May 8, 2023

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TOWN OF LUDLOW

Meeting of the Finance Committee held on Wednesday, May 8, 2023, beginning at 5:59 p.m. in the Cafeteria, Ludlow High School.

Members present: Tony Sanches – Chair, Aneta Lombardi, Darlene Cincone, Susanne Boyea and Matais Goncalves

Members excused: none

Mr. Marc Strange was also present.

First Order of Business: The Pledge of Allegiance

At this time the committee elected Finance Committee liaisons for the following committees:

- Harris Brook School Building Core Committee – Ms. Boyea nominated Darlene Cincone, seconded by Ms. Lombardi. Vote 5-0 in favor.
- Capital Improvement Projects Committee - Ms. Boyea nominated Tony Sanches, seconded by Mr. Goncalves. Vote 5-0 in favor.

Following the election of liaisons, the committee discussed and voted on recommending warrants for the Special Town Meeting to be held on May 8th, 2023:

- Article 1 - to see if the Town will vote to transfer from available funds $10,085.20 for unpaid bills and/or overexpended accounts of previous fiscal year. Motion to recommend approval made by Ms. Boyea; seconded by Ms. Cincone; vote: 5-0-0 in favor.
- Article 2 - To see if the Town will vote to transfer from free cash $100,000 to cover the additional overtime expenses incurred by the Police Department. Motion to recommend approval made by Ms. Boyea; seconded by Ms. Cincone; vote: 5-0-0 in favor.

The committee then discussed and voted on recommending warrants for the Annual Town Meeting to be held on May 8th, 2023:

- Article 1 – to hear and act on the reports of the Town Officers. Motion to decline to make a recommendation at this time made by Ms. Cincone; seconded by Mr. Goncalves; vote: 5-0-0 in favor.
- Article 2 – to hear and act on the reports of the outstanding committees appointed pursuant to prior warrants and continued at each succeeding meeting and to continue said committees further, unless discharged by vote of this body. Motion to decline to make a recommendation at this time made by Ms. Cincone; seconded by Mr. Goncalves; vote: 5-0-0 in favor.
- Article 3 – to see if the Town will vote to amend the CPR training revolving funds to receive fees for CPR, hands-only CPR, 1st Aid training, Mental Health 1st Aid, ServSafe, Narcan, and any other Health Department related trainings offered to both Town Employees and the public. Motion to recommend approval made by Ms. Boyea; seconded by Ms. Cincone; vote: 5-0-0 in favor.
- Article 4 – to see if the Town will vote to establish the annual expenditure limits for already established revolving funds as stated in the attached warrant articles. Motion to

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recommend approval made by Ms. Boyea; seconded by Ms. Cincone; vote: 5-0-0 in favor.

