



# 2014

## Annual Town Report



## ON THE COVER:

### Ludlow Police Department

It is the mission of the Ludlow Police Department to provide a fair and impartial police service consistent with constitutional and statutory mandates; assure the higher standard of integrity and ethics among all our members; respect the diversity and the cultural differences of all people; take positive steps to identify, prevent, and eliminate any instances of racial or gender profiling by our members; continue our commitment to community policing and problem solving, including vigorous lawful and nondiscriminatory traffic enforcement that promotes public safety and strengthens public trust, confidence, and awareness.

#### Contact Information:

Any and All Emergencies: **911**

Telephone: (413) 583-8305 (Non-Emergency)

Confidential Tip Line: (413) 583-5655

Text-A-Tip: From a cell phone or Blackberry – text SOLVE plus your message. You should include the city or town involved and pertinent information to help the police.

Fax: (413) 583-8283

Address: 612 Chapin Street, Ludlow, MA 01056

Electronic Mail: [ludlowpolice@ludlowpolice.com](mailto:ludlowpolice@ludlowpolice.com)

\*Photos courtesy of Lieutenant Michael Brennan, his wife Tonya Brennan & Officer Daniel Soares\*

## **In Memoriam**

### **Laurence L. Chenier**

**1921 – 2014**

Laurence L. Chenier, a long-time precinct member, passed away on January 12, 2014 at the age of 92.

Larry was born in Springfield on November 4, 1921 to the late Valida and John M. Chenier. He was a graduate of Saint John the Baptist School. Some of the “best years” of his life were spent as a Ship’s Cook in the U.S. Navy Reserve where he served from 1942 to 1946. Upon his Honorable Discharge, Larry returned home and produced, processed, and pedaled milk with his father and brother at Chenier’s Dairy. Larry began Chenier’s Gravel Bank with his father in 1955 after a flood made many of Ludlow’s roads impassable. He continued to operate the business with his father Jack and brother Dicky, and later his sons, Jimmy and Jay. “Work” brought him great satisfaction; using his hands to feed his family and his warmth and humor to turn customers into friends. When he reluctantly stopped working at age 89, his sons Jimmy and Jay continued to run the business. He was a dedicated member of Saint Elizabeth’s Parish and a member of the League of Sacred Heart for many years.

He leaves to cherish his memory, his beloved wife of 61 years, Lillian (Szarlan) Chenier; his children Lawrence F. and wife Karen, James and wife Celeste, Diane C. Yelinek and husband Paul, John B., Ann E. Bourbeau and husband Richard; and his sister Adrienne Mayforth. He was a cherished grandfather to eight grandchildren and he leaves a community of close friends that he considered family.

### **Loretta E. Beauvais**

**1920 - 2014**

Loretta E. Beauvais, a poll worker for 50 years, passed away on February 15, 2014 at the age of 93.

Loretta was born in Ludlow in 1920 to the late Arthur W. and Viola (Daigle) Tavernier. She was a graduate of Ludlow High School, a communicant of the Community of St. Elizabeth at St. John the Baptist Church, a member of the Ladies of St. Anne, and a member of the Springfield Hobby Club. She was the widow of Edward F. Beauvais who passed away in 1979.

She leaves to cherish her memory, her children Richard E. Beauvais, Dianne Ollari and husband Richard; two sisters, Clara Desotelle and Theresa Sears; granddaughter Amy Ollari and husband Roland Shaughnessy and great-grandchildren Dylan and Olivia.

## **Albert Fabbre**

### **1930 – 2014**

Albert J. Fabbre, a member of the Finance Committee and long-time precinct member, passed away on September 21, 2014 at the age of 84.

Albert was born in Ronco, Pennsylvania, was a longtime Ludlow resident, an active communicant of St. Elizabeth Parish and member of VFW Post 3236. He was a decorated Korean War and Vietnam Veteran proudly serving his country in the U.S. Navy for 26 years earning many awards and medals. He was a graduate of German Township High School, American International College, and he received his Master's Degree from Westfield State College. Albert was a special needs and general educator for over 23 years in the Springfield Public Schools.

He leaves to cherish his memory, his wife of 43 years, Margaret "Peggy" (Clarchick) Fabbre; his children David Lee and Linda Haluch and husband James; grandchildren Shannon and Anna; brother Dennis Fabbre and wife Maureen; and many loving extended family members and dear friends including sister-in-law Deborah Finnegan and husband Robert; a niece, nephews and devoted canine companions Roxie and Molly.

## **David B. Irvine**

### **1928 – 2014**

David B. Irvine, a 30 year member on the Sewer Commission, former Planning Board member, precinct member, former Capital Improvement Planning Committee member, and former Strategic Planning Committee member, passed away on August 20, 2014 at the age of 86. Generations of the Irvine family were very active in Town Government for many years.

Dave was born in 1928 to David and Allison (Easson) Irvine and was a lifelong resident of Ludlow. Upon graduating from Ludlow High School he honorably served his country in the U.S. Navy from 1946 to 1948. He was the owner and operator of the David B. Irvine Insurance Agency founded by his father, retiring on July 1, 1992. Dave was active in the Shriners for many years and along with his father, sponsored more than 50 children for operations and advanced medical care at the Shriners Hospital for Children.

He leaves to cherish his memory, his beloved wife of 56 years, Ann LeDuc Irvine; his children Peter and wife Laurie, William and wife Mary-Lu; Mary Ustasiewski and husband Jim; and granddaughters Kaitlin and Becca.

## **Betty E. Landry** **1946 – 2014**

Betty E. (McCreary) Landry, a long-time member and Secretary on the Finance Committee, passed away at the age of 67.

Betty was born in Brownstown, Indiana and was raised in Springfield. She was a graduate of Commerce High School, Class of 1964. Betty was the co-owner of Fancy Feet Plus in Ludlow.

She leaves to cherish her memory, her husband of 41 years, Francis Landry, her children Thomas and wife Donna, and Raymond and wife Ada; her daughter-in-law Wendy; her grandson Jacob; her brother William and wife Kathy McCreary and her mother-in-law Myrtle Jenkins.

## **Bernard W. Lavoie** **1934 – 2014**

Bernard W. Lavoie, a former member of the Industrial Finance Authority, passed away at the age of 79.

Bernard was born in Ludlow on April 7, 1934 to the late Hector and Laura (Charpentier) Lavoie. A lifelong resident of Ludlow, Bernie graduated from Cathedral High School and American International College earning two advanced degrees. He was owner of the Bernard W. Lavoie Real Estate and Insurance Agency for nearly 25 years and also taught social studies at Westfield High School. He was a member of the former St. Mary's of the Assumption Parish. Bernie enjoyed gardening, repairing lawnmowers and snow blowers and traveling to Florida.

He leaves to cherish his memory, his wife of over 54 years, Kathleen (Ryan) Lavoie; his children Mary Golden, Robert Lavoie and wife Susan, John Lavoie and wife Theresa and Kathleen Markey and husband Jeffrey; 9 grandchildren; his siblings, Antoinette Burgess, Sr. Therese Lavoie, SSA, Lucille Regnier, Sr. Dolores Lavoie, SSA, Louis Lavoie and brother-in-law Paul Mei. He is predeceased by his sister Pauline Mei. He is also survived by several nieces, nephews and extended family.

**Alice J. Martins**  
**1925 – 2014**

Alice J. Martins, former Ludlow School Department employee, former Finance Committee member and former Safety Committee member, passed away on September 28, 2014 at the age of 89.

Alice was born in New Brunswick, New Jersey on February 14, 1925 to James and Honora Kehoe. She graduated from Douglas Business College and worked for the Atomic Energy Commission before her marriage to Joseph Martins in 1951. Alice lived in Ludlow for 52 years. She was a long time communicant of St. Mary of the Assumption Parish and was an active member of the Ladies Guild. She was predeceased by her husband in 1983 and 6 siblings.

She leaves to cherish her memory, her children Christopher Martins and wife Denise, Catherine Martins, Mary Neil and husband Robert and Elizabeth Martins; 6 grandchildren; brother John Kehoe and sister Patricia Long.

**Edward P. Mazur**  
**1958 – 2014**

Edward P. Mazur, former Assessor for the Town of Ludlow, long-time Call Firefighter, Long Range Planning Committee member, Cemetery Committee member, Precinct Member, Ludlow CARES Coalition member, and former member of the Board of Directors of the Randall Community Center/Ludlow Boys and Girls Club, passed away on March 15, 2014 at the age of 55.

Ed was born at the old Ludlow Hospital on November 3, 1958 to the late Ben S. and Emily D. (Kapinos) Mazur. He graduated from Ludlow High School in 1976, Holyoke Community College in 1978, New England Institute of Applied Arts and Sciences in 1982 and received his funeral director and embalmers license later that same year. Ed worked at the family firm, Kapinos Funeral Home for many years and in 1984 the firm was renamed Kapinos-Mazur Funeral home to reflect the heritage of ownership. He also worked for several area funeral homes as a member of their adjunct staff.

Ed was a member of the Massachusetts Funeral Directors Association, the National Funeral Directors Association, the International Order of the Golden Rule, Funeral Service Foundation; he was appointed in 2004 to the Massachusetts State Board of Registration in Embalming and Funeral Directing. He also was a member of the Ludlow Lions Club and a Charter Member of the Ludlow Rotary Club. In 2000, he led the community in the Celebration of Freedom to raise funds and to honor and recognize World War II Veterans and home front workers. He led the Town in prayer in the dark days following the September 11, 2001 attack with an emotional service of hope and remembrance. In 2005 he led the Town's relief effort in the aftermath of Hurricane

Katrina and he was also on the ground on day 5 after the hurricane to help funeral service professionals in Mississippi during the aftermath of the storm. After super storm Sandy in 2012, he led a clothing drive to aid the residents of Staten Island and the New Jersey Coast. In December 2012, a large evergreen tree on the funeral home property became an angel tree where the public could honor the victims of the Sandy Hook Elementary school tragedy.

He leaves to cherish his memory, his wife and best friend Maxine C. (Bizon) Mazur; his brother Robert J. Mazur and wife Laura; brother-in-law Matthew A. Bizon; an uncle, cousins and extended family members and friends. He also leaves his beloved Springer Spaniels, Rylie and Holly.

### **Thomas S. Mazur** **1954 – 2014**

Thomas S. Mazur, former Special Police Officer, passed away on May 21, 2014 at the age of 59.

Tom was born September 21, 1954 to the late Ben S. & Emily (Kapinos) Mazur. A lifelong resident of Ludlow, he graduated from Ludlow High School where he played football and was an accomplished trumpet player for the LHS Band. Tom worked at H.P. Hood and Sons, Belmont Driving School, Smith and Wesson and United Driving School. He was a lifelong member of the Ludlow Fish and Game Club and served on the Board of Directors for many years. He spent several years educating youth about firearms safety and respect for firearms. He was a member of Union Church of Christ. Tom enjoyed reading about historical and natural subjects and was passionate about World War II and hunting. Tom learned to cook from his grandmother and had a lifelong interest in food and its cultural significance.

He leaves to cherish his memory, his wife Kim, children Danielle and Monica; brother Robert Mazur and wife Laura; sister-in-law Maxine Mazur; uncle Walter Mazur and several cousins and many close friends. He is also survived by his beloved canine Ella.

### **James V. Thompson** **1947 – 2014**

James V. "Jason" Thompson, former Town Moderator, lifetime member of the Town Democratic Committee, former Town Counsel and former member of the Board of Directors of the Ludlow Boys and Girls Club, passed away on April 20, 2014 at the age of 66.

Jason was born on September 8, 1947 to the late James and Ann (Janulewicz) Thompson. A lifelong resident of Ludlow, he graduated from Ludlow High School,

Georgetown University School of Foreign Service and Western New England University Law School. Jason spent the majority of his career practicing law at the firm he founded, Thompson and Bell. He served as President of the Ludlow Hospital from 1988-1991 and was a longtime member of the Unity Club. He enjoyed simple pleasures, watching the Patriots and Red Sox, reading, trips to Saratoga, an occasional bourbon, and especially spending time with his family. He was a true liberal with great compassion for humanity.

He leaves to cherish his memory, his wife Kathryn (Littlejohn) Thompson; his children Sean and wife Amy; Katelyn Lynch and husband Nicholas; two grandchildren Tess and Jase Thompson; his brother Kevin Thompson; his sister Ilona Thompson; and his aunt Lynne Wesolowski.

## **Howard A. Vincent**

### **1924 – 2014**

Howard A. Vincent, Registrar of Voters and member of the Republican Town Committee, passed away on August 14, 2014, at the age of 90.

Howard was born in Springfield on May 26, 1924 to the late Albert B. & Florence (Benedict) Vincent. He was a veteran of World War II, he served on the Springfield Fire Department until an injury forced his early retirement and he owned and operated the Northeast Drywall Co. As semi-retired, he worked at the Longmeadow Big Y. He was a loyal and dedicated volunteer at Shriners Hospital for Children. Howard was a Past Master of Roswell Lee Lodge, AF & AM of Springfield, now Brigham Lodge, AF & AM in Ludlow; a member of Lodge Council Chapter Consistory Scottish Rite Bodies in the Valley of Springfield; Morning Star Royal Arch Chapter; Melha Shriners; a 4<sup>th</sup> degree member of Ludlow Council #3535 Knights of Columbus; Past Commander of American Legion Post #173 of Longmeadow and a member of American Legion Post #293 of East Longmeadow; a Past Patron of Corona Chapter No. 205, Order of the Eastern Star; a member of James W. Hannum Chapter No. 150, OES and Westwood Court Order of the Amaranth; and a longtime member of the Advisory Board of East Longmeadow Assembly No. 74, International order of the Rainbow for Girls.

He leaves to cherish his memory, his children Carl, Holli Ernandes and husband Paul, 4 grandchildren and 9 great-grandchildren. He was predeceased by his first wife, Marilyn, his second wife Kathryn (Johnson), a son Earl, a brother Donald, and a sister Ruth Cochran.

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## Our Town

The Town of Ludlow was incorporated as a Town in 1774 and is a suburban community located in the northwest corner of metropolitan Springfield with access to both the Massachusetts Turnpike and Route 91. Boston is 84 miles east of Ludlow and Worcester is 47 miles eastward. The 19,247 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 has the largest Senior Center in Western Massachusetts.

Ludlow Public Schools are comprised of five schools serving approximately 2,800 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/Community Center provides individuals and families opportunities for exercise programs, indoor swimming, and game room facilities as well as a before and after school program for children, a summer youth camp and other recreational activities.

The Town also hosts six parks for recreational use and sporting events, including Whitney Park which offers an afterschool program and summer youth camp; the Thompson Memorial State Pool and Haviland Beach for your summer enjoyment; two excellent golf courses, and is only minutes away from cultural and entertainment facilities in the greater Springfield area.

### Geography:

**Total Area:** 28.33 sq. miles  
**Land Area:** 27.15 sq. miles  
**Population:** 19,247  
**Density:** 693 per sq. mile  
**County:** Hampden

### Town Hall:

Built in 1974

### 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

**FY2015 Taxes (as of January 1, 2014):**

<b>Residential:</b>	\$1,528,545,717
<b>Commercial:</b>	\$153,545,533
<b>Industrial:</b>	\$54,859,260
<b>Personal Property:</b>	\$186,562,980

**Tax Rate:**

For the period from July 1, 2014 – June 30, 2015  
Per \$1,000 of value  
\$17.29 – Residential and Commercial

**Tax Bills:**

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 due date, interest will be added according to law from the date due to the date payment is made. Motor Vehicle Excise is due the date of issuance.

**FY2015 Cherry Sheet Estimated State Aid: (July 1, 2014 through June 30, 2015)**

<b>Education Aid:</b>	\$13,351,728
<b>General:</b>	\$2,718,292
<b>Total Receipts:</b>	\$17,024,220

**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, 8:30 a.m. – 4:30 p.m. Special evening registration of Registrars is held preceding elections. Absentee voting is also available.

