

The Town of Ludlow Massachusetts Safety Committee

**488 Chapin Street • Ludlow, Massachusetts 01056
*safety@ludlow.ma.us***

***Sgt. Brian Shameklis
Chairperson***

***Peter Gallagher
Vice Chairperson***

***Amy Kurtz
Secretary***

MEETING MINUTES

**Thursday September 11, 2025 - 5:00 pm
Ludlow Town Hall, Hearing Room #1**

Members present: Peter Gallagher-Vice Chairperson, Jeff Lavoie, Zac Ellison, Jamie Tomas, Chris Coelho

Members absent: Sharon Martins, BJ Church

5:00 P.M. CALL TO ORDER – PLEDGE OF ALLEGIANCE

VISITATION

5:00 p.m. – Tara Bronner – Commission on Disability – Handicapped Drop Off sign at Whitney Park

Ms. Bronner is not in attendance, but she is requesting a handicapped drop-off sign to be placed on the Whitney Park gate. Mr. Tomas believes he has a sign available. **Motion made by Mr. Coelho** to recommend to the Select Board placing the sign as requested. **Mr. Ellison second. All in favor. Motion passed 5-0.**

5:15 p.m. – David Ender – Request for speed limit signs on Cedar Street.

Mr. Ender was in attendance. **Motion made by Mr. Ellison** to send recommendation to the Select Board that (2) two temporary speed limit signs be placed on Cedar Street and be taken down before winter. **Mr. Lavoie second. All in favor. Motion passed 5-0.**

CORRESPONDENCE

25-031 Planning Board – Legal Notice – Special Permit/Home Occupation – Office for Mobile Home Improvement Company – 24 Ridgeview Circle. **Motion made by Mr. Ellison** to file. **Mr. Lavoie second. All in favor. Motion passed 5-0.**

25-032 Planning Board – Legal Notice – Special Permit/Home Occupation – Office for Pool Service – 87 Ventura Street. **Motion made by Mr. Ellison** to file. **Mr. Lavoie second. All in favor. Motion passed 5-0.**

25-033 Planning Board – Legal Notice – Special Permit/Home Occupation – Office for Online Work-Travel Job Board – 59 Lehigh Street. **Motion made by Mr. Ellison to file. Mr. Lavoie second. All in favor. Motion passed 5-0.**

25-034 Planning Board – Legal Notice – Special Permit/Home Occupation – Office for Travel & Tourism – 145 Coolidge Avenue. **Motion made by Mr. Ellison to file. Mr. Lavoie second. All in favor. Motion passed 5-0.**

25-035 Planning Board – Legal Notice – Special Permit/Home Occupation – Small Batch Bottling of Wine – 6 Rosewood Drive. **Motion made by Mr. Ellison to file. Mr. Lavoie second. All in favor. Motion passed 5-0.**

25-036 Planning Board – Legal Notice – Special Permit/Site Plan – Redevelopment of Site into a Self-Storage Facility in an Agricultural Moderate Density Overlay District – 590-596 (0) Center Street. **Motion made by Mr. Ellison to file. Mr. Lavoie second. All in favor. Motion passed 5-0.**

25-037 Planning Board – Legal Notice – Special Permit/Home Occupation – Hair Braiding Salon – 350 West Street Unit 26. **Motion made by Mr. Ellison to file. Mr. Lavoie second. All in favor. Motion passed 5-0.**

25-038 Planning Board – Memorandum – Approval of Change of Occupancy – Self-Defense Training/Instruction, Auto Detailing – 104 Moody Street. **Motion made by Mr. Ellison to file. Mr. Lavoie second. All in favor. Motion passed 5-0.**

25-039 Planning Board – Memorandum – Approval of Change of Occupancy – Manufacturing – 321 Moody Street. **Motion made by Mr. Ellison to file. Mr. Lavoie second. All in favor. Motion passed 5-0.**

25-040 Planning Board – Memorandum – Approval of Change of Occupancy – Coffee Shop – 135 East Street. **Motion made by Mr. Ellison to file. Mr. Lavoie second. All in favor. Motion passed 5-0.**

