLING DIVIDEND PROGRAM GRANT	\$ (12,389.30)	\$ 10,410.01	\$ 575,492.12	\$ 663,512.83	\$ 610,256.18	\$ 76,378.01	\$ 137,929.91	\$ 399,123.72	\$ 613,431.64	\$ 413.13	\$ 653,164.12	\$ 640,774.82
<b>Total Funds 23XX</b>	\$ (12,389.30)	\$ 10,410.01	\$ 575,492.12	\$ 663,512.83	\$ 610,256.18	\$ 76,378.01	\$ 137,929.91	\$ 399,123.72	\$ 613,431.64	\$ 413.13	\$ 653,164.12	\$ 640,774.82
Cable Access Local Programming			\$ 643,044.39	\$ 643,044.39	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 643,044.39	\$ (643,044.39)	\$ -
<b>Total Fund 231</b>	\$ 643,044.39	\$ -	\$ -	\$ 643,044.39	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 643,044.39	\$ (643,044.39)	\$ -
East St Revitalization Phase I			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
East St Corridor Phase II			\$ 7,917.70	\$ 7,917.70	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,917.70
East St Corridor Phase III			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
East St Corridor Phase IV			\$ 822.00	\$ 822.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 822.00
<b>Total Fund 232</b>	\$ 8,739.70	\$ -	\$ -	\$ 8,739.70	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,739.70
Childrens' Language Institute			\$ 189.00	\$ 189.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 189.00
School Comp/for Damages			\$ 118.00	\$ 118.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 118.00
School Damages Over \$20,000.			\$ 5,995.00	\$ 5,995.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,995.00
School Book Revolving Ch 44-53E/2			\$ 15,689.00	\$ 15,689.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,689.00
Rounding			\$ (50.00)	\$ (50.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0.17	\$ (50.17)	\$ (50.17)
Industrial Arts Mntl Fd.			\$ 136.00	\$ 136.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 136.00
<b>Total Fund 25</b>	\$ 21,677.00	\$ -	\$ -	\$ 21,677.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0.17	\$ (0.17)	\$ 21,676.83

LUDLOW  
SRF ACTIVITY SCHEDULE

Description	Balance 6/30/2016	Federal	State	Other	Total Revenue	Transfer In	Personal Services	Operating Expend	Capital Expend	Total Expend	Transfers Out	Net Change	Balance 6/30/2017
School Lunch Program	\$ 12,799.12	\$ 432,561.01	\$ 6,347.04	\$ 598,604.93	\$ 1,007,712.98	\$ -	\$ 599,346.42	\$ 465,245.24	\$ -	\$ 1,064,591.66	\$ 1.95	\$ (56,880.63)	\$ (44,081.51)
Total Fund 251	\$ 12,799.12	\$ 432,561.01	\$ 6,347.04	\$ 598,604.93	\$ 1,007,712.98	\$ -	\$ 599,346.42	\$ 465,245.24	\$ -	\$ 1,064,591.66	\$ 1.95	\$ (56,880.63)	\$ (44,081.51)
School Athletic Fund	\$ -	\$ -	\$ -	\$ 31,885.35	\$ 31,885.35	\$ -	\$ 5,715.05	\$ 23,903.14	\$ -	\$ 23,903.14	\$ -	\$ 7,982.21	\$ 7,982.21
School Athletic Fund	\$ 14,839.77	\$ -	\$ -	\$ 88,209.33	\$ 88,209.33	\$ -	\$ 5,715.05	\$ 81,934.32	\$ -	\$ 87,649.37	\$ -	\$ 559.96	\$ 15,399.73
Total Fund 252	\$ 14,839.77	\$ -	\$ -	\$ 120,094.68	\$ 120,094.68	\$ -	\$ 5,715.05	\$ 105,837.46	\$ -	\$ 111,552.51	\$ -	\$ 8,542.17	\$ 23,381.94
H.S. Book Revolving	\$ 20,092.50	\$ -	\$ -	\$ 2,196.30	\$ 2,196.30	\$ -	\$ -	\$ 2,409.53	\$ -	\$ 2,409.53	\$ -	\$ (211.23)	\$ 19,881.27
B.M.S. Book Revolving	\$ 214.19	\$ -	\$ -	\$ 523.50	\$ 523.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 523.50	\$ 737.69
Chapin St. Book Revolving	\$ 345.84	\$ -	\$ -	\$ 224.54	\$ 224.54	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 224.54	\$ 570.38
East St. Book Revolving	\$ 368.98	\$ -	\$ -	\$ 145.89	\$ 145.89	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 145.89	\$ 514.87
Vets Park Book Revolving	\$ (271.73)	\$ -	\$ -	\$ 77.83	\$ 77.83	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 77.83	\$ (193.90)
Total Fund 253	\$ 20,749.78	\$ -	\$ -	\$ 3,170.06	\$ 3,170.06	\$ -	\$ -	\$ 2,409.53	\$ -	\$ 2,409.53	\$ -	\$ 760.53	\$ 21,510.31
Adult Continuing Education	\$ 195,610.04	\$ -	\$ -	\$ 76,330.85	\$ 76,330.85	\$ -	\$ 50,328.48	\$ 41,008.06	\$ -	\$ 91,336.54	\$ -	\$ (15,005.69)	\$ 180,604.35
H.S. Summer Reading Program	\$ (1,239.94)	\$ -	\$ -	\$ 7,874.75	\$ 7,874.75	\$ -	\$ 10,119.75	\$ -	\$ -	\$ 10,119.75	\$ -	\$ (2,245.00)	\$ (3,364.94)
Total Fund 255	\$ 194,370.10	\$ -	\$ -	\$ 84,005.60	\$ 84,005.60	\$ -	\$ 60,448.23	\$ 41,008.06	\$ -	\$ 101,458.29	\$ -	\$ (17,450.69)	\$ 176,919.47
Early Childhood Revolving - rental	\$ 59,958.66	\$ -	\$ -	\$ 53,663.70	\$ 53,663.70	\$ -	\$ 69.41	\$ 34,826.37	\$ -	\$ 34,895.78	\$ -	\$ 18,767.92	\$ 78,726.58
Early Childhood Revolving	\$ 58,851.14	\$ -	\$ -	\$ 102,065.75	\$ 102,065.75	\$ -	\$ 42,092.78	\$ -	\$ -	\$ 42,092.78	\$ 0.10	\$ 59,972.87	\$ 118,824.01
Total Fund 256	\$ 118,809.80	\$ -	\$ -	\$ 155,729.45	\$ 155,729.45	\$ -	\$ 42,162.19	\$ 34,826.37	\$ -	\$ 76,988.56	\$ 0.10	\$ 78,740.79	\$ 197,550.59
Student Transportation	\$ 58,495.44	\$ -	\$ -	\$ 38,766.22	\$ 38,766.22	\$ -	\$ -	\$ 35,454.00	\$ -	\$ 35,454.00	\$ -	\$ 3,312.22	\$ 61,807.66
School Choice Tuition Revolving	\$ 618,848.27	\$ -	\$ 505,146.00	\$ -	\$ 505,146.00	\$ -	\$ 224,919.34	\$ 51,501.82	\$ -	\$ 276,421.16	\$ (0.29)	\$ 228,725.13	\$ 847,573.40
Total Fund 258	\$ 618,848.27	\$ -	\$ 505,146.00	\$ -	\$ 505,146.00	\$ -	\$ 224,919.34	\$ 51,501.82	\$ -	\$ 276,421.16	\$ (0.29)	\$ 228,725.13	\$ 847,573.40
Insurance Damages	\$ 4,842.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (0.95)	\$ 4,842.95
Total Fund 259	\$ 4,842.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (0.95)	\$ 4,842.95
Dias Foundation - LHS/BMS Library	\$ 39,466.77	\$ -	\$ -	\$ 12,116.90	\$ 12,116.90	\$ -	\$ 1,924.00	\$ 30,272.74	\$ -	\$ 30,272.74	\$ 0.08	\$ (30,272.82)	\$ 9,193.95
H.S. School Gift Account	\$ 57,190.39	\$ -	\$ -	\$ 739.74	\$ 739.74	\$ -	\$ -	\$ 15,711.01	\$ -	\$ 15,711.01	\$ -	\$ (3,594.11)	\$ 53,596.28
B.M.S. School Gift Account	\$ 1,728.75	\$ -	\$ -	\$ 744.67	\$ 744.67	\$ -	\$ -	\$ 650.00	\$ -	\$ 650.00	\$ -	\$ 89.74	\$ 1,818.49
Chapin St. School Gift Account	\$ 3,278.72	\$ -	\$ -	\$ 744.67	\$ 744.67	\$ -	\$ -	\$ 1,940.06	\$ -	\$ 1,940.06	\$ -	\$ (1,195.59)	\$ 2,083.33
East St. School Gift Account	\$ 2,709.52	\$ -	\$ -	\$ 1,132.12	\$ 1,132.12	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,709.52
Vets Park School Gift Account	\$ 5,703.44	\$ -	\$ -	\$ 400.00	\$ 400.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,132.12	\$ 6,835.56
Special Education Gift Account	\$ 1,029.00	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -	\$ 400.00	\$ 1,429.00
Community Scholarship	\$ 229.55	\$ -	\$ -	\$ 16,133.43	\$ 16,133.43	\$ -	\$ 1,924.00	\$ 47,649.81	\$ -	\$ 49,573.81	\$ 0.08	\$ (33,440.46)	\$ 229.55
Total Fund 260	\$ 111,336.14	\$ -	\$ -	\$ 16,133.43	\$ 16,133.43	\$ -	\$ 1,924.00	\$ 47,649.81	\$ -	\$ 49,573.81	\$ 0.08	\$ (33,440.46)	\$ 77,895.68
Special Ed Circuit Breaker	\$ 288,988.83	\$ -	\$ 263,371.00	\$ -	\$ 263,371.00	\$ -	\$ 75,645.11	\$ 218,769.88	\$ -	\$ 294,414.99	\$ -	\$ (31,043.99)	\$ 257,944.84
Total Fund 261	\$ 288,988.83	\$ -	\$ 263,371.00	\$ -	\$ 263,371.00	\$ -	\$ 75,645.11	\$ 218,769.88	\$ -	\$ 294,414.99	\$ -	\$ (31,043.99)	\$ 257,944.84
Special Revenue - School 2000-2010	\$ 112.10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 112.10
Total Fund 27	\$ 112.10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 112.10
School Health Grant FY2015	\$ (6,434.07)	\$ -	\$ 82,820.00	\$ -	\$ 82,820.00	\$ -	\$ 50,898.27	\$ 34,121.68	\$ -	\$ 85,019.95	\$ 1.45	\$ (2,201.40)	\$ (8,635.47)
School Health Grant FY2014	\$ 17,895.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,895.00
Improve Child Mental Health FY2008	\$ 2,850.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,850.00
Total Fund 272	\$ 19,359.93	\$ -	\$ 82,820.00	\$ -	\$ 82,820.00	\$ -	\$ 50,898.27	\$ 34,121.68	\$ -	\$ 85,019.95	\$ 1.45	\$ (2,201.40)	\$ 17,158.53
Academic Support Grant Prev Years	\$ 4,091.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,091.00
Academic Support Grant FY2015	\$ 933.25	\$ -	\$ 144.25	\$ -	\$ 144.25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (145.01)	\$ 788.24
Total Fund 273	\$ 5,024.25	\$ -	\$ 144.25	\$ -	\$ 144.25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (145.01)	\$ 4,879.24
Early Literacy Program PYs	\$ 2,945.00	\$ -	\$ 2,500.00	\$ -	\$ 2,500.00	\$ -	\$ -	\$ 2,500.00	\$ -	\$ 2,500.00	\$ -	\$ -	\$ 2,945.00
H.S. Improvement FY2002	\$ 2,403.82	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 840.25	\$ -	\$ 840.25	\$ -	\$ (840.25)	\$ 1,563.57
SAFE Environment FY2009	\$ 3,221.58	\$ -	\$ 200.00	\$ -	\$ 200.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200.00	\$ 3,421.58
Total Fund 274	\$ 6,570.40	\$ -	\$ 2,700.00	\$ -	\$ 2,700.00	\$ -	\$ -	\$ 3,340.25	\$ -	\$ 3,340.25	\$ -	\$ (640.25)	\$ 7,930.15
Foundation Reserve FY2007/2008	\$ 1,844.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,844.33
Math/Science - MTSS FY2015	\$ (0.50)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1.33)	\$ -	\$ (0.50)
Federal ARRA Support PYs	\$ 45,099.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,099.00
Federal ARRA - IDEA FY2010	\$ 29,665.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 29,665.00
Federal ARRA - Title IID	\$ (1,354.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1,354.00)
Total Fund 276	\$ 75,253.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1.33)	\$ 1.33	\$ 75,254.83
Drug Free Schools-FY2002/FY2011	\$ 5,465.23	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,465.23

LUDLOW  
SRF ACTIVITY SCHEDULE

Description	Balance 6/30/2016		Federal	State	Other	Total Revenue	Transfer In	Personal Services	Operating Expend	Capital Expend	Total Expended	Transfers Out	Net Change	Balance 6/30/2017
	\$	\$												
Total Fund 277	\$ 5,465.23	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,465.23
Title 1 FY2014	\$ (66,104.39)	\$ 304,756.00	\$ 304,756.00	\$ -	\$ -	\$ 304,756.00	\$ -	\$ 249,284.73	\$ 51,575.39	\$ -	\$ 300,860.12	\$ -	\$ 3,895.88	\$ (62,208.51)
Title 1 FY2013	\$ 39.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 39.00
Title 1 FY2012	\$ 134.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 134.00
Title 1 FY2008-FY2011	\$ 4,693.94	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (0.12)	\$ 0.12	\$ 4,694.06
Total Fund 279	\$ (61,237.45)	\$ 304,756.00	\$ 304,756.00	\$ -	\$ -	\$ 304,756.00	\$ -	\$ 249,284.73	\$ 51,575.39	\$ -	\$ 300,860.12	\$ (0.12)	\$ 3,896.00	\$ (57,341.45)
Federal ARRA - IDEA EC FY2010	\$ (19,330.68)	\$ 39,242.94	\$ 39,242.94	\$ -	\$ -	\$ 39,242.94	\$ -	\$ 30,611.91	\$ 2,755.07	\$ -	\$ 33,366.98	\$ 0.14	\$ (0.14)	\$ (13,272.72)
SPED Early Child Alloc FY2010	\$ (15,226.93)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (15,226.93)
Total Fund 280	\$ (34,557.61)	\$ 39,242.94	\$ 39,242.94	\$ -	\$ -	\$ 39,242.94	\$ -	\$ 30,611.91	\$ 2,755.07	\$ -	\$ 33,366.98	\$ 0.14	\$ 6,057.82	\$ (28,489.79)
SPED - Trans Assess FY2014	\$ (158,087.42)	\$ 891,238.00	\$ 891,238.00	\$ -	\$ -	\$ 891,238.00	\$ -	\$ -	\$ 688,359.08	\$ -	\$ 688,359.08	\$ -	\$ -	\$ 44,791.50
PL94-142 SPED FY2012/2013	\$ (99,356.50)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (99,356.50)
Total Fund 281	\$ (217,443.92)	\$ 891,238.00	\$ 891,238.00	\$ -	\$ -	\$ 891,238.00	\$ -	\$ -	\$ 688,359.08	\$ -	\$ 688,359.08	\$ -	\$ 202,878.92	\$ (14,565.00)
Community Partnerships FY2008	\$ (1,053.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1,053.00)
Community Partnerships FY2009/10	\$ 17,892.00	\$ 142,126.47	\$ 142,126.47	\$ -	\$ -	\$ 142,126.47	\$ -	\$ 58,079.94	\$ 52,874.99	\$ 3,011.00	\$ 113,965.93	\$ -	\$ -	\$ 46,052.54
Family Community Grant FY2010	\$ (46,795.00)	\$ 49,606.20	\$ 49,606.20	\$ -	\$ -	\$ 49,606.20	\$ -	\$ 27,089.00	\$ 12,516.00	\$ -	\$ 39,605.00	\$ 1.16	\$ 10,000.04	\$ (36,794.96)
Total Fund 282	\$ (29,956.00)	\$ -	\$ 191,732.67	\$ -	\$ -	\$ 191,732.67	\$ -	\$ 85,168.94	\$ 65,390.99	\$ 3,011.00	\$ 153,570.93	\$ 1.16	\$ 38,160.58	\$ 8,204.56
SPED Program Improv	\$ 749.61	\$ 25,870.92	\$ 25,870.92	\$ -	\$ -	\$ 25,870.92	\$ -	\$ 660.00	\$ 26,952.23	\$ -	\$ 27,612.23	\$ -	\$ (1,741.31)	\$ (991.70)
SPED Program Improv	\$ -	\$ 1,404.17	\$ 1,404.17	\$ -	\$ -	\$ 1,404.17	\$ -	\$ -	\$ 2,154.17	\$ -	\$ 2,154.17	\$ (0.21)	\$ (749.29)	\$ (789.79)
Total Fund 283	\$ 749.61	\$ 27,275.09	\$ 27,275.09	\$ -	\$ -	\$ 27,275.09	\$ -	\$ 660.00	\$ 29,106.40	\$ -	\$ 29,766.40	\$ (0.21)	\$ (2,491.10)	\$ (1,741.49)
Class Size Reduction FY2002	\$ 213.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 213.00
Teache Quality Grant Part A FYs	\$ (3,008.00)	\$ 7,170.72	\$ 7,170.72	\$ -	\$ -	\$ 7,170.72	\$ -	\$ 628.65	\$ 4,150.00	\$ -	\$ 4,778.65	\$ -	\$ 2,392.07	\$ (615.93)
Teache Quality Grant Part A FY 2015	\$ (732.00)	\$ 55,115.00	\$ 55,115.00	\$ -	\$ -	\$ 55,115.00	\$ -	\$ 40,735.16	\$ 19,979.18	\$ -	\$ 60,714.34	\$ (0.78)	\$ (5,598.56)	\$ (6,330.56)
Total Fund 284	\$ (3,527.00)	\$ 62,285.72	\$ 62,285.72	\$ -	\$ -	\$ 62,285.72	\$ -	\$ 41,363.81	\$ 24,129.18	\$ -	\$ 65,492.99	\$ (0.78)	\$ (3,206.49)	\$ (6,733.49)
SPED Electronic Portfolio FY06	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (0.01)	\$ (0.01)
Total Fund 290	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (0.01)	\$ (0.01)
Total School Funds	\$ 1,885,353.38	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,885,353.38
TOTAL-SPECIAL REVENUE FUNDS	\$ 3,311,535.27	\$ 1,767,768.77	\$ 1,649,619.08	\$ 1,865,540.00	\$ 5,283,109.85	\$ 1,586,135.74	\$ 1,699,856.42	\$ 2,509,784.46	\$ 755,459.96	\$ 4,965,095.84	\$ 1,603,702.18	\$ 300,443.57	\$ 3,611,980.00	