**Registered Voters (as of December 31, 2014):**

Democrats	4,944
Republicans	1,550
Grn./Lib./3 <sup>rd</sup> /Reform	63
Un-enrolled Voters	6,260
Total Registered	12,817

## **Dog Licenses:**

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

Fees:	
Spayed/Neutered Dogs	\$10.00
Un-altered Dogs	\$15.00

## **Fishing Licenses:**

Information regarding purchasing fishing licenses can be found 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 and points north in Vermont. 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 (PVRTA), which provides fixed route service to Springfield. The PVRTA 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 a.m. – 4:30 p.m. 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 Elementary School  
East Street School  
Ludlow Early Childhood Center  
Ludlow Senior High School  
Paul R. Baird Middle School  
Veterans Park Elementary School

**Private School**

St. John the Baptist School

**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

	Term Expires		Term Expires
<b>Board of Assessors</b>		<b>Library Trustees</b>	
Beverly A. Barry, Chairperson	2016	Christine A. Davis, Chairperson	2015
Michael S. O'Rourke	2017	Elaine M. Karalekas	2016
Antonio Rosa	2015	Robert A. Mishol	2017
<b>Board of Health</b>		<b>Moderator</b>	
Dr. Bruce R. Dzuira, Chairperson	2016	John P. DaCruz	2015
Timothy Fontaine	2017	Antonio E. DosSantos (resigned)	2017
Neil Paquette	2015		
<b>Board of Public Works</b>		<b>Planning Board</b>	
Thomas Haluch, Chairperson	2017	Christopher Coelho, Chairperson	2019
Barry Linton	2015	Carlos Chaves	2015
Rafael Quiterio	2016	Kathleen Houle	2018
Gary F. Wdowiak	2017	Raymond E. Phoenix II	2016
Richard A. Zucco	2016	Joseph L. Queiroga	2017
<b>Board of Selectmen</b>		<b>Recreation Commission</b>	
Manuel D. Silva, Chairperson	2015	Donald R. Cameron, Chairperson	2015
Carmina D. Fernandes	2015	Jason C. Martins	2017
Brian M. Mannix	2016	Sean McBride	2016
William E. Rooney	2017		
Aaron L. Saunders	2016	<b>School Committee</b>	
<b>Collector of Taxes</b>		Michael J. Kelliher, Chairperson	2016
Fred Pereira	2017	Patricia A. Gregoire	2017
		James "Chip" Harrington	2017
		Charles T. Mullin	2016
		Jacob R. Oliveira	2015
<b>Housing Authority</b>		<b>Town Clerk</b>	
Helen Garrow, Chairperson	2015	Laurie Gibbons	2017
Paul J. Czynodel	2018		
David A. Sepanek	2019	<b>Town Treasurer</b>	
Betty K. Socha	2016	Candida Batista	2015
Victor J. Field, State Apt. Executive Director	-- --		

## Appointed Town Officials

### **Affirmative Action Officer**

Ellie Villano

### **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 Bernardo

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

Joseph Queiroga

### **Assistant Assessor/Appraiser**

Jose Alves

### **Associate Assessor**

Maria Fernandes

### **Ambulance Abatement Committee**

Fred Pereira, Chairperson

Chief Mark Babineau

Lori Barbeau

Anthony Jarvis

### **Animal Control Officer**

Gilles Turcotte

Anne Turcotte, Volunteer

### **Board of Appeals**

Anthony Jarvis, Chairperson

Kathleen Bernardo

Paul Kessler

Manuel Lopes

### **Board of Appeals (Cont.)**

John Muse

Joseph Wlodyka

Paul A. Zielinski

### **Board of Registrars**

Paul T. Babin, Jr.

Timothy Collins

Laurie Gibbons

Maria McSwain

### **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

### **Call Firefighters**

Earl Dunbar, Jr.

### **Capital Improvement Planning Committee**

Darlene Cincone

Carmina Fernandes

Heidi Fogg

Joseph Queiroga

Ellie Villano

Luis Vitorino

James Young, Ex-Officio

**Celebrate Ludlow Committee**

Ilda Bouchie  
Grace Dias  
Maria A. Gamache  
Joan Haney  
Elaine Hodgman  
William Koss  
Lisa Martin  
Kathy Ouimette  
Rebecca Paul  
Christine Peacey  
Sue Santos  
Ruth Saunders

**Cemetery Committee**

Board of Public Works  
Beverly Barry  
Carlos Chaves  
Joe Chaves, Town Resident  
James Goodreau  
Joanne Martin, Town Resident  
Kelly McKenney, Advisory Member  
Douglas Stefancik  
Ellie Villano

**Chief Procurement Officer**

Ellie Villano

**Commission on Disabilities**

Andrew Bristol, Chairperson  
Beverly Barry  
Lizbeth Boulanger  
Jack Ollson  
Joanne Odata-Staeb

**Communications Officer**

Ellie Villano

**Community Preservation Act Commission**

Donald Cameron  
William Ellison  
Agnes E. Kibbe  
Lisa Labonte  
Raymond Phoenix  
Betty Socha

**Community Preservation Act Commission (Cont.)**

Craig Spice  
Angela Tierney

**Computer Advisory Committee**

Joe Alves, Chairperson – Board Of Assessors  
Candida Batista – Treasurer  
Gary Blanchard – IT Manager  
James Goodreau – DPW  
James “Chip” Harrington – School Committee  
Fred Pereira – Town Collector  
Ellie Villano – Town Administrator  
James Young – Town Accountant

**Conservation Commission**

Jason Martowski, Chairperson  
Penny Lebel  
Edgar Minnie II  
Michael Szlosek  
Angela Tierney

**Constables**

Detective David Kornacki

**Constable for Tax Collector**

Reid Jeffrey  
Christine Jeffrey

**Contract Compliance Officer**

Ellie Villano

**Council on Aging**

Fred Lafayette, Chairperson  
Richard Belisle  
Lucille Carneiro  
John DaCruz  
Eileen Frink  
Diane Goncalves  
Helen Grabowski  
Jacqueline Haskins  
Albert LeMay, Sr.  
Nancy Pauze  
Phillip Tierney

**Custodian of Insurance Records**

Candida Batista

**Custodian of Tax Possession**

Candida Batista

**Director of Emergency Management**

Chief Mark Babineau

**Economic Development Coordinator**

Carmina Fernandes

**Electrical Inspector**

Antonio Portelada

**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**

Ellie Villano

**Fair Housing Committee**

Chester Giza

Raymond Phoenix

Ellie Villano, Ex-Officio

**Finance Committee**

Maureen Kim Downing, Chairperson

Suzanne Boyea

Joan Cavallo

Douglas Fish

Heidi Fogg

Eric Gregoire

John Maggi

Beverly Tokarz

Jim Young, 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

**Harassment Officers**

**Haviland Beach Study Committee**

Chester Giza

Darlene Kennedy

**Hazardous Material Coordinator**

Captain Ryan Pease

**Historian**

Marilyn Paul-Lewis

**Historical Commission**

Agnes E. Kibbe, Chairperson

Daniel Fillion

John Moll

Karen Pilon

Thomas Vickers

**Historic District Study Committee**

Sandra Stanek

**Information Officer**

Ellie Villano

**Information Technology Manager**

Gary Blanchard

**Industrial Finance Authority**

John D. DeBarge

**Insurance Advisory Committee**

Nicholas Axiotis  
Michael Bertini  
Brian Bylicki  
Darlene Cincone  
Dale Gagne  
Kathleen Houle  
Denise Kukla  
Officer Jerome Mayou  
Todd Ostrowski  
Capt. Ryan M. Pease  
Debra Potter  
Melissa Rickson  
Francine Rusiecki  
Captain Jeffrey Lavoie, Alternate  
Ellie Villano, Ex-Officio  
Officer Michael Whitney

**License Agent for the Board of Selectmen**

Detective David Kornacki

**Long Range Planning Committee**

Manny Silva, Chairperson  
Beverly Barry  
Candida Batista  
Maureen Kim Downing  
Todd Gazda  
Kathy Houle  
Michael Kelliher  
Barry Linton  
James Young  
Ellie Villano

**Ludlow Cultural Council**

Elaine Allen  
Brian Barch  
Joan Dill  
Lisa Doiron  
Beverly Feicha  
Rosalind Forti  
Elaine Karalekas  
Linda Leveille  
Nancy Pauze  
Barbara Picard  
Florence Pooler

**Ludlow Cultural Council (Cont.)**

Carla Roberts

**Ludlow Reservoir Advisory Committee**

Sheila Dias  
Dorothy Mikaelian  
James Mikaelian  
Aaron Saunders

**Master Plan Committee**

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

**Matrons (Police)**

Shelby Anderson  
Elisabete Goncalves  
Penny Lebel  
Mary Morcavage  
Tammy Turcotte  
Linda Kelleher-Zina

**MMWEC Board of Directors**

Luis Vitorino

**Mobile Home Rent Control Board**

Jason Barroso  
Michael Bingle  
Darlene Cincone  
Mary Evangelista  
Michael Szlosek

**Municipal Hearing Officer**

**MWRA Working Group**

**Open Space Planning**

Donald Cameron  
William Ellison  
Carmina Fernandes  
Thomas Haluch  
James "Chip" Harrington  
Elaine Hodgman  
Kathleen Houle  
Jason Martins  
Angela Tierney

**Parking Hearing Officer**

Brian Mannix

**Permitting Authority Trench Reg.**

Justin Larivee

**Personnel Board**

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

**Physicians**

Dr. Shaukat Matin  
Dr. Gino Mercadante

**Pioneer Valley Planning Commission**

John Pedro  
Ray Phoenix, Alternate

**Pioneer Valley Transit Authority**

Aaron Saunders

**Plumbing/Gas Inspector**

Joseph Kozicki

**Assistant Plumbing/Gas Inspector**

Kevin Douville

**Pond Management Committee**

Chester Giza  
Janice Santos

**Police, Special**

Anthony Amaral  
Matthew Anderson  
James Banas  
Nicholas Begin  
Jose Branco  
Jose Carvalho  
Sylvia Cotter  
Thomas Day  
David Fernandes  
Marie Gaudreau  
Patrick Gaughan  
James "Chip" Harrington  
Christopher Hastings  
Kevin Healey  
Mike Healey  
Jonathan Kuc  
Thomas Kurpaska  
Michel Lebel  
Adam Madera  
Joseph McDanel, Jr.  
Nelson Milano  
Raymond Parylak  
Norman Picard  
Peter Porra  
Wendell Prior  
Kevin Quiterio  
Fernando Ribeiro  
Tony Ribeiro  
Juan Rivera  
David Salvador  
Armando Saraiva  
Christopher Silveira  
Raymond Valadares  
Nicholas Verteramo

**Procurement Officer**

Amy Priest

**Safety Committee**

Sergeant Frank Nowak, Chairperson  
Chief Mark Babineau, Alternate  
Christopher Coelho  
Dep. Fire Chief Joseph Crowley, Alternate  
Justin Larivee

**Safety Committee (Cont.)**

Penny Lebel  
Phillip McBride  
Capt. Ryan Pease  
Rafael Quiterio  
Sergeant Louis Tulik, Alternate

**School Crossing Guards**

Lawrence E. Andre  
Janice Chrzan  
Debra Ann Forcum  
Margaret Lavoie  
Irene Setterstrom  
Stanley Witowski  
Tina Wright  
Douglas W. Fuller, Sub  
Kathleen E. Lavoie, Sub

**Sealer Weights & Measures**

Douglas J. Wilk

**Sworn Weigher**

Joanne Martins

**Town Accountant**

James Young

**Town Administrator**

Ellie Villano

**Town Auctioneer****Town Counsel**

Doherty, Wallace, Pillsbury, Murphy, PC

**Town Engineer/Director of Public Works**

John T. Gaucher  
Paul Dzubek (Retired)

**Town Negotiator**

Collins & Weinberg

**Town Planner**

Douglas Stefancik

**Veterans Service Officer**

Eric Segundo

**Westover Advisory Commission**

Gary Coelho, Site Inspector

**Westover Municipal Golf Commission**

Sean McBride, Chairperson  
Donald Cameron  
Paul Chrzan  
William Koss  
Jason Martins  
Steven Morris  
Joseph O'Brien

**Westover Municipal Development Corp.**

Maureen Kim Downing

# Precinct Members – 2014

**\*\*cacaus**

## **Precinct One**

2017-David A Gamache 211 Wedgewood Dr  
2017-John E Hiersche 49 River St  
2017-William J Jolivet Jr 37 Gamache Dr  
2017-William A Koss 203 West St  
2017-Richard Oliveira 67 Guertin Ave  
2016-Elinor D Kelliher 108 Wedgewood Dr  
2016-**\*\***Ryan J Linton 76 Deroche Cir  
2016-Christine D Peacey 7 Wenonah Dr  
2016-Derek G DeBarge 37 Barre Dr  
2016-Timothy S Donnelly 39 Arnold St  
2015-Debra M Johnson 142 Cady St  
2015-Albert J Fabbre 10 Fountain St  
2015-Alan E Gregoire 93 Cady St  
2015-**\*\***Eric A Gregoire 93 Cady St  
2015-Garett N Day 55 Willard Ave

## **Precinct Three**

2017-Brian T Connery 29 Tower Rd  
2017-John M Diotalevi 181 Cislak Dr  
2017-Joanne R Martin 308 Miller St 2  
2017-Richard T Rusiecki 761 Moore St  
2017-Matthew C Dorval 484 Moore St  
2016-Edward R Godin 1071 Center St  
2016-Walter J Kiel Jr 68 James St  
2016-Carlton W Leonard III 84 Westerly Cir  
2016-Lisa J Szlosek 165 Genovevo Dr  
2016-**\*\***Sean V Stack 101 Timberidge Rd  
2015-Richard Paixao 76 Windwood Dr  
2015-Daniel J Valadas 118 Fox Run Dr  
2015-Debra A Woodbury 142 Timberidge Rd  
2015-Michael A Szlosek 165 Genovevo Dr  
2015-**\*\***Nancy A Coley 1579 Center St

## **Precinct Five**

2017-John R Auclair 16 Nash Hill Rd  
2017-James L Chenier 628 Fuller St  
2017-John B Chenier 501 Munsing St  
2017-John H Davis 411 Fuller St  
2017-Ryan Lemek 425 Fuller St  
2016-Barbara J Picard 156 Nash Hill Rd  
2016-Ryan M Pease 128 Skyridge St  
2016-Michael W Lavelle 139 Bridle Path Cir  
2016-Mark A Witowski 53 Colonial Dr  
2016-**\*\***Stephen E Santos 149 Colonial Dr  
2015-Kenneth J Batista 12 Valley View Dr  
2015-Stephen M Breslin 580 Fuller St  
2015-Kathleen A Ouimette 58 Homestretch Dr  
2015-Edward H LaFayette 798 West St  
2015-**\*\***Armand P Deslauriers 596 Pinecone Ln

## **Precinct Two**

2017-Chester J Giza 134 Yale St  
2017-**\*\***Douglas E Fish 12 Cedar St  
**\*\***Gary R Retzlaff 3Bramucci St  
2017-Daniel E Rae 51 Lockland St  
2017-**\*\***Edward P Santini 53 Winsor St  
2016-Lorraine C Czapienski 127 Cedar St  
2016-Donald C Labrecque 191 Pine St  
2016-Antonio Portelada 168 Lockland St  
2016-John J Dryjowicz 153 Ray St  
2016-Frederick J Nowak Jr 45 Kirkland Ave  
2015-Thomas A Czapienski 127 Cedar St  
2015-Jean S Martins 92 Lockland St  
2015-Ana Parrelli 399 East St  
2015-**\*\***Walter D Ricardi 179 Sewall St  
2015-**\*\***Kathleen A Hastings 407 Chapin St

## **Precinct Four**

2017-Fritz A Huber Jr 29 Laroche St  
2017-Richard J McInerny 51 Brunelle St  
2017-Richard A Pasquini 17 Ridgeview Cir  
2017-Paula A Siok 115 Miller St  
2017-Alan J Siok 115 Miller St  
2016-James L Goodreau 90 Posner Cir  
2016-Isabel Martins 32 Fairway Dr  
2016-Robert A Silva 30 Stevens St  
2016-Fernando F Soares 21 Bristol St  
2016-Albert L Picard 30 Circuit Ave  
2015-Fernando Barroso 32 Fairway Dr.  
2015-Mary C Evangelista 64 Franklin St  
2015-James K Goodreau 201 Stevens St  
2015-Julieta N Hoeckh 423 Winsor St  
2015-Joseph A Santos 3 Brimfield St

## **Precinct Six**

2017-Peter C Karalekas Jr 35 Old Coach Cir  
2017-Michele M Thompson 170 Pinewood Rd  
2017-Christopher J Lemek 49 Wood Dr  
2017-Peter H Zima 233 Clover Rd  
2017-William J Eagen 24 Pinewood Rd  
2016-Leonard C Robbins 549 Chapin St  
2016- William L Gaumond 18 Wood Dr  
2016-James D Cavallo 179 Higher Brook Dr  
2016-Penny G Lebel 43 Wilson St  
2016-Theodore S Chmura III 150 HigherBrook  
2015-Christopher E Chartrand 156 Pinewood Rd  
2015-Teresa D Chaves 101 Paulding Rd  
2015-Robert W Scheer 25 Wood Dr  
2015-Lynda A Scheer 25 Wood Dr  
2015-Patrick J Nugent 35 Pinewood Rd

## Members At Large

Manuel D. Silva	17 Dinis Avenue, Board of Selectmen, Chairman
Carmina D. Fernandes	1 Swan Avenue, Board of Selectmen
Aaron Saunders	88 Fuller Street #18, Board of Selectmen
Brian M. Mannix	353 Fuller Street #1, Board of Selectmen
William E. Rooney	86 Pinewood Road, Board of Selectmen
Antonio E. DosSantos (resigned)	Town Moderator
John P. DaCruz	
Laurie A. Gibbons CMMC	32 Applewood Drive, Town Clerk
Candida M. Batista	134 Reynolds 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 Lib, Chairman
Thomas Haluch	169 Munsing Street, Dept of Public Works, Chairman
Anthony W. Jarvis	3 Andrew Street, Board of Appeals, Chairman
Christopher Coelho	15 Kirkland Avenue, Planning Board, Chairman
Helen Garrow	171 Stivens Terrace, Housing Authority, Chairman
Richard Belisle	12 Sunset Drive, Council on Aging, Chairman
Maureen Kim Downing	22 Elizabeth Drive, Finance Committee, Chairman
Sean M. McBride	157 Gamache Drive, Westover Golf, Chairman
Dr Bruce R. Dziura	42 Longfellow Drive, Board of Health, Chairman
Jason Martowski	121 Fuller Street, Conservation Comm, Chairman
Donald R. Cameron Jr	583 Center Street, Recreation Comm, Chairman
Michael J. Kelliher	108 Wedgewood Drive, School Comm, Chairman
David J. Martel (Town Counsel)	Doherty, Wallace, Pillsbury & Murphy, PC 9th Floor, 1 Monarch Place 1414 Main St Spfld MA 01144-1002

# **Administration**

## **Board of Selectmen**

In 2014 the Board of Selectmen consisted of myself as Chairman, Carmina Fernandes as Vice-Chairman and members Aaron Saunders, Brian Mannix and, re-elected to another three year term, William Rooney. The Board was once again served well by Town Administrator Ellie Villano and her extremely capable staff – Ann Converse, Denise Tomlinson and Lori Leduc. A great deal of thanks goes to Ellie and her staff for the fine work performed throughout the year.