25-041 Planning Board – Memorandum – Approval of Change of Occupancy – Nail Salon – 190 East Street. **Motion made by Mr. Ellison to file. Mr. Lavoie second. All in favor. Motion passed 5-0.**

25-042 Planning Board – Memorandum – Approval of Change of Occupancy – Janitorial Service – 112 Sewall Street. **Motion made by Mr. Ellison to file. Mr. Lavoie second. All in favor. Motion passed 5-0.**

24-043 Planning Board – Memorandum – Approval of Change of Occupancy – Retail Store – 433 Center Street Suite B. **Motion made by Mr. Ellison to file. Mr. Lavoie second. All in favor. Motion passed 5-0.**

25-044 Planning Board – Site Plan Approval with Conditions – Construction of (2) Auto Sales &

Office Space Buildings with Associate Site Improvements) – 592 Holyoke Street. **Motion made by Mr. Ellison to file. Mr. Lavoie second. All in favor. Motion passed 5-0.**

25-045 Planning Board – Site Plan Approval with Conditions – School of Dance – 345 Holyoke Street. **Motion made by Mr. Ellison to file. Mr. Lavoie second. All in favor. Motion passed 5-0.**

25-046 Planning Board – Site Sketch Approval with Contingency – Pizzeria – 321-325 East Street. **Motion made by Mr. Ellison to file. Mr. Lavoie second. All in favor. Motion passed 5-0.**

25-047 Planning Board – Notice of Decision – Special Permit/Home Occupation – Home Office Pool Service – 87 Ventura Street. **Motion made by Mr. Ellison to file. Mr. Lavoie second. All in favor. Motion passed 5-0.**

25-048 Planning Board – Notice of Decision – Special Permit/Home Occupation – Home Office Mobile Home Improvement Company – 24 Ridgeview Circle. **Motion made by Mr. Ellison to file. Mr. Lavoie second. All in favor. Motion passed 5-0.**

25-049 Planning Board – Notice of Decision – Special Permit/Home Occupation – Home Office Small Batch Bottling of Wine – 6 Rosewood Drive. **Motion made by Mr. Ellison to file. Mr. Lavoie second. All in favor. Motion passed 5-0.**

25-050 Planning Board – Notice of Decision – Special Permit/Home Occupation – Home Office Online Work-Travel Job Board – 59 Lehigh Street. **Motion made by Mr. Ellison to file. Mr. Lavoie second. All in favor. Motion passed 5-0.**

25-051 Planning Board – Notice of Decision – Special Permit/Home Occupation – Home Office for Travel & Tourism – 145 Coolidge Avenue. **Motion made by Mr. Ellison to file. Mr. Lavoie second. All in favor. Motion passed 5-0.**

25-052 Planning Board – Notice of Decision – Special Permit/Home Occupation – Home Office for Hair Braiding Salon – 350 West Street Unit 26. **Motion made by Mr. Ellison to file. Mr. Lavoie second. All in favor. Motion passed 5-0.**

25-053 Planning Board – Site Sketch – School of Dance – 345 Holyoke Street – **COMMENTS DUE BY JULY 24, 2025.** **Motion made by Mr. Ellison to file. Mr. Lavoie second. All in favor. Motion passed 5-0.**

25-054 Planning Board – Special Permit – Estate Lot – 0 Lyon Street – **COMMENTS DUE BY AUGUST 14, 2025.** **Motion made by Mr. Ellison to file. Mr. Lavoie second. All in favor. Motion passed 5-0.**

25-055 Planning Board – Site Sketch – Increase dining area/decrease 1st floor apartment – 321-325 East Street – **COMMENTS DUE BY AUGUST 28, 2025.** **Motion made by Mr. Ellison to file. Mr. Lavoie second. All in favor. Motion passed 5-0.**

25-056 Chief Valadas – Parking at Reservoir Cemetery suggestion.