Town of Ludlow  
Cherry Sheet Analysis  
FY 2017

ACCOUNT NUMBER	ACCOUNT NAME	Budget	Qtr End 9/30/2016	Qtr End 12/31/2016	Qtr End 3/31/2017	Qtr End 6/30/2017	YTD	OVER/(UNDER)
<b>General Fund State Aid:</b>								
0101145-461009	Exemptions- Vets, Blind & SS	92,500.00	-	-	-	-	-	(92,500.00)
0101145-461010	Exemptions - Elderly	13,250.00	106,309.00	3,012.00	3,012.00	3,012.00	115,345.00	102,095.00
0101145-461011	State Owned Land	30,093.00	7,523.00	7,523.00	7,523.00	7,524.00	30,093.00	-
0101145-466001	State Aid Lottery	2,937,246.00	734,311.00	734,312.00	734,311.00	734,312.00	2,937,246.00	-
0101146-466700	Veterans Benefits	209,539.00	56,332.00	99,392.00	44,034.86	-	199,758.86	(9,780.14)
0101300-462000	Charter School Reimbursement	127,937.00	-	2,395.00	7,188.00	8,977.00	18,560.00	(109,377.00)
0101300-462001	School Chapter 70	13,564,533.00	3,391,133.00	3,391,133.00	3,391,133.00	3,391,134.00	13,564,533.00	-
0101300-462002	EDUCATION AID SCH TRNSPTN PROG	-	-	-	-	3,066.00	3,066.00	3,066.00
0101300-462004	HOMELESS TRANSPORT.	-	-	-	-	2,367.00	2,367.00	2,367.00
<b>General Fund State Aid</b>		<b>16,975,098.00</b>	<b>4,295,608.00</b>	<b>4,237,767.00</b>	<b>4,187,201.86</b>	<b>4,150,392.00</b>	<b>16,870,968.86</b>	<b>(104,129.14)</b>
0101145-466100	Room Occupancy Tax	-	37,992.47	38,098.25	22,311.02	22,764.01	121,165.75	121,165.75
0101145-466002	Meals Tax	-	61,013.56	62,339.62	60,927.26	56,904.39	241,184.83	241,184.83
0101145-469902	Drug Subsidy	-	112,549.39	-	-	-	112,549.39	112,549.39
<b>Other Excise Taxes</b>		<b>-</b>	<b>211,555.42</b>	<b>100,437.87</b>	<b>83,238.28</b>	<b>79,668.40</b>	<b>474,899.97</b>	<b>474,899.97</b>
2305-460000	Public Library	29,132.00	-	14,727.42	-	15,430.72	30,158.14	1,026.14
2585110-462000	School Choice	562,404.00	140,601.00	137,286.00	130,658.00	96,601.00	505,146.00	(57,258.00)
<b>Restricted State Aid</b>		<b>591,536.00</b>	<b>140,601.00</b>	<b>152,013.42</b>	<b>130,658.00</b>	<b>112,031.72</b>	<b>535,304.14</b>	<b>(56,231.86)</b>
<b>Total Cherry Sheet Aid</b>		<b>17,566,634.00</b>	<b>4,647,764.42</b>	<b>4,490,218.29</b>	<b>4,401,098.14</b>	<b>4,342,092.12</b>	<b>17,881,172.97</b>	<b>314,538.97</b>

FY	ART #	DEPARTMENT	Balance Remaining 6/30/16	2017 Articles	2017 Activity	Balance Remaining 6/30/17
<b>SELECTMEN:</b>						
		STREET ACCEPTANCES/LAND ACQUISITNS	GG \$ 647.00			\$ 647.00
		UNSAFE BUILDINGS 5/01 - 5/06	GG \$ 16,188.00		\$ (2,480.00)	\$ 13,708.00
	Art #9	Master Plan	GG \$ 8,620.00			\$ 8,620.00
	Art #35	DPW - Center Street Study	PW \$ 4,155.00			\$ 4,155.00
	Art #36	West St. Bridge Repair	PW \$ 9,185.00			\$ 9,185.00
	Art #58	DPW - Garage Repair Lift	PW \$ 558.00			\$ 558.00
		Town Hall Elevator	GG \$ 29,355.00			\$ 29,355.00
	Art #41	Harris Brook/Wade Dam Repairs	PW \$ 15,000.00			\$ 15,000.00
		BOS Capital Reserve	GG \$ 55,000.00			\$ 55,000.00
	Art #23	First Meeting House (State Grant)	GG \$ 4,677.24			\$ 4,677.24
	Art #10	Fire Dept Auto Chest Compressor	PS \$ 2,875.15			\$ 2,875.15
	Art #1	Unpaid bills	GG \$ 16.51			\$ 16.51
		DPW Ford F450 Dump truck	PW \$ 6,105.00			\$ 6,105.00
		LMS/BMS Security equipment	ED \$ 1,252.40			\$ 1,252.40
		LHS tennis courts	ED \$ 1,500.00			\$ 1,500.00
		LHS track repairs	ED \$ 350.00			\$ 350.00
		2014 Fire engine	PS \$ 7,932.00			\$ 7,932.00
	Art #20	ART 20 - POLICE RADIO SYSTEM 5/10/05	PS \$ 4,499.00			\$ 4,499.00
		STM 10/3/05 - LAPTOP COMPUTERS - POLICE	PS \$ 3,408.00			\$ 3,408.00
		WEST AT ROY BRIDGE REPAIR	PW \$ 2,846.00			\$ 2,846.00
		CIP 5/13/02-SILVA FIELD IMPROVEMENTS	PW \$ 50,000.00			\$ 50,000.00
		Electric Park storm drain STM 11/14/05	PW \$ 75,770.00		\$ (52,292.00)	\$ 23,478.00
	Art #53	Art # 53 (CIP) 5/9/05 ATM - Metal Storage building	PW \$ 15,958.00			\$ 15,958.00
		CIP 4/12/99-WHITNEY PARK PLAYGROUND	CR \$ 2,771.00			\$ 2,771.00
		CIP 5/8/00-WEST STREET PLAYGROUND	CR \$ 2,027.00			\$ 2,027.00
<b>STM 5/11/2015:</b>						
	2016 Art #27	Station Management Software - Fire Dept	PS \$ 6,800.00	\$ -	\$ (6,620.00)	\$ 180.00
	2016 Art #41	Boiler - Vets Park (Amended for Chapin)	ED \$ 28,066.05	\$ -	\$ (28,066.05)	\$ -
	2016 Art #2	Public Right of Way - \$10,000 - From OTHER AVAIL FUNDS	GG \$ 10,000.00	\$ -	\$ -	\$ 10,000.00
<b>STM 5/9/2016:</b>						
	2017 Art #30	Freightliner - Truck/Sander (2nd Year of 3 Year Lease)	PW	\$ 70,000.00	\$ (69,950.00)	\$ 50.00
	2017 Art #30	IT Upgrades	ED	\$ 37,314.00	\$ (37,314.00)	\$ -
	2017 Art #30	Fire Engine (3rd Year of 5 Year Lease)	PS	\$ 106,000.00	\$ (105,957.42)	\$ 42.58
	2017 Art #30	Ambulance (4 Year Lease)	PS	\$ 58,000.00	\$ (57,006.21)	\$ 993.79
	2017 Art #30	2016 Dodge Durango - Police	PS	\$ 32,260.00	\$ (32,260.00)	\$ -
	2016 Art #1	Unpaid Bills - \$3,845.82 - Raise and Appropriate	GG	\$ 3,845.82	\$ (3,845.82)	\$ -
	2012 Art#16	Emergency Preparedness	GG	\$ 58,259.00	\$ (7,840.53)	\$ 50,418.47
	2012 Art#17	Building Infrastructure	GG	\$ 75,093.00	\$ -	\$ 75,093.00
<b>ACTIVITY THROUGH JUNE 30, 2017</b>			\$ 365,561.35	\$ 440,771.82	\$ (403,632.03)	\$ 402,701.14

Westover Golf Course  
Statement of Revenue/Expenditures

Description	FY'2013 Budget	FY'2013 Actual	FY'2014 Budget	FY'2014 Actual	FY'2015 Budget	FY'2015 Actual	FY'2016 Budget	FY'2016 Actual	FY'2017 Budget	FY'2017 Actual	FY'2018 Budget
<u>Revenue:</u>											
426001 OVER/UNDER GOLF COURSE	-	-	-	(119)	-	30	-	-	-	(136)	-
426005 GOLF ROUNDS RECEIPTS	486,942	445,004	467,316	419,118	473,816	404,534	460,000	425,910	448,972	356,010	459,547
426007 DRIVING RANGE RECEIPTS	-	-	-	2,400	-	2,000	-	2,200	-	-	2,000
426010 GOLF CART RENTAL RECEIP	220,000	212,675	215,000	226,463	230,000	224,279	240,000	223,901	250,625	196,957	250,000
436030 GOLF CONCESSION RIGHTS	25,000	19,863	25,000	17,375	20,000	23,333	23,000	23,233	25,000	25,194	25,829
480001 INSURANCE COMPENSATION	-	-	-	5,600	-	-	-	8,310	-	-	-
480600 GOLF OTHER RECEIPTS	25,000	130,621	25,000	31,808	26,000	22,055	28,217	33,547	30,000	27,673	30,000
482010 INTEREST ON DEPOSITS	1,500	953	1,000	-	1,000	68	100	637	1,000	1,064	1,000
<b>Total Revenue:</b>	<b>758,442</b>	<b>809,116</b>	<b>733,316</b>	<b>702,645</b>	<b>750,816</b>	<b>676,300</b>	<b>751,317</b>	<b>717,738</b>	<b>755,597</b>	<b>606,763</b>	<b>768,376</b>
<u>Expenses:</u>											
SALARIES	296,592	275,889	327,816	306,690	336,316	318,406	309,300	328,905	313,580	287,713	315,022
GENERAL EXPENSES	338,850	340,277	328,500	313,156	336,500	315,749	366,439	320,067	381,892	353,106	362,854
TOWN INDIRECT	123,000	123,000	77,000	77,000	78,000	78,000	77,000	77,000	77,000	77,000	90,500
CAPITAL EXPENDITURES	17,244	17,244	17,244	17,245	36,497	33,409	12,251	11,913	12,251	12,337	-
RESERVE FUND	-	-	-	-	-	-	-	-	-	-	-
OVERHEAD UTILITY REPAIRS	-	-	-	-	-	-	-	-	-	-	-
<b>Total Expenses:</b>	<b>775,686</b>	<b>756,410</b>	<b>750,560</b>	<b>714,091</b>	<b>787,313</b>	<b>745,565</b>	<b>764,990</b>	<b>737,885</b>	<b>784,723</b>	<b>730,156</b>	<b>768,376</b>
<b>Operating Profit/(Loss)</b>	<b>(17,244)</b>	<b>52,706</b>	<b>(17,244)</b>	<b>(11,446)</b>	<b>(36,497)</b>	<b>(69,265)</b>	<b>(13,673)</b>	<b>(20,146)</b>	<b>(29,126)</b>	<b>(123,393)</b>	<b>0</b>
Retained Earnings Transfer	17,244	(17,244)	17,244	-	36,497	-	13,673	-	29,126	-	-
OLD ARTICLES CLOSEOUT	-	8,730	-	-	-	-	-	-	-	-	-
<b>Fund Balance Effect</b>	<b>-</b>	<b>52,706</b>	<b>-</b>	<b>(11,446)</b>	<b>-</b>	<b>(69,265)</b>	<b>(0)</b>	<b>(20,146)</b>	<b>0</b>	<b>(123,393)</b>	<b>0</b>
<b>Fund Balance - Petty Cash</b>	<b>-</b>	<b>200</b>	<b>-</b>								
<b>Fund Balance - Res for Encumbrances</b>	<b>-</b>	<b>4,178</b>	<b>-</b>	<b>13,371</b>	<b>-</b>	<b>1,422</b>	<b>-</b>	<b>16,451</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Balance - Res for Expenditures</b>	<b>-</b>	<b>31,244</b>	<b>-</b>	<b>36,497</b>	<b>-</b>	<b>36,497</b>	<b>-</b>	<b>12,251</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Balance - Undesignated</b>	<b>-</b>	<b>236,065</b>	<b>-</b>	<b>210,173</b>	<b>-</b>	<b>152,857</b>	<b>-</b>	<b>141,928</b>	<b>-</b>	<b>47,237</b>	<b>-</b>
<b>Total Fund Balance</b>	<b>-</b>	<b>271,687</b>	<b>-</b>	<b>260,241</b>	<b>-</b>	<b>190,976</b>	<b>-</b>	<b>170,830</b>	<b>-</b>	<b>47,437</b>	<b>0</b>
Difference	-	(0)	-	0	-	0	-	0	-	0	0

TOWN OF LUDLOW  
SEWER ENTERPRISE FUND (61)  
REVENUE ANALYSIS  
ACTUAL 6/30/2017 - BUDGETED 6/30/18

ACCOUNT	REVENUE	FY2014 BUDGET	ACTUAL FY2014	FY2015 BUDGET	ACTUAL FY2015	FY2016 BUDGET	ACTUAL FY2016	FY2017 BUDGET	ACTUAL FY2017	FY2018 BUDGET
User Fees:										
610410-421118	User Fees	\$ 1,452,697	\$ 1,451,191	\$ 1,405,900	\$ 1,379,408	\$ 1,199,778	\$ 1,421,850	\$ 1,217,902	\$ 1,530,848	1,286,579
610410-421117	User Fees	\$ 35,000	\$ 20,880	\$ 25,000	\$ 15,902	\$ 20,000	\$ 33,315	\$ 25,000	\$ 24,743	25,000
610410-421116	User Fees	\$ 60,000	\$ 78,368	\$ 60,000	\$ 79,845	\$ 70,000	\$ 70,731	\$ -	\$ -	-
610410-421115	User Fees	\$ 30,000	\$ 30,242	\$ 30,000	\$ 15,950	\$ 25,000	\$ 34,549	\$ 70,000	\$ 59,877	60,000
610410-422105	Sewer Liens	\$ 7,500	\$ 5,903	\$ 5,000	\$ 5,143	\$ 5,000	\$ 9,192	\$ 25,000	\$ 27,500	25,000
610410-417800,432010	Permits - Sewer Tie-ins	\$ 500	\$ -	\$ -	\$ (1,324)	\$ -	\$ -	\$ 5,000	\$ 7,429	5,000
6195095-450100	Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
610410-482110	Interest Income	\$ -	\$ -	\$ 5	\$ -	\$ -	\$ 11	\$ -	\$ -	-
	<b>Total Revenue</b>	<b>\$ 1,585,697</b>	<b>\$ 1,586,584</b>	<b>\$ 1,525,900</b>	<b>\$ 1,494,929</b>	<b>\$ 1,319,778</b>	<b>\$ 1,569,649</b>	<b>\$ 1,342,902</b>	<b>\$ 1,650,412</b>	<b>1,401,579</b>
61410144-51*	Salaries and Wages	\$ 151,481	\$ 149,388	\$ 133,880	\$ 136,024	\$ 141,159	\$ 136,330	\$ 141,407	\$ 143,073	143,968
61410344-52*,53*,54*, 57*/61410344-										
591000,591500	General Expenses	\$ 282,546	\$ 355,575	\$ 305,545	\$ 314,549	\$ 328,719	\$ 320,810	\$ 334,475	\$ 297,129	337,944
61410644-564010	Intergovernmental - Spfd Sewer	\$ 849,670	\$ 666,393	\$ 769,475	\$ 614,101	\$ 725,900	\$ 776,136	\$ 738,020	\$ 988,996	787,667
611006-520000-00013	Sewer Cap Projects									423,129
611023-580000	Sewer Article - Truck									61,500
	<b>Total Expense</b>	<b>\$ 1,283,697</b>	<b>\$ 1,171,356</b>	<b>\$ 1,208,900</b>	<b>\$ 1,064,674</b>	<b>\$ 1,195,778</b>	<b>\$ 1,233,275</b>	<b>\$ 1,240,773</b>	<b>\$ 1,456,069</b>	<b>1,754,208</b>
	Retained Earnings Transfer - CAP							\$ 26,871	\$ 26,871	484,629
	<b>Net Revenue</b>	<b>\$ 302,000</b>	<b>\$ 415,228</b>	<b>\$ 317,000</b>	<b>\$ 430,255</b>	<b>\$ 124,000</b>	<b>\$ 336,374</b>	<b>\$ 129,000</b>	<b>\$ 221,213</b>	<b>132,000</b>
	Indirect Charges (Not Allocated)	\$ 302,000	\$ 302,000	\$ 317,000	\$ 317,000	\$ 124,000	\$ 124,000	\$ 129,000	\$ 129,000	132,000
	<b>Adjusted Net Revenue</b>	<b>\$ -</b>	<b>\$ 113,228</b>	<b>\$ -</b>	<b>\$ 113,255</b>	<b>\$ -</b>	<b>\$ 212,374</b>	<b>\$ -</b>	<b>\$ 92,213</b>	<b>-</b>

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TOWN OF LUDDLOW  
FY17 REVENUE BUDGET REPORT

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FOR 2017 13

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMNTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
122 SELECTMEN	0	.00	.00	-11,224.46	.00	11,224.46	100.0%
141 BOARD OF ASSESSORS DEPT.	0	.00	.00	-82.75	.00	82.75	100.0%
145 TOWN TREASURER'S DEPT.	0	-3,400,089.00	-3,400,089.00	-3,902,645.37	.00	502,556.37	114.8%
146 TOWN COLLECTOR'S DEPT.	0	-42,894,559.60	-42,894,559.60	-42,198,925.80	.00	-695,633.80	98.4%
161 TOWN CLERK'S DEPT.	0	.00	.00	-50,525.00	.00	50,525.00	100.0%
175 PLANNING BOARD	0	.00	.00	-36,913.32	.00	36,913.32	100.0%
176 BOARD OF APPEALS	0	.00	.00	-1,112.77	.00	1,112.77	100.0%
210 POLICE DEPARTMENT	0	-40,000.00	-40,000.00	-84,981.58	.00	44,981.58	212.5%
220 FIRE DEPARTMENT	0	.00	.00	-15,362.68	.00	15,362.68	100.0%
241 BUILDING INSPECTOR'S DEPT.	0	-600,000.00	-600,000.00	-300,051.51	.00	-299,948.49	50.0%
244 SEALER OF WEIGHTS & MEASUR	0	.00	.00	-2,714.00	.00	2,714.00	100.0%
300 SCHOOL DEPARTMENT	0	-13,962,470.00	-13,962,470.00	-13,947,035.70	.00	-15,434.30	99.9%
410 DEPARTMENT OF PUBLIC WORKS	0	-70,000.00	-70,000.00	-57,996.51	.00	-12,003.49	82.9%
510 HEALTH DEPARTMENT	0	.00	.00	-66,307.80	.00	66,307.80	100.0%
541 COUNCIL ON AGING	0	.00	.00	-48,866.00	.00	48,866.00	100.0%
610 HUBBARD MEMORIAL LIBRARY	0	-90,000.00	-90,000.00	-7,343.10	.00	-82,656.90	8.2%
630 RECREATION COMMISSION	0	.00	.00	-105,607.00	.00	105,607.00	100.0%
660 WESTOVER MUNICIPAL GOLF CO	0	-206,000.00	-206,000.00	-206,000.00	.00	.00	100.0%
990 TRANSFERS IN/OUT	0	.00	.00	-6,266.22	.00	6,266.22	100.0%
GRAND TOTAL	0	-61,263,118.60	-61,263,118.60	-61,049,961.57	.00	-213,157.03	99.7%

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TOWN OF LUDLOW  
FY17 EXPENSE BUDGET REPORT