The voters at the Annual Town Meeting in May approved a budget of \$57,944,610. A new Human Resource Director position was created at that meeting; a comprehensive search was performed and the BOS interviewed applicants and hired Mrs. Carrie Ribeiro to oversee Town employment requirements and issues.

The Board appointed Acting Police Chief Paul Madera to serve as Police Chief. Both the police and fire departments added staff and are manned to a full compliment to keep us all as safe and secure as possible.

Some notable Town happenings for 2014 include: Celebrate Ludlow was a success with a very nice firework display; the Annual Santa Sleigh Ride was once again a happy and joyous event; Ludlow Cares Coalition presented two very well attended programs, one dealing with drug abuse, 'Chris Herron'; the other dealing with teen dating and violence, 'The Yellow Dress'; and HapHousing finally came to fruition and opened its doors in December. A well received project that has been in the works for many, many years.

Town officials alongside WestMass Area Development Corporation continued to move forward with the opening of several new businesses and the design of Phase I of the Riverwalk which is expected to be completed in mid-2015.

In summary, Ludlow had a fine year keeping expenses down, thereby limiting tax increases and keeping our reserves in good shape. The Board had its share of tough and daunting decisions to make but I believe the decisions made were always in the best interests of residents and taxpayers.

Respectfully submitted,  
Manuel D. Silva  
Chairman

## Town Moderator

2014 was a year of transition for the Town Moderator position. Attorney Antonio DosSantos was elected to the position in March 2014 with the retirement of Attorney Jason Thompson; he then resigned in July due to his move out of Ludlow. At the start of the Special Town Meeting held in October, nominations were accepted on Town Meeting floor and members elected Attorney John DaCruz as the Interim Town Moderator with his term expiring at the election in March of 2015. Attorney DaCruz intends to run for re-election on March 23, 2015.

Both Attorney DosSantos and Attorney DaCruz have served the Ludlow Community with respect and professionalism.

## Town Clerk

### Election and Registration

Nomination papers and petitions were certified by the Registrars in the year 2014. The breakdown of registered voters per precinct as of December 31, 2014 is as follows:

Precinct	A	CC	D	G	H	J	L	O	Q	R	T	U	Grand Totals
01	-	-	881	1	-	5	5	2	-	270	1	1127	2292
02	-	-	751	-	-	3	5	-	-	192	2	849	1802
03	-	-	793	-	1	-	6	1	-	358	1	1187	2347
04	1	1	976	2	-	2	4	2	1	212	1	977	2179
05	-	-	565	-	-	1	5	-	-	217	1	856	1645
06	-	-	978	-	-	3	2	2	2	301	-	1264	2552
Grand Totals	1	1	4944	3	1	14	27	7	3	1550	6	6260	12817

### Town Election March 24, 2014

A total of 1410 (11% of 13211 registered voters) ballots were cast. Precinct 1 – 190; Precinct 2 – 125; Precinct 3 – 302; Precinct 4 – 237; Precinct 5 – 229; Precinct 6 – 327; the polls were open from 10:00 am until 8:00 pm.

### Proceedings Spring Annual Town Meeting May 12, 2014

**ARTICLE 1:** Voted that the Town accept the reports of the Town Officers as printed in the Annual Town Report for the calendar year 2013.

**ARTICLE 2:** Voted that the Town accept the progress on part 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 raise and appropriate the sum of \$5,000.00 for the printing of the Annual Town Report for the Calendar Year 2014 and the printing of the Town Meeting Warrants and Recommendations.

**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, 2014.

**ARTICLE 5: ~~\*\*~~(BUDGET TOWN ACCOUNTANT)**

**ARTICLE 6:** Voted that the Town postpone action on Article 6 of the May 12, 2014 Annual Town Meeting Warrant. **POSTPONED**

**ARTICLE 7:** 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 8:** Voted that the Town amend the Compensation Plan of the Personnel Policy Bylaw of the Town of Ludlow as authorized under Chapter 41, sec 108A and 108C of the Massachusetts General Laws by deleting the current Minimums and Maximums and Increment Steps for the Non-Union Personnel, as listed under Custodians, Schedule V, Inspectors, Schedule XVI, Cable Television, Schedule XIV, Special Police, Finger Printer, Crossing Guards and Matrons, Schedule IV and Management, Schedule XIII and replacing them with the Minimums, Maximums and Increment Steps as printed in Article 8 of the May 12, 2014 Annual Town Meeting Warrant and that those persons whose Compensation is governed by the prior Classification and Compensation Plan receive a two (2) percent increase.

**ARTICLE 9:** Voted that the Town amend the Classification and Compensation Plan, Schedule A of the Personnel Policy Bylaw of the Town of Ludlow as authorized under Chapter 41, Sections 108A and 108C of the Massachusetts General Laws by deleting a portion of the current Town Clerk's Schedule and replacing it with a revised portion as printed in Article 9 of the May 12, 2014 Annual Town Meeting Warrant.

**ARTICLE 10:** Voted that the Town amend the Classification Plan, Schedule A of the Personnel Policy Bylaw of the Town of Ludlow as authorized under Chapter 41, Sections 108A and 108C of the Massachusetts General Laws by deleting a portion of the current Treasurer Schedule and replacing it with a revised portion as printed in Article 10 of the May 12, 2014 Annual Town Meeting Warrant.

Moved and seconded to adjourn the Spring Annual Town Meeting at 8:10 pm.

**The Special Town Meeting within the Annual Town Meeting  
May 12, 2014**

**ARTICLE 1:** Voted that the Town transfer from Free Cash the sum of \$1,501 for unpaid bills and/or over expended accounts of previous years as follows: Charles B Cabana-\$361.00, William F DiCarlo-\$200.00, Frederick Gamache-\$284.00, Susan McCombe-Crowley-\$656.00, Total \$1,501

**ARTICLE 2:** Voted that the Town transfer from Free Cash the sum of \$51,254.00 to be applied to close out a number of deficit balances in old Special Articles and Capital Projects from Fiscal Years 1999 to 2009 as follows:

Hubbard Memorial Library-, Insurance Damage Account-\$1,506, Highway Fund-Chapter 90-\$2,610, COA Outreach Program-\$2,264, BMS Book Revolving-\$4,657, Elementary Full Day-, Kindergarten-\$6,902, Vets Park Reading Program-\$2,743, BMS Gift Account-\$9,205, School Health Grant-\$431, Academic Support-\$3,284, School Safe Environment-\$3,275, Education Jobs Grant-\$901, SPED Early Child Allocation-\$102, Pre-Kindergarten Classroom-\$2,981, SPED 94-142 2002/2007-\$9,763, Enhanced Education Tech-\$630, Total \$51,254.

**ARTICLE 3:** Voted that the Town postpone Article 3 of the May 12, 2014 Special Town Meeting Warrant. **POSTPONED**

**ARTICLE 4:** Voted that the Town allow the Board of Selectmen to investigate the possible assessment of betterments for Water Upgrades and Tie-Ins with South Hadley Water Department for Pinecone Lane.

**ARTICLE 5:** Voted that the Town amend the General Bylaws of the Town of Ludlow, Chapter II, "Regulating Certain Occupations", Section 2 by adding the word "pawnbroker" to the First Line of Section 2 as printed in Article 5 of the May 12, 2014 Special Town Meeting Warrant.

**ARTICLE 6:** Voted that the Town amend the General Bylaws of the Town of Ludlow by adding a new section "F" to Chapter III, "Regulating certain Occupations", Section 6, Pawn Shops/Buyers and Sellers of Gold as written in Article 6 of the May 12, 2014 Special Town Meeting Warrant.

Moved and seconded to adjourn the Special Town Meeting within the Annual Town Meeting at 8:30 pm.

## **Continuation of the Spring Annual Town Meeting May 12, 2014**

**ARTICLE 11:** Voted that the Town amend the Classification and Compensation Plan, Schedule A and Schedule B of the Personnel Policy Bylaw of the Town of Ludlow as authorized under Chapter 41, Sections 108A and 108C of the Massachusetts General Laws by adding a new section, Human Resources, which allow for the new position of a Human Resources Manager as printed in Article 11 of the May 12, 2014 Annual Town Meeting Warrant.

**ARTICLE 12:** Voted that the Town raise and appropriate \$64,000.00 to be added to the Fiscal Year 2015 Human Resources, Personal Services Budget to fund the previous article.

**ARTICLE 13:** Voted that the Town amend the Classification and Compensation Plan, Schedule A and Schedule B of the Personnel Policy Bylaw of the Town of Ludlow as authorized under Chapter 41, Sections 108A and 108C of the Massachusetts General Laws by adding a new section, Long Range Planning Committee, which allows for the new position of a Department Assistant as printed in Article 13 of the May 12, 2014 Annual Town Meeting Warrant. **DEFEATED**

**ARTICLE 14:** Voted that the Town postpone action on Article 14 of the May 12, 2014 Annual Town Meeting Warrant. **POSTPONED**

**ARTICLE 15:** Voted that the Town amend the Classification and Compensation Plan of the Personnel Policy By-Law of the Town of Ludlow by deleting the Director of Public Works/Town Engineer position and adding a Director of Public Works and Town Engineer positions. **MOTION FAILS**

**ARTICLE 16:** Voted that the Town postpone action on Article 16 of the May 12, 2014 Annual Town Meeting Warrant. **POSTPONED**

**ARTICLE 17:** Voted that the Town postpone action on Article 17 of the May 12, 2014 Annual Town Meeting Warrant. **POSTPONED**

**ARTICLE 18:** Voted that the Town postpone action on Article 18 of the May 12, 2014 Annual Town Meeting Warrant. **POSTPONED**

**ARTICLE 19:** Voted that the Town postpone action on Article 19 of the May 12, 2014 Annual Town Meeting Warrant. **POSTPONED**

**ARTICLE 20:** Voted that the Town postpone action on Article 20 of the May 12, 2014 Annual Town Meeting Warrant. **POSTPONED**

**ARTICLE 21:** Voted that the Town postpone action on Article 21 of the May 12, 2014 Annual Town Meeting Warrant. **POSTPONED**

**ARTICLE 22:** Voted that the Town postpone action on Article 22 of the May 12, 2014 Annual Town Meeting Warrant. **POSTPONED**

**ARTICLE 23:** Voted that the Town transfer \$16,000.00 from the Ambulance Subscription Fund to purchase a new Automatic Chest Compression System including necessary accessories and training for use on the Town's Ambulances.

**ARTICLE 24:** Voted that the Town transfer from Free Cash the Sum of \$25,000.00 to be used as the 10% match required for the Federal Assistance to Firefighters Grant to be used for the replacement of the Fire Departments Self Contained Breathing Apparatus, upgrade the Breathing Air Compressor and the purchase of a Fit Test Instrument.

**ARTICLE 25:** Voted that the Town raise and appropriate the sum of \$15,000.00 to be used for the purchase of Outdoor Holiday Decorations for the Town Hall and Streets. **DEFEATED**

**ARTICLE 26:** 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, Sec 53E ½, 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, said fund not to exceed \$24,000 for the fiscal year 2015.

**ARTICLE 27:** Voted that the Town re-establish a revolving fund for the Board of Health, pursuant to Massachusetts General Laws, Chapter 44, sec 53E ½, 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, said fund not to exceed \$20,000 for Fiscal Year 2015.

**ARTICLE 28:** Voted that the Town re-establish a Revolving Fund for the Conservation Commission, pursuant to Massachusetts General Laws Chapter 44, 53E ½, said fund to receive wetland fees collected by the Ludlow Conservation Commission per Chapter XV, sec 6, of the Town of Ludlow Bylaws. Said fees to be submitted to the Town Treasurer for deposit and expended by the Conservation Commission in an amount not to exceed \$80,000, 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 29:** Voted that the Town re-establish a Revolving Fund for the Conservation Commission, pursuant to Massachusetts General Laws Chapter 44, sec 53E ½, said fund to receive consultant fees collected by the Ludlow Conservation Commission per Chapter XV, sec 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 30:** Voted that the Town re-establish a revolving fund for the School Department, pursuant to Massachusetts General Laws Chapter 44, sec 53E ½, said fund to receive payments from the Massachusetts Math and Science Initiative Advance Placement Grant, said fund to be deposited with the Town Treasurer with payments from the fund to be expended by the School Department, up to twenty five thousand dollars and no cents (\$25,000.00) to pay expenses for Advanced Placement Teachers at Ludlow High School, according to the terms of the grant.

**ARTICLE 31:** Voted that the Town transfer from Free Cash the sum of \$15,000.00 to be deposited into the other Post-Employment Benefits Liability Trust Fund established by Article 29 of the May 13, 2013 Annual Town Meeting and further that a line item in the Budget be established in future years for expenditure of funds into the other Post-Employment Benefits Liability Trust Fund.

**ARTICLE 32:** Voted that the Town amend the Zoning Bylaws of the Town of Ludlow, Section VI, SPECIAL LAND USE REGULATIONS by adding Section 6.11 Medical Marijuana Treatment Center/Dispensary, as printed in Article 32 of the May 12, 2014 Annual Town Meeting Warrant.

**ARTICLE 33:** Voted that the Town amend the Zoning Bylaws of the Town of Ludlow, Section VI, SPECIAL LAND USE REGULATIONS, Section 6.4.2 Parking Guidelines, by adding Medical Marijuana Treatment Center/Dispensary, as printed in Article 33 of the May 12, 2014 Annual Town Meeting Warrant.

**ARTICLE 34:** Voted that the Town amend the Zoning Bylaws of the Town of Ludlow, TABLE 1 LUDLOW TABLE OF PRINCIPAL USES, by adding Medical Marijuana Treatment Center/Dispensary under LAND USE CLASSIFICATION/GOVERNMENT, INSTITUTIONAL & PUBLIC SERVICE to be allowed through Site Plan Approval (SPA) and Special Permit from the Planning Board (SPPB) in Industrial A and Industrial C, and to amend Table 1 to reflect these changes as printed in Article 34 of the May 12, 2014 Annual Town Meeting Warrant.

**ARTICLE 35:** Voted that the Town amend the Zoning Bylaws of the Town of Ludlow, Section X, DEFINITIONS, by adding the following definition; Medical Marijuana Treatment Center/Dispensary as printed in Article 35 of the May 12, 2014 Annual Town Meeting Warrant.

**ARTICLE 36:** Voted that the Town amend the Zoning Bylaws and Zoning Map of the Town of Ludlow, by changing from Agriculture to Business B, a parcel of land owned by Armando M Nunes, Nx2, LLC., located at 656 & 658 Center Street (Assessor's Map #16B & 16C, Parcel 13-1), as described in Article 36 of the May 12, 2014 Annual Town Meeting Warrant.

**ARTICLE 37:** Voted that the Town appropriate State Chapter 90 Highway Aid Funds for engineering, construction, reconstruction and or repairs to Town roads and bridges and to authorize the Selectboard, if necessary, to borrow in anticipation of the receipt of such State Aid.

**ARTICLE 38:** Voted that the Town authorize the Board of Public Works to enter into a contract with MassDOT in the amount of \$706,188 for the construction and maintenance of public roads for the ensuing year.

**ARTICLE 39:** Voted that the Town appropriate \$10,000 for the Landfill Closure Enterprise Fund for inspection and testing for air and water quality, general maintenance, vents and mowing and that the \$10,000 be taken from the Landfill Enterprise Fund balance.

**ARTICLE 40:** Voted that the Town accept conveyance to the Town for no monetary consideration, the fee simple interest, free of liens and encumbrances or environmental issues, the parcel of land known as 0 Rood Street Ludlow, MA, Assessor Map #17, Parcel #85, owned by Munsing Land Corporation and being the same premises described as Parcel 2 in a deed dated November 22, 1920 and recorded in Hampden County Registry of Deeds Book 1073, Page 230.

**ARTICLE 41:** Voted that the Town raise and appropriate and transfer from available funds the total sum of \$487,796.00 from the sources identified later in this motion to fund the Fiscal Year 2015 Capital Improvements Program as follows: DPW-Ford F-450 Dump Truck/Plow-\$65,000, Truck/Sander lease (2<sup>nd</sup> yr.)-\$62,782, School-Security equipment (cameras 8)-\$25,000, Computer switches-\$20,000, LHS Tennis Courts (repairs and resurfacing)-\$29,000, LHS track repairs-\$34,000, 2014 Ford Econoline Cargo Van-\$24,404, Fire-Fire Engine \$500,000 (5 year lease \$106,000 p.y.)-\$106,000, Ambulance (3<sup>rd</sup> yr. of 4 yr lease)-\$48,113, Police-Dodge 2014 RAM 1500 4x4-\$37,000, Golf-6 Club Cars-\$24,246, Toro Groundmaster 3500 D-\$12,251, Total \$36,720 (3 yr lease \$12,251.00 p.y.)

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 said sum be raised as follows: The sum of \$36,479.00 be transferred from the Westover Golf Retained Earnings, the sum of \$48,113.00 be transferred from the Ambulance Subscription Fund, and the sum of \$403,186.00 be transferred from Free Cash.

**ARTICLE 42:** Voted that the Town transfer from Free Cash the sum of \$70,000 to fund the Building Infrastructure Article established by Article 17 of the October 1, 2012 Special Town Meeting Warrant and authorize the Board of Selectmen to expend such funds.

**ARTICLE 43:** Voted that the Town transfer from Free Cash the sum of \$125,000.00 for the Fiscal Year 2015 Reserve Fund.