- Article 5 – to see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money, not to exceed $5,000.00, to be expended by the Celebrate Ludlow Committee, for fireworks and general expenses related to the celebration. Motion to recommend approval made by Ms. Boyea; seconded by Ms. Cincone; vote: 5-0-0 in favor.
- Article 6 - to see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money, not to exceed $4,900.00, to be expended by the Commission on Disability for trainings, marketing materials, supplies, and other related expenses. Motion to recommend approval made by Ms. Boyea; seconded by Ms. Cincone; vote: 5-0-0 in favor.
- Article 7 - to see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money, not to exceed $25,000.00, to be expended by the Board of Selectmen to hire a municipal government expert to support the town's goal of creating a town charter. Motion to recommend approval made by Ms. Boyea; seconded by Mr. Goncalves; vote: 5-0-0 in favor.
- Article 8 – to see if the Town will vote to accept and appropriate any and all State Chapter 90 Highway Aid Funds in the amount of $684,586 for engineering, construction, reconstruction and/or repairs to Town roads and bridges. Motion to recommend approval made by Ms. Boyea; seconded by Ms. Lombardi; vote: 5-0-0 in favor.
- Article 9 – to see if the Town will vote to authorize the Board of Selectmen to enter into a contract with MA Department of Transportation for the construction and maintenance of public roads for the ensuring year. Motion to recommend approval made by Ms. Boyea; seconded by Ms. Lombardi; vote: 5-0-0 in favor.
- Article 10 – to see if the Town will vote to raise and appropriate and/or transfer from available funds and/or borrow by the issuance of bonds or notes as may be necessary for Town Capital Improvements in the amount of $1,476,842 during the next fiscal year. Motion to recommend approval made by Ms. Boyea; seconded by Ms. Cincone; vote: 5-0-0 in favor.
- Article 11 - to see if the Town will vote to raise and appropriate and/or transfer from available funds and/or borrow by the issuance of bonds or notes as may be necessary for Westover Golf Course Capital Improvements in the amount of $224,252 during the next fiscal year. Motion to recommend approval made by Ms. Boyea; seconded by Ms. Cincone; vote: 5-0-0 in favor.
- Article 12 - to see if the Town will vote to raise and appropriate and/or transfer from available funds $100,000 for the fiscal year 2023 Reserve Fund. Motion to recommend approval made by Ms. Boyea; seconded by Ms. Cincone; vote: 5-0-0 in favor.
- Article 13 - to see if the Town will vote to raise and appropriate and/or transfer from available funds $100,000 to fund the Building Infrastructure Article to expend such funds for the purpose of assessing and addressing the repairs, maintenance, and construction of municipal buildings. Motion to recommend approval made by Ms. Cincone; seconded by Mr. Goncalves; vote: 5-0-0 in favor.
- Article 14 - to see if the Town will vote to raise and appropriate and/or transfer from available funds $1,000,000 for deposits into the Stabilization Fund. Motion to

recommend approval made by Ms. Boyea; seconded by Mr. Goncalves; vote: 5-0-0 in favor.

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- Article 15 - to see if the Town will vote to raise and appropriate and/or transfer from available funds $250,000 for deposits into the Other Post-Employment Benefits (OBEP) fund. Motion to recommend approval made by Ms. Cincone; seconded by Ms. Lombardi; vote: 5-0-0 in favor.
- Article 16 - to see if the Town will vote to raise and appropriate and/or transfer from available funds $76,630 to purchase new firearms for the Police Department. Motion to recommend approval made by Ms. Boyea; seconded by Ms. Cincone; vote: 5-0-0 in favor.
- Article 17 - to see if the Town will vote to authorize the Westover Golf Commission to enter into a four-year contract commencing July 1, 2023, with a qualified vendor for the lease of golf cards. The annual payments will decrease from $88,690 to $73,428. Motion to recommend approval made by Ms. Cincone; seconded by Ms. Boyea; vote: 5-0-0 in favor.
- Article 19 – to see if the Town will vote to re-purpose $644,748.58 of unexpected bond proceeds previously authorized in 2015 and 2016, and to transfer the proceeds to make improvements, and to purchase fixtures and equipment, for the Town Hall. Motion to recommend approval made by Ms. Boyea; seconded by Ms. Cincone; vote: 5-0-0 in favor.
- Article 20 - to see if the Town will vote to appropriate, borrow or transfer $2,400,000 to make HVAC improvements to the Town's Public Safety complex. Motion to recommend approval made by Ms. Boyea; seconded by Ms. Cincone; vote: 5-0-0 in favor.
- Article 21 – to see if the Town will vote to enter into a ten-year contract to lease space for the Veteran's Center located at 487 Holyoke Street. By extending the lease, the costs go down from $5,225 to $4,750/month for the first 5 years. Motion to recommend approval made by Ms. Cincone; seconded by Ms. Boyea; vote: 5-0-0 in favor.
- Article 22 to see if the Town will vote to amend the General Bylaws to remove the prohibition of marihuana establishments. Motion to decline to make a recommendation at this time made by Ms. Cincone; seconded by Ms. Lombardi; vote: 4-0-1 in favor.
- Article 23 – to see if the Town will vote to amend the Zoning Bylaws to establish allowed uses of marihuana establishments within the various property zones. Motion to decline to make a recommendation at this time made by Ms. Cincone; seconded by Ms. Lombardi; vote: 4-0-1 in favor.
- Article 24 – to see if the Town will vote to amend the Zoning Bylaws to remove the prohibition of marihuana establishments to allow Adult Use Marihuana/Cannabis Establishment and Medical Marihuana Treatment Centers. Motion to decline to make a recommendation at this time made by Ms. Cincone; seconded by Ms. Lombardi; vote: 4-0-1 in favor.
- Article 25 – to see if the Town will vote to amend the Zoning Bylaws to add regulations for Adult Use Marihuana/Cannabis Establishment and Medical Marihuana Treatment Centers. Motion to decline to make a recommendation at this time made by Ms. Cincone; seconded by Ms. Lombardi; vote: 4-0-1 in favor.
- Article 26 – to see if the Town will vote to amend the Zoning Bylaws by deleting Medical Marihuana Treatment Center/Dispensary definitions. Motion to decline to make