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FOR 2017 13

	ORIGINAL APPROP	TRANSFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
114 MODERATOR	508	.00	508.00	508.00	.00	.00	100.0%
122 SELECTMEN	391,729	32,546.92	424,275.78	401,804.70	8,389.18	14,081.90	96.7%
131 FINANCE COMMITTEE	103,118	-100,000.00	3,118.02	2,916.02	.00	202.00	93.5%
135 TOWN ACCOUNTANT'S DEPT.	179,843	25,500.00	205,343.00	203,585.55	1,000.00	757.45	99.6%
141 BOARD OF ASSESSORS DEPT.	235,001	7,500.00	242,501.00	240,201.50	.00	2,299.50	99.1%
145 TOWN TREASURER'S DEPT.	229,673	27,000.00	256,673.00	254,321.49	.00	2,351.51	99.1%
146 TOWN COLLECTOR'S DEPT.	242,466	140.00	242,606.00	240,619.17	140.00	1,846.83	99.2%
151 TOWN COUNSEL'S DEPT.	116,080	-11,066.85	105,013.15	85,607.10	9,965.50	9,440.55	91.0%
152 HUMAN RESOURCES	2,300	.00	2,300.00	2,300.00	.00	.00	100.0%
155 INFORMATION TECHNOLOGY	270,825	304.00	271,129.00	267,990.71	1,681.41	1,456.88	99.5%
161 TOWN CLERK'S DEPT.	129,087	.00	129,087.00	127,475.83	.00	1,611.17	98.8%
162 ELECTIONS & REGISTRATIONS	103,069	-10,000.00	93,068.96	88,374.32	.00	4,694.64	95.0%
171 CONSERVATION COMMISSION	29,997	.00	29,996.75	27,154.61	.00	2,842.14	90.5%
175 PLANNING BOARD	138,077	.00	138,077.00	133,200.51	.00	4,876.49	96.5%
176 BOARD OF APPEALS	1,556	.00	1,556.00	892.65	.00	663.35	57.4%
192 PUBLIC BUILDINGS/PROPERTIE	655,984	1,581.65	657,565.67	604,375.42	12,751.01	40,439.24	93.9%
193 PROPERTY & LIABILITY INSUR	371,882	.00	371,881.80	352,302.83	.00	19,578.97	94.7%
210 POLICE DEPARTMENT	3,797,170	-1,842.82	3,795,327.65	3,764,459.97	20,047.54	10,820.14	99.7%
220 FIRE DEPARTMENT	2,560,195	29,702.64	2,589,897.64	2,526,388.10	44,504.36	19,005.18	99.3%
231 AMBULANCE - EMT DIVISION	1,051,131	-27,311.95	1,023,819.13	944,827.97	36,713.00	42,278.16	95.9%
241 BUILDING INSPECTOR'S DEPT.	214,284	960.87	215,244.87	171,888.57	5,376.51	37,979.79	82.4%
244 SEALER OF WEIGHTS & MEASUR	4,071	.00	4,071.00	4,020.84	.00	50.16	98.8%
291 EMERGENCY MANAGEMENT	9,000	.00	9,000.00	9,000.00	.00	.00	100.0%
292 ANIMAL CONTROL DEPT.	23,377	.00	23,377.00	21,699.92	1,003.79	673.29	97.1%
299 SAFETY COMMITTEE	2,339	.00	2,339.00	2,184.75	.00	154.25	93.4%
300 SCHOOL DEPARTMENT	0	16,064,024.65	16,064,024.65	15,897,982.54	150,489.86	15,552.25	99.9%
310 HIGH SCHOOL	0	5,250,072.05	5,250,072.05	5,250,472.56	35,557.71	-35,958.22	100.7%
311 ATHLETICS	0	334,442.39	334,442.39	362,276.26	.00	-27,833.87	108.3%
320 BAIRD MIDDLE SCHOOL	0	61,032.97	61,032.97	52,988.13	7,891.26	153.58	99.7%
330 CHAPIN ST. ELEMENTARY SCHO	0	38,676.50	38,676.50	36,482.84	1,151.29	1,042.37	97.3%
340 EAST ST. ELEMENTARY SCHOOL	0	35,903.55	35,903.55	29,629.02	2,404.93	3,869.60	89.2%
350 VETERAN'S PARK ELEM. SCHO	0	29,644.33	29,644.33	28,131.97	1,307.74	204.62	99.3%
360 TECHNOLOGY	0	520,691.34	520,691.34	504,549.28	3,021.09	13,120.97	97.5%
370 SPECIAL EDUCATION	0	7,641,009.88	7,641,009.88	7,565,393.80	21,037.93	54,578.15	99.3%
390 TRANSITIONAL BI-LINGUAL	0	325,834.00	325,834.00	319,298.32	1,537.70	4,997.98	98.5%
410 DEPARTMENT OF PUBLIC WORKS	2,953,295	139,026.65	3,092,321.65	2,820,724.92	238,222.09	33,374.64	98.9%
423 DEP - SNOW & ICE REMOVAL D	225,000	.00	225,000.00	468,592.94	45.97	-243,638.91	208.3%
424 STREET & TRAFFIC LIGHTING	291,000	16,418.97	307,418.97	283,048.23	18,846.57	5,524.17	98.2%
510 HEALTH DEPARTMENT	296,732	-3,828.00	292,903.70	292,098.67	.00	805.03	99.7%
541 COUNCIL ON AGING	398,032	.00	398,032.00	390,116.77	.00	7,915.23	98.0%
543 VETERAN'S SERVICES DEPT.	410,451	-40,000.00	370,450.62	365,517.87	.00	4,932.75	98.7%
610 HUBBARD MEMORIAL LIBRARY	373,187	817.28	501,019.28	497,989.63	.00	3,029.65	99.4%
630 RECREATION COMMISSION	373,187	140.25	373,327.33	294,249.81	.00	79,077.52	78.8%
691 HISTORICAL COMMISSION	1,420	.00	1,420.00	75.00	.00	1,345.00	5.3%

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TOWN OF LUDLOW  
FY17 EXPENSE BUDGET REPORT

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701	GENERAL DEBT AND INTEREST	ORIGINAL APPROP	TRANSFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
701	GENERAL DEBT AND INTEREST	1,229,863	-20,300.00	1,209,563.00	1,209,488.32	.00	74.68	100.0%
801	GOVERNMENT ASSESSMENTS	0	956,474.00	956,474.00	759,642.10	.00	196,831.90	79.4%
910	FRINGE BENEFITS FOR EMPLOY	13,822,407	201,489.86	14,023,896.86	14,006,831.51	4,222.64	12,842.71	99.9%
990	TRANSFRS IN/OUT	100,000	563,155.87	663,155.87	663,155.87	.00	.00	100.0%
	GRAND TOTAL	31,464,350	32,089,741.00	63,554,091.36	62,576,836.89	627,309.08	349,945.39	99.4%

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TOWN OF LUDLOW  
STABILIZATION FUND ANALYSIS  
JUNE 30, 2017

DATE	DESCRIPTION	ACTIVITY	ENDING BALANCE AT JUNE 30TH
6/30/2007	BEGINNING BALANCE		\$ 1,897,661
ATM MAY 2017	TRANSFER IN	\$ 250,000	
6/30/2008	FY08 INVESTMENT INCOME	\$ 98,428	\$ 2,246,089
ATM MAY 2009	TRANSFER OUT - TAX LEVY	\$ (500,000)	
6/30/2009	FY09 INVESTMENT INCOME	\$ 22,874	\$ 1,768,963
ATM MAY 2010	TRANSFER IN	\$ 343,000	
6/30/2010	FY10 INVESTMENT INCOME	\$ 31,030	\$ 2,142,993
6/30/2011	FY11 INVESTMENT INCOME	\$ 22,298	\$ 2,165,291
STM OCT 2011	TRANSFER OUT - SCHOOL CEILING	\$ (75,000)	
	FY12 INVESTMENT INCOME	\$ 12,936	
6/30/2012	ATM JUN 2012 TRANSFER IN	\$ 606,000	\$ 2,709,227
STM OCT 2012	TRANSFER OUT - BUILDING INFRASTRUCTURE	\$ (161,000)	
STM OCT 2012	TRANSFER OUT - EMERG PREPAREDNESS	\$ (90,000)	
ATM JUN 2013	TRANSFER IN	\$ 500,000	
6/30/2013	FY13 INVESTMENT INCOME(LOSS)	\$ (3,258)	\$ 2,954,969
ATM MAY 2014	TRANSFER IN	\$ 250,000	
6/30/2014	FY14 INVESTMENT INCOME	\$ 31,994	\$ 3,236,963
6/30/2015	FY15 INVESTMENT INCOME	\$ 22,193	\$ 3,259,156
STM JUN 2015	TRANSFER OUT - TAX LEVY	\$ (450,000)	
6/30/2016	FY16 INVESTMENT INCOME	\$ 54,913	\$ 2,864,069
ATM MAY 2016	TRANSFER IN	\$ 100,000	
6/30/2017	FY17 INVESTMENT INCOME	\$ 6,779	\$ 2,970,848

TOWN OF LUDLOW  
 FREE CASH ANALYSIS  
 FY2008-FY2017

	FY2008	FY2009	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017
DOR CERTIFICATION	\$ 2,286,384	\$ 898,228	\$ 1,295,250	\$ 984,493	\$ 679,656	\$ 2,283,970	\$ 1,996,749	\$ 1,133,119	\$ 1,569,736	\$ 1,171,659
PY UNPAID BILLS	\$ 5,775				\$ 9,551	\$ 2,903	\$ 1,501	\$ 2,633		
PY DEFICITS						\$ 23,786	\$ 51,254	\$ 21,042		
CAPITAL BUDGET	\$ 238,623					\$ 351,044	\$ 473,186	\$ 30,000	\$ 179,867	\$ 170,065
RESERVE FUND	\$ 125,000			\$ 150,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 100,000	\$ 100,000	\$ 100,000
STABILIZATION FUND			\$ 343,000			\$ 500,000	\$ 15,000		\$ 100,000	\$ 762,710
OPEB TRUST FUND						\$ 50,000				
BUILDING INFRASTRUCTURE						\$ 100,000				
REDUCE TAX LEVY	\$ 1,375,000	\$ 875,000	\$ 825,000	\$ 800,000	\$ 500,000	\$ 500,000	\$ 800,000	\$ 900,000	\$ 1,100,000	
SEWER INDIRECT ADJ			\$ 20,000							
FIRST MEETING HOUSE						\$ 83,000	\$ 250,000			
EAST ST - PHASE IV	\$ 40,000						\$ 25,000			
FIREFIGHTERS GRANT - 10% MATCH										
AFL-CIO RAISES					\$ 10,866					
IBPO DISPATCHERS					\$ 2,806					
LATOS RAISES					\$ 16,119					
FIRE, AMB, LIB RAISES			\$ 67,516			\$ 90,890			\$ 25,000	
POLICE OVERTIME						\$ 90,000				
FIRE SALARIES						\$ 5,000				\$ 118,884
POLICE DETAIL DEFICIT										\$ 20,000
SENIOR CTR BUILDING COMMITTEE										
TOTAL TRANSFERS OUT	\$ 1,784,398	\$ 875,000	\$ 1,255,516	\$ 950,000	\$ 664,342	\$ 1,921,623	\$ 1,740,941	\$ 953,675	\$ 1,504,867	\$ 1,171,659
<b>BALANCE</b>	<b>\$ 501,986</b>	<b>\$ 23,228</b>	<b>\$ 39,734</b>	<b>\$ 34,493</b>	<b>\$ 15,314</b>	<b>\$ 362,347</b>	<b>\$ 255,808</b>	<b>\$ 179,444</b>	<b>\$ 64,869</b>	<b>\$ -</b>
EXCESS LEVY CAPACITY	\$ 965,046	\$ 71,850	\$ 823,546	\$ 79,861	\$ 702,343	\$ 1,717,222	\$ 2,139,662	\$ 1,193,662	\$ 1,135,352	\$ 1,326,803

# TOWN COLLECTOR

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## Real Estate & Personal Property

Real estate and personal property tax 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 fiscal year 2017 tax rate was set by the Board of Assessors in December of 2016. The Board of Selectmen voted to adopt a single tax rate of \$18.53 per thousand for both residential and commercial properties. The amount of \$33,305,456.05 was committed to us for collection. Over 9,000 real estate bills were printed, processed and mailed by December 31, 2016. By the end of the fiscal year, we had collected or abated approximately \$32,797,930.27 or 98.5% of the amount committed. Additionally we received \$215,791.78 in payments for fiscal year 2016 real estate; \$49,551.88 for fiscal year 2015; and \$980.85 for fiscal year 2014 leaving balances of \$143,149.46, \$20,359.41 and \$2,897.01 respectively.

Approximately 800 personal property tax bills totaling \$3,541,696.54 were committed to us for collection. By the end of the fiscal year, we collected or abated \$3,522,006.24 or 99% of the amount committed to us leaving a balance of \$19,690.30. Additionally, we collected \$19,186.82 for prior years dating back to fiscal year 2011.

To accommodate our residents, real estate and personal property taxes for the Town of Ludlow may be paid online. We realize the importance of keeping with the times and offering this online payment option. This 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 & Sewer**

3) Complete each screen to process payment

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

## Motor Vehicle Excise

Over 23,000 vehicle excise tax bills totaling \$2,682,933.04 were printed, processed and mailed from the Collector's Office throughout the year. Payments of vehicle 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 of Motor Vehicles 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 tax bill that remains outstanding. The Registrar then marks the individual's registration preventing the renewal of his or her 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 2017 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 1997.

As with real estate and personal property tax bills, to accommodate our residents, timely motor vehicle excise payments are now being accepted online. Additionally there is a night/weekend drop off box located at the back door of the Town Hall.

### **Sewer Usage Fees**

The Board of Public Works, in November of 2016, set the rate of \$3.00 per 100 cubic feet of water used. Approximately 4,200 sewer usage bills totaling \$1,632,949.30 were printed, processed and mailed from the Collector's Office on December 16, 2016. By the end of June 2017, we had collected or abated \$1,536,547.10 or 94% of the amount committed to us for collection leaving a balance of \$96,402.20. Any amounts outstanding for previous years were certified to the Board of Assessors in November of 2016 and added to the owner's fiscal year 2017 real estate bills. All sewer usage accounts for fiscal year 2015 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 \$10.00 demand plus a 10% penalty in accordance with Town Bylaws. Sewer usage bills may be paid online similar to real estate, personal property and motor vehicle excise tax bills.

### **Departmental Accounts**

Each year the Collector is responsible for the collection of over 1.5 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

During the past fiscal year, \$1,602,315.28 in additional billings were committed to us for collection by the above Departments. By June 30, 2017 we collected or abated \$1,570,268.97

or 98% of the amount committed. Effective July 1, 2015 the Ambulance Billing was outsourced to "COMSTAR".

### **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 Massachusetts 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 2017, we received over 500 written requests bringing in over \$14,000 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. Many towns now charge a \$50.00 fee for Municipal Lien Certificates and the Town of Ludlow will look to update this fee at a future town meeting.

Office hours continue to be 8:30 am to 4:30 pm, Monday through Friday. Additionally, to accommodate those Ludlow residents who want the convenience of paying their taxes online, day or night, we continue to offer an online payment option. Once again, I am grateful to Mrs. Janice Ouimette, Sarah Bissonnette and Carmen Desrochers 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

ACCOUNT	COMMITTED	OUTSTANDING	REFUNDS	PAYMENTS	ABATEMENTS	TAX TITLES	BALANCE
2014 real estate		3,967.86		980.85			2,987.01
2015 real estate		114,666.25		49,551.88		44,754.96	20,359.41
2016 real estate		428,321.39	16.32	215,791.78		69,396.47	143,149.46
2017 real estate	33,305,456.05		139,970.97	32,703,325.98	234,575.26		507,525.78
2010 personal property		0.00					0.00
2011 personal property		12,664.06		98.91			12,565.15
2012 personal property		17,835.27			17,835.27		0.00
2013 personal property		16,198.97		7,934.09			8,264.88
2014 personal property		6,142.94			10.16		6,132.78
2015 personal property		6,559.81		134.35			6,425.46
2016 personal property		17,733.97	17.38	11,019.47	93.38		6,638.50
2017 personal property	3,541,696.54		23,383.75	3,519,375.50	26,014.49		19,690.30
1997 motor v excise				15.94*			0.00
1998 motor v excise				30.00*			0.00
1999 motor v excise				15.00*			0.00
2000 motor v excise				90.00*			0.00
2001 motor v excise				10.94*			0.00
2002 motor v excise				21.56*			0.00
2003 motor v excise				21.15*			0.00
2004 motor v excise				154.49*			0.00
2005 motor v excise				223.75*			0.00
2006 motor v excise				106.25*			0.00
2008 motor v excise				271.25*			0.00
2019 motor v excise				248.13*			0.00
2010 motor v excise				1,034.58*			0.00
2011 motor v excise				887.29*			0.00

ACCOUNT	COMMITTED	OUTSTANDING	REFUNDS	PAYMENTS	ABATEMENTS	TAX TITLES	BALANCE
2012 motor v excise		9,372.26		96.46	9,275.80		0.00
				1,528.55*			
2013 motor v excise		11,094.20		475.83	10,618.37		0.00
				2,332.22*			
2014 motor v excise		20,515.40	1,415.32	6,691.81	1,415.32		13,823.59
2015 motor v excise	314.38	43,499.63	676.67	27,831.12	1,198.87		15,460.69
2016 motor v excise	249,780.95	265,088.79	15,879.96	460,940.19	27,372.47		42,437.04
2017 motor v excise	2,432,837.71		16,571.01	2,253,498.46	38,490.97		157,419.29
2012 boat excise		30.00					30.00
2013 boat excise		10.00					10.00
2014 boat excise		53.00					53.00
2015 boat excise		68.00					68.00
2016 boat excise		58.00	9.48		9.48		58.00
2017 boat excise	3,311.00			2,989.00	206.00		116.00
							0.00
2015 sewer usage		90,644.66	138.60	24,883.49			113.10
CERT TO ASSESSORS					65,786.67*		
2016 sewer usage	1,632,949.30		2,431.72	1,533,279.57	5,699.25		96,402.20
2015 sewer usage lien		7,131.85		359.36		1,820.75	4,951.74
2016 sewer usage lien		13,456.88		3,818.75		1,187.27	8,450.86
2017 sewer usage lien	73,682.38			55,698.74		3,785.82	14,197.82

ACCOUNT	COMMITTED	OUTSTANDING	REFUNDS	PAYMENTS	ABATEMENTS	TAX TITLES	BALANCE
<b>DEPARTMENTAL ACCOUNTS</b>							
Ambulance		127,031.15	321.81	3,080.90	123,003.06		0.00
LIENED TO 2017 RE					1,269.00*		
Cemetery	95,825.00	14,825.00	3,450.00	92,900.00			21,200.00
Board of Health	16,320.00	1,785.00		16,425.00	20.00		1,660.00
Trailer Parks	19,728.00	4,380.00		15,948.00			8,160.00
Board of Selectmen	34,550.00	2,500.00		36,910.00	40.00		100.00
In Lieu of Taxes	1,435,892.28			1,435,892.28			0.00
Highway Department		250.00			250.00		0.00
Roll Back Taxes	0.00			0.00			0.00
Street Betterment		0.00					0.00

\*\*INDICATES MONEY COLLECTED AFTER ABATED AS UNCOLLECTABLE

## TOWN TREASURER

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The Town Treasurer is pleased to report that over five million dollars (\$5,000,000) 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 the Assessors and Tax Collector's offices. The Treasurer has collected, as of December 31, 2017, the total of \$535,020.08 on Tax Titles.