**ARTICLE 44:** Voted that the Town transfer from Free Cash the sum of \$250,000.00 to fund the Stabilization Fund.

**ARTICLE 45:** Voted that the Town transfer the sum of \$800,000.00 from the unreserved fund balance to be used by the Board of Assessors in determining the Fiscal Year 2015 Tax Levy.

Moved and seconded to dissolve the Spring Annual Town Meeting of May 12, 2014 at 10:20 pm.

### **State Primary September 9, 2014**

A total of 3190 (24%) (Dem, Rep) ballots were cast. Total number of registered voters 13,172: Precinct 1-515; Precinct 2-336; Precinct 3-580; Precinct 4-560; Precinct 5-489; Precinct 6-710. For a total of 3190 ballots were cast. The polls were open from 7:00 am until 8:00 pm.

### **Proceedings Fall Special Town Meeting October 6, 2014**

**ARTICLE 1:** Voted that the Town raise and appropriate the sum of \$2,676.53 for unpaid bills and/or over expended accounts of previous years as follows: \$1,700.00 – Analytical Engineering, Inc., \$807.19 – The Home Depot, \$169.34 – Emergency Medical Solutions, **TOTAL \$2,676.53**

**ARTICLE 2:** Voted that the Town amend the Compensation Plan of the Personnel Policy Bylaw of the Town of Ludlow as authorized under Chapter 41, Sections 108A and 108C of the Massachusetts General Laws, to reflect the most current contract with the International Union of Operating Engineers, Local 98, AFL-CIO by deleting the current minimums and maximums and increment steps for Laborer, Schedule 1 and Golf Course, Schedule VIII and replacing them with the minimums, maximums and increment steps as printed in Article 2 of the October 6, 2014 Special Town Meeting Warrant.

**ARTICLE 3:** Voted that the Town raise and appropriate the sum of \$6,000.00 said sum to be added to the Department of Public Works, Personal Services and Westover Golf Course, Personal Services Budgets for Fiscal Year 2015 to fund the negotiated pay increase with the International Union of Operating Engineers, Local 98, AFL-CIO as approved in the preceding vote.

**ARTICLE 4:** Voted that the Town amend the Compensation Plan of the Personnel Policy Bylaw of the Town of Ludlow as authorized under Chapter 41, Sections 108A and 108C of the Massachusetts General Laws, to reflect the most current contract with the Ludlow Association of Town Office Secretaries by deleting the current minimums and maximums and increment steps for Clerical/Council on Aging, Schedule II and replacing them with the minimums, maximums and increment steps as printed in Article 4 of the October 6, 2014 Special Town Meeting Warrant.

**ARTICLE 5:** Voted that the Town raise and appropriate the sum of \$10,000.00 said sum to be added to the various Personal Services Budgets for Fiscal Year 2015 to fund the negotiated pay increase with the Ludlow Association of Town Office Secretaries as approved in the preceding vote.

**ARTICLE 6:** Voted that the Town amend the Compensation Plan of the Personnel Policy Bylaw of the Town of Ludlow as authorized under Chapter 41, Sections 108A and 108C of the Massachusetts General Laws, to reflect the most current contract with the Ludlow Police Dispatchers, Local 703-International Brotherhood of Police Officers by deleting the current minimums and maximums and increment steps for Police Department, Schedule IV, PD-1 and PD-2 and replacing them with the minimums, maximums and increment steps as printed in Article 6 of the October 6, 2014 Special Town Meeting Warrant.

**ARTICLE 7:** Voted that the Town raise and appropriate the sum of \$1,000.00 said sum to be added to the Police Department, Personal Services Budget for Fiscal Year 2015 to fund the negotiated pay increase with the Ludlow Police Dispatchers, Local 703-International Brotherhood of Police Officers as Approved in the preceding vote.

**ARTICLE 8:** Voted that the Town amend the Classification Plan of the Personnel Policy Bylaws of the Town of Ludlow as authorized under Chapter 41, Sections 108A and 108C of the Massachusetts General Laws for the Police Department to correct the number of hours assigned to the part time Dispatchers and by adding one (1) additional permanent part time Dispatcher by deleting the current Sections and replacing with them a new Section as printed in Article 8 of the October 6, 2014 Special Town Meeting Warrant.

**ARTICLE 9:** Voted that the Town amend the Compensation Plan of the Personnel Policy Bylaws of the Town of Ludlow as authorized under Chapter 41, Sections 108A and 108C of the Massachusetts General Laws for Special Police Officers, Police Department, Schedule IV, SP-2, by deleting the current minimums and replacing them with new minimums as printed in Article 9 of the October 6, 2014 Special Town Meeting Warrant.

**ARTICLE 10:** Voted that the Town transfer the sum of \$34,140 from previously approved Town Meeting Articles to fund the projected shortfall in the Fire Departments Rescue Pumper Replacement Project that was approved in Article 41 of the May 12, 2014 Annual Town Meeting as follows: May 14, 2014 – Article 15 – Fire Narrowband Radios - \$1,774; May 12, 2008 – Article 21 – Fire Substation Study - \$15,000; April 13, 1998 – Article 10 – Paramedic Training - \$17,366; **TOTAL \$34,140.**

**ARTICLE 11:** Voted that the Town amend the Personnel Policy Bylaws of the Town of Ludlow as authorized under Chapter 41, Section 108A and 108C of the Massachusetts General Laws, Section 15.4 Bereavement by deleting the reference to the leave being taken within seventy-two hours of the death so that the Bylaw, as amended, will read as printed in Article 11 of the October 6, 2014 Special Town Meeting Warrant.

**ARTICLE 12:** Voted that the Town amend the Personnel Policy Bylaw of the Town of Ludlow as authorized under Chapter 41, Sections 108A and 108C of the Massachusetts General Laws, by deleting the second paragraph of Section 23.3A Oral Reprimand and replacing it with a paragraph which will read as printed in Article 12 of the October 6, 2014 Special Town Meeting Warrant.

**ARTICLE 13:** Voted that the Town amend the Personnel Policy Bylaw of the Town of Ludlow as authorized under Chapter 41, Section 108A and 108C of the Massachusetts General Laws by deleting the present steps 2 and 3 of Section 24.1 Grievance Procedure and replacing them with new Steps 2 and 3 as printed in Article 13 of the October 6, 2014 Special Town Meeting Warrant.

**ARTICLE 14:** Voted that the Town amend the Bylaws of the Town of Ludlow Chapter IV, Regulating the Conduct of Citizens, by deleting in its entirety Section 21 and replacing it with a new Section 21 which changes the timeframes for seeking permission to hold a Procession or a Parade from the Board of Selectmen and which shall read as printed in Article 14 of the October 6, 2014 Special Town Meeting.

**ARTICLE 15:** Voted that the Town amend the Bylaws of the Town of Ludlow, Chapter IV, Regulating the Conduct of Citizens by adding Section 35, Vacant and Unkempt Properties, as printed in Article 3 of the October 6, 2014 Special Town Meeting Warrant, except the word ordinance is to be changed to Bylaw.

**ARTICLE 16:** Voted that the Town amend the Zoning Bylaws of the Town of Ludlow, Section VI: SPECIAL LAND USE REGULATIONS, Section 6.5 Sign Regulations. Section 6.5.7 Non-Conforming and Temporary Signs by deleting (d.) and adding new section as printed in Article 16 of the October 6, 2014 Special Town Meeting Warrant.

**ARTICLE 17:** Voted that the Town amend the Zoning Bylaws of the Town of Ludlow, Section VI: SPECIAL LAND USE REGULATIONS, Section 6.5 Sign Regulations. Section 6.5.8 Permits by amending the existing article as written and deleting (a.) "Any sign over eighteen (18) inches by twenty-four (24) inches shall require a permit from the Building Commissioner." and by adding in its place (a.) "Any sign over eighteen (18) inches by twenty-four (24) inches shall require a permit from the Building Commissioner. Excludes temporary sign," as printed in Article 17 of the October 6, 2014 Special Town Meeting Warrant.

**ARTICLE 18:** Voted that the Town amend the Zoning Bylaws of the Town of Ludlow, by deleting Section XI, TEMPORARY MORATORIUM ON MEDICAL MARIJUANA TREATMENT CENTERS/REGISTERED MARIJUANA DISPENSARIES, as printed in Article 18 of the October 6, 2014 Special Town Meeting Warrant.

**ARTICLE 19:** Voted that the Town amend the Zoning Bylaws of the Town of Ludlow, Section X, DEFINITIONS, by deleting the current definition of Special Permit Granting Authority and replacing it with the new definition as printed in Article 19 of the October 6, 2014 Special Town Meeting Warrant.

**ARTICLE 20:** Voted that the Town amend the Zoning Bylaws of the Town of Ludlow, Section VI: SPECIAL LAND USE REGULATIONS, by adding 6.12 SINGLE-FAMILY DWELLINGS ON ESTATE LOTS, as printed in Article 20 of the October 6, 2014 Special Town Meeting Warrant.

**ARTICLE 21:** Voted that the Town amend the Zoning Bylaws and Zoning Map of the Town of Ludlow, by changing from Residential B and Residential A to Business A, a parcel of land owned by Antonio Sebastiao, located at 18 Canterbury Street (Assessor’s Map #15A, Parcel 250), as described in Article 21 of the October 6, 2014 Special Town Meeting Warrant.

**ARTICLE 22:** Voted that the Town amend the Zoning Bylaws and Zoning Map of the Town of Ludlow, by changing from Agriculture to Residential A, a parcel of land owned by Marco M Vieira and Jessica R Fernandes, located at 18 Chapin Street (Assessors Map #29 Parcel 30), as described in Article 22 of the October 6, 2014 Special Town Meeting Warrant. **MOTION FAILS**

**ARTICLE 23:** Voted that the Town withdraw Article 23.

Moved and seconded to dissolve the Fall Special Town Meeting of October 6, 2014 at 9:15 pm.

**November 4, 2014 State Election**

A total of 6,649 (50%) ballots were cast. Total Number of registered voters 13,280: Precinct 1 – 1165; Precinct 2 – 724; Precinct 3 – 1295; Precinct 4 – 1126; Precinct 5 – 917; Precinct 6 – 1422. For a total of 6,649 ballots were cast. The polls were open from 7:00 am until 8:00 pm.

**Vital Statistics \*\*Notes Incomplete**

Deaths .....	**	Births.....	**	Marriages.....	**
Year	2009 2010	2011 2012	2013 2014		
Deaths	194 183	195 196	208 205**		
Births	148 144	132 124	137 134**		
Marriages	210 159	158 130	132 138**		

**Receipts**

Coloring Books	-	Burial Perm.	\$560.00	Business Cert.	\$1,940.00
By Laws	\$260.00	Gas Renewal	\$1,577.50	History Book/Tax	\$82.71
Images Book/Tax	\$38.25	Maps	\$36.00	Marriage Int	\$2,265.00

Misc.	\$650.51	Parking Violation	\$1,540.00	Photos	-
Pole Location	\$20.00	Raffle Permit	\$80.00	St List	\$620.00
Vitals (death)	\$4,960.00	Vitals Long Births	\$5,230.00	Vitals (Mrg)	\$3,800.00
World War II/Tax	\$84.00	Marijuana	\$600.00	Dog Not N/S	\$2,865.00
Dog N/S	\$12,110.00	Late Fee	\$590.00	Dog Boarding	\$330.00
Stray Dog	\$290.00	Kennel	\$1,120.00		
Total	\$41,648.97				

The Town Clerk's office hours are 8:30 am until 4:30 pm; evening hours are available for individuals who are unable to make it in during regular business hours. Please call 583-5600 ext. 1230 to make an appointment. I would like to give my sincere thanks to Christine Szlosek my assistant and to Maria McSwain for their continued hard work, they are truly dedicated and I appreciate all that they do. I would also like to extend my gratitude to my Wardens, Poll Workers, Schools, DPW, Police, Fire and to the Town Hall Employees. Most importantly to the residents of Ludlow who have supported me for many years. I want to thank you all!

Respectfully submitted,  
Laurie Gibbons  
Town Clerk CMMC

## Education

### Superintendent of Schools

FY2014 budget approved at the annual Town Meeting: \$26,324,920.00

Student Enrollment:

K-12 ~ 2,779

High School (9-12) 931 including 52 "school choice" students

Middle School (6-8) 643 including 32 "school choice" students

Veterans Park Elementary (4-5) 435 including 7 "school choice" students

Chapin Elementary (2-3) 373 including 0 "school choice" students

East Street Elementary (PreK-1) 397 including 0 "school choice" students

## **School Committee Changes**

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

## **Personnel Changes**

On or before the end of the 2014-2015 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: Susanne Markus, Lynda Rossi, Ruth Saunders, and John Vdovjak.

The following faculty were employed for the 2014-2015 school year: East Street Elementary School: Meaghan Barbeau, Deborah Donovan, Jaime Leigh Jacquier, Kerri Kinne, Leslee Sharon, Elizabeth Vanderscoff; Veterans Park Elementary School: Zachary Richer; Paul R. Baird Middle School: Daniel Cornely, Jonathan Dias, David Folli\*, Cristina Jorge, Joseph Langone, Taryn Smith; Ludlow High School: Adelei Bernard, Jason Camp, John Dougherty, Diane Griffin\*, Daniel Mason, Jennifer McGrath, Jonathan Mitchell, Patricia Stack, Pierre Tendeng, Evan Walkwitz, Renee Wnuk (\*Transfer)

## **Staff Recognition 2014**

Pat Anecchiarico, John Batista, Timothy Brillo, Lisa Diotalevi, Peggy Fillion, Judi Humphries, Denise Kukla, Nancy Kurty, Margaret Leits, Marybeth Lewison, Anna Miranda, John O'Connor, Janet O'Neil, Annmarie Santos, Susan Santos, Jodi Yarkey

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

Rebecca Gauvin, Ludlow High School; Laura O'Keefe, Paul R. Baird Middle School; Meghan Provost, Chapin Street Elementary School and Leigh Boland, Veterans Park Elementary School

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

Arminda Aguilar, East Street Elementary School; Amy Anderson, Chapin Street Elementary School; Anna Babavol, Paul R. Baird Middle School; Tracey Blair, Ludlow High School; Leah Cook, Ludlow High School; Tina Fisher, Ludlow High School; Stephanie Gomes, Ludlow High School; Maria Kites, Chapin Street Elementary School;

Hollington Lee, Ludlow High School; Amber Lowe, Ludlow High School; Gerald Martin, Ludlow High School; Angela Martins, Veterans Park Elementary School; Alison Morgan, East Street Elementary School; Irene Pereira, Paul R. Baird Middle School; Lisa Teixeira, Veterans Park Elementary School

Respectfully Submitted,  
Todd H. Gazda  
Superintendent of Schools

## **Student Support Services**

During the 2013 – 2014 school year, the Student Support Services (SSS) Department of the Ludlow Public Schools 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 12th grade. Some students also received Post-Secondary services. These were 18 - 22 year old students. Two of these students attended the Inclusive Concurrent Enrollment (ICE) Program at Westfield State University where they were able to take a college course for audit. These students also received Community Based programming. The Student Support Services department provided inclusion, pull out and substantially separate programming in each school. The goal of the Student Support Services 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 Student Support Services 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: ABA Lab for preschoolers that need an integrated preschool program and discrete trial programming because of their autism diagnosis. Intensive Autism Program, Structured Individualized Program (SIP), Language Based Learning Disabilities Program (LLD), FOCUS Program and Life Skills/Vocational Program. If our in district programs did not meet the needs of the students, then students could be placed in out of district schools, per the determination of a Team meeting.

Due to the interest of parents looking for an all-day preschool program for their child and the increase in our preschool enrollment by December 2013, we developed the following: One of our preschool classrooms became a full day preschool classroom for typical peers and for students on IEPs. In January 2014, we opened our third preschool classroom to meet the demands of our increasing preschool enrollment.

In order to support the parents of our preschool children, we began our Parent Café series with Cindy Milner, the district's Coordinated Family and Community Engagement Coordinator and Nikki Reed, the special education supervisor. Cindy and Nikki provided

workshops, speakers and informational sessions for parents to provide them with the tools to help make their child successful in school.

The Student Support Services Department was 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 Student Support Services 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 2013 – 2014, the addition of 3 licensed social workers were added to our programming to provide the daily therapeutic consultation and supports that were needed and required by students' IEPs. One social worker was assigned to the 3 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 and Lindamood Bell consultant. In the past, we had a contract with Perkins School for the Blind for a Teacher of the Visually Impaired to provide supports to our visually impaired student and with Clarke School for the Deaf for a Teacher of the Deaf to provided supports to our hearing impaired/deaf students. The cost for these two consults became very cost prohibitive, so we hired our own full time Teacher of the Visually Impaired and a part time Teacher of the Deaf. 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.

The Student Support Services Department continued to provide speech and language therapy to Ludlow students that attended St. John the Baptist School. Students that attended St. John the Baptist School and required speech and language services per their IEPs, were provided that service in our schools. Parents and the speech pathologist made arrangements for the students to be brought to one of our schools in order for the student to receive their speech and language services. If other services were on students' IEPs, such as reading or math, parents had the option of bringing their child to our schools to receive those services.

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

## Department Of Technology

“Information Communication Technology (ICT) continues to play an ever growing role in administration and management, state and federal reporting, *and most especially, in teaching and learning.* **The Ludlow Public Schools *must* use current and future technologies to increase student achievement and develop true 21<sup>st</sup> Century literacy and global awareness.** While we continue to make slow but measurable progress towards our goal, we are still at that critical crossroads for the full adoption of ICT into the curriculum.” While this statement began last year’s report, it is indisputably true today.