a recommendation at this time made by Ms. Cincone; seconded by Ms. Lombardi; vote: 4-0-1 in favor.

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- Article 27 – to see if the Town will vote to amend the Zoning Bylaws by adding Self-Service Storage Facilities to the town's table of principal land uses. Motion to decline to make a recommendation at this time made by Ms. Cincone; seconded by Mr. Goncalves; vote: 5-0-0 in favor.
- Article 28 – to see if the Town will vote to amend the Zoning Bylaws by adding parking guidelines for self-service storage facilities. Motion to decline to make a recommendation at this time made by Ms. Cincone; seconded by Mr. Goncalves; vote: 5-0-0 in favor.
- Article 29 – to see if the Town will vote to amend the Zoning Bylaws by adding a definition for self-service storage facilities. Motion to decline to make a recommendation at this time made by Ms. Cincone; seconded by Mr. Goncalves; vote: 5-0-0 in favor.
- Article 30 – to see if the Town will vote to amend the Zoning Bylaws by changing from Residential B to Industrial A, a parcel of land owned by Manuel D. Silva and Joao Silva located at 0 Russell Street. Motion to decline to make a recommendation at this time made by Ms. Cincone; seconded by Mr. Goncalves; vote: 4-1-0
- Article 31 – to see if the Town will vote to amend the Town's Bylaws by changing the membership of the Capital Planning Committee as stated in the article warrant. Motion to recommend approval made by Ms. Cincone; seconded by Mr. Goncalves; vote: 5-0-0 in favor.
- Article 32 – to see if the Town will vote to authorize the Board of Selectmen to acquire ownership rights in land parcels required to allow for construction and roadway safety improvements for the Pitney Land Bridge and to raise and appropriate up to $50,000 to defray any associated costs. Motion to recommend approval made by Ms. Boyea; seconded by Ms. Cincone; vote: 5-0-0 in favor.
- Article 33 – to see if the Town will vote to authorize the use of $500,000 in free cash to pay for repairs to the West Street and Cottage Street Bridges. Motion to recommend approval made by Ms. Cincone; seconded by Ms. Lombardi; vote: 5-0-0 in favor.
- Article 18 - to see if the Town will vote to raise and appropriate and/or otherwise provide $80,868,618 as may be necessary for Town purposes and changes during Fiscal Year 2024 and to fix the salary of all elected officials for the Town for the same fiscal year beginning July 1, 2023. Motion to recommend approval made by Ms. Cincone; seconded by Ms. Boyea; vote: 5-0-0 in favor.

Moved by Ms. Boyea, seconded by Mr. Boyea to approve and sign the Finance Committee Minutes of December 21, 2022, as indicated.
Vote: 4-0-1 in favor.

Moved by Ms. Boyea, seconded by Mr. Lombardi to approve and sign the Finance Committee Minutes of April 12, 2023, as indicated.
Vote: 5-0-0 in favor.

Moved by Ms. Boyea, seconded by Ms. Cincone to adjourn the Finance Committee Meeting at 7:05 p.m. Vote: 5-0 in favor.

Ludlow Finance Committee

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