### General Fund as of December 31, 2017

Bank	Account	Balance
TD BankNorth	Master	\$2,444,343.56
	Sewer	\$294,639.15
	Golf Course	\$488,779.86
	Golf Course Merchant	\$495,284.91
	Money Market	\$631,108.91
	Cafeteria	\$230,709.68
Citizens	Master	\$1,693,878.95
	Guaranty Deposits	\$118,733.13
People's United	County Jail	\$74,686.87
	Water/Cops	\$241,036.03
	Money Market	\$2,088,475.22
M.M.D.T.	Money Market	\$105,477.48
Unibank	Money Market	\$2,741,034.64
<b>TOTAL</b>		\$11,648,188.39

### Payroll Distribution

Gross Payroll	\$38,611,483.64
Fica	\$517,114.61
Federal Withholding	\$3,923,881.94
State Withholding	\$1,670,363.73
Retirement	\$3,535,715.71
United Fund	\$1,887.00
Annuities	\$432,127.84
Health Insurance	\$1,864,292.88
Life Insurance	\$50,047.58
Credit Union & Banks	\$25,525,122.01
Union Dues	\$338,966.10
Deferred Compensation	\$430,984.01
Dental	\$166,726.86
Aflac	\$32,413.78
Other Withholdings	\$121,839.59

## Trust Funds as of December 31, 2017

All trust funds are invested and receiving maximum interest:

Citizens Stabilization Fund	\$895,527.03
Bartholomew (Comm. Financial)	\$2,837,715.00
Bartholomew (Comm. Fin. OPEB)	\$245,681.57
Morgan Stanley-Cemetery	<u>\$1,523,639.59</u>
Total	\$5,502,563.19

## Health and Life Insurance

The Town of Ludlow, through the Board of Selectmen, entered into contracts with Blue Cross Network Blue, Blue Care Elect-PPO, Medex III, Managed Blue for Seniors, Boston Mutual Life Insurance Company and Dental Blue with effective dates running from July 1, 2017 to June 30, 2018. The following rates prevail:

Monthly Premiums			
	Town's Share	Employee's Share	Total
<b>Network Blue</b>			
Individual	\$634.96	\$148.94	\$783.90
2 Person	\$1,269.94	\$297.88	\$1,567.82
Family	\$1,739.82	\$408.10	\$2,147.92
<b>Blue Care Elect-PPO</b>			
Individual	\$800.72	\$187.82	\$988.54
2 Person	\$1,601.42	\$375.63	\$1,977.05
Family	\$2,193.95	\$514.63	\$2,708.58
<b>Senior Plans (Effective 1/1/2017 – 12/31/2017)</b>			
Medex III	\$196.74	\$196.73	\$393.47
Managed Blue for Seniors	\$241.20	\$56.57	\$297.77

\*Medicare HMO Blue was eliminated on 08/01/2015

Boston Mutual Life Insurance			
\$10,000.00 coverage for active employees	\$2.55	\$2.55	\$5.10
\$2,000.00 coverage for retirees	\$.51	\$.51	\$1.02

Dental Blue			
Individual	\$12.55	\$12.55	\$25.10
Family	\$36.49	\$36.48	\$72.97

Respectfully submitted,  
Elsa Barros, Treasurer

# HUMAN SERVICES

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## BOARD OF HEALTH

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The Board of Health reorganized in 2017 with Neil D. Paquette, Chairman; Timothy J. Fontaine, Secretary; and Elinor Kelliher, M.D., Member.

On July 1<sup>st</sup>, Michael C. Pietras, P.E. was appointed as the On-Site Sewage Disposal Inspector. Mr. Pietras witnessed thirty-four (34) percolation tests, reviewed twenty-six (26) septic system plans and conducted thirty-three (33) final inspections of septic systems when installed. John Kopinsky, P.E. was appointed as the Alternate On-Site Sewage Disposal Inspector. Mr. Kopinsky witnessed one (1) percolation test, reviewed five (5) septic system plans and conducted six (6) final inspections of septic systems when installed.

Sub-surface disposal system permits for new construction issued in 2017 totaled six (6). Repairs to existing systems totaled thirty-six (36).

Six (6) 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 Department of Public Works on Saturday, April 8<sup>th</sup>. Dr. Cathy Pienkos from the Monson Small Animal Clinic was the Veterinarian this year. Our rabies clinic was a success with thirty-five (35) dogs and ten (10) cats being vaccinated. Veterinarians suggest that dogs and cats be vaccinated regularly, since both are exposed to wild animals. Animal Inspector Sheila Andre responded to eight (8) dog bites and zero (0) cat bites.

During 2017, our Health Inspectors responded to and investigated forty-four (44) citizen complaints concerning housing violations, debris, rodents, etc. One-hundred-three (103) food establishment inspections were carried out in 2017. As of April 1, 2017, the Board stopped issuing catering permits.

<b>MONEY COLLECTED BY THE BOARD OF HEALTH IN 2017</b>	
Nursing Services	\$15,655.00
Clinic Pedicures	\$9,700.00
Senior Center Pedicures	\$2,410.00
Immunizations	\$930.00
Sharps Containers	\$276.00
Sharps Containers Disposal	\$554.00
2016 Flu Clinic Reimbursement	\$6,565.68
2017 TB Clinic Reimbursement	\$125.48
Pioneer Valley Planning Commission	\$5,418.07
Trailer Park Assessments	\$19,728.00

Body Art Establishment Permit	\$1,000.00
Body Art Practitioner Permits	\$100.00
Food Service Licenses	\$5,040.00
Retail Food Permits	\$4,860.00
Trailer Park Licenses	\$270.00
Mobile Food Server Permits	\$630.00
Bakery Licenses	\$720.00
Smokehouse Licenses	\$270.00
Piggery Licenses	\$60.00
Frozen Dessert Licenses	\$420.00
Funeral Director Licenses	\$300.00
Non-Alcoholic Beverage License	\$37.50
Milk & Cream Licenses	\$820.00
Tobacco Permits	\$3,800.00
Catering Permits	\$60.00
Removal of Garbage Permits	\$270.00
Dumpster Permits	\$2,125.00
Well Construction Permits	\$1,265.00
Disposal Works Construction Permits	\$975.00
Septic Tank Repair Permits	\$2,325.00
Septic Installer's Permits	\$2,400.00
Septic Tank Pumping Licenses	\$600.00
Permit/License Late Fees	\$600.00
Percolation Test Fees	\$9,540.00
Septic Plan Fees	\$2,925.00
Septic Inspection Fees	\$3,300.00
<b>TOTAL</b>	<b>\$106,074.73</b>

Respectfully submitted,  
Neil D. Paquette, Chairman

## **BOARD OF HEALTH - PUBLIC HEALTH NURSES**

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Director of Nurses: Cheryl Messer, RN, BSN  
Staff Full Time: Angela Kramer, RN, MS  
Staff Part Time: Marianne Moura, RN, BSN  
Staff Per Diem: Christine Pietrowski, RN

In 2017, four-thousand five-hundred eighteen (4,518) residents were clients of the Board of Health - including one-thousand five-hundred seventy-seven (1,577) clients for home visits and

pedicures, of which one-hundred seventeen (117) were new clients. The Ludlow Nurses continue to do home visits to assist residents with pedicures, manage medication, provide wound care, administer injections or do vital signs and medical assessments, and report to their physician. A physician's order is required before the nurse can visit the client.

The Public Health Nurses are active with the following clinics: there were one-thousand ninety-three (1,093) pedicures at the Board of Health, three-hundred four (304) at the Senior Center and two-hundred seventy-five (275) at Keystone Commons; twenty-two (22) B12 injections were given; blood pressure clinics were held on Tuesday afternoons at the Senior Center, the first Wednesday of each month at Wilson Street Housing Authority, and each afternoon at the Board of Health.

TB skin testing and administration of State regulated vaccines are also available at the Board of Health. Vaccine for Children (VFC) is a division of the Massachusetts Department of Public Health Immunization Program and provides children through eighteen (18) years of age with State supplied vaccine. Currently the only State-supplied vaccines are Varicella (chickenpox), MMR (measles, mumps, rubella), Tdap (Adacel) and Td (tetanus). These vaccines are usually given to children transferring into the Ludlow School System. Children are evaluated for their insurance coverage and their vaccine record is documented on the State website, Massachusetts Immunization Information System (MIIS). Adults must be uninsured or underinsured to be eligible for State-supplied vaccines. A total of four (4) adults were vaccinated in 2017, along with one (1) child through Vaccine for Children.

We administered one-hundred thirty-nine (139) TB skin tests from our Department to residents and others from surrounding communities. There is a fee of ten dollars (\$10.00) for all of our services including: home visits, pedicures, TB skin tests, adult vaccinations, and treatments done in the office.

The Department of Public Health's reduced budget continues to affect the amount of State-supplied flu vaccine we receive. This year our allocation from the State was ten (10) doses of flu vaccine to be given to children and anyone without insurance. We were able to purchase one-hundred and fifty (150) doses of flu vaccine and vaccinated sixty-four (64) homebound residents. A flu clinic was held at the Ludlow Town Hall in Hearing Rooms 1 & 2 on October 18<sup>th</sup> and fifty-eight (58) residents were given flu shots. The remaining vaccine was available at the Health Department for walk-ins. All 150 doses were given. The State recognizes the fact that many people are going to local pharmacies for their vaccines, which is reducing the number of vaccines now available at the Boards of Health.

Residents continue to purchase and dispose of sharps containers at the Board of Health. The cost is four dollars (\$4.00) to purchase a quart size container and the disposal fee is also four dollars (\$4.00). Larger containers can also be purchased for an additional fee.

This year, the Ludlow Board of Health has begun to offer CPR, Hands-Only CPR, and First Aid classes to the community. Our Nurse, Cheryl Messer, is a licensed CPR/First Aid/AED instructor. So far, seven (7) CPR classes and one (1) Hands-Only CPR class have been held.

The Massachusetts Virtual Epidemiologic Network (MAVEN) is the web-based surveillance system for infectious disease. Confirmed cases are investigated by the nurses at the Board of Health along with the Infection Control nurse at the jail. Surveillance was done on the following diseases: Hepatitis C, Influenza, Group B Streptococcus, Streptococcus Pneumonia, Campylobacter, Legionella, Giardiasis, and Human Granulocytic Anaplasmosis. Latent tuberculosis has decreased this year. Ludlow has had four (4) Latent TB cases and the Hampden County Correctional Facility (HCCF) had twenty-nine (29) new inmates who were positive for Latent TB. Both the Town of Ludlow and the HCCF have not had any active cases of TB. The HCCF currently has ninety-seven (97) Hepatitis cases.

Angela Kramer, RN, MS, Regional MAVEN Nurse Consultant, continues to serve the following Towns: Blandford, Granville, Ludlow, Montgomery, Monson, Palmer, Tolland, and Wilbraham. Angela works with MAVEN by doing the disease surveillance for the communities not having a Public Health Nurse.

Ludlow residents donate gently used and clean durable medical equipment to our Lending Closet. Ludlow residents can borrow these items for an indefinite amount of time. Most requested items are shower benches/chairs, wheelchairs, transport wheelchairs, commodes, walkers, walkers with seats, and canes. Our transport wheelchairs that were donated to the Board of Health are available for short periods of time to our residents and are very appreciated by all that use them. Thank you to all who have given us equipment; your donations are really valued.

This year Cheryl Messer, RN, BSN was promoted in October to the position of Director of Nurses. Francine Rusiecki, RN retired in June, and Linda Maiuri, RN retired in October of 2017. Christine Pietrowski, RN was rehired as a per diem Nurse. Franci Reyes, our Office Assistant moved on to the Veterans Office and H.R. Dept and in her place, we hired Kimberly McKay. We are in the process of hiring a full time nurse to fill the two part-time nurses' positions that were combined.

All of our Public Health Nurses have a common goal: to carry on services and maintain healthy living and safety for our Ludlow residents. I must acknowledge our devoted nurses who take excellent care of our aging residents with grace and dignity allowing them to stay in their home as long as possible. This dedication by all of our staff is recognized by many grateful residents and their families. I also want to thank the Board of Health members and their staff for their support in me as the new Director of Nurses.

Respectfully submitted,  
Cheryl Messer, RN, BSN  
Director of Nurses

## COMMISSION ON DISABILITY

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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 latest 2010 Census figures, however, no longer track disability. We can only assume the numbers have increased in Ludlow.

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. Commission members continue to review new construction plans for public buildings to be constructed in Town. Not only must they meet ADA requirements but suggestions are sometimes made by Commission members to help make the building more user friendly to those with disabilities.

Members also continue to work in "getting the word out" regarding the Commission on Disability and how we can help the citizens of Ludlow in accessing programs, services and buildings. Access to recreational activities sponsored in the Town or by the Town is a key priority for the Commission.

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. 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 on 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, Chairman

**Members:**

Joanne Odatto-Staeb, Vice Chairman  
Andrew Bristol

Eric Segundo, ADA Coordinator  
Emily Ochs

## **COUNCIL ON AGING**

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### **The Ludlow Senior Center** *...dreams...*

Back in 2008, this was the beginning of our annual report.....

*“LIVE, LAUGH, LOVE!* That has been our motto over the past year at the Ludlow Senior Center. We strive every day to live life to the fullest and try to provide services, activities and events that does just that...live, laugh, love. We have seen an explosion in the numbers of people that have been visiting us and taking advantage of all that we have to offer. We have found that laughter is sometimes the best medicine. No matter how bad you think your day is or how bad some things may be, you are sure to crack a smile and laugh while you are at the Senior Center. I promise.”

It is still true to this day but 9 years later, the laughter is for a different reason. Sometimes laughter is the only thing that gets us through each day. We are dealing with a 115 year old building that is falling apart around us and yet people continue to come and visit daily. Basically, our Town’s older adults visit our basement. The last year has been spent dreaming about what the future will bring. New and innovative programs, simultaneous activities, exercise classes that don’t involve poles, a shower to maintain one’s dignity and a safe and clean environment for the entire community to enjoy. We know these dreams are within our reach.

We continued to grow last year as more “boomers” have come to visit and with the addition of more senior housing, residents are taking advantage of what we have to offer. Due to space constraints, we can’t accommodate all requests for new programs but continue to be creative and flexible with what we have.

Our transportation service is still one of the best around and “Kathy’s Kitchen” is being replicated in other new Senior Centers. It is still the best \$2.00 you will ever spend. Outreach services will always be in high demand and with 80+ different activities last year, people stayed busy while visiting. Despite our building shortcomings, our participants remind us daily that we are their “home away from home” and “we really make a difference.”

I hope next year’s report will be about our dreams coming true...a new Ludlow Senior Center for all of the Town’s older adults and their families to enjoy! Dreams can come true if we believe! Thank you to all of our volunteers and staff’s hard work, support, and encouragement over the last year. We couldn’t have gotten through it without you!

Respectfully submitted,  
Jocelyn Zepke, Director

Staff of the Ludlow Senior Center – Carla Roberts, Betty Harackiewicz, Matt Pszeniczny, Jack Alves, John Garcia, Debbie Johnson, Sarah Gmeiner, Jorge Fialho, Kathy Lafond and Naomi White

**Council on Aging Members:**

Frederick Lafayette, Chairman  
Frank Krzanik, Vice Chairman  
Lucille Carneiro, Secretary  
Helen Grabowski, Treasurer  
Diane Goncalves  
Al LeMay Sr.

Nancy Pauze  
John DaCruz  
Rosalind Forti  
Sheena Santolini  
Janice Grimaldi

## **FIRST MEETING HOUSE COMMITTEE**

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The First Meeting House Committee was appointed by the Board of Selectmen for the purpose of overseeing the maintenance of the Meeting House building and premises. The Meeting House, built in 1783-84, will eventually be available for groups wishing to schedule their meetings and other functions. The building is a centrally situated historic town property located in Ludlow Center and is one of the few surviving examples remaining in the Connecticut River Valley of New England barn-type meeting houses. Historic objects and collections, important to the Town’s history will be displayed and be available for public viewing.

In 2017, interior repairs and restoration continued on a limited basis due to budget restraints. The bathrooms have been removed and are awaiting replacement. The Department of Public Works continues to maintain the physical integrity of the building and grounds. Members of the Committee met during the non-winter months to perform “housekeeping” tasks in preparation for further restoration.

Members of the Committee are Marilyn Paul-Lewis, Thomas Haluch, Donald and Betty Kibbe, Bert Ramage and Jerry Kavka. The Committee will continue to work to promote, maintain, and improve our Town's historic meeting house.

Respectfully submitted,  
Jerry Kavka, Chairman

## **HUBBARD MEMORIAL LIBRARY**

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The Hubbard Memorial Library began 2017 with efforts by the Board of Trustees, staff and Planning Committee to develop, based on input from the community, a five year Strategic Plan. This Strategic Plan, approved by the Massachusetts Board of Library Commissioners, outlines vital steps necessary for the Hubbard Memorial Library to advance and evolve while remaining true to its core role as an important community resource. This plan also positions us to have access to grant funding, as well as being the first step in the process of planning for an addition in the future.

The Library staff has begun the process of implementing various portions of the strategic plan, which will continue until 2022. Some recent improvements include the addition of new technology, including a public fax machine; scanners for the Adult and Children's/Young Adult Departments; and a new portable projection screen. Additionally, the Library had a bike rack installed, providing improved storage and security for patron's property. A major project completed this year was an inside lighting conversion to high efficiency LED lighting, which has resulted in significant energy savings to the Town.

The Hubbard Memorial Library now offers free computer classes covering a variety of topics available each week. These classes are a great complement to our publicly available computers and are the core of planned new classes and technology covering digital media creation.

This year we have circulated 85,348 items with a dollar value of \$1,173,418 to citizens of Ludlow and surrounding towns. Based on these figures, every \$1 spent on our budget has resulted in \$2.46 worth of value in circulating materials only. Additionally during 2017, the Library has offered 240 adult programs with 1,889 attendees. The Children's and Young Adult Department offered 507 programs with 7,457 attendees.

The Library Trustees and staff would like to acknowledge and thank the hard work performed by the Friends of the Library and volunteers who help by supporting library programming and

providing invaluable assistance in our efforts to serve our patrons.

Respectfully submitted,  
Patrick McGowan, Director  
Christine S. Davis, Chair, Board of Trustees

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

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### **Overview**

The Computer Advisory Committee uses the collective knowledge of its members to make large-scale technology-related decisions for the Town.

The Information Technology Department manages and supports the Town's technology systems including: the fiber WAN, copper and wireless LANs, servers, PCs, printers, phones, security cameras, websites and all new technologies as they are implemented. The goal of the IT Department is to create and maintain a dependable, secure environment which allows for efficient processing of the Town's data, voice and video.

### **Year in Review**

In 2017, the IT Department was fortunate enough to add a full-time computer technician to its staff. By adding a second full-time employee, we are able to respond to support calls in a much timelier fashion. We also created a secure offsite data backup location and expanded the security camera network in addition to scheduled networking and PC upgrades.

Additionally, day-to-day routine software and hardware maintenance, troubleshooting, web page updates and staff training keeps the Department constantly busy.

### **Future Goals**

In the coming year, the Town's Wi-Fi network will be expanded and the implementation of a new permitting program will allow for a smoother permit application process in all Town Departments.

Respectfully submitted,  
Jose Alves, Chairman,  
Computer Advisory Committee  
Gary J. Blanchard, IT Manager

# LUDLOW COMMUNITY TELEVISION

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## Overview

Ludlow Community Television is a public access television station located inside Ludlow High School. We provide resources for the Town to communicate to its citizens through cable television. LCTV broadcasts on channels 191, 192, and 193 on Charter cable in Ludlow and provides live streaming and video-on-demand at [www.ludlowtv.org](http://www.ludlowtv.org).