### Access – Support – Professional Development

Our educational settings should reflect the real world as the use of technology tools, and understanding new forms of literacy, are not learned in isolation. These are the tools that our children need to learn to use wisely in their everyday lives, in workplace productivity and to succeed in a fast paced, information-driven world. Not surprisingly, we continue to find that when professional development is quickly followed with increased access to the tools, the effectiveness of these tools is profound, both in student engagement and student success. We continue to need all of the following four elements (*all supported by a healthy infrastructure*) to make this possible:

1. Access to current, reliable, and now mobile technology (netbooks, Chromebooks and even a few iPads)
2. Increased Internet bandwidth (summer 2014 saw our bandwidth increase to single 250MB connection shared throughout all school department buildings)
3. Technical support and, of course
4. Professional Development

Our initial steps towards fully wireless buildings, approved in the spring of 2011, and completed the summer of 2013, are already being reviewed for future capacity along with the infrastructure supporting both wireless and wired networks. As we go into school year 2015, capital funding provides replacement on 8 – 10 critical switches for the third year. This, however, does not replace still functioning, but outdated (significantly slower) switches within the core infrastructure of district buildings. Demand for Internet bandwidth, not surprisingly, has increased dramatically. Our

current capacity of 250MB shared district wide does not meet the projected need of 1GB per 1000 users. Consider your individual data plan on your Smartphone, for an eye-opening comparison. Multiply your data plan times the number of students and staff at LHS (about 1075 people) for example.

The Ludlow Public Schools School Committee continues to support ICT funding with an allocation of School Choice Funds again approved for use in 2015 to support district ICT goals. To further the mobile initiative, another 350+ Chromebooks were ordered for school year 2015. Students, as young as grade 2, and staff have access to this low cost, mobile technology. As a Google Apps for Education district, this implementation was successful, particularly with those who actively used Google Docs in their classes. With no real replacement cycle in place, however, the district technology plan will still struggle to adopt the necessary changes in education encouraged by both the state and federal government, higher education, and the workplace. To view the DESE approved technology plan, please check our district website [www.ludlowps.org](http://www.ludlowps.org). This transitional plan was updated and extended through school year 2014. Given changes in the Federal Communications Commission eRATE regulations (a federal funding source specifically for telecommunications, Internet bandwidth and technology infrastructure), the three year technology plan is under revision, but will be reposted to the district website. We expect that the Ludlow Public Schools will continue to make more rapid strides toward embedded ICT but always cognizant of ever present budgetary constraints and competing district needs.

District-wide, teachers continue to learn from one another as they gather for building-based professional development. The goal is always to extend real learning beyond the school day and provide standards-based experience and data. With curriculum maps now shared through Aspen Instructional Management, and a true integration between student and teacher Aspen access and Google Docs, this learning platform grows ever more robust. Parents, students and staff, particularly in grades 4 -12 are all partners in this endeavor. Student experience should become more consistent with improving access to tools and resources but also as the skill set and the comfort level of all classroom teachers grows as we transition to a 21<sup>st</sup> Century learning environment. Our state mandated assessments will soon be moving over the digital fence as well. Ludlow Public Schools successfully participated in the online PARCC assessment in the spring of 2014. Students at Ludlow High School, Paul R. Baird Middle School and Veterans Park Elementary School in DESE selected grades and content areas participated.

We now have four talented and highly skilled Library Media Specialists who support and partner with their colleagues in the use of available resources. The sole District Instructional Technology Specialist is also a valued teacher and mentor, as well as performing consultative work in the area of assistive technology for Student Support Services. Currently, a small ICT staff of three maintains 1000+ computers (half of which are aging out) 8 servers, and 1000 Chromebooks for school year 2015 and support almost 2800 students and 480 staff in their use of district network resources, software, and a wide range of Internet based tools and applications.

## **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 end-of year)
- DESE EPIMS (October 1, end-of year)
- DESE SSSDR July
- US CRDC 2014
- US ERATE application and filings

## **Health Office Software Migration**

The prior application, a HealthMaster product, was successfully migrated to SNAP, a more robust, web-based application, meeting the current documentation and reporting needs of the nursing staff.

Respectfully submitted,  
Lorraine M. Boucher  
Director of Technology

## **Curriculum Office**

### **Professional Development**

The professional development focus for the district during the 2013-2014 school year was on implementation of the elements of the new educator evaluation system, implementation of the new requirements for Sheltered English Immersion (the education of students for whom English is not their first language), and preparation for the assessment of the new Massachusetts Frameworks for English Language Arts and math.

**Educator Evaluation:** One full day at the beginning of school was devoted to the first year implementation of the new Educator Evaluation system: self-assessment, development of student-learning and professional practice goals, uploading of evidence, and both formative and summative meetings with evaluators. The monthly early release PD time was devoted to the development of District-Determined Measures of Student Growth, another requirement of the new evaluation system. Teams of people with the same job responsibilities created metrics by which they could measure student growth in the power standards of their disciplines. Sometimes, the measure already existed, in the form of MCAS exams or BAS (Benchmark Assessment System evaluations), for instance. Starting in 2015, educators will have a value added to their evaluations, indicating that they had high, moderate, or low impact on student learning, based on these DDMs.

**Sheltered English Immersion:** A second new initiative from the Massachusetts Department of Elementary and Secondary Education involved the education of English Language Learners (ELs). A U.S. Department of Justice citation resulted in the regulation that all core teachers of ELs take a new course called RETELL (Rethinking Equity and Teaching for English Language Learners). Ludlow hosted two regional sections of the full course in 2013-2014. Some Ludlow teachers enrolled in those sections, and others who needed the shorter bridge courses or the administrator courses enrolled in other local sections.

A second portion of the new regulation requires teachers with professional licensure to include 15 of their PDPs in the teaching of English Language Learners. To help meet this new requirement, we held two different sections of a course in the new WIDA standards for ESL instruction. Each section was worth 15 PDPs, exactly what is needed for the new requirement. These workshops were held in the summer, and teachers registered to enroll.

**Workshop Choices:** The November PD day featured a large selection of choices from which teachers, paraprofessionals, nurses, secretaries, and specialists were able to choose. The focus areas included common core math and ELA, technology, behavior interventions, and safety, as well as various special topics for people whose job assignments were unique. Some workshops were taught by consultants whom we brought in, but many were taught by people with expertise on our own staff.

### **Curriculum Development**

Curriculum committees worked on the revision of the physical education and health curriculum and the development of a curriculum for English as a Second Language classes. New materials were also purchased for the ESL classes to support the new WIDA standards for English Language Development. Work will continue on these two areas in the 2014-2015 school year.

### **Assessment**

The curriculum office organized the PARCC field test, which the Ludlow Public Schools was selected to administer in both math and English Language Arts for grades 4, 5, 6, 8, and 9. Not every student in those grades was included in the field test, but it involved preparation in our technology department, as well as for teachers, guidance counselors, and principals in the administration of this computer-based assessment. MCAS was still administered to all students in the spring of 2014.

The Curriculum Office continued to support East Street School in its implementation of MKEA, the Massachusetts Kindergarten Entry Assessment. Much of the professional development time for Kindergarten teachers was in the use of the Teaching Strategies Gold assessment tool, an extensive formative assessment system to be used with all Kindergarten students.

## **Other Curriculum Office Responsibilities**

The Curriculum Office is also in charge of Title I services, federal grant application and oversight, approval of home school plans, home tutoring for students who are hospital or homebound, and McKinney-Vento transportation for homeless students.

Respectfully submitted,  
Diana L. Roy, C.A.G.S.  
Director of Curriculum

## **Ludlow Public Schools**



### **Ludlow High School**

The calendar year of 2014 at Ludlow High School was one of continued success. Approximately 91% of the senior class entered higher education; 4% to the military, and 5% entering the workforce. There were 238 students in the graduating Class of 2014 and one who obtained a Certificate of Attainment. The SAT data for the Class of 2014 was higher than national averages and state averages. Sixty-two 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. 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 119 in 2014 scoring 3, 4, or 5. Ludlow High School was awarded national recognition for our accomplishments and was named to the National AP Honor Roll.

Ludlow High School in 2014 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, 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**

As a result of the continued hard work and dedication of our staff, parents, and community partners, 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 651 students; 233 in Grade 6; 200 in Grade 7; and 218 in Grade 8. We have also welcomed 25 students from surrounding municipalities through the School Choice Program. It is our objective to engage Baird students in developmentally appropriate and diverse learning activities that will assist them in developing strategies that promote life-long learning.

A priority this school year has been strengthening Baird's ties to the wider Ludlow Community, particularly through a more thorough utilization of our information technology. To that end, we have augmented our website communication substantially and we have been meticulous in updating its content regularly. Additionally, we have

utilized our School Messenger capabilities more frequently and have expanded its scope to include email as well as telephone communications.

Our instructional focus aims at 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. Our students have continued to perform solidly in every area of MCAS Testing. We are extremely proud of the diligent efforts of the entire Baird Community in moving our students to the successful achievement of their proficiency targets.

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” course offerings support the development of a wide range of skills and knowledge for students. World language, computer technology, robotics, health, physical education, visual and performance arts, and music courses provide our students the space to explore and experience a wide-range of learning opportunities that form them into well-rounded individuals. Our after school clubs and activities enrich and extend our students’ learning by providing a wide variety of opportunities: Drama Club, Band, Jazz Band, Junior National Honor Society, Nerd Fighters Club, Student Council, Project Purple Talent Show, Art Club, Guitar Club, Fishing Club, Foreign Language Club, Travel Club, Community Garden, and Community Service Club. We believe that experiences that allow our students to develop and apply life-long learning strategies.

We continue to partner with the Ludlow Boys and Girls Club. The Club’s afterschool program provides extra homework help and recreational activities for our students from 2:30 to 5:30 pm. Currently, over 30 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 with a safe afterschool program that supports their specific needs.

The 2014-2015 school year included the retirement of long-time Baird Middle School Lead Secretary, Cheryl Moutinho. We thank Mrs. Moutinho for her many dedicated years to Ludlow Public Schools and, in particular, the Baird Community. Additionally, we were pleased to welcome the following new staff members: Joseph Langone, Principal; Daniel Cornely, Mathematics; Alice Gallagher, Paraprofessional; Jonathan Dias, Mathematics/Robotics; David Folli, Physical Education; Elizabeth Pierga, Paraprofessional; David Sanschegrin, Permanent Building Substitute; Marie Santos, Lead Secretary; Donna Soja, Paraprofessional; and Jaytoe Teh, Paraprofessional.

As Baird Middle School’s new principal, I am thrilled to have the opportunity to bring my knowledge and skills as an educational leader to the Ludlow Public Schools and, specifically, to partner with the Baird faculty, staff and parents and families to ensure the highest levels of achievement – academically, socially, and emotionally – for every

Baird student every day! On behalf of the entire Baird Community – students, faculty and staff – I thank the citizens of Ludlow for their continued generosity and support. Go Lions!

Respectfully submitted,  
Joseph F. Langone, MA, CAGS  
Principal

## **East Street School**

East St School began the school year with five new teachers. There was one retirement, Lynda Rossi, a special education teacher and three teachers left East St School. One transferred to Baird Middle School, a second took a position in the Longmeadow school system and the third moved to South Carolina. Due to our increased enrollment in first grade there was a need to add another classroom. We were fortunate to find some very qualified teachers to replace those that left. Lizzy Vanderscoff was hired to become our new 1st grade special education teacher. Our new physical education teacher is Leslee Sharon. Meaghan Barbeau is one of three new first grade teachers. Mrs. Vanderscoff, Mrs. Sharon, and Ms. Barbeau come to Ludlow from the Springfield school district. Kerri Kinne is another first grade teacher who comes to us after teaching for a few years in West Springfield. Finally, Deb Donovan is a new first grade teacher who had spent the past couple of years as a permanent teacher sub in our building. Grace Dolan, Heidi Arsenault, and Elaine Conway, our grade level leaders, continue to be instrumental in assisting their teams in planning instruction and analyzing common assessments.

Our bucket initiative continues to promote a positive behavior climate throughout the school. The premise is that students have an imaginary bucket that, when full, makes them happy and nice to their peers. Your bucket gets full by the good deeds and kindness you show to others. It has created a common language throughout the building that children understand and staff can relate to. The new Educator Evaluation Program is now fully implemented and is becoming a positive tool in promoting conversations between educators about best practices and student data in our classrooms. Teachers created a Student Learning goal and a Professional Practice goal individually or with a team of educators. Together grade level teachers developed District Determined Measures to track their students' progress through the common core curriculum.

Two more Smart Boards were purchased through school and PTO funds and installed in classrooms. Currently eight classrooms have these interactive whiteboards. The plan is to eventually install a Smart Board in each classroom and to train all faculty members on the system. These Smart Boards are extremely versatile in assisting teachers in facilitating their daily instruction to the students. About half of our teachers have iPads or Netbooks that they use on a daily basis in their classrooms.

The PTO sponsored four after school clubs in the spring. Besides the chorus, run by Nancy Nummy, two first grade teachers offered a math club to 1st grade students. Donna Queiros and Greg Bertsch developed lessons and taught children in proven math methods beyond the curriculum in early elementary education. Heidi Arsenault and Stephanie Giannocopoulos offered a science club to our Kindergarten students. In addition, this year Jen Serafino offered a morning activity club twice a week. All toll approximately 150 students participated in one of our four clubs during the spring.

Respectfully submitted,  
Thomas Welch  
Principal

## **Chapin Street School**

Chapin Street School began the school year with the same faculty and staff from the previous school year with the exception of a few retirements. Ruth Saunders, a respected second grade teacher retired after many years of teaching. Two of our experienced Interventionists/Tutors, namely Debbie Lemek and Susan Polumbo retired. Both of these Interventionists were former teachers in the Ludlow Public Schools and chose to do interventions in Math and Reading after their formal retirement from teaching. Chapin St. School was fortunate to have such experienced Interventionists.

Through the vision and planning of the Instructional Leadership Team professional development was planned throughout the year. Another State mandate was for all teachers to develop District Determined Measures, which are assessments to show student growth. Classroom Teachers created these in the area of Math. These assessments will be administered in the 2014-2015 school year. All of these assessments are aligned to the Common Core which is the framework that teachers must follow to create lessons. Teachers also implemented Writers' Workshop to help students be proficient in writing along with requiring students to write on specific topics monthly.

Technology use is prevalent at Chapin Street School. Students use Chromebooks which are a small-sized, laptop device to write, to do research, to practice math skills, and to take on-line standardized tests in reading and math. There are fourteen Smart Boards in the Building which make 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. Nine Elmos or document cameras were purchased for the nine teacher teams to help teachers present their lessons more visually to students. Elmos are the modern version of overhead projectors. Any document can be placed under the camera and can be projected on a screen. 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. Chapin Street is fortunate to have the existing technology which it has in the school, and the need for new technologies will only increase in the future.

After school clubs increased this year with funding from the PTO. Our music teacher, Mrs. Meghan Provost conducted over one hundred third grade students in weekly chorus practice along with a holiday and spring concert at Ludlow High School. Ms. Jodi Yarkey and Mrs. Raymond coordinated the Student Council which organized successful Community Service Projects, such as Pennies for Patients and a collection of slightly used shoes for Shoe Box Recycling. Ms. Barbara Daley conducted the Math Club, Betsy Koscher conducted the Science Club, and Michele Manganaro-Thompson conducted the Journalism Club. All of these clubs enhanced the learning experience of our students.

Chapin Street School is a wonderful learning environment for all the second and third grade student of our town. Although an older building and the smallest in physical size of our elementary schools, it is a safe and supportive school which strives to make all students successful during the two years they attend.

Respectfully submitted,  
Susan C. Pease  
Principal

## **Veterans Park School**

Students at Veterans Park participate in a variety of learning opportunities in this supportive community. Our current enrollment is up to 422 in the 4th and 5th 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. The staff at Veterans Park remained the same as the previous year with no new additions.

The Instructional Leadership Team spent the summer preparing for a new instructional focus as well as some scheduling initiatives that were implemented to support the needs of the students and staff. At Veterans Park School, there is a school-wide effort across all curriculum areas to foster higher order critical thinking in all students by analyzing and evaluating text with supporting evidence. We will promote classroom discussions, disagreements, and written responses through our best practices. Our best practices are both critical writing and student engagement. Tiered instruction in both math and reading continue to be built into the students' scheduled day rather along with the addition of a Cubs Corner support class offered as a tiered support for behavior led by Mrs. Amy Harris, School Adjustment Counselor. Also, a leadership class entitled the Lion's Den was offered to a select group of 5th grade students and was designed to teach students how to be leaders in our school and within our community. This was a joint effort between school staff members Mrs. Rosemary Jorge, Student Support Specialist and Mrs. Amy Harris, School Adjustment Counselor along with Mrs. Sharon

Dufour, CFO of Luso Federal Credit Union. Mrs. Dufour assisted the students in a 10 week business planning curriculum which taught students essential skills in operating and running a business which included application process, cover letters, resumes, interview skills and hiring process. With these skills and the support of Luso Credit Union, the students opened our very first School Store called "The Lion's Shack". Also, enhancing our music program was the addition of an instrumental class where students learn and play guitars as a music exploratory class. We also added 4th grade band to our schedule allowing 4th graders to experiment with an instrument of their choice and play as a part of the Veterans Park School band. Common Planning Time for teachers increased at Veterans Park School to 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!

Instructionally, we continue to use the same screening tools and also have developed District Determined Measures to be used in each content area for all students. With the development of these assessments were also the creation of rubrics and exemplars, keeping teachers collaborating and mainstreaming grade level expectations. Teachers meet monthly at data team to discuss current level of student performance using these assessments and other common formative assessments and benchmarks allowing us to schedule individual students with appropriate curriculums and supports continuously.