Committee agrees with Chief Valadas' recommendation. Department of Public Works has already placed some "No parking" signs in the cemetery and is working with a sign company to have a Rules & Regulations signs similar to that in Island Pond Cemetery. **Motion made by Mr. Ellison** to recommend to the Select Board creating temporary, limited parking on the north side to include a drawing. **Mr. Lavoie second. All in favor. Motion passed 5-0.**

25-057 Planning Board – Legal Notice – Zoning Bylaw Change. **Motion made by Mr. Lavoie** to file. **Mr. Ellison second. All in favor. Motion passed 5-0.**

25-058 Planning Board – Legal Notice – Zoning Bylaw Change. **Motion made by Mr. Lavoie** to file. **Mr. Ellison second. All in favor. Motion passed 5-0.**

25-059 Planning Board – Legal Notice – Subdivision Rules & Regulations. **Motion made by Mr. Lavoie** to file. **Mr. Ellison second. All in favor. Motion passed 5-0.**

OLD BUSINESS

Locations for 10 additional solar speed signs.

Committee decided to move forward with the initial locations originally suggested by Sgt. Shameklis. **Motion made by Mr. Coelho** to file. **Mr. Ellison second. All in favor. Motion passed 5-0.**

Resident Request – Crosswalk at Napoleon Avenue & Fuller Street.

Motion made by Mr. Tomas to table until he can look into it a little bit further. **Mr. Coelho second. All in favor. Motion passed 5-0.**

NEW BUSINESS

Resident Request – Parking in front of driveway at 383 Winsor Street.

Motion made by Mr. Ellison to table until DPW can look into it a little bit further. **Mr. Coelho second. All in favor. Motion passed 5-0.**

Resident Request – Parking on corner of Hubbard/East Streets – Line of site problem.

Mr. Tomas said they have taken a tree down in that spot. **Motion made by Mr. Tomas** to file. **Mr. Ellison second. All in favor. Motion passed 5-0.**

Resident Request – Cherry Street – Right Turn Only Lane.

Motion made by Mr. Ellison to table until DPW can look into it a little bit further. **Mr. Coelho second. All in favor. Motion passed 5-0.**

Resident Request – People walking on the street at the Riverwalk.

Detective Gallagher has since spoken with the resident and alleviated his concerns. **Motion made by Mr. Lavoie to file. Mr. Tomas second. All in favor. Motion passed 5-0.**

Resident Request – Speed limit signs on Ventura Street.

Motion made by Mr. Lavoie to table until DPW can look into it a little bit further. Mr. Coelho second. All in favor. Motion passed 5-0.

Resident Request – Adjustment to bus route at 149 Poole Street.

Mr. Coelho has been in contact with the bus company and school to try to get the route changed. **Motion made by Mr. Tomas to recommend the Select Board send a letter to the bus company in support of changing the bus route for the safety of the children. Mr. Ellison second. All in favor. Motion passed 5-0.**

Committee to approve and sign minutes from meeting of April 10, 2025.

Motion made by Mr. Ellison to approve and sign minutes from April 10, 2025. Mr. Ellison second. Motion passed 5-0.

OPEN DISCUSSION

Det. Gallagher received a letter from resident regarding pulling out of the Urgent Care on Center Street. He will reach out to resident. **Motion made by Mr. Tomas to file. Mr. Lavoie second. All in favor. Motion passed 5-0.**

Mr. Tomas said that with the closure of the West Street Bridge, it has caused congestion on the Putts Bridge and advises residents to seek alternate routes.

Mr. Lavoie requested a guardrail be installed on the South bound lane in the 1100 block of East Street. Trees have been removed and there is now a deep ravine that is causing a hazard. **Motion made by Mr. Ellison to send letter to Select Board in support of this request. Mr. Coelho second. All in favor. Motion passed 5-0.**

Next meeting scheduled for Thursday, October 9, 2025.

Motion made by Mr. Gallagher to adjourn the meeting at 6:13 p.m. Mr. Coelho second. All in favor. Motion passed 5-0.

Peter Gallagher

Jeff Lavoie

Zac Ellison

Jamie Tomas

Chris Coelho