## Year In Review

We produced more programs and videos in 2017 than any previous year. In total, we filmed 142 government meetings and 338 programs and other videos, for a total of approximately 544 hours of original local programming. This year we welcomed some new volunteers and producers in an effort to add more programs to broadcast to the community. We have been working closer than ever with the School Department to build interest in our high school courses. This year we filmed the Ludlow High School graduation for the first time and will continue to do so in the future.

The Ludlow Cable Committee entered into negotiation for a cable franchise license renewal with Charter Communications in 2017. The current license is due to expire in 2020 and the Committee took the first steps in the renewal process to ensure that Ludlow's cable related needs will be met and any previous issues or concerns will be addressed with Charter during this process. The negotiation is also crucial for the future of LCTV, as it will determine our funding for the next 10 years.

## The Future

As always, we will continue to look at ways in which we can grow, improve, and increase the amount of local programs we produce. We hope that the future will also bring an expanded video production program at the high school and also the other schools. We also hope that license renewal negotiations will result in customer service and signal quality improvements for Ludlow residents.

Respectfully submitted,  
Michael Hill, LCTV Manager

## LUDLOW HOUSING AUTHORITY

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The Ludlow Housing Authority, formed in 1959, provides affordable housing to eligible seniors, handicapped citizens, and families. The Ludlow Housing Authority has one-hundred fifty (150) units of state-aided elderly/handicapped housing and includes two congregate living units, Colonial Sunshine Manor located on Wilson Street, State Street Development, and Chestnut Street Development. The Ludlow Housing Authority also owns ten single family homes located on scattered sites within the Town and six units called the John Thompson Manor located on Benton/Butler Streets.

The Commonwealth of Massachusetts, Department of Housing and Community Development (DHCD), funds public housing programs and establishes eligibility rules and guidelines. Applicants who meet the qualification and eligibility guidelines are placed on appropriate waiting lists for their household.

- Elderly/handicap applicants must be sixty (60) years of age or disabled to apply for housing. Residents who work or live in the Town of Ludlow may receive a preference when reviewed and verified by the Authority. Rents for elderly/handicap units are based on 30% of the tenant's net adjusted income and includes heat, water and electricity.
- Family units are based on 27% of the tenant's adjusted net income and tenants are responsible for their own utilities.
- 760CMR (5) Local Resident regulation: a person who has a principal residence or a place of employment in a city or town at the time of application to the housing authority in that city or town and at the time of final determination of eligibility and qualification. Temporary residence with relatives or friends in the city or town is not sufficient unless the person's last residence and domicile was in the city or town. In the case of an applicant determined by the housing authority to be homeless, the applicant may select one community for local preference, either the community from which he or she was displaced through no fault of his or her own, or the community in which he or she is temporarily placed.
- Veteran: Any veteran applying for elderly/handicap housing also receives a preference.

As in previous years and continuing, the State Street Community Room is currently used as a drop off station for home delivered meals. We feel fortunate in assisting Western Mass Elder Care's effort in providing meals to our community.

The Department of Housing and Community Development (DHCD) revises income limit guidelines. Effective August 1, 2016 the income limits for Ludlow Housing Authority are:

One-person family:	\$46,000	Five-person family:	\$71,000
Two-person family:	\$52,600	Six-person family:	\$76,250
Three-person family:	\$59,150	Seven-person family:	\$81,500
Four-person family:	\$65,700	Eight-person family:	\$86,750

Our sincere thanks go out to the Board of Health and the Town of Ludlow Nursing Staff who come out to meet with residents to discuss health issues, perform free monitoring of vital signs, and conduct blood pressure clinics for our seniors and non-elderly population. We would like to welcome Cheryl Messer, RN, BSN to her new position as Director of Nurses for the Town of Ludlow.

Ludlow Housing Authority would like to thank the Ludlow Fire Department, Ambulance crew, and the Ludlow Police Department for their support and dedicated responses to the needs of our residents at all hours of the day or night and under all circumstances and weather conditions.

Ludlow Housing Authority would like to send a special thank you to the Mass Trial Court Community Service Program. Through this integrated program, they have been able to send supervised crews to help the community. This program has been successful and very productive for us. We appreciate the program greatly.

The Ludlow Senior Center is in our Chestnut Street Building. The Senior Center Director and staff are very much respected for all the help they provide to the elderly.

Ludlow Housing Authority is always seeking funding from the Department of Housing and Community Development to become more energy efficient, improve outdated units and maintain its commitment to affordable housing. This year we finished all the Fire Alarm upgrades at the Wilson Street Development.

Ludlow Housing Authority Board of Commissioners would like to thank all our Town Agencies for all their help whenever we need or request it.

Respectfully submitted,  
Robin Carvide, Executive Director

**Ludlow Housing Authority Members:**

- Chester Giza, Chairperson
- David Sepanek
- Patricia Holley
- Susan Stanek

## **RECREATION COMMISSION**

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The Recreation Department offers most programs for Ludlow resident children only. This allows parents of Ludlow an affordable place for their children to go that is safe and well supervised. In 2017 we ran a Summer Program from June to August, a Before/Afterschool Program from September to June, an Easter Egg Hunt, Campership Fund, hired lifeguards for Haviland Beach and the Thompson Memorial State Pool, hired an Assistant Pool Manager, and scheduled the use of all parks/athletic fields and the sign at the Town Gazebo.

### **Gazebo**

The Mack Donnelly 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 the Recreation Department to eliminate any obstacles on that special day.

The Recreation Department wishes to express their appreciation to the Parks Department and their employees: Nick Axiotis, Mike Almeida, Jamie Tomas and the rest of the park employees for their excellent up-keep of all the town fields and parks.

We would also like to thank the DPW/Park Department for always being there to help when needed. Thanks also go out to the participants in the Concerts in the Park series which runs from June to September. These concerts are performed by various artists who either put on a free concert or obtain sponsors to promote themselves and/or their band. These concerts are very entertaining and enjoyed by all who attend. A thank you also goes out to the Ludlow Cultural Council for making sponsorships available to entertainers to be able to perform at the Mack Donnelly Gazebo.

### **Summer Recreation Program**

The 2017 Whitney Park Summer Program continued with both the All Day and Preschool Programs being combined. This year the Summer Program hours for both programs were from 9:00 am to 5:00 pm. The same time frame applied to drop off no earlier than 8:30 am and pick up must be by 5:00 pm continues.

Another change that was made to these programs was their availability to non-residents that work in Ludlow. Parents are required to provide the same information as a resident in addition to providing their two most recent pay stubs as proof of employment in town.

The 4 to 6 year olds still had the option of signing up for the half-day program with the full-day program being available also for those ages. Those parents who still wished to only send their 4 to 6 year old half-day had the choice of signing them up for the 9:00 am to 1:00 pm session or the 1:00 pm to 5:00 pm session. In any event both programs had participated in a variety of fun

and recreational activities. The all-day program operated from 9:00 am to 5:00 pm, Monday through Friday, June 26 to August 11, 2017. Both the preschool and all-day programs were very productive and successful. Both programs were under the direct supervision of Sarah Potter. The counselor staff for these programs included: Seth Abdou, Hailie Alvarenga, Jillian Beaulieu, Angela Catarino, Nicholas Crane, Erica Crespo, Jensen Ducharme, Zachary Dunn, Nathaniel Ferreira, Stephanie Ferreira, Jacob Ferris, Rachel Forcier, Kyle Fortune, David Gamache, Jack Gamache, Dadie Goncalves, Ryan Goncalves, Zachary Grimes, Serena Hayden, Mia Jeronimo, Kyle Knowlton, Joshua Labonte, Brianna Lefebvre, Trevor Lewicki, Nikolas McKay, Tiffany Menard, James Murphy, Brendan O'Dell, Brian Patrick, Christopher Patrick, Alejandro Rivera, Mario Rodrigues, Ryan Vanwart & Samantha Vanwart.

The enrollment for the 2017 program was 155 children with an average daily attendance of 125. The daily activities included arts and crafts, outdoor sports, cooperative games, swimming, and walking field trips to McDonalds, Burger King, Subway, and Friendly's.

The following special events also passed the summer at Whitney: World Cup, Wet and Wild, Christmas in July, Field Day, Wacky Week, Halloween Day, and Talent Show. This year it was a summer time theme, there was a water slide & bounce house for the children's entertainment. Popcorn and cotton candy were available for snacks and pizza was available for lunch. Field trips included: Rollerskating at Interskate 91, the Majestic Theater, Nomads Launch Trampoline Park and Showcase Cinemas on rainy days. The closing ceremony began with the lowering of the flag and ended with a summary of the events of the day.

The Recreation Commission and the summer program staff would like to thank the DPW for remodeling the butler building (previously utilized by the Parks Department) for an added facility in case of inclement weather. The Clubhouse combined with the use of this building now creates enough space for the children to do activities and/or games during rainy days and we no longer have to cancel the program.

## **Preschool Summer Program**

The summer of 2017 was the 19<sup>th</sup> year for the Preschool Program at Whitney Park, it served children ages 4 to 6. The Preschool program was also under the direct supervision of Sarah Potter & Lauren Lewicki. The ratio of 1 counselor for every 5 children is imperative to the success of the program (the ratios are mandated by the State) which also makes it easier to provide the extra attention needed for the younger children.

The intent of the Preschool Program is to provide recreation for children ages 4 to 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 and physical education. Some special events held were Beach Day, Halloween Day, Wild West Day, Pirate Day, Fairy Tale Day, Multicultural Week, Fire Safety Day, Christmas in July, Wacky Week, Field Day, Talent Show, BBQ and Birthday Party Day which ended with pizza and cake and ice cream. Field trips included Look Park, Amelia Park Museum, Showcase Cinemas (on rainy days) and Interskate 91.

We also have a Health Care Provider on staff from 10:00 am to 4:00 pm. This position was held by Margaret Swanson.

## **Thompson Memorial State Pool**

In a joint effort between Senator Gale Candaras, Representative Thomas Petrolati, the State Department of Conservation and Recreation (DCR), the Recreation Commission, the Board of Selectmen and the Board of Public Works, the Thompson Memorial State Pool was reopened in June of 2010. The pool is a partnership between the State (DCR) and the Town which means that the State remains the owner of the facility but the Town (Recreation Department) is in charge of operations.

The hours of operation are Monday through Friday 12:00 pm to 7:00 pm; Saturday & Sunday 10:00 am to 7:00 pm (public swim); Monday, Thursday, Friday 9:30 am to 11:30 am is senior swim; and every day from 7:00 pm to 8:00 pm is family swim. We offered swim lessons, pool passes, had a lot of birthday parties, Church retreats and group visitations. The pool also offers a concession stand with drinks, ice cream and snacks. This year the pool was visited 4,801 times. Not included in that amount is the Whitney Park Summer Program which visits the pool daily for the 7 weeks that it is in operation. The daily entry fee for the pool is included in the enrollment fee for the Summer Program.

The head lifeguards were Luis Angel & Brian Callahan. The lifeguards were Brooke Chisholm, Brenna Hoar, Haleigh Kology, Jessica Lauzon, Abigail Potorski, Teagan Quill, Alexandra Silva, and Isabella Valadas. Jacob Fialho, Kelsey Jordan, Laura Tomlinson and Jillian Turowsky were substitutes for the pool this year.

The main responsibility of the lifeguards is for the safety of all swimmers; secondary duties are to keep the facility and its grounds clean and free of all debris and trash. Head lifeguards are to perform weekly skill trainings and rescue trainings with the lifeguards to keep them aware of incidents that could happen during the course of the day. In addition to these duties, a daily report is to be filled out with such information as weather conditions, number of bathers, accidents and incidents, and any other pertinent information or comments that they feel is necessary to be brought to the attention of the Recreation Commission.

The Assistant Pool Manager position this year was held by Christopher Gates and Christiana Greco. The Assistant Pool Manager has the responsibility for the safety and control of all persons in and around the pool as well as managerial, administrative, and facility duties. This position works under the direct supervision of the Recreation Commission and the Certified Pool Operator Manager.

## **Haviland Beach**

The summer of 2017 estimated serving 2,447 bathers (1,501 residents and 946 non-residents).

The Pond hours of operation were Monday through Friday from 10:00 am to 8:00 pm and Saturday and Sunday from 9:00 am to 8:00 pm.

This year the Recreation Commission's two head lifeguards were Kaitlin Jordan & Daniel Peterson. The five lifeguards were Jennifer Callahan, Meghan Leach, Cheyenne Patrie, Molly Serra & Karl Tomlinson. Elizabeth Burgess, Kelsey Jordan & Lindsey Warner were substitutes for the pond this year. The lifeguards' main responsibility is for the safety of the swimmers; in addition they are responsible for the upkeep of the beach area and bathhouse. The head lifeguards are required to perform weekly skill trainings and simulated rescues with the lifeguards to keep them aware of the incidents that could happen during their shifts. 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.

### **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 Before & Afterschool Program**

The Ludlow Recreation Department offered a Before School Program this year for those parents who require before school care due to their work schedule. This program is able to have an enrollment of 20 children, of which we had 13 enrolled for this year. This program's hours of operation are 6:15 am to 8:05 am which is when the bus picks them up to take them to their assigned school. We offer limited breakfast items and a drink for children should it be necessary. The Before School Program is available Monday through Friday with the exception of school delays, school vacation weeks (when the times of operation are 9:00 am to 5:00 pm) and holidays.

The Afterschool Program at Whitney Park is growing slowly. Our program had an enrollment of 31 children this year, we are 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 through Friday, from 3:00 pm to 6:00 pm, with the exception of school vacations (when the times of operation are 9:00 am to 5:00 pm) and early release days. This year due to availability of staff we were also open on half-days. These days will be a year to year decision depending on the availability of staff.

The Program Director is Sarah Potter, the group leaders are Jessica Barlow, Angela Catarino, Nathaniel Ferreira, Mario Rodrigues, and Jensen Ducharme and Susan James as substitutes.

Being our eleventh year we feel that this program is a great success and are confident that in the future our 40 slots will be filled. We offer homework help, use of computers, do arts & crafts, play games, watch movies, and encourage outdoor play as much and whenever possible. The children are also provided with a daily drink and snack. Some special events were as follows: Birthday Day (we have pizza and cake for children who have birthdays during the month); we decorated pumpkins for Halloween and had a Halloween Party; the children made decorations for Thanksgiving and also made a chart of what they are thankful for; they made ornaments for their trees and made wish lists for Santa. Santa arrived during their Christmas Party and listened to their last minute wishes. The Recreation Commission would like to thank Alda and Gordie Grimes for helping out at the Christmas Party.

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

For the past 17 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 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 and drink 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.

The 2017 total revenue from this Department is \$105,694.00 consisting of \$4,389.00 from pond fees; \$12,426.00 from pool passes/entry; \$3,739.00 from pool concession; \$810.00 from swim lessons; \$600.00 miscellaneous; \$14,130.00 collected from January to June and \$24,570.00 collected from August to December for Afterschool Program tuition; and \$45,030.00 collected from camp fees.

Respectfully submitted  
Sean McBride, Chairman

## **VETERANS SERVICES**

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The Town of Ludlow Veterans Services mission is to honor and recognize the service and sacrifice of our military Veterans and their families. By serving as their principal advocate, we are ensuring that they receive the care, support and recognition earned in service to their country. It is also our mission 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. Massachusetts General Law, Chapter 115, Veterans Benefits, is offered by any local Veterans Service Officer and they will assist in obtaining

housing, food, medical reimbursements, and employment services. Veterans are encouraged to visit the office to learn about all local, state, and federal benefits they may be entitled to. We advocate for Ludlow Veterans, dependents and widows; providing access to every federal, state and local service available, to which they are eligible.

We also:

- Assist Veterans in applying for state wartime bonuses.
- Help 100% Service Connected Disabled Veterans, Gold Star Spouses/Gold Star Parents applying for annuities.
- Guide and assist Veterans with disability claims to the Federal Department of Veterans Affairs.
- Administer Massachusetts General Law, Chapter 115 financial assistance to eligible Veterans, dependents and widows.
- Provide Veterans access and referral to education, training, and employment services.
- Assist Veterans with their service record and locating Military/Discharge records.
- Counsel Veterans and provide referrals to other professional services as necessary.
- Give direct service to Veterans and dependents by answering questions and recommending resources.
- Educate Veterans on available resources.

And much more!

## **Veterans Bill Of Rights**

M.G.L. Ch. 115 and 108 CMR (Code of Massachusetts Regulations) you have a right to:

- File a written application for veterans' benefits at any time. You can insist upon this right, even if told that you are not eligible. 108 CMR 4:02 (1).
- Receive assistance from your local veterans' agent in completing your application (M.G.L. Ch. 115, Sec. 3).
- Receive a full explanation of the services and benefits available under M.G.L. Ch. 115, as well as other available benefits.
- Receive a written notice and explanation of the approval or denial of your application for benefits (108 CMR 8.02).
- Be treated with dignity and respect and to receive accurate, courteous, and timely service.
- Appeal and request a hearing if you disagree with any action taken in your case [108 CMR 8.07(1)].
- Expect confidentiality; personal information will not be collected or used except for the purpose of determining your eligibility for benefits (M.G.L. Ch. 40, Sec. 51).
- Receive fair and equal treatment without regard to sex, race, religion, handicap, ethnicity, or national origin (M.G.L. Ch. 151B, Sec. 3).

- Preference in public employment (M.G.L. Ch. 31, Sec. 12, 26, 28 and Ch. 41, Sec. 112).

If I can be of any assistance, if you are in need of assistance or have questions concerning any of the above programs and services, please call or email me at 413-583-5600 ext. 1290; [esegundo@ludlow.ma.us](mailto:esegundo@ludlow.ma.us), Monday through Friday 8:30 am to 4:30 pm.

Respectfully submitted,  
Eric Segundo, Director of Veterans' Services



## **WESTOVER MUNICIPAL GOLF COURSE**

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The Westover Golf Commission would like to thank our patrons for their continued support and loyalty to Westover Golf Course during the 2017 season. Over the past year we have continued our efforts on improving playing conditions on the course and making both structural and aesthetic improvements in and around the clubhouse.

The maintenance staff concentrated on improving the overall playing conditions of the course and making Westover Golf Course more environmentally friendly and sustainable. The 19<sup>th</sup> Hole in the clubhouse remains a great spot to enjoy a meal after a round of golf, the staff is always welcoming and truly adds to the total experience at Westover Golf Course.

Again, the Commission extends its thanks to the entire staff for their continued hard work and diligence to ensure our patrons have a great experience at Westover Golf Course. Thank you again to everyone who came out to the course last year and to the Town of Ludlow for allowing us to serve the local community. We look forward to seeing everyone this upcoming golf season for another successful year.

Respectfully submitted,  
Sean M. McBride, Chairman  
Westover Golf Commission

# OUR HERITAGE

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## LUDLOW AGRICULTURAL COMMISSION

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### Engine of Harmony

The Ludlow Agricultural Commission continues to be an Engine of Harmony for the town. It is a board of 7 Ludlow residents, including farmers, interested in creating and maintaining an amiable environment concerning Ludlow's agriculture and small farms. The Board has been in existence since 2007 and has worked to promote local agriculture and small farms. We have been successful in helping to pass a Right to Farm bylaw which helps allow townspeople and farmers to co-exist comfortably.