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. Each classroom is equipped with 10-25 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 Bring Your Own Device program has allowed more students access to devices in 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

### Board of Assessors

2014 was an “Interim Year Update”. The project was completed and Department of Revenue issued final certification on December 3, 2014. Values increased as a result of the Revaluation approximately 2% for residential and 5% for commercial industrial. The Total Valuation of the town increased by 4.3%.

#### 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
2014	17.22	\$164,432,560	\$1,689,003,180	\$1,853,435,740	\$60,556,139	\$31,763,395
2015	17.29	\$186,562,980	\$1,736,950,510	\$1,923,513,490	\$61,797,674	\$33,310,231

#### Abatements

Fiscal Year	Real Estate		Personal Property		Senior Work-off	
2013	83	\$73,007.35	19	\$11,080.83	62	\$31,000
2014	119	\$44,973.02	11	\$4,310.74	68	\$34,000

#### Exemptions

Fiscal Year	Cl.22 Vets Exemptions	Cl.37A Blind Exemptions	Cl.41C (over 70) Exemptions	Total Amount Exempted
2013	165	32	28	\$127,600.00
2014	182	25	33	\$134,750.12

### Motor Vehicle Excise

Levy Year	Number of Bills	Tax Amounts	Number of Abatements	Amounts
2014	23,228	\$2,2376,806.93	843	\$66,535.91
	(2013) 449	\$11,206.34	78	\$5,295.38
			(2012) 20	\$1,158.44
			(2011) 17	\$979.48
			(2010) 1	\$31.25
			(2009) 1	\$102.50

### Miscellaneous

Deeds		Building Permits/Inspections	
2013	539	2013	826
2014	466	2014	784

The Board of Assessors, Beverly Barry, Tony Rosa and Michael O'Rourke would like to thank Assistant Assessor, Jose Alves, Associate Assessor, Maria Fernandes, Clerk's Deidra Thompson and Paula Mahoney for the work they performed in order for the department and the Board to continue to meet mandated deadlines.

Respectfully submitted,  
Beverly Barry  
Chairman

## Finance Committee

The Finance Committee is a nine (9) member committee appointed by the Town Moderator; this year we have reached out to add a college intern to our Committee in hopes that we will be given a youthful perspective and stimulate some interest in young people for community and Town government. We meet on the third Wednesday of each month from September to June with additional budgetary meetings during those times leading up to Town Meetings. All meetings are posted as required by statute. In order to communicate and understand each budget and department more fully, the Committee assigns liaisons to each department during the year who can attend department meetings and discuss any issues the departments would like to convey to the Finance Committee.

Their statutory authority is limited to making transfers from the Town's reserve fund (a contingency fund usually created as part of the annual budget appropriations) to other areas of the budget for extraordinary or unforeseen occurrences during the year. These funds are disbursed through transfers approved by the Finance Committee. In no way should this process be used to circumvent Town Meeting.

The primary duties of a Finance committee are to advise and make recommendations to Town Meeting on the budget and other areas of finance. They are responsible for submitting their recommendations on the Annual Budget to the Town Meeting. They are also commonly involved in the budget preparation which involves the development of budget forms and following town budgetary guidelines.

For several years, the Finance Committee has been in 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 without any way to estimate the impact of the decisions we make on the taxpayer and overall financial situation to the Town. We have been working diligently to revise our process with cooperation from the Board of Selectmen, Town Administrator and Town Accountant to try to formulate an "estimate" of what the impact of our decisions would be prior to the final budget recommendations. Be advised, this is not an exacting process but a guideline allowing us more refined parameters to work within. We feel very confident this process allows us to be diligent and conservative in making the best recommendations for the wellbeing of the Town and always with the taxpayers 'pocketbook' in mind.

We thank you for the trust and confidence you have shown this Committee in prior years and promise to work hard to protect your interests going forward in the future.

Respectfully submitted,  
M. Kim Downing  
Chairman

Members:  
Heidi Fogg, Vice Chair  
Beverly Tokarz, Secretary  
Sue Boyea  
Joan Cavallo  
Douglas Fish  
Eric Gregoire  
Michael Engle  
Richard Moskal  
Adam Gonsalves - Intern

JUNE 30, 2014

FOR 2014 13

	ORIGINAL APPROP	TRANSERS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01 GENERAL FUND							
0101122 SELECTION	0	-6,500	-6,500	-16,783.25	.00	10,283.25	258.2%
0101141 BOARD OF ASSESSORS DEPT.	0	0	0	-499.00	.00	499.00	100.0%
0101145 TOWN TREASURER'S DEPT.	0	-3,049,266	-3,049,266	-3,546,979.57	.00	497,713.57	116.3%
0101146 TOWN COLLECTOR'S DEPT.	0	-36,926,214	-36,926,214	-36,912,915.25	.00	-13,298.75	100.0%
0101161 TOWN CLERK'S DEPT.	0	-43,500	-43,500	-44,380.91	.00	880.91	102.0%
0101175 PLANNING BOARD	0	-38,500	-38,500	-19,300.85	.00	-19,199.15	50.1%
0101176 BOARD OF APPEALS	0	0	0	-600.00	.00	600.00	100.0%
0101210 POLICE DEPARTMENT	0	-90,500	-90,500	-80,282.00	.00	-10,218.00	88.7%
0101220 FIRE DEPARTMENT	0	-17,000	-17,000	-10,995.28	.00	-6,004.72	64.7%
0101241 BUILDING INSPECTOR'S DEPT.	0	-401,000	-401,000	-218,808.60	.00	-182,191.40	54.6%
0101244 SEALER OF WEIGHTS & MEASURE	0	-4,000	-4,000	-3,944.00	.00	-56.00	98.6%
0101300 SCHOOL DEPARTMENT	0	-13,551,348	-13,551,348	-13,616,367.24	.00	65,019.24	100.5%
0101410 DEPARTMENT OF PUBLIC WORKS	0	-128,000	-128,000	-112,856.46	.00	-15,143.54	88.2%
0101510 HEALTH DEPARTMENT	0	-46,000	-46,000	-42,967.50	.00	-3,032.50	93.4%
0101541 COUNCIL ON AGING	0	-48,000	-48,000	-48,253.00	.00	253.00	100.5%
0101610 HUBBARD MEMORIAL LIBRARY	0	-6,000	-6,000	-7,179.40	.00	1,179.40	119.7%
0101630 RECREATION COMMISSION	0	-85,000	-85,000	-86,485.00	.00	1,485.00	101.7%
0101660 ENTERPRISE FUND-SHARED SERV	0	-379,000	-379,000	-379,000.00	.00	.00	100.0%
TOTAL GENERAL FUND	0	-54,819,828	-54,819,828	-55,148,597.31	.00	328,769.31	100.6%
GRAND TOTAL	0	-54,819,828	-54,819,828	-55,148,597.31	.00	328,769.31	100.6%

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

FOR 2014 13

	ORIGINAL APPROP	TRANSFRS/ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01 GENERAL FUND							
000	0	498,111	498,111	450,455.19	558.95	47,096.86	90.5%
114 MODERATOR	486	0	486	486.00	.00	.00	100.0%
122 SELECTMEN	269,096	56,060	325,156	300,025.65	8,500.00	16,630.35	94.9%
131 FINANCE COMMITTEE	2,746	42,745	45,491	2,751.00	.00	42,740.00	6.0%
135 TOWN ACCOUNTANT'S DEPT.	168,476	0	168,476	166,948.52	.00	1,527.48	99.1%
141 BOARD OF ASSESSORS DEPT.	216,959	817	217,776	192,473.05	.00	25,302.48	88.4%
145 TOWN TREASURER'S DEPT.	220,706	42,600	263,306	258,369.71	.00	4,936.65	98.1%
146 TOWN COLLECTOR'S DEPT.	233,367	6,000	239,367	233,109.10	.00	6,257.90	97.4%
151 TOWN COUNSEL'S DEPT.	113,000	28,633	141,633	130,703.10	7,515.60	3,413.80	97.6%
152 PERSONNEL BOARD	1,804	0	1,804	1,804.00	.00	.00	100.0%
155 INFORMATION TECHNOLOGY	228,863	23,627	252,490	251,361.56	.00	1,128.44	99.6%
161 TOWN CLERK'S DEPT.	115,395	0	115,395	114,322.20	.00	1,072.67	99.1%
162 ELECTIONS & REGISTRATIONS DEPT	59,390	0	59,390	56,993.83	.00	2,396.28	96.0%
171 CONSERVATION COMMISSION	28,674	0	28,674	24,681.42	.00	3,992.58	86.1%
175 PLANNING BOARD	128,481	0	128,481	119,870.10	.00	8,610.90	93.3%
176 BOARD OF APPEALS	3,206	0	3,206	2,584.06	.00	621.94	80.6%
192 PUBLIC BUILDINGS/PROPERTIES	670,837	5,489	676,326	591,870.25	5,103.26	79,352.89	88.3%
193 PROPERTY & LIABILITY INSURANCE	305,358	8,000	313,358	312,849.24	.00	508.76	99.8%
210 POLICE DEPARTMENT	3,315,315	82,634	3,397,949	3,397,365.14	.00	583.86	100.0%
220 FIRE DEPARTMENT	2,186,580	-6,000	2,180,580	2,134,638.47	.00	45,941.53	97.9%
231 AMBULANCE - EMT DIVISION	851,569	-9,837	841,732	835,898.41	.00	5,833.59	99.3%
241 BUILDING INSPECTOR'S DEPT.	200,847	21,761	222,608	218,375.26	.00	4,232.74	98.1%
244 SEALER OF WEIGHTS & MEASURES	3,821	0	3,821	3,820.50	.00	.50	100.0%
291 EMERGENCY MANAGEMENT	9,000	3,068	12,068	12,067.63	.00	.37	100.0%
292 ANIMAL CONTROL DEPT.	24,310	0	24,310	21,534.78	.00	2,775.22	88.6%
299 SAFETY COMMITTEE	2,199	0	2,199	1,980.00	.00	219.00	90.0%
300 SCHOOL DEPARTMENT	0	14,472,968	14,472,968	14,251,736.26	248,993.12	-27,760.94	100.2%
310 HIGH SCHOOL	0	4,688,878	4,688,878	4,644,982.89	20,226.57	23,668.30	99.5%
311 ATHLETICS	0	244,169	244,169	242,604.61	150.00	1,414.39	99.4%
320 BAIRD MIDDLE SCHOOL	0	36,600	36,600	34,961.97	1,585.29	52.74	99.9%
330 CHAPIN ST. ELEMENTARY SCHOOL	0	35,793	35,793	30,266.67	5,500.15	26.37	99.9%
340 EAST ST. ELEMENTARY SCHOOL	0	26,466	26,466	23,620.06	.00	2,845.79	89.2%
350 VETERAN'S PARK ELEM. SCHOOL	0	16,265	16,265	16,200.50	.00	64.50	99.6%
360 TECHNOLOGY	0	481,599	481,599	465,909.30	7,543.45	8,146.62	98.3%
370 SPECIAL EDUCATION	0	6,403,055	6,403,055	6,313,639.19	16,912.02	72,503.45	98.9%
390 TRANSITIONAL BI-LINGUAL	0	287,976	287,976	266,471.63	11,632.35	9,811.91	96.6%
410 DEPARTMENT OF PUBLIC WORKS	2,997,015	188,693	3,185,708	3,019,339.89	87,164.89	79,202.93	97.5%
423 DPW - SNOW & ICE REMOVAL DIV.	169,421	0	169,421	568,384.59	.00	-398,963.59	335.5%
424 STREET & TRAFFIC LIGHTING	316,000	-48,000	268,000	271,252.11	.00	-3,252.11	101.2%
510 HEALTH DEPARTMENT	260,363	9,610	269,973	266,089.35	.00	3,883.65	98.1%

FOR 2014 13

	ORIGINAL APPROP	TRANSFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
541 COUNCIL ON AGING	351,132	5,500	356,632	349,842.82	.00	6,789.18	98.1%
543 VETERAN'S SERVICES DEPT.	279,930	70,000	349,930	348,490.73	.00	1,439.27	99.6%
610 HUBBARD MEMORIAL LIBRARY	445,155	19,320	464,475	442,897.60	.00	21,577.40	95.4%
630 RECREATION COMMISSION	294,954	6,300	301,254	283,950.26	.00	17,303.74	94.3%
691 HISTORICAL COMMISSION	1,420	0	1,420	175.97	.00	1,244.03	12.4%
701 GENERAL DEBT AND INTEREST	1,767,000	-41,500	1,725,500	1,656,499.95	.00	69,000.05	96.0%
801 GOVERNMENT ASSESSMENTS	0	567,714	567,714	587,574.10	.00	-19,860.10	103.5%
910 FRINGE BENEFITS FOR EMPLOYEES	11,493,116	1,838	11,494,954	11,325,739.86	766.00	168,447.84	98.5%
TOTAL GENERAL FUND	27,735,991	28,276,951	56,012,942	55,247,968.48	422,211.65	342,762.21	99.4%
GRAND TOTAL	27,735,991	28,276,951	56,012,942	55,247,968.48	422,211.65	342,762.21	99.4%

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

# TOWN OF LUDLOW

## FY'2014 REVENUE BUDGET REPORT JUNE 30, 2014

FOR 2014 13

	ORIGINAL APPROP	TRANSFRS/ADJUSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<b>66 GOLF COURSE ENTERPRISE FUND</b>							
<b>666600 WESTOVER MUNICIPAL GOLF COURSE</b>							
666600 426001 OVER/UNDER GOLF COUR	0	0	0	118.75	.00	-118.75	100.0%*
666600 426005 GOLF ROUNDS RECEIPTS	0	-467,316	-467,316	-419,118.31	.00	-48,197.69	89.7%*
666600 426007 DRIVING RANGE RECEIPT	0	-3,000	-3,000	-2,400.00	.00	-600.00	80.0%*
666600 426010 GOLF CART RENTAL REC	0	-215,000	-215,000	-226,463.14	.00	11,463.14	105.3%*
666600 436030 GOLF CONCESSION RIGH	0	-22,000	-22,000	-17,374.76	.00	-4,625.24	79.0%*
666600 480600 GOLF OTHER RECEIPTS	0	-25,000	-25,000	-31,807.50	.00	6,807.50	127.2%*
666600 482010 INTEREST ON DEPOSITS	0	-1,000	-1,000	.00	.00	-1,000.00	.0%*
<b>6688750 GOLF C. INS. COMP. FOR DAMAGES</b>							
6688750 480001 INSURANCE COMPENSAT	0	0	0	-5,600.00	.00	5,600.00	100.0%
6688750 480010 INSURANCE COMP. FOR	0	0	0	.00	.00	.00	.0%
				<u>TOTAL REVENUE</u>			
				702,645			
<b>66 GOLF COURSE ENTERPRISE FUND</b>							
666601 GOLF COURSE - PERSONAL SERVI	327,816	0	327,816	306,690.25	.00	21,125.75	93.6%
666603 GOLF COURSE - GENERAL EXPENS	328,500	4,393	332,893	313,155.59	14,019.18	5,717.80	98.3%
666606 GOLF COURSE SHARED SERVICES	77,000	0	77,000	77,000.00	.00	.00	100.0%
6686032 ATM 6/13/2011 ART#43 FY'201	0	37,731	37,731	17,245.34	.00	20,485.16	45.7%
TOTAL GOLF COURSE ENTERPRISE FUND	733,316	42,123	775,439	714,091.18	14,019.18	47,328.71	93.9%
			<u>TOTAL EXPENSES</u>		728,110		
			<u>OPERATIONS (LOSS)</u>		(25,465)		

**Town of Ludlow**  
Sewer Revenue Analysis  
FY'2010-FY'2014

<u>Revenue Type</u>	FY'2012		FY'2013		FY'2014		FY'2015	
	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Target</u>
User Fees - Current Year	1,596,350	1,550,591	1,476,015	1,497,110	1,452,697	1,451,191	1,405,900	
User Fees - Prior Year	45,000	34,810	35,000	32,134	35,000	20,880	25,000	
Sewer Liens	50,000	92,889	50,000	76,302	60,000	78,368	60,000	
Permits - Sewer Tie-ins	25,000	35,623	27,500	68,638	30,000	30,242	30,000	
All Other	5,000	7,983	7,500	7,009	7,500	5,903	5,000	
Interest Income	2,000	16	500	15	500		0	
<b>Annual Totals</b>	<b>1,723,350</b>	<b>1,721,912</b>	<b>1,596,515</b>	<b>1,681,208</b>	<b>1,585,697</b>	<b>1,586,584</b>	<b>1,525,900</b>	
<u>Expense Summary</u>								
Salaries & Wages	146,315	145,239	148,510	144,355	151,481	149,388	133,880	
General Expenses	277,005	285,690	277,005	317,011	282,546	355,575	305,545	
Intergov'l - Springfield Sewer Reserve Fund Transfer	1,003,030	805,541	869,000	708,705	849,670	666,393	769,475	
<b>Total Expenses</b>	<b>1,426,350</b>	<b>1,236,470</b>	<b>1,294,515</b>	<b>1,170,071</b>	<b>1,283,697</b>	<b>1,171,356</b>	<b>1,208,900</b>	
Excess Revenue/Expense	297,000	485,442	302,000	511,137	302,000	415,228	317,000	
Indirect Charges (**Not Alloc)	297,000	297,000	302,000	302,000	302,000	302,000	317,000	
Adjusted Excess Rev/Exp	0	188,442	0	209,137	0	113,228	0	
Excess Rev/Fund Balance:								
Beginning Balance								
Results from Operations								
Audit Adjustment								
Alison Lane								
Reserve Fund								
Chicopee River CSO								
All Other								