### Summary of 2017

The Agricultural Commission is always available to help guide and educate local land owners with issues involving their land or animals; we also are here for land owners that are trying to keep parcels of land within their family. We can show them ways to hang onto their land for enjoyment of future generations. During 2017 we made ourselves available for issues relating to farm type animals. In October we, along with members of the Ludlow Historical Commission and the Conservation Commission, met with Lee Halasz, Regional Conservation Coordinator, Kestrel Land Trust Amherst, to learn more ways to protect and preserve our dwindling land resources. We will continue to educate the public about the many benefits of farming and supporting local agriculture.

Respectfully submitted,  
Karen Pilon, Chairman

### Members:

Mike Hogan, Secretary  
Jay Chenier  
William Ellison

Betty Kibbe  
Don Roberts  
Ann Whitworth

## LUDLOW HISTORICAL COMMISSION

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The Historical Commission's powers and duties are primarily to preserve, protect, and develop the historical and archeological assets of the town. 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 January 25<sup>th</sup>, Eric Nelson, Westmass Development and Austin Sanders, Project Manager, attended our meeting for the purpose of bringing us up to date on the ongoing Ludlow Mill Complex project.

On March 29<sup>th</sup>, Girl Scout Lily Brown attended our meeting and informed us of her progress on her Gold Award project and thanked us for our assistance and guidance.

On June 6<sup>th</sup>, Commission members, along with Girl Scout Lily Brown, attended the Board of Selectmen's meeting to inform them of our ongoing progress and brought them up to date on our projects including our assistance in helping Lily Brown to achieve her goal in going for the Gold Award.

On July 14<sup>th</sup>, Commission members, along with Ellie Villano, Town Administrator and Representative Petrolati's assistant and Eric Nelson of Westmass Development toured Winn Development's transformation of Mill #10 into affordable senior housing.

On July 26<sup>th</sup>, Al Chenaille and his sister-in-law attended our monthly meeting to present to us multiple scrap books containing all kinds of newspaper articles featuring Ludlow residents of several years.

On September 11<sup>th</sup>, the Commission members had a private tour of Mill #10 which had been renovated into senior housing.

On October 26<sup>th</sup>, the grand opening and dedication of Mill #10 was held with hundreds of people in attendance. Governor Baker, along with many important officials, was in attendance for this busy day. Commission Chairperson Betty Kibbe was recognized for the many supportive letters which were written for this cause.

Also in October, Commission members met with the Agricultural Commission and the Conservation Commission to gain information about land preservation. This program was presented by Lee Halasz who is the Regional Conservation Coordinator of the Kestral Land Trust in Amherst.

On November 29<sup>th</sup>, Commission members met with Ellie Villano, Town Administrator; Donald Kibbe and Jerry Kavka of the First Meetinghouse Committee; and Stephen Santos and Barry Linton of the Department of Public Works for the purpose of working out a plan to restore and renovate the First Meetinghouse. It is located in the geographic center of our town and is the oldest town-owned building. Discussion centered on exactly what needs to be done to be able to use the building and open it to the public. We all came to an agreement on what would be necessary to do this and work will be started as soon as possible.

The Historical Commission members were instrumental in the completion of the River Walk that runs behind the Ludlow Mill complex. The walking path begins at East Street and runs along the river and contains lighting, multiple benches, and several historical and informational signs along the path walk. Commission member Karen Pilon was the force behind the historical information and the pictures going in chronological order. During the pleasant weather, many walkers take advantage of the peaceful area to not only walk their dogs, but also sit and enjoy the serene area.

Throughout the year, we continue to write letters of support for the various projects concerning the historic buildings in town, especially the Ludlow Mill Complex. We also receive many genealogy questions and also inquiries of former residents of the town. We try to help as best as we can and also direct them to proper research places.

The Ludlow Historical Commission'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 Ludlow Historical Commission holds meetings on the last Wednesday of the month.

Respectfully submitted,  
Agnes E. Kibbe, Chairperson

**Members:**

Karen E. Pilon, Secretary  
John F. Moll  
Angela Tierney

## **PUBLIC SAFETY**

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### **AMBULANCE ABATEMENT COMMITTEE**

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The Ambulance Abatement Committee met twice during fiscal year 2017. We received two (2) hardship abatement requests from individual taxpayers throughout the year. Those requests were recommended for approval to the Board of Selectmen.

The outsourcing of the ambulance billing to Comstar started on July 1, 2015. Comstar works with the Fire Department, the Town Treasurer and the Town Collector, which results in less duplication of work and a more efficient billing and processing procedure for Ambulance bills.

As always, we strongly recommend that all residents of the Town of Ludlow invest in the Ambulance Subscription Service. For the annual cost of \$40.00, 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:**

Ryan Pease, Fire Chief  
Anthony Jarvis, Resident  
Lori Barbeau, Resident

## **ANIMAL CONTROL**

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Some 1,454 people licensed their dogs in 2017. According to State and Town bylaws, all dogs six (6) months and older must be licensed every year. Once a license is issued, under no circumstances will any of the fees be refunded. A proper updated rabies vaccination must be shown at the Town Clerk's office as proof of vaccination when obtaining a dog license. The Town hosts a rabies vaccination clinic every year in April at the Department of Public Works; we encourage all pet owners to take advantage of this great service. The time, date and cost are posted in the Ludlow Register and The Republican. It is usually held on a Saturday to accommodate people that work during the week and can't get to a vet. Any owner not having an updated rabies certificate for their pet can be subject to a \$50.00 fine. You as an owner are responsible to keep your pet updated with vaccinations.

There were approximately 543 calls received by Animal Control in regards to animal complaints, questions and requests for information. Complaints included loose dogs, barking dogs, animals left outside with no shelter and lack of food and water. Animals cannot feed themselves. You as a dog owner are responsible for your animal's wellbeing and keeping them in control and properly sheltered during bad weather. Providing a proper shelter enabling the dog to stay out of the elements and hot and cold temperatures is extremely important. Failure to do so can result in you being reported to the MSPCA for cruelty to animals. They should have food and water within their reach at all times. As a dog ages, it is not able to withstand extreme temperatures in both the summer and winter. This also applies to cats. Owners are responsible to pick up after their pets since this can create an unhealthy situation. Please be considerate of others by being a good and responsible owner.

Wildlife should be enjoyed by viewing from afar. We urge you not to feed wild animals and stray cats. Retrieve the feeding dishes after your pets are done to avoid wildlife from feeding in your yard. If you see wild animals that don't seem to be acting normal, notify us immediately

so that we are able to check it out. If you have young children, keep them inside and enable them to watch through a window rather than putting them in danger of being bitten outside.

If you have any questions, please call us at 596-5484 between the hours of 8:00 am and 5:00 pm Monday through Friday.

Gilles & Anne Turcotte  
Animal Control Officers

## **DEPARTMENT OF INSPECTIONAL SERVICES**

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Calendar year 2017 has seen improvements from the year 2016. The construction of new single-family homes has continued to increase, more than doubling since last year while the construction of new condominium units has dropped by more than half. Residents are consistently finding ways to keep their homes energy efficient with the installation of solar panels, insulation and new doors and windows. Additions, alterations and renovations to existing homes has remained fixed compared to 2016.

Ludlow Mill Housing Limited Partnership has completed the rehab of the old mill building on 68 State Street into a wonderful senior housing development with a finish date of September 2017. The construction of the solar field on Center Street was completed in June 2017, and the construction of the solar field on Chapin Street is expected to be completed by spring/summer 2018.

Our Department is projecting 2018 to be a busy year for new residential construction due to the availability of vacant lots and approval of new subdivisions in town. We will continue to strive towards excellence by ensuring that the permit process be as smooth and easy as possible for all contractors, residents and business owners and we look forward to being of service for all of your building and inspectional needs.

The following is a breakdown of the permit activity for the calendar year 2017, including public safety certificates.

<b>No. of Permits</b>	<b>Type of Permit</b>	<b>Estimated Value</b>
24	Single Family Dwellings	\$7,002,000
5	Condominium Dwellings	\$684,000
0	Two-Family Dwellings	\$0
0	Conversion to Apartments	\$0
0	Conversion to Two-Family	\$0
19	Dwelling – Additions	\$1,106,900
44	Dwelling – Alterations	\$837,700
4	Commercial – New Construction	\$812,000

16	Commercial – Renovations/Additions	\$877,500
3	Commercial – New Roof	\$173,100
6	Commercial – Cell Tower Antennas/Equipment	\$126,500
2	Repair of Fire Damaged Structures	\$222,000
5	Porches	\$14,000
16	Decks	\$91,800
21	Swimming Pools	\$260,900
30	Fences	\$122,900
59	Re-shingle	\$608,400
20	Siding	\$267,200
67	Window & Door Replacement	\$500,300
9	Detached Garages/Carports	\$230,100
26	Sheds, Barns, Gazebos, Pergolas	\$96,500
6	Temporary Structures	\$23,200
25	Chimneys, Wood-Burning, Coal Stoves, etc.	\$61,700
19	Signs	\$74,300
72	Solar Panels/Arrays	\$4,263,140
164	Insulation	\$522,900
5	Miscellaneous	\$52,600
9	Permits to Demolish	\$54,700
88	Certificates of Inspection	\$0
764	<b>TOTAL</b>	<b>\$19,086,340</b>

764 Permits issued at an estimated value of \$19,086,340

Total fees collected \$167,181

Number of ELECTRICAL permits issued: 352

Fees collected \$41,042.50

Number of PLUMBING & GAS-FITTING permits issued: 408

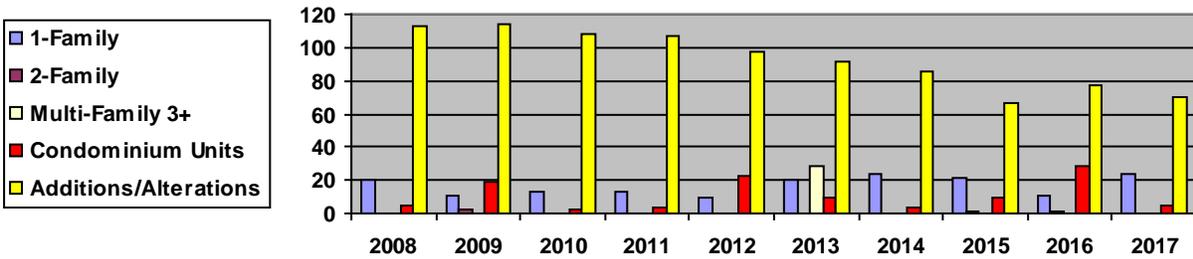
Fees collected \$27,160

Number of SHEET METAL permits issued: 21

Fees collected \$2,050

**TOTAL FEES COLLECTED FOR 2017 \$237,433.50**

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
1-Family	20	11	13	13	10	20	24	21	11	24
2-Family	0	2	0	0	0	0	0	1	1	0
Multi-Family 3+	0	0	0	0	0	29	0	0	0	0
Condominium Units	5	19	2	3	23	10	3	10	29	5
Additions/Alterations	113	114	108	107	98	92	86	67	77	70



I want to thank my staff, Mr. John Roda, Inspector of Wires; Mr. Steven Lopes, Plumbing & Gas Inspector; and Ms. Nicole Stevens, Office Assistant for all of their extra hard work and extreme dedication. I also want to extend my thanks to Mr. Paul Adzima, On-Call Local Building Inspector; Mr. Kevin Douville, Assistant Plumbing/Gas Inspector; and Mr. Richard Chenevert, Assistant Inspector of Wires.

Respectfully submitted,  
Justin Larivee, Building Commissioner

## **FIRE DEPARTMENT**

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The Fire Department continued to provide fire and emergency services to the Town twenty-four hours a day, seven days a week, with a staff of dedicated Firefighter/EMT's and Paramedics. Services provided by the Department included fire suppression, hazardous materials response, rescue, paramedic level ambulance service, carbon monoxide response, fire prevention and inspection, and fire education.

2017 was another busy year for the Department. We responded to a total of 4,061 fire, rescue, and emergency medical service calls, which reflects an increase of 55 medical responses and a decrease of 65 fire/rescue responses. While the number of fire/rescue responses has remained relatively consistent over the past fifteen years, in that same time period the number of medical responses has doubled. Keeping up with the increasing demand for service is, and will be, the greatest challenge facing the Department now and into the future.

Retirements in 2016 led the Board of Selectmen to appoint three new Firefighter/Paramedics in 2017. Andrew Aldrich and Matthew Antunes began their employment with the Department on February 27, and Matthew Mitchell became a member of the Department on December 4. All are certified in Advanced Telecommunication and Emergency Medical Dispatching. Privates Aldrich and Antunes attended the Massachusetts Firefighting Academy Recruit Training Program in Springfield, graduating on June 21, 2017, certified at Firefighter 1 and 2 and Hazardous Materials Operational Level. Private Mitchell will begin the Firefighting Academy on March 16, 2018.

The year 2017 was a year of transition and change for the Fire Department. On May 20, Fire Chief Mark Babineau retired after 32 years of dedicated service to the Town of Ludlow, serving 8½ of those years as Fire Chief and Emergency Management Director. He began his career with the Department on September 16, 1985. He was promoted to Captain on May 28, 2000, and assigned as Fire Prevention Officer, a position he held until his promotion to Fire Chief on January 17, 2009. During his time as a firefighter, he served as Union President. He was instrumental in establishing the Department's two ambulances as Advanced Life Support, and after he became Chief, he brought the total number of ambulances in the Department from two to three, which better serves the Town's ever-increasing need for emergency medical services. In his position as Fire Prevention Captain, he restructured the permit system from paper to computerized record keeping by creating programs specific to fire prevention and inspections. Recently, when an Ambulance Subscription program needed to be written, it was Chief Babineau who produced the individualized computer program for just that purpose.

One of Chief Babineau's initial projects was to obtain, from the Port Authority of New York and New Jersey, a twisted piece of steel from the World Trade Center Towers which had been destroyed by the terrorist attacks on September 11, 2001. This lengthy and arduous process began in 2009 and culminated on the tenth anniversary of the attacks on September 11, 2011 with a poignant ceremony marked by the unveiling of the monument. The Chief described the memorial, which was placed in a dedicated area at the Public Safety Complex, as a "permanent tribute to all those who lost their lives that day at the World Trade Center, the Pentagon, and in Shanksville, PA". It was also a way "to honor those who unselfishly responded that day and to acknowledge with gratitude those who have served in harm's way over the last decade".

The Board of Selectmen promoted Captain Ryan Pease to Fire Chief/Emergency Management Director effective May 21, 2017. Chief Pease is a 16 year veteran of the Department.

The Board of Selectmen appointed Provisional Deputy Fire Chief James Machado as permanent Deputy Fire Chief effective April 29, 2017; they also appointed Firefighter Scott Kozak and Temporary Captain Jason Pease to permanent Captain positions effective May 21, 2017. Captain Jason Pease remained as the shift commander of "B" Crew, and Captain Scott Kozak was assigned as Fire Prevention Captain.

The Department applied for, and was fortunate to receive, an *Assistance to Firefighters Grant* award in the amount of \$51,000 to purchase a new compressor/fill station. This new state-of-the-art equipment will be used to fill the breathing air in our Self Contained Breathing Apparatus, replacing our current system which is almost 30 years old.

To commemorate the sixteenth anniversary of the September 11, 2001 terrorist attacks in New York, Washington, D.C., and Shanksville, PA, and to honor all those affected by the events of that day, a Remembrance Ceremony was held on September 11<sup>th</sup> at the Town's 9/11 Memorial at the Public Safety Complex. Approximately 70 people, including Firefighters, Police Officers, town employees, and members of the public were present at this annual service.

An estimated 400 people attended the Fire/Police Department Annual Open House which was held on Sunday, October 16<sup>th</sup>. Visitors to the Fire Department were able to view emergency vehicles and equipment and meet numerous members of the Fire Department staff. Highlights for many were “Sparky” the robotic fire dog, and the demonstration of the “Jaws of Life” which employed our new battery-operated extrication tools. We wish to extend a sincere thank you to the Ludlow High School Boys and Girls Cross Country teams who once again provided invaluable assistance during this event.

The Fire Department responded to 878 fire/rescue calls during 2017, a decrease of 65 calls from the previous year. The breakdown of these calls is as follows:

Structure Fires	37
Other Fires ( <i>vehicle, brush, rubbish, etc.</i> )	23
Rescue, Vehicle Accidents, Assist Ambulance	315
Alarm Activations	217
Hazardous Materials Responses	42
Other Hazardous Responses	26
Mutual Aid Given	17
All Other Responses: ( <i>Carbon Monoxide Incidents, lock-outs, flooded basements, investigations, burning complaints, etc.</i> )	201

The Fire Department remitted a total of \$28,333.11 to the Town Treasurer for fees collected for services, fire reports, donations, and permits issued.

## **Ambulance Service**

The Department continued to provide paramedic level ambulance service to the Town. We are currently licensed for, and are operating, three paramedic level transport ambulances and one paramedic level non-transport ambulance. Staffing is provided by Firefighters cross-trained as EMT’s. In 2017 we had 27 EMT/Paramedics, 2 EMT/Intermediate, and 3 EMT/Basics.

The Department continued its affiliation with Mercy Medical Center; Dr. Matthew Couchon serves as our Affiliate Hospital Medical Director.

The Department responded to 3,183 emergency medical calls in 2017, an increase of 55 calls over the previous year. Comstar continued to provide the Town’s ambulance billing service, collecting a total of \$1,263,160.00. All revenues from ambulance billing are deposited to the Town’s General Fund.

The Ambulance Subscription Program continues to be successful. The \$40.00 subscription fee covers balances remaining after insurance company payments for emergency ambulance services provided by the Ludlow Fire Department for Ludlow residents who are enrolled in the program. All residents living in the same household are covered under one subscription

payment. 2,239 households subscribed to this program during 2017, resulting in \$89,735.00 being deposited to the Ambulance Subscription Fund. Balances remaining in this fund are used to offset ambulance service capital expenses, including the purchase of a new ambulance which was placed into service in January of 2017.

## **Emergency Management**

Fire Chief Ryan Pease serves as the Town Emergency Management Director after the retirement of Chief Babineau. His duties include coordinating all emergency management and response activities during Town-wide emergencies and events, serving on the Town's Emergency Planning Committee, updating the Town's Comprehensive Emergency Response Plan, coordinating mandated National Incident Management Training for employees and officials, and serving as the point of contact between the Massachusetts and Federal Emergency Management Agencies.

The Town renewed its contract with Blackboard Connect, the provider of the town-wide Mass Notification System. The system allows Town officials to create and immediately disseminate, important safety and time-sensitive information, including extreme weather warnings, safety warnings, road closures, Amber Alerts and other important data. The system was utilized in advance of Super Storm Sandy and is employed by numerous Town departments. On a regular basis, Fire, Police, the Department of Public Works, and the Board of Health are able to quickly and efficiently deliver messages to employees, contractors, and volunteers within each agency. Funding for this program is provided by a combination of grant and town funds.

The Town's Local Emergency Planning Committee, or LEPC, held regular meetings throughout the year. The Committee is certified through the Massachusetts Emergency Management Agency and the State Emergency Response Commission until 2018. The Committee consists of representatives of all pertinent Town Departments, including Fire, Police, the Department of Public Works, the Board of Health, Schools, the Town Administrator, Cable Access, and industry and citizen representatives.