Town of Ludlow  
Cherry Sheet Analysis  
FY"2014

Account Name/Number	Budget	9/30/2013	12/31/2013	3/31/2014	6/30/2014	YTD
School Chapter 70	13,282,703	3,253,140	3,202,634	3,506,246	3,320,683	13,282,703
#0101300-462001						
School Construction	0					0
#0101300-462003						
Charter School Reimbursement	58,645	11,672	8,633	25,909	21,296	67,510
#0101300-462000						
State Aid Lottery	2,644,943	661,235	661,236	661,236	661,236	2,644,943
#0101145-466001						
Meals Tax	180,000	55,681	55,684	44,603	46,857	202,825
0101145-466002						
Veterans Benefits	166,819	36,877	82,917		44,110	163,904
#0101146-466700						
Exemptions- Vets, Blind & SS	78,206	78,905				78,905
#0101145-461009						
Exemptions - Elderly	14,000	3,261	3,513	3,640	3,642	14,056
#0101145-461010						
State Owned Land	29,617	7404	7,404	7404	7405	29,617
#0101145-461011						
School Transportation	0	2,787				2,787
#0101300-462002						
Room Occupancy	85,000	32,027	31,679	20,380	20,099	104,185
#0101145-466100						
<b>General Fund State Aid</b>	<b>16,539,933</b>	<b>4,142,989</b>	<b>4,053,700</b>	<b>4,269,418</b>	<b>4,125,328</b>	<b>16,591,435</b>
Restricted State Aid:						
School Lunch	21,250	7,125	4,261	2,894	6,226	20,506
#2515013-460100						
School Choice	563,045	140,760	133,955	120,347	80,232	475,294
#2585110-462000						
Public Library	25,112		10,049		10,049	20,098
#2383293-464012						
<b>Total State Aid</b>	<b>17,149,340</b>	<b>4,290,874</b>	<b>4,201,965</b>	<b>4,392,659</b>	<b>4,221,835</b>	<b>17,107,333</b>



**Town of Ludlow**  
Free Cash Analysis  
FY'2008 thru FY'2014  
May 20, 2014

<u>Date</u>	<u>Description</u>	<u>FY'2008</u> <u>Amount</u>	<u>FY'2009</u> <u>Amount</u>	<u>FY'2010</u> <u>Amount</u>	<u>FY'2011</u> <u>Amount</u>	<u>FY'2012</u> <u>Amount</u>	<u>FY'2013</u> <u>Amount</u>	<u>FY'2014</u> <u>Amount</u>
7/1/2007	DOR Certification	\$2,286,384						
7/1/2008	DOR Certification		\$ 898,228					
7/1/2009	DOR Certification			1,295,250				
7/1/2010	DOR Certification				984,493			
7/1/2011	DOR Certification					679,656		
7/1/2012	DOR Certification						2,283,970	
7/1/2013	DOR Certification							1,996,749
5/12/2008	Unpaid Bills - P/Y	-5,775						
	East St.- Phase IV	-40,000					-2,903	-1,501
	FY'2009 Capital Bud	-238,623						
	Reserve Fund	-125,000						
	Reduce Tax Levy	-1,375,000	-875,000	-825,000	-800,000	-500,000	-500,000	-800,000
5/10/2010	Sewer Indirect Adjust.			-20,000				
	Fire Dept. Raises			-67,516				
5/9/2011	Reserve Fund			-150,000				
5/14/2012	Prior Year Deficits				-125,000	-125,000	-125,000	-125,000
	AFL-CIO Raises				-9,551	-23,786	-23,786	-51,254
	IBPO Dispatchers				-10,866			
	LATOS Raises				-2,806			
					-16,119			
5/13/2013	First Meeting House						-83,000	
	Transfer to Stab.Fund			-343,000			-500,000	-250,000
	OPEB Trust Fund						-50,000	-15,000
	FY'2014 Capital Bud						-351,044	
	Building Infrastructure						-100,000	-70,000
	Raises-Fire Ambul & Lib.						-90,890	
	Police Overtime						-90,000	
	Fire Salaries						-5,000	
5/12/2014	Firefighters Grt.-10% Match							-25,000
	FY'2015 Capital Bud							-403,186
	<b>Total Transfers Out</b>	(1,784,398)	(875,000)	(1,255,516)	(950,000)	(664,342)	(1,921,623)	(1,740,941)
	<b>Balance</b>	\$501,986	\$ 23,228	\$ 39,734	\$ 34,493	\$ 15,314	\$ 362,347	\$ 255,808
	<b>Excess Levy Capacity</b>	965,046	71,850	823,546	79,861	702,343	1,717,222	2,139,662

**Town of Ludlow**  
 Stabilization Fund Analysis  
 FY'2008- FY'2014

<u>Date</u>	<u>Description</u>	<u>Activity</u>	<u>Balance</u>
6/30/2007	Beginning Balance		<b>1,897,661</b>
	ATM 5/07 Transfer In	250,000	
	Investment Income	98,428	
6/30/2008	Ending Balance		<b>2,246,089</b>
	ATM 5/11/09		
	Transfer Out - Tax Levy	-500,000	
	Investment Income	22,874	
6/30/2009	Ending balance		<b>1,768,963</b>
	ATM 5/10 Transfer In	343,000	
	Investment Income	31,030	
6/30/2010	Ending Balance		<b>2,142,993</b>
	Investment Income	22,298	
6/30/2011	Ending Balance		<b>2,165,292</b>
	STM 10/11 Transfer Out		
	School Ceiling	-75,000	
	Investment Income-Apr	12,936	
	ATM 6/12 Transfer In	606,000	
6/30/2012	Ending Balance		<b>2,709,228</b>
	STM 10/12 Transfer Out		
	Building Infrastructure	-161,000	
	Emergency Prepare.	-90,000	
	ATM 5/13 Transfer In	500,000	
	Investment Income	-3,258	
6/30/2013	Ending Balance		<b>2,954,970</b>
	ATM 5/14 Transfer In	250,000	
	Investment Income	31,994	
6/30/2014	Ending Balance		<b>3,236,964</b>

TOWN OF LUDLOW  
SPECIAL ARTICLE - FUND 02  
6/30/14

<MM-11>

	DEPARTMENT	Balance remaining 6/30/13	FY 14 approp	FY 14 expense	FY 14 Bud Adj	FY14 Closeout (PY enc used in 13)	Balance remaining 6/30/14
<b>SELECTMEN</b>							
	STREET ACCEPTANCES/LAND ACQUISITNS	647					647
	UNSAFE BUILDINGS 5/14/01	8,838		0	0		8,838
	Art # 9 5/04 ATM - Abandon/unsafe buildings	10,000					10,000
	Art # 47 ATM 5/9/05 Public way	1					1
	Art # 33 STM 10/3/05 Public way	24					24
	A-40/41 10/2/06 Public ways (2)	2					2
	A-1 5/14/07 STM Unpaid bills	0				0	0
	A-47-49- 5/08 ATM Public ways (3)	3					3
	A-1 5/1/09 STM Unpaid bills; funded by FY 10 taxes	0	0			0	0
	A-8 5/8/06 Abandoned buildings	12,750					12,750
							0
<b>ACCOUNTANT</b>							
	FY 08 Meeting Articles:						
	ATM 5/07:						
	Art 40 Taxes for land to be purchased (Cummings)	325				0	325
	Art 47 - 49 Public ways (3)	3				0	3
	STM 10/07:						
	Art 1 Unpaid bills	200				200	0
	Art 11 Public way	1				1	0
	FY 09 Meeting Articles:						
	ATM 5/08:						
	Art 9 Master Plan	9,353		0			9,353
	Art 19 Haviland Pond Lifeguard Chairs	0				0	0
	Art 21 Fire Substation Study	15,000					15,000
	Art 35 DPW - Center Street Study	4,155		0			4,155
	Art 36 West St. Bridge Repair	9,185		0			9,185
	Art 58 Police Administrative Cruiser	201				201	0
	Art 58 DPW - Garage Repair Lift	558		0			558
	FY 10 Meeting Articles:						
	ATM 5/09:						
	Art 17 Assessors reval	53,700	0	53,700			0

TOWN OF LUDLOW  
SPECIAL ARTICLE - FUND 02  
6/30/14

<MM-11>

	DEPARTMENT	Balance remaining 6/30/13	FY 14 approp	FY 14 expense	FY 14 Bud Adj	FY14 Closeout (PY enc used in 13)	Balance remaining 6/30/14
ATM 5/9/2011							
Art 10	Ambulance Dept. - Auto Chest Compressor	0	0	0		0	0
STM 10/1/2012							0
Art 1	Unpaid Bills	19	0	0		19	0
ATM 5/14/2012							
Art 15	Narrowband Radio - Fire	1,744	0	0			1,744
Art 16	Narrowband Radio - DPW	288	0	0		288	0
FY 12 Capital Budget:							
Art 43	BMS Stair Repairs	26,000	0				26,000
	Town Hall Elevator	29,355	0				29,355
FY 13 Capital Budget							
Art 41	Harris Brook/Wade Dam Repairs	15,000	0				15,000
	School - Computer IT Switches	0	0	0			0
	2012 Gorton G4500 Ambulance (4 yr. lease)	8,954	48,113	55,339			1,728
	BOS Capital Reserve	50,000	0				50,000
ATM 5/12/2014							
Art #1	Unpaid Bills		1,501	1,501			0
Art #26	Ambulance Stretchers		23,000	23,000			0
Art #23	First Meeting House (State Grant)		83,000	23,763			59,237
FY 14 Capital Budget							
Art 50	DPW Dump/Sander Truck		62,782	62,782			0
	Haviland Beach Fence		31,315	28,426			2,889
	East St. School Control/Boiler		241,000	199,728			41,272
	Fire Dept. 2013 Chevy Tahoe SUV		42,884	42,777			107
	Police Admin. 2013 Dodge Charger		30,063	28,963			1,100
	School - ICT Infrastructure/Security		33,000	32,441			559
	TOTAL GENERAL GOVERNMENT	256,306	596,658	552,420	0	709	299,835
	POLICE DEPARTMENT						

TOWN OF LUDLOW  
SPECIAL ARTICLE - FUND 02  
6/30/14

<MM-11>

DEPARTMENT	Balance remaining 6/30/13	FY 14 approp	FY 14 expense	FY 14 Bud Adj	FY14 Closeout (PY enc used in 13)	Balance remaining 6/30/14
ART 20 - POLICE RADIO SYSTEM 5/10/05	4,499					4,499
STM 10/3/05 - LAPTOP COMPUTERS - POLICE	3,408					3,408
FIRE DEPARTMENT						
CIP 5/14/01-AIRPACK REPL. (FINAL)	0		0		0	0
AMBULANCE EMT DIVISION						
EMT PARAMEDIC TRAINING O.T.	17,336					17,336
TOTAL PUBLIC SAFETY	25,243	0	0	0	0	25,243
DEPARTMENT OF PUBLIC WORKS						
MILLER STREET BRIDGE ENGINEERING 5/10/2004	435					435
WEST@ROY BRIDGE REPAIR	2,846					2,846
CIP 5/13/02-SILVA FIELD IMPROVEMENTS	50,000					50,000
Electric Park storm drain STM 11/14/05 (in data proc on GL)	75,770					75,770
Art # 53 (CIP) 5/9/05 ATM - Metal Storage building	15,958					15,958
Art # 6 5/11/09 STM - East St reconstruction	15,000					15,000
TOTAL PUBLIC WORKS	160,009	0	0	0	0	160,009
RECREATION COMMISSION						
CIP 4/12/99-WHITNEY PARK PLAYGROUND	2,771					2,771
CIP 5/8/00-WEST STREET PLAYGROUND	2,027					2,027
TOTAL CULTURE AND RECREATION	4,798	0	0	0	0	4,798
ARTICLES OMITTED FROM CY and Pys CLIENT SCHEDULES						
Platform Skirting	0					0
Public ways Art 15,16,17 10/4/04	3					3
TOTAL OTHER GG	3	0	0	0	0	3
rounding	0		0			0
Total special article (Fund 02)	446,359	596,658	552,420	0	709	489,888
	497,688		ties to Fund 02 exps			

LUDLOW  
SRF ACTIVITY SCHEDULE  
6/30/14

	Beg Bal 6/30/2013	Federal	State	Other	Total Revenue	Transfers In	Expended	Trans out	Balance 6/30/2014
	(includes py non timing ajes)								
<b>Fund 21</b>									
Sale of Cemetery Lots	365,623	-	-	12,875	12,875	-	-	-	378,498
Sale of Real Estate	5,063	-	-	87,500	87,500	-	-	-	92,563
Wetland Filing Fees Revolving	83,673	-	-	3,010	3,010	-	-	-	86,683
Public Bldg. Comp. for Damage	2,357	-	-	-	-	-	-	-	2,357
Police Dept. Comp. for Damage	2,604	-	-	5,206	5,206	-	4,121	-	3,689
Fire Dept. Comp. for Damages	4,350	-	-	100	100	-	460	-	3,990
State - Reg. Hazmat Training	(7,414)	-	-	22,062	22,062	-	22,831	-	(8,183)
Hazard. Matl. Comp. for Dam.	4,887	-	-	-	-	-	-	-	4,887
DPW Comp. for HWY. Damages	1,314	-	-	-	-	-	-	-	1,314
BOH - FY'2013 Vaccine	2,969	-	-	10,911	10,911	-	1,460	-	12,420
DPW Comp. for Cemetery Dam.	845	-	-	-	-	-	-	-	845
Insurance comp - Park dept	2,413	-	-	-	-	-	-	-	2,413
Health Dept. -Septic Insp.	9,816	-	-	16,860	16,860	-	16,340	-	10,336
C.O. Aging - Comp. for Damages	432	-	-	-	-	-	-	-	432
Hubbard Memorial Library Ins Comp rounding	(1,506) (278)	-	-	-	-	1,506	-	-	- (278)
<b>Total Fund 21</b>	<b>477,148</b>	<b>-</b>	<b>-</b>	<b>158,524</b>	<b>158,524</b>	<b>1,506</b>	<b>45,212</b>	<b>-</b>	<b>591,966</b>
<b>Fund 23</b>									
Memorial Park Project-Fed Funds	3,990	-	-	-	-	-	-	-	3,990
Celebrate Ludlow	(3,273)	-	-	16,393	16,393	3,000	5,189	-	10,931
State Funds for Elections	11	-	18,732	-	18,732	-	-	-	18,743
Steven's Memorial Underground Tank	5,385	-	-	-	-	-	-	-	5,385
Jail Impact Funds	73,957	-	-	208	208	-	-	-	74,165
State 911 EMD Grant - FY'2012	(4,215)	-	-	-	-	-	6,257	-	(10,472)
Law Enforcement Trust Fd.	40,626	-	-	2,088	2,088	-	16,647	-	26,067
DARE Program	938	-	-	-	-	-	-	-	938
Community Policing Grant	480	-	-	1,100	1,100	-	433	-	1,147
Car Gift for Police Auction	30	-	-	-	-	-	-	-	30
Fed. Cops More - Technical Equip	104	-	-	-	-	-	-	-	104
Fed Grant Bullet proof vest	1,479	-	-	-	-	-	-	-	1,479
COPS Homeland Securty	-	-	-	-	-	-	-	-	-
Fed. School Resource Officer	29,654	-	-	-	-	-	-	-	29,654
Violence Against Women Grant	579	-	-	-	-	-	-	-	579
Police Dept-K-9 Unit	11,283	-	-	10,095	10,095	-	6,681	-	14,697
Police Dept-Gift/Donation Account	780	-	-	113,399	113,399	-	4,762	-	109,417
Police Safety Equipment	500	-	-	-	-	-	-	-	500
Police Special Response Team (2009)	7,552	-	-	5,000	5,000	-	6,469	-	6,083
FY'1997-FY'2002 Law Enf. Block Grant	53	-	-	-	-	-	-	-	53
FY'2010 Buffer Zone Protect. Grant	-	-	-	-	-	-	-	-	-
COPS - Secure our Schools	427	-	-	-	-	-	-	-	427
feds Cop Fast	-	-	-	-	-	-	-	-	-
Firefighter's Assistance grant	30	-	33,120	-	33,120	-	33,120	-	30
Fire Dept.-Gift Account	16,671	-	-	500	500	-	-	-	17,171
Fire Dept.-S.A.F.E. Grant	1,386	-	-	7,704	7,704	-	6,047	-	3,043
Fire Dept.- Safety Equipment Grant	1,054	-	-	-	-	-	-	-	1,054
Fire Dept.-Patches & Pumper	313	-	-	-	-	-	-	-	313
Fire Dept.-Thermal Imager	4	-	-	-	-	-	-	-	4
Fire Dept.-Homeland Secur FY'05	-	-	-	-	-	-	-	-	-
Fire Dept.-FEMA Grant	241	-	-	-	-	-	-	-	241
Reg. Hazmat Training Fund	11,971	-	-	-	-	-	-	-	11,971
Defib/Monitor/Pacemaker	725	-	-	-	-	-	-	-	725
Ambulance Subscription Fd.	171,914	-	-	89,290	89,290	-	35,776	64,113	161,315
Local Emergency Management	2,013	-	-	0	-	-	196	-	1,817
Emergency Management Grant	700	-	-	-	-	-	-	-	700
Highway Fund Ch.90	(2,610)	-	419,644	-	419,644	2,610	819,366	-	(399,722)
Mass Gaming Commission - FY'2014	-	-	15,000	-	15,000	-	1,372	-	13,628
Hubbard St. CSO Project	-	-	-	-	-	-	-	-	-
Curbside Recycling Grant	-	-	1,864	-	1,864	-	2,870	-	(1,006)
DPW Material REC/Project FY'2012	(1,246)	-	3,337	-	3,337	-	2,091	-	-
PVPC State Street CSO Abatement	-	-	-	-	-	-	-	-	-
Health Nurses Donations	1,666	-	-	6,389	6,389	-	6,389	-	1,666
COA Donation Activity Account	119	-	-	-	-	-	-	-	119
Conservation Comm.-WMECO 4/11	33,400	-	-	-	-	-	-	-	33,400
Vets. Memorial - ATM 5/12/08 Art#8	3,096	-	-	-	-	-	1,015	-	2,081
State Grant - Sr. Pharmacy Prg.	677	-	-	-	-	-	-	-	677
Ludlow Mills/State St. Project - FY'2011	527,022	-	320,766	35,750	356,516	-	935,869	-	(52,331)

LUDLOW  
SRF ACTIVITY SCHEDULE  
6/30/14

	Beg Bal 6/30/2013	Federal	State	Other	Total Revenue	Transfers in	Expended	Trans out	Balance 6/30/2014
Outreach Program Gmt/COA formula grn	(2,264)		38,000		38,000	2,264	37,559		441
COA - Title III Repair Program FY'06	14			1,750	1,750		1,750		14
State Library Aid	52,470		20,097		20,097		24,421		48,146
Library Memorial Fund	10,975			3,762	3,762		7,459		7,278
Art's Lottery Funds	7,836		8,070		8,070		8,154		7,752
Donations - Skate Park/Rec Purposes rounding	3,978 (189)			-	-		-		3,978 (189)
<b>Total Fund 23</b>	<b>1,012,306</b>	<b>-</b>	<b>878,630</b>	<b>293,428</b>	<b>1,172,058</b>	<b>7,874</b>	<b>1,969,892</b>	<b>64,113</b>	<b>158,233</b>
<b>Fund 231</b>									
Cable Access Local Programming	410,853			240,381	240,381		261,072		390,162
<b>Total Fund 231</b>	<b>410,853</b>	<b>-</b>	<b>-</b>	<b>240,381</b>	<b>240,381</b>	<b>-</b>	<b>261,072</b>	<b>-</b>	<b>390,162</b>
<b>Fund 232</b>									
East St Revitalization Phase I	-								-
East St Corridor Phase II	7,918								7,918
East St Corridor Phase III	-								-
East St Corridor Phase IV	822								822
<b>Total Fund 232</b>	<b>8,740</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8,740</b>
<b>Fund 25</b>									
Childrens' Language Institute	-								-
School Comp.for Damages	118								118
School Damages Over \$20,000.	5,870								5,870
School Book Revolving Ch 44-53E1/2	15,689								15,689
Industrial Arts Matl.Fd.	136								136
<b>Total Fund 25</b>	<b>21,813</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>21,813</b>
<b>Fund 251</b>									
School Lunch Program	(94,537)	453,574	20,506	638,858	1,112,938		1,055,032		(36,631)
plug to balance	400								400
<b>Total Fund 251</b>	<b>(94,137)</b>	<b>453,574</b>	<b>20,506</b>	<b>638,858</b>	<b>1,112,938</b>	<b>-</b>	<b>1,055,032</b>	<b>-</b>	<b>(36,231)</b>
<b>Fund 252</b>									
School Athletic Fund	8,954			138,184	138,184		114,353		32,785
<b>Total Fund 252</b>	<b>8,954</b>	<b>-</b>	<b>-</b>	<b>138,184</b>	<b>138,184</b>	<b>-</b>	<b>114,353</b>	<b>-</b>	<b>32,785</b>
<b>Fund 253</b>									
School Book Revolving	(113)					113			-
H.S. Book Revolving	15,321			2,842	2,842		456		17,707
B.M.S. Book Revolving	(4,544)			155	155	4,544			155
Chapin St. Book Revolving	634			149	149				783
East St. Book Revolving	1,484			114	114				1,598
Vet's Park Book Revolving	616			463	463		925		154
<b>Total Fund 253</b>	<b>13,398</b>	<b>-</b>	<b>-</b>	<b>3,723</b>	<b>3,723</b>	<b>4,657</b>	<b>1,381</b>	<b>-</b>	<b>20,397</b>
<b>Fund 255</b>									
Adult Continuing Education	105,968			121,851	121,851		180,393		47,426
Elementary Full Day Kindergarten	(6,902)					6,902			0
H.S. Summer Reading Program	(5,710)			15,243	15,243		15,243		(5,710)
Vet's Park Reading Program	(2,743)					2,743			-
<b>Total Fund 255</b>	<b>90,613</b>	<b>-</b>	<b>-</b>	<b>137,094</b>	<b>137,094</b>	<b>9,645</b>	<b>195,636</b>	<b>-</b>	<b>41,716</b>
<b>Fund 256</b>									
Early Childhood Revolving - rental	8,273			38,451	38,451		69,738		(23,014)
Early Childhood Revolving	24,708			54,733	54,733		69,401		10,040
<b>Total Fund 256</b>	<b>32,981</b>	<b>-</b>	<b>-</b>	<b>93,184</b>	<b>93,184</b>	<b>-</b>	<b>139,139</b>	<b>-</b>	<b>(12,974)</b>
<b>Fund 257</b>									
Student Transportation	104,745			60,590	60,590		17,800		147,535
<b>Total Fund 257</b>	<b>104,745</b>	<b>-</b>	<b>-</b>	<b>60,590</b>	<b>60,590</b>	<b>-</b>	<b>17,800</b>	<b>-</b>	<b>147,535</b>
<b>Fund 258</b>									
School Choice Tuition Revolving	713,536		475,294		475,294		629,044		559,786
<b>Total Fund 258</b>	<b>713,536</b>	<b>-</b>	<b>475,294</b>	<b>-</b>	<b>475,294</b>	<b>-</b>	<b>629,044</b>	<b>-</b>	<b>559,786</b>
<b>Fund 259</b>									
Insurance Damages	4,842								4,842

LUDLOW  
SRF ACTIVITY SCHEDULE  
8/30/14

	Beg Bal 6/30/2013	Federal	State	Other	Total Revenue	Transfers in	Expended	Trans out	Balance 6/30/2014
<b>Total Fund 259</b>	<b>4,842</b>	-	-	-	-	-	-	-	<b>4,842</b>
<b>Fund 260</b>									
H.S. School Gift Account	39,058			3,860	3,860		24		42,894
B.M.S. School Gift Account	(9,205)			3,778	3,778	9,205	1,644		2,134
Chapin St. School Gift Account	1,650			8,127	8,127		5,213		4,564
East St. School Gift Account	3,022			6,428	6,428		2,533		6,917
Vet's Park School Gift Account	5,619			5,898	5,898		5,234		6,283
Special Education Gift Account	523			-	-		-		523
Community Scholarship - FY'2007	530			600	600		1,000		130
<b>Total Fund 260</b>	<b>41,197</b>	-	-	<b>28,691</b>	<b>28,691</b>	<b>9,205</b>	<b>15,648</b>	-	<b>63,445</b>
<b>Fund 261</b>									
Special Ed Circuit Breaker	379,863	-	311,729		311,729		347,616		343,976
<b>Total Fund 261</b>	<b>379,863</b>	-	<b>311,729</b>	-	<b>311,729</b>	-	<b>347,616</b>	-	<b>343,976</b>
<b>Fund 27</b>									
Special Revenue - School 2000-2010	112				-				112
<b>Total Fund 27</b>	<b>112</b>	-	-	-	-	-	-	-	<b>112</b>
<b>Fund 272</b>									
School Health Grant FY2002/03/06/07	(431)				-	431	-		-
School Health Grant FY2008	20,637		82,820		82,820		89,995		13,462
Improve Child Mental Health FY'2008	12,648				-		-		12,648
<b>Total Fund 272</b>	<b>32,854</b>	-	<b>82,820</b>	-	<b>82,820</b>	<b>431</b>	<b>89,995</b>	-	<b>26,110</b>
<b>Fund 273</b>									
Academic Support Grant Prev Years	2,360				-				2,360
Academic Support Grant FY2007	(2,150)				-	2,150	-		-
Academic Support Grant FY2008	2,200				-		-		2,200
Academic Support Grant FY2009	-				-		-		-
Academic Support Grant FY2010	(5,484)		17,891		17,891	1,134	13,120		421
<b>Total Fund 273</b>	<b>(3,074)</b>	-	<b>17,891</b>	-	<b>17,891</b>	<b>3,284</b>	<b>13,120</b>	-	<b>4,981</b>
<b>Fund 274</b>									
Early Literacy Program FY'2008	2,944				-				2,944
Early Literacy Program FY'2009	1				-				1
H.S. Improvement FY2002	521				-				521
SAFE Environment FY'2009	(850)		3,307		3,307	850	85		3,222
SAFE Environment FY'2008	(2,425)				-	2,425	-		-
<b>Total Fund 274</b>	<b>191</b>	-	<b>3,307</b>	-	<b>3,307</b>	<b>3,275</b>	<b>85</b>	-	<b>6,688</b>
<b>Fund 275 - Student Activity Fund</b>	-			<b>138,979</b>	<b>138,979</b>		<b>121,990</b>		<b>16,989</b>
<b>Fund 276</b>									
Foundation Reserve FY'2007/2008	1,844				-				1,844
Math/Science - MTSS FY'2012	-		15,000		15,000		15,000		-
Federal ARRA Support FY'2010	87,195				-				87,195
Federal ARRA - IDEA FY'2010	41,360				-				41,360
Federal ARRA Support FY'2011	(12,995)				-				(12,995)
Federal ARRA - Title IID	(1,354)				-				(1,354)
Fed ARRA SFSF Carryover	73,015				-				73,015
Education Jobs Grant - FY'2011	(901)				-	901			-
<b>Total Fund 276</b>	<b>188,164</b>	-	<b>15,000</b>	-	<b>15,000</b>	<b>901</b>	<b>15,000</b>		<b>189,065</b>
<b>Fund 277</b>									
Drug Free Schools-FY2002/FY'2011	1,866				-				1,866
<b>Total Fund 277</b>	<b>1,866</b>	-	-	-	-	-	-	-	<b>1,866</b>
<b>Fund 279</b>									
Title 1 FY'2014	-	248,057			248,057		259,630		(11,573)
Title 1 FY'2013	(7,703)	52,000			52,000		47,095		(2,798)
Title I FY'2012	134				-				134
Title 1 FY'2008-FY'2011	18,402				-		13,708		4,694
<b>Total Fund 279</b>	<b>10,833</b>	<b>300,057</b>	-	-	<b>300,057</b>	-	<b>320,433</b>	-	<b>(9,543)</b>
<b>Fund 280</b>									
SPED Early Child Alloc FY2007	(102)				-	102			-
Federal ARRA - IDEA EC FY'2010	(22,843)				-				(22,843)
Early Learn.Challenge Grt.FY'2013	(640)	640			640				-

LUDLOW  
SRF ACTIVITY SCHEDULE  
6/30/14

	Beg Bal 6/30/2013	Federal	State	Other	Total Revenue	Transfers in	Expended	Trans out	Balance 6/30/2014
SPED Early Child Alloc FY'2010	(8,161)	19,849			19,849		31,686		(19,998)
Pre-Kinder Classroom FY'2008	(2,981)	-			-	2,981	-		-
<b>Total Fund 280</b>	<b>(34,727)</b>	<b>20,489</b>	<b>-</b>	<b>-</b>	<b>20,489</b>	<b>3,083</b>	<b>31,686</b>	<b>-</b>	<b>(42,841)</b>
<b>Fund 281</b>									
SPED - Trans Assess FY2014	-	1,600			1,600		1,430		170
PL94-142 SPED FY2002	(9,387)				-	9,387	-		0
PL94-142 SPED FY2007	(376)				-	376	-		-
PL94-142 SPED FY2012/2013	(106,809)	758,530			758,530		794,992		(143,071)
<b>Total Fund 281</b>	<b>(116,372)</b>	<b>760,130</b>	<b>-</b>	<b>-</b>	<b>760,130</b>	<b>9,763</b>	<b>796,422</b>	<b>-</b>	<b>(142,901)</b>
<b>Fund 282</b>									
Community Partnerships FY2008	(1,053)				-		-		(1,053)
Community Partnerships FY2009/10	9,203		47,857		47,857		32,719		24,341
Family Community Grant FY'2010	(11,552)		71,810		71,810		110,102		(49,844)
<b>Total Fund 282</b>	<b>(3,402)</b>	<b>-</b>	<b>119,667</b>	<b>-</b>	<b>119,667</b>	<b>-</b>	<b>142,821</b>	<b>-</b>	<b>(26,556)</b>
<b>Fund 283</b>									
SPED Program Improv - FY2012	(1,466)	23,849			23,849		19,810		2,573
SPED Program Improv - FY2008	-				-		-		-
<b>Total Fund 283</b>	<b>(1,466)</b>	<b>23,849</b>	<b>-</b>	<b>-</b>	<b>23,849</b>	<b>-</b>	<b>19,810</b>	<b>-</b>	<b>2,573</b>
<b>Fund 284</b>									
Class Size Reduction FY2002	213				-		-		213
Teache Quality Grant Part A FY2009/10	31,272	43,681			43,681		76,836		(1,883)
Enhanced Educ Tech Part B FY2009	(630)				-	630	-		-
Teache Quality Grant Part A FY2008	-				-		-		-
Enhanced Educ Tech Part B FY2008	-				-		-		-
<b>Total Fund 284</b>	<b>30,855</b>	<b>43,681</b>	<b>-</b>	<b>-</b>	<b>43,681</b>	<b>630</b>	<b>76,836</b>	<b>-</b>	<b>(1,670)</b>
<b>Fund 290</b>									
SPED Electronic Portfolio FY06	-				-		-		-
<b>Total Fund 290</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total All Special Revenue Funds</b>	<b>3,332,687</b>	<b>1,601,780</b>	<b>1,924,844</b>	<b>1,862,147</b>	<b>5,388,771</b>	<b>54,254</b>	<b>6,359,028</b>	<b>64,113</b>	<b>2,352,570</b> ties to B/S

# Town Collector

## Real Estate & Personal Property

Real estate and personal property bills for the Town of Ludlow continue to be due on the quarterly basis: August 1<sup>st</sup>, November 1<sup>st</sup>, February 1<sup>st</sup>, and May 1<sup>st</sup>. The 2014F tax rate was set by the Board of Assessors in December of 2013. The Board of Selectmen voted to adopt a single tax rate of \$17.22 per thousand for both residential and commercial properties. The amount of \$28,915,727.18 was committed to us for collection. Over 8,500 real estate bills were printed, processed and mailed by December 31, 2013. By the end of the fiscal year, we had collected or abated approximately \$28,482,020.55 or 98% of the amount committed. Additionally, we received \$253,993.38 in payments for 2013F real estate and \$55,766.36 for 2012F leaving a balance of \$114,229.98 and \$0.00 respectively.

Approximately 800 personal property bills totaling \$2,831,647.37 were committed to us for collection. By the end of the fiscal year, we collected or abated \$2,819,329.71 or 99% of the amount committed to us leaving a balance of \$12,314.66. Additionally, we collected \$8,923.83 for prior years dating back to 2010F.

To accommodate our residents, real estate and personal property taxes for the Town of Ludlow may now be paid online. We realize the importance of keeping with the times and offering this new online payment option. This new payment method serves to accommodate those Ludlow residents who want the convenience of paying their taxes online, anytime day or night. We are fortunate to have found a banking partner who has years of financial experience and who adheres to strict security methods to protect our residents' personal information. UniBank uses state-of-the industry encryption methods which safely handle these transactions so that town employees never gain access to bank account information. The process for residents to pay online is simple: with your bill and checkbook in hand, 1) Go to: [www.ludlow.ma.us](http://www.ludlow.ma.us) 2) Click on: Taxes & Sewer 3) Complete each screen to process payment.

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

## Motor Vehicle Excise

Over 23,000 vehicle excise bills totaling \$2,529,267.90 were printed, processed, and mailed from the Collector's Office throughout the year. Payments of auto excise are due 30 days from the date the tax notice is mailed. 90% of the committed bills are paid by their due date. Automobile owners are advised not to ignore their bills for a \$5.00 tax bill can jump to \$70.00, loss of license and registration within two months if late notices go unanswered. According to Chapter 60A of the Massachusetts General Laws, "failure to receive a notice shall not affect the validity of the excise". Thus, a person who does not receive a bill is still liable for the tax plus interest and charges accrued. Therefore, it is important to keep the Registry and Post Office informed of your current name and address so that your tax bills can be delivered promptly. The Registry will be notified of

any excise bill that remains outstanding. The Registrar then marks the individual's registration preventing the renewal of his/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 2014, 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 1978.

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

### **Sewer Usage Fees**

The Board of Public Works, in November of 2013, set the rate of \$2.90 (same as the previous year) per 100 cubic feet of water used. Approximately 4,500 sewer usage bills totaling \$1,554,872.68 were printed, processed and mailed from the Collector's Office on December 16, 2013. By the end of June 30, 2014, we had collected or abated \$1,457,197.21 or 93% of the amount committed to us for collection leaving a balance of \$97,675.47. Any amounts outstanding for previous years were certified to the Board of Assessors in November of 2013 and added to the owner's 2014F real estate bills. All sewer usage accounts for 2012F and prior years have now been collected in full as reflected by the 0.00 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.

### **Departmental Accounts**

Each year the Collector is responsible for the collection of over 3.5 million dollars "In Lieu of Taxes" and the following departmental accounts:

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

During the past fiscal year, \$3,719,030.90 was committed to us for collection by the above departments. By June 30, 2014, we collected or abated \$3,719,030.90 or 85% of the amount committed. Of the above accounts, ambulance bills continue to be the most sensitive and most difficult to collect. The ambulance