## **Fire Prevention Report**

Captain Ryan Pease continued the duties of Fire Prevention Officer for the Ludlow Fire Department until his promotion to Fire Chief in May 2017. The Board of Selectmen appointed Private Scott Kozak to Captain, and he was assigned as the Fire Prevention Officer. Captain Kozak attended training sessions concentrating on Inspections, Code Enforcement, Blasting, Report Writing, Fireworks, Oil Burners, Plans Review, Smoke Detector Inspections, Sprinkler Systems, Building Code Classes, and Arson Investigation. He 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 Fire Prevention Office investigated nine structure fires in 2017,

including a triple fatal on the Fourth of July and another fire where a victim was burned extensively but survived his injuries.

The Student Awareness of Fire Education Program (S.A.F.E.) was delivered in all the Town schools to children in pre-kindergarten through grade five. Firefighters Jan Thornton and Zac Ellison coordinated and delivered the program with assistance from many members of the Fire Department. Due to cooperative efforts by the Fire Department, School Department, Parent Teacher Organizations and the Ludlow Rotary Club, the S.A.F.E. program was again successfully provided to the students. Since the inception of the program statewide in 1995, fire deaths have fallen 92% for children under the age of 18. In 1994, 25 children ages 18 and under died in fires in Massachusetts. In 2006 that number dropped to 1. Unfortunately, there were 62 civilian fire deaths in Massachusetts in 2015, an increase of 11 from 2014, which saw 51 civilian fire deaths. Four of the fire deaths from 2015 were under the age of 18, and 21 of the victims were over the age of 65. The leading cause of fatal fires in 2016 was smoking, followed by cooking and electrical. The leading cause of residential fires remains cooking, accounting for 69% of them. Heating was second at 14%, followed by electrical at 4%, and smoking at 3%.

One of the most important measures to take to keep your family safe at home is to install and maintain working smoke detectors and carbon monoxide alarms - this cannot be stressed enough. Residents with questions regarding placement or maintenance of smoke detectors may find more information on our website, [www.ludlow.ma.us](http://www.ludlow.ma.us), or by calling the Ludlow Fire Department at 413-583-8332. In addition to the S.A.F.E. program, additional public fire education efforts continued throughout the year. Fire extinguisher training and fire and life safety education programs were provided to various schools, businesses, and civic organizations.

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

Smoke Detector	317	Sprinkler System Permits	5
Oil Burners & Tanks	34	Storage Tank Permits	5
LP Gas Permits	27	Fire Alarm Permits	2
Flammables Permits	10	Cannon Permits	0
Tank Truck Permits	22	Fire Suppression Permits	2
Black Powder Permits	0	Fireworks Permits	2
Blasting Permits	4	Vent Free Gas Heater Permits	1
Tank Removal Permits	10	Hazardous Process Permits	1

A total of 442 permits were issued. Permit fees collected totaled \$11,835.00

In closing, I would like to take this opportunity to thank the Officers, Firefighters and Staff of the Department for their hard work, dedication, and understanding during what has been another very challenging year. I would like to thank all the members of the Fire Department, and retired Chief Mark Babineau in particular, for their assistance and support in my transition to the position of Fire Chief. To the Board of Selectmen, all Town Departments, and members

of the community, I would like to thank you on behalf of the Fire Department for your cooperation and assistance during the past year.

I would again remind all residents that properly installed and maintained smoke detectors and carbon monoxide alarms play a critical role in reducing related illnesses, injuries and deaths. To keep you and your family safe, please install and maintain working smoke detectors and carbon monoxide alarms in your home.

Respectfully submitted,  
Ryan M. Pease, Fire Chief

## **POLICE DEPARTMENT**

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The Ludlow Police Department ended the 2017 year with 18,615 logged requests for service. Of these requests, 1,552 involved investigations/incidents, 713 reportable motor vehicle accidents and 689 arrests. Also logged into the Department were 128 destruction of private property offenses, 52 burglaries/breaking and entries, 87 simple assault and batteries, 63 aggravated assaults, 39 intimidation offenses, 41 thefts from a motor vehicle, 37 forgery/counterfeit crimes, 106 all other larcenies, 90 narcotic/drug offenses, 23 disorderly conducts, 54 operating under the influence, 20 liquor law violations, 26 motor vehicle thefts, and 4 robberies. In addition, there were 1,296 citations issued.

In June of 2016, the Department began the process of self-assessment of its Policies, Procedures, Rules and Regulations in pursuit of initial certification in a program designed to promote and foster Best Practice Initiatives of police departments throughout the Commonwealth. This Community Compact partnership with the Baker-Polito Administration made it possible to pursue full accreditation of the Ludlow Police Department early in the following year.

In September of 2017, the Department filled vacancies created by attrition. Student Officers Thomas Gallagher, Nathan Goodrow, and Jhon Wielblad will be attending the Police Academy in February of 2018.

### **Training**

During 2017, all eligible Ludlow Police Officers completed 40 hours of mandated in-service training at the Municipal Police Training Committee Western Massachusetts Police Academy located on the campus of Springfield Technical Community College. This in-service training has three annual yearly blocks of instruction on Legal Update, Defensive Tactics and Domestic Violence. Along with this training, all police officers and supervisors completed yearly firearms qualification, CPR/AED, Hazardous Materials, Infectious Diseases, Massachusetts Office of Alcohol Breath-Testing Certification, Massachusetts Office of Emergency Medical Services EMT

continuing education, and bi-annual First Responder training. Along with annual training mandates, many police officers attended training classes and courses on such topics as leadership, management, interviewing, emergency management, school resource officer training, and criminal investigations.

## **K-9**

After eight years of dutiful service to the Town of Ludlow and the Ludlow Police Department, K-9 Rocky passed away from a terminal medical condition. His handler Officer Michael Whitney thoroughly valued and enjoyed his partner in police service and his K-9 off-duty as well.

In the spring of 2017, the Ludlow Police Department purchased our third K-9 named Max. Officer Whitney is a nationally certified K-9 trainer and he chose Max through a selection process. Max recently completed his training and he is now a certified Patrol/Narcotics Detection K-9. Officer Whitney and Max are currently assigned to the 3:00 pm to 11:00 pm patrol shift.

## **SRT**

2017 was another demanding year for the Ludlow Police Department's Special Response Team (SRT). Members from the SRT continued to provide assistance to the Ludlow Public School Department as instructors for scenario based training for all staffing. The SRT continued to provide adequate ALICE (Alert, Lockdown, Inform, Counter, and Evacuate) drills for the schools and provided proper education and fundamentals of this technique. Although the SRT did not have a command call-out, the SRT operators continued to support the Detective Bureau and local patrol responsibilities by assisting in patrol operations and warrant services throughout the year. On several occasions, operators, while assigned to their respective shifts, dealt with highly volatile situations which demanded a higher level of training. Several of these team members were assigned during these events subsequently deescalating the incident, which would have inherently activated a full SRT call out. The team continued to train regularly throughout the year meeting the training standards set for a part-time Special Response Team by the National Tactical Officer's Association. The team participated in a Department of Homeland Security sponsored full scale active shooter exercise with a neighboring jurisdiction. The exercise was key in bringing our team together with three other local teams. The team, in conjunction with Springfield SRT and coordination through the Westover Air Force Base, successfully trained and tactically advanced through a U.S. Air Force transport plane. The team also continued to volunteer its time with respect to the Ludlow community by assisting in coordination and staffing of the Josh Desforges road race held here in Ludlow. The team has also grown this year with Officer Sorensen added to our ranks. However, the team did lose a key command element, Lieutenant Brennan. Lieutenant Brennan has stepped down as the team commander after serving with exemplary performance since the team was incorporated. This void was ultimately filled with Sergeant Shameklis taking the roll of the SRT Commander while Sergeant Knox steps into the role of the SRT Team Leader.

This past year we continued to advance and update our training and tactics with a number of outside the agency advanced schools, training, and conferences. The schools included Officer Kyle Sorensen attending the NTOA Basic SWAT and Officer Ryan Churchill who attended a multiple day Rescue Instructor course. Additionally, all team members completed the required yearly Combat Gauze refresher course.

Finally, we are continuing to build a working relationship with members of the Chicopee and Springfield SRT. We have continued joint-training sessions and shared tactics, techniques, and resources. We are continuing the effort toward bringing the teams together under the same standard so members will be interchangeable across all teams. This will yield great benefits to the safety and security for the citizens of Chicopee, the City of Springfield, and the Town of Ludlow as a lower financial burden.

We look forward to another year of training and providing the Town of Ludlow with a highly-trained team capable of handling critical incidents and saving lives.

## **Detective Bureau**

In 2017, the Detective Bureau investigated several large-scale narcotics distribution cases. Among the most significant cases was the largest single seizure of cocaine in the last 25 years, which resulted in trafficking charges against the defendant. A marijuana grow-house was also shut down yielding over 250 plants and distribution charges against three individuals. The ongoing opiate epidemic has also continued to be felt as there were numerous arrests for possession as well as distribution of heroin. Opiate-related overdoses continue to occur and crimes related to addiction such as breaking and entering, shoplifting, and other larcenies have increased as a result.

Detective Sergeant Louis Tulik and Detective David Kornacki were the recipients of an award for their work with private businesses in assisting in criminal investigations. The award was presented by ASIS, an organization of private security professionals. The Detective Bureau has continued to work closely with state and federal agencies in an effort to expand their capabilities and intelligence in order to provide exceptional investigative services to the community. The Detective Bureau is supervised by Detective Sergeant Louis Tulik and staffed by Detectives David Kornacki, Alison Metcalfe, Stephen Ricardi and Sean Knox.

## **Special Police**

The Special Police (SPO) Unit and the Special Police Association operate under the direction of Sergeant Daniel Valadas as the Special Police Director with Officers Jerome Mayou and Andrew Roxo as the Police Department's Liaisons to the SPO unit. They provide training, schedule coordination, and direction for the SPO's and the full-time Police Department staff on any matters involving the use of Special Police Officers.

The Special Police Supervisor cadre consists of Lieutenant Raymond Parylak, Sergeants Armand Saraiva, Joe Branco, and Norm Picard. After twenty-five years of service to the Town of Ludlow, SPO Sergeant Wendell Prior retired from the Special Police on December 31, 2017. We commend him for his dedicated service and leadership with the Special Police Unit over his many years of dutiful service.

This year saw the departure of seven Special Police Officers, most for employment with other law enforcement agencies. After thirteen years of service, Adam Madera became a Springfield Police Officer; after five years of service, Kevin Quiterio became a Massachusetts State Trooper; after four years of service, Kevin Healey became a Springfield College Police Officer; Jeffrey Beleski became a West Springfield Police Recruit; Chad Martowski became a Western New England University Police Officer; Matthew Bosowicz became a South Hadley Police Officer; and after six years of service, Nick Begin left the Special Police to pursue other personal endeavors. We thank all of these Officers for their service.

In 2017, the Special Police Unit added twelve new Officers: Nelson Rodrigues, Seth Beal, Steve Ramos, Joseph Fontaine, Juan Rivera, Tyler Martins, Vincent Stanek, Timothy Pagnoni, Geena DeTorrice, Jaime Williams, John Wiecek, and Elaine Guan. These Special Officers were added after a lengthy selection process, after completing a 372 hour Reserve/Intermittent WMass Police Academy, and after approximately 40 hours of Department patrol training.

This year also saw an increased level of training for the Special Police as they are required to meet standards of training and certification to be reappointed to their positions and to maintain special police powers by Massachusetts General Law. The unit acts in many instances as an excellent entry-level position for interested adults who wish to pursue a career in law enforcement or to serve the Town of Ludlow.

The Special Police contributed over 2,500 volunteer hours during 2017 and each Special Police Officer is responsible for volunteering at least 150 hours per year of service to the Town. The Special Police assisted with Celebrate Ludlow, the Our Lady of Fatima Festa, funerals, wakes, and church traffic, along with road races and other requests for traffic assistance from various organizations if available. It should be noted that the Special Police Officers are volunteer positions and are at will, therefore, overwhelmingly they are not compensated for their duties.

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

Administrative Fees	\$31,837.58
Firearm Permits	\$9,875.00
Photocopies	\$6,514.00
Fingerprints, Door to Door Solicitation	\$1,430.00
Sale of Police Cruisers	\$5,000.00
RMV Violations	\$29,425.00
Court Fines	\$900.00
<b>TOTAL FEES</b>	<b>\$84,981.58</b>

I'd like to acknowledge and thank all Officers, Dispatchers, Special Police, and civilian personnel for their dedicated service and teamwork in providing a proficient and effective police service to the community. In conclusion, I'd like to thank the residents of Ludlow for their continued support of the Police Department.

Respectfully submitted,  
Pablo P. Madera, Chief of Police

## **SAFETY COMMITTEE**

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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.

2017 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 were 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.

Respectfully submitted,  
Sgt. Brian Shameklis, Chairman

### **MEMBERS:**

Sgt. Brian Shameklis	Chairman	Police Department
Penny Lebel	Vice-Chair	Community
Chief Ryan Pease	Member	Fire Department
Capt. Scott Kozak	Member	Fire Department

Alexander Simao	Member	Department of Public Works
Justin Larivee	Member	Building Commissioner
Phillip McBride	Member	Community
Christopher Coelho	Member	Planning Board
Barry Linton	Alternate Member	Department of Public Works
Off. Derek Smolinski	Alternate Member	Police Department

## **DEPARTMENT OF WEIGHTS AND MEASURES**

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The purpose of the Weights & Measures Department is to test, adjust, condemn, or approve and seal all weighing and measuring devices used in buying and selling. The Department is also involved in consumer protection and investigates all consumer reports and complaints. Weights & Measures also checks all scanners in all retail establishments for accuracy and all inaccurate devices are removed from service.

### DEVICES

Over 10,000 lbs.	3
5,000-10,000 lbs.	1
100-5,000 lbs.	3
Under 100 lbs.	58
Metric Weights	32
Apothecary Weights	30
Gasoline Pumps	121
Oil Trucks	9
Bottle Return	5
Scanners	12
Total no. of devices	274

Amount of fees billed \$5,214.00

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

# PUBLIC WORKS

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## BOARD OF PUBLIC WORKS

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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 2017 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 staff entered 613 inquiries into the system. The Board appreciates and encourages the community to report public improvement or facility problems 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 annual budget process and with funds received 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 received \$701,338 in Chapter 90 funds in 2017. The Town has approximately 135 public road miles to maintain.

During the 2017 calendar year, the road reconstruction projects included the following streets:

<b>STREET</b>	<b>FROM</b>	<b>TO</b>
Poole Street	East Street	Belchertown Line
Aldo Drive	Poole Street	End
Tower Road	East Street	James Street
West Street	Holyoke Street	Stonybrook Street
Randall Road	From power lines northerly	3000 feet.

In addition to the street paving projects, the DPW provides routine maintenance and improvements to the infrastructure. For example, the DPW maintains roadway markings, crosswalks and line striping; replaces and installs street signs; performs roadside mowing; and does street sweeping. The Department has continued with a preventative maintenance program including pavement crack sealing to extend the life of the asphalt pavement.

During the 2017 construction season, approximately 290 Construction within the Public Way Permits for projects within the public way were issued resulting in \$17,649 in fees and \$9,600 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 three (3) sanitary sewer lift stations located at Chapin Street, Lawton Street, and First Avenue. The pump stations located at Chapin Street and Lawton Street received upgrades to the control systems and communication systems to allow staff to monitor pump operation remotely and receive alarm notifications. The upgrades also included installation of variable frequency drives to improve pump efficiency and save electricity. The DPW has developed a sanitary sewer line maintenance program to flush and clean the sewer collection lines. The Division responds on a 24-hour basis for sewer line obstructions and/or other problems with the system.

The Board of Public Works entered into a contract with the engineering firm Mott MacDonald at a cost of \$152,000 to perform an Inflow and Infiltration Study to meet a deadline for compliance with the Department of Environmental Protection. Topside inspection of flow metering manholes and other I/I related sub-basin manholes to the extent of approximately 10% of the total system under study (134 manholes) were conducted to ascertain the general physical condition of manholes and sewers for the I/I Analysis report prepared for the MassDEP. Flow monitoring was conducted to collect accurate, current information on the flow characteristics of the study area. Continuous monitoring was conducted for a period of ten (10) weeks. Nine piezometers tubes were installed through manhole walls during the continuous flow monitoring period. Rainfall monitoring was conducted during the continuous flow monitoring period to obtain data to compare variations in recorded flow rates to rainfall intensity, total volume and rate per event, and duration per event for identifying inflow and its components. The I/I Analysis report issued to the MassDEP on December 29, 2017 summarized findings identified during the flow monitoring period and provides specific recommendations for additional evaluation efforts.

The DPW issued or renewed fifteen (15) Drain Layer Licenses which generated \$750 in fees and issued twenty-two (22) Sewer Service Connection Permits. The Division collected a total of \$75,681.50 in sewer fees during 2017.

## **Forestry Division**

The DPW provides tree 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 the supply allows.

The Department of Public Works celebrated the annual Arbor Day event by having the Girl Scouts plant trees along the Riverwalk. The event marked the 12<sup>th</sup> year Ludlow was awarded a Tree City designation.

### **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 DPW started an improvement at the Chapin Street School soccer field that involved removing deteriorated areas of the field and loaming and seeding the field.

DPW personnel assisted at special events during the year which are sponsored by the Town and/or organizations that included the Sunday Concerts in the Park, Lou Casagrande Baseball Tournament, Veteran’s Day activities, Christmas Tree Lighting Ceremonies and other functions conducted throughout the town and special events like Celebrate Ludlow.

### **Cemetery Division**

The DPW maintains and operates the five cemeteries within the town: the largest being Island Pond Cemetery located on Center Street, the Ludlow Center Cemetery, Sikes Cemetery, Fuller Street Cemetery and the East “Ould” Cemetery. DPW continued with landscape betterments at Island Pond Cemetery.

The following is a summary of activities and fees collected during FY 2017:

Number of lots sold	81	Income from lots sold	\$44,000
Number of burials	88	Income from burials	\$46,300
Number of monument foundations	53	Income from foundations	\$7,350
		Total Income	\$97,650

### **Engineering Division**

The Engineering Division maintains the records for plans, plots and maps for the community. In addition, this Division maintains plan files for the Planning Board and Assessors Office, including the annual updates of the Town Street Maps, 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. They file all necessary state and

federal mandated reports as well as file for grants and reimbursement paperwork for declared emergencies.

## **Solid Waste Collection and Disposal, Recycle Center/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 for 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.

Residential curbside collection of trash and recyclables was provided by a private vendor. The recyclables are collected and transferred to the Materials Recycling Facility (MRF) in Springfield. The recycling program generated 64 tons of paper, 10 tons of mixed containers (glass and cans), and an additional 1,463 tons of single stream recycling. The combination of the curbside trash collection and drop-off at the Transfer Station accounted for 5,174 tons of trash, 67 tons of scrap metal and approximately 1,488 tons of vegetative material were processed for compost. The compost/loam is used on town projects.

The Solid Waste Collection and Disposal operational costs were augmented by fees generated from the sale of residential permits for the use of the Transfer Station. The DPW issued 1,268 permits to the residents which generated \$12,680 in fees. Also, the DPW provided 453 recycle bins at no charge to encourage the recycling efforts by the town. The DPW issued permits for the disposal of products identified as bulk materials that generated \$25,280 in fees. The DPW issued waste reduction bags that generated \$74,900 in fees.

## **Grants**

The following is a listing of grant applications and awards made during the past year:

- MassDEP Recycling Dividends Funds under the Sustainable Materials Recovery Program in the amount of \$7,700 to be used on recycling equipment.

## **Capital Improvement Projects**

The following is a description of the Capital Improvement Projects 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 \$5.5 million dollars. The bid opening is currently scheduled for March 13, 2018.

- East Street Bridge for structural improvements. This project was completed and the bridge reopened for traffic on November 27, 2017. The construction cost estimate was \$1,800,000.

## **Acknowledgement**

The Board of Public Works wishes 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 2017.

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,  
Stephen Santos, Chairman

### **Members:**

Alex Simao  
Barry Linton  
Guilherme Rodrigues  
Thomas Haluch

## **PLANNING AND DEVELOPMENT**

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### **BOARD OF APPEALS**

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The Board of Appeals consists of five (5) regular members, and at this time has one (1) alternate member, who are volunteers appointed by the Board of Selectmen. The Board of Appeals is charged with hearing appeals or petitions for Variances, Section 6 Findings, and Special Permits according to Massachusetts General Law, Chapter 40A and the Town of Ludlow Zoning Bylaws. The Board of Appeals meets on an as-needed basis on the first and third Thursday of the month at Ludlow Town Hall in the Selectmen's Conference Room, third floor, upon receipt of a request for a Hearing, Appeal, Variance, Section 6 Finding or Special Permit.

During the year of 2017, there were eleven (11) requests for a Special Permit; seven (7) Special Permits were approved and four (4) Special Permits were withdrawn without prejudice. There were five (5) requests for a Variance; three (3) Variances were approved and two (2) Variances were withdrawn without prejudice. There was one (1) request for a Comprehensive Permit; one (1) Comprehensive Permit was approved.

The secretary position for the Board of Appeals was combined last year with that of the Building Department in an effort to streamline the Board of Appeals hearing process. Ms. Nicole Stevens is the secretary for both the Board of Appeals and the Building Department, this provides a contact person for both organizations, five (5) days a week. The availability of a full-time secretary for the Board of Appeals has allowed for better communication and community service for Ludlow residents and others seeking information about the Board of Appeals process.

A special thanks to the Building Department, Board of Selectmen’s Office, Planning Board, Assessor’s Office, and the Town Clerk’s Office, without their help the task of obtaining the needed documentation and information would be extremely difficult.

Respectfully submitted,  
Anthony W. Jarvis, Chairman

**Members:**

Paul Zielinski, Vice Chairman  
Kathleen Bernardo  
Joseph Wlodyka  
Manuel Lopes

**Alternate Members:**

Alan Aubin

## **CONSERVATION COMMISSION**

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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 2017 and no meeting schedule changes are planned for 2018. Site inspections were scheduled on Saturday mornings prior to each meeting in the winter, and on Wednesday evenings prior to each meeting in the summer and attended by any/all members.

The Commission began 2017 with five (5) members and no vacancies on the Commission. The year ended with five (5) members and no vacancies.

During 2017, the Conservation Commission worked on four (4) Notices of Intent. Fourteen (14) Requests for Determination of Applicability were filed with the Commission, thirteen (13) of

which resulted in a negative determination and one (1) in a positive determination. The Commission is also holding one (1) Conservation Restriction. Emergency Certifications are requested when a project must take place immediately to prevent danger to individuals and/or damage to property. The Commission issued two (2) Emergency Certifications in 2017. 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 Massachusetts Wetlands Protection Act that abutters are individually notified.

Projects under the Conservation Commission's purview in 2017 continued to range from those as simple as shed installations to single family homes. We also continued to work with Westmass on the Ludlow Mills and the Riverwalk project. In 2017 the Commission began the process to bring a dog park to the Town of Ludlow to be located at Camp White on Musing Street. The total monies collected by the Conservation Commission in 2017 were \$2,000.00, which were collected from application filing fees.

Commissioners continue to enjoy attending MACC Conferences twice each year as well as other training classes that may be offered. These educational conferences assist Commissioners with staying informed about changes in regulations and/or policies 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. Additionally, we continue to 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.

Members of the Conservation Commission continue to participate on committees such as the Community Preservation Act Committee, the Master Plan Committee, the Energy Committee, and the Disaster Preparedness Committee. 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. The Geographical Informational System (GIS) continues to be a valuable asset to us in this review process.

Respectfully submitted,  
Jason Martowski, Chairman

**Members:**

Penny Lebel  
Edgar Minnie  
Angela Tierney  
Scott Urban

# PLANNING BOARD

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## Zoning

### Changes to the Zoning Bylaw

- Section XI: Temporary Moratorium on Sale & Distribution of Recreational Marijuana; Action taken: Approved - May Town Meeting
- Section VI: Special Land Use Regulations, Section 6.2 Home Occupation, 6.2.7 Vehicles and Accessory Equipment; Action taken: Defeated - October Town Meeting
- Section III: General Use Regulations, 3.2 Prohibited Uses: Insert Subsection 3.2.3 Prohibition on Marijuana Establishments; Action Taken: Approved - November Special Town Meeting

### Zone Changes

- Ludlow Center, LLC - 485 Center Street (Map 16A, Parcel 52) - Residence A to Business A; Action Taken: Approved - May Town Meeting
- John Garcia - 720 Center Street (Map 11D, Parcel 102A) - Agriculture/Residence A to Business B; Action Taken: Defeated - May Town Meeting
- Stephen Ecrement & Mariamar Gutierrez Ramirez - 603 Alden Street (Map 40, Parcel 81) - Agricultural to Residence A; Action Taken: Approved - May Town Meeting
- Dominic Torretti - 252 West Street (Map 2C, Parcel 4) - Agricultural to Industrial A; Action Taken: Approved - May Town Meeting

## Subdivision Control

There were zero (0) applications for PRELIMINARY or DEFINITIVE SUBDIVISIONS submitted.

Twenty-four (24) applications for APPROVAL NOT REQUIRED SUBDIVISIONS were endorsed except as noted:

- |  |  |
|--|--|
| • Alden Street (Map 40, Parcel 82)               | Jose Alves   |
| • 38 Andrew Street                               | Kevin Lauer  |
| • Autumn Ridge Road, Lot 52 (Map 30, Parcel 112) | Whitetail Wreks  |
| • Center Street (Map 12D, Parcels 98 & 99)       | SMD Property Investors, LLC                                    |
| • Center Street (Map 24, Parcels 60C & 60D)      | Edward Godin   |
| • 1608 & 1624 Center Street                      | Martin Glica   |
| • 451 Center Street                              | Colvest/Ludlow, LLC  |
| • 597 Chapin Street                              | John & Julia Dias  |
| • 720 Chapin Street                              | John & Melissa Garcia, Trustees of 716 Chapin St. Realty Trust |
| • 1145 East Street                               | Thomas A. Flebotte   |

- 743 East Street William N. Simons
- Harvest Drive & Autumn Ridge Road, Lots 34, 41, 48 & 49 (Map 30, Parcel 112) Armand Deslauriers
- Harvest Drive, Lot 37 (Map 30, Parcel 112) Whitetail Wreks
- 0 Lyon Street (Map 20, Parcel 2) Estate of Anthony Grabowski c/o Michael Chernick, Esq.
- 0 Miller Street (Map 26, Parcel 37) Baystate Developers, Inc. c/o Dinis Baltazar
- 0 Miller Street, Lot K (Map 30, Parcels 36D & 34A) Paula Siok
- 275, 283, 287 Miller Street John A. Massa
- 68 Nash Hill Road Joan Lupa
- 7 & 11 Nash Hill Road Deanna Bingham
- Lot 8 Pinecone Lane (Map 7, Parcel 32-1) Estate of Anthony Grabowski c/o Michael Chernick, Esq.
- Sunset Ridge/Jackie Drive (Map 26, Parcels 49 & 52) Thomas Lawler
- Ventura Street (Map 30, Parcel 112) Whitetail Wreks/Armand Deslauriers
- West Street, Lot 15 (Map 8, Parcel 1A) Estate of Robert H. Farr, John Farr Executor
- Lot 25-B Woodland Circle (Map 33, Parcel 111Y) Carlos A. Martins, Natercia C. Martins

## Special Permits

Twenty (20) applications for SPECIAL PERMITS were approved except as noted:

- 38 Andrew Street Accessory Apartment
- 25 Bliss Street Home Occupation
- 104 Bruni Avenue Home Occupation
- 222 Cady Street Home Occupation
- 425 Center Street Drive Thru
- 782 Center Street Micro-Brewery
- 782 Center Street Micro-Brewery Amendment
- 720 Chapin Street Business in AGMD District
- 7 Circuit Avenue Home Occupation
- 89 Cislak Drive Home Occupation
- 119 East Akard Street Home Occupation
- 43 Elaine Drive Home Occupation
- 55 Jackie Drive (Sunset Ridge) Estate Lot
- 185 Miller Street Business in AGMD District
- Lot K Miller Street (Map 30, Parcels 34A & 36D) Estate Lot
- 61 Munsing Street Home Occupation

- 531 Pinecone Lane Home Occupation
- Lot 8 Pinecone Lane (Map 7, Parcel 32-1) Estate Lot
- 118 Wedgewood Drive Home Occupation
- 236 West Street Home Occupation

Two (2) SPECIAL PERMITS were revoked:

- 185 Miller Street Business in AGMD District
- 312 Miller Street Home Occupation

## Site Plans

Twelve (12) applications for SITE PLANS were approved except as noted:

- 135 Carmelinas Circle Anabela Fernades - Elite Contracting
- 165 Carmelinas Circle (**DENIED**) Abilio A. Borges/Borges Construction Inc.
- 165 Carmelinas Circle Abilio A. Borges/Borges Construction Inc.
- 0 Chapin Street (Map 27, Parcel 40) Eversource Energy Attn: William Blanchard
- 720 Chapin Street John Garcia - Royal Coach Limousine
- 165-169 East Street Silvestre Gama
- 190-194 East Street Ahmad Amin & Nadeem Saeed
- 575 East Street Carlos R & Helena Pereira
- 0 Holyoke Street (Map 3, Parcel 8C) Pauldin, LLC
- 364-362 Sewall Street Edward Sokolowski - Centergate Commons Assoc.
- 311 West Street Lisa Grassette
- 450 Winsor Street Our Lady of Fatima

Seven (7) applications for SITE PLAN ADDENDUMS were approved except as noted:

- 451 Center Street (**NOT ACTED ON**) Colvest/Ludlow, LLC
- 782 Center Street Vanished Valley Brewery, Inc.
- 0 Chapin Street (Map 27, Parcel 40) Eversource Energy Attn: William Blanchard
- 500 Chapin Street Ludlow High School (Todd H. Gazda)
- 190-194 East Street Ahmad Amin (Basics Mini Mart)
- 185 Miller Street Liz & Joe Salvador (Capital Design & Development LLC & the Yoga Shop)
- 189-195 State Street Jose Fernandes (Come e Cala-te Restaurant)

Thirty-six (36) applications for CHANGE OF OCCUPANCY were approved:

- 251 Cady Street Sara Weners (hair salon)
- 251 Cady Street Nicole Afonso (hair salon)

- 135 Carmelinas Circle
  - 135 Carmelinas Circle
  - 433 Center Street #7
  - 471-481 Center Street
  - 541 Center Street
  
  - 200 Center Street, Ste. 8
  - 733 Chapin Street #100
  - 733 Chapin Street, B1
  - 14 Chestnut Street
  - 8 Chestnut Street
  - 120 East Street
  - 263 East Street
  - 36 East Street
  - 40 East Street
  - 61 East Street
  - 65 East Street
  - 259 Fuller Street
  - 206 Holyoke Street
  - 485 Holyoke Street
  - 566 Holyoke Street
  - 190 Moody Street
  - 330 Sewall Street
  - 330 Sewall Street
  - 44 Sewall Street
  - 185 West Avenue
  - 300 West Avenue
  - 322 West Avenue
  
  - 322 West Avenue
  - 326 West Avenue
  - 326 West Avenue
  - 311R West Street
  - 409 West Street, Unit B
  - 84 Westover Road
  - 77 Winsor Street, Ste. 102
- C.S. Auto & Diesel
  - Elite Contracting Services Inc.
  - Ludlow Dentistry & Braces
  - Westfield Bank
  - Kenny Remodeling Group Inc., d/b/a
  - Miracle Method of Western Mass
  - Red Caravel Treasures
  - Nancy M. Richter (hair salon booth rental)
  - Lavoie Properties
  - Sovereign Health of Mass. Inc.
  - Two Roses Tea & Cupcake Co.
  - The Yogurt Mill
  - Tony Nails
  - Danyun Huang (hair/nail salon)
  - Amped Rehab
  - Liberty Tax Service
  - Rusted Roots Apothecary & Market
  - Our Town Variety
  - Grilled Specialty Sandwiches
  - Horizon Beverage Co., Inc.
  - RemSport Mfg. LLC
  - West Side Metal Door Corp.
  - Francis Federico (auto repair)
  - Francis Federico (used car sales)
  - Ludlow Printing
  - Psych Care Assoc. PC
  - Shear Performance
  - Mary Louis LaRiviere (booth rental - Hair West)
  - Debra Charette (booth rental - Hair West)
  - Samantha Parsons (skin care)
  - Tanya Martinez (booth rental - Spa West)
  - Stirling Plumbing Co., Inc.
  - Martin Geo Environmental LLC
  - Duro-Last Roofing, Inc.
  - Binca Warren, DMD (dental office)

## Other News

During the March election, Planning Board member Joseph Queiroga ran unopposed and was re-elected for another 5 year term on the Planning Board. In October Edgar Minnie resigned as Planning Board Chairman and member, leaving a vacancy open. Joseph Queiroga was

nominated to be Chairman. In December the Planning Board and the Board of Selectmen met in a joint meeting to appoint Rafael Quiterio to fill the vacancy until the next Town Election. The Board thanks Edgar Minnie for his contributions and many years of service to the Town. The Board would like to also acknowledge and thank their staff, Town Planner Douglas Stefancik and Office Assistant Susan Urban for all their efforts and hard work.

The Town has been working on a dog park to be located at Camp White on Munsing Street. The Town received \$25,000.00 from the Stanton Foundation for the development of a dog park design. The Stanton Foundation's mission is encouraging positive dog/human relationships by supporting the development of enclosed dog parks in Massachusetts cities and towns. The Foundation supports the design and construction of dog parks. The Berkshire Design Group has been selected to develop a design that was approved by the Dog Park Committee. The design was sent to the Stanton Foundation for approval, and in September the Town received approval and is now allowed to move forward with a construction grant. The amount of the construction grant is \$225,000.00. The project will go out to bid early next year.

Over this past year, the Town has seen an increasing amount of growth and development. The Planning Board had approved three subdivisions. Hundred Acre Woods, Phase II was approved May 14, 2015. This is a continuation of an existing subdivision located off Parker Lane and Dinis Avenue and is zoned Agriculture. The Phase II portion consists of 35 lots. The roadway and infrastructure will cost \$1.5 million. When future phases of the subdivision are completed it will have a build-out of 105 lots. Cislak Drive Extension was approved October 22, 2015 for 20 lots, zoned Agriculture. The cost to complete the roadway and infrastructure will be \$780,000. On November 19, 2015 the Planning Board approved Maria's Way, to be located off Miller Street, across from Cislak Drive. This subdivision will have 13 lots and is zoned Residence A. The cost to complete the roadway and infrastructure is \$491,000. These three subdivisions continue to see a steady rate of development for single family homes.

On April 21, 2017 the Planning Board approved a site plan for Eversource Energy to construct a 2.0 megawatt solar facility on Chapin Street. The project consisted of clearing the land, installation of ground mounted solar panels, and interconnection. Eversource expects to be completed with this project in 2018. This project is valued at \$2.6 million.

During the spring and summer months, construction began on Phase 1A of the Riverwalk at the Ludlow Mills. Phase 1A included safety improvements and pedestrian amenities, such as benches, trash receptacles, lighting, landscaping, and historical interpretive signage. The Town received \$429,500.00 from the MassWorks Infrastructure Program under the Executive Office of Housing and Economic Development. Construction was completed in June 2017.

In October the Town received further MassWorks Infrastructure Program funding in the amount of \$3.5 million for the Riverside Drive Infrastructure Project. This funding would be applied toward the development of 4,500 feet of a new roadway connecting the Ludlow Mills main entrance on East Street to First Avenue. The project consists of roadway design. The Town, through WestMass, has applied for a US EDA grant in the amount of \$3.5 million, for the

construction of Riverside Drive. The design and construction of Riverside Drive is a \$7 million project. This type of improvements will open up development to 60+ acres of waterfront property along the easternmost portion of the Ludlow Mills complex, and is expected to spur up to \$300 million in future private investments.

Lastly, during the summer, Winn Development completed construction on 75 units of senior housing in Mill #10 at the Ludlow Mills. The project is located in the Smart Growth Overlay District. The project preserved and transformed Mill Building #10, a four-story, 99,440 square foot brick building that was constructed in 1907 and listed on the National Historic Register. This project has received \$3 million in historic tax credits from the state. This is a \$19.3 million project. The building has full occupancy.

The total fees generated by the Planning Board were \$21,660.00

Respectfully submitted,  
Joseph Queiroga, Chairman

**Members:**

Raymond Phoenix  
Kathleen Houle  
Christopher Coelho  
Rafael Quitarrio

# TELEPHONE NUMBERS

<b>TO REPORT AN EMERGENCY</b>	<b>911</b>
<b>Appeals, Board of</b>	<b>589-9678</b>
<b>Community TV</b>	<b>583-5654</b>
<b>Department of Public Works</b>	<b>583-5625</b>
<b>Fire Department</b>	<b>583-8332</b>
<b>To Report a Fire</b>	<b>911</b>
<b>Hubbard Memorial Library</b>	<b>583-3408</b>
<b>Ludlow Community Center/Randall Boys &amp; Girls Club</b>	<b>583-2072</b>
<b>Ludlow Housing Authority</b>	<b>589-7272</b>
<b>Police Department</b>	<b>583-8305</b>
<b>Emergency Calls</b>	<b>911</b>
<b>Recreation Commission</b>	<b>583-8856</b>
<b>Sealer of Weights &amp; Measures</b>	<b>626-0091</b>
<b>Senior Center</b>	<b>583-3564</b>
<b>Town Engineer</b>	<b>583-5625</b>
<b>TTY Phone</b>	<b>583-5668</b>
<b>Westover Golf Course</b>	<b>583-8456</b>
<b>Pro Shop</b>	<b>547-8610</b>

## School Department:

<b>Superintendent's Office</b>	<b>583-8372</b>
<b>Business Office</b>	<b>583-5663</b>
<b>Instructional Services</b>	<b>583-5665</b>
<b>High School</b>	<b>589-9001</b>
<b>Middle School</b>	<b>583-5685</b>
<b>Chapin Street School</b>	<b>583-5031</b>
<b>East Street School</b>	<b>589-9121</b>
<b>Veterans Park School</b>	<b>583-5695</b>

## Ludlow Town Hall Main Number:

<b>Accounting Department</b>	<b>x1240</b>
<b>Board of Assessors</b>	<b>x1220</b>
<b>Board of Health / Nursing</b>	<b>x1270</b>
<b>Board of Selectmen / Town Administrator</b>	<b>x1200</b>
<b>Building &amp; Inspectional Services</b>	<b>x1210</b>
<b>Conservation Commission</b>	<b>x1285</b>
<b>Human Resources</b>	<b>x1237</b>
<b>Information Technology Department</b>	<b>x1295</b>
<b>Planning Board</b>	<b>x1280</b>
<b>Town Clerk</b>	<b>x1230</b>
<b>Town Collector</b>	<b>x1260</b>
<b>Town Treasurer</b>	<b>x1250</b>
<b>Veterans' Services / ADA Coordinator</b>	<b>x1290</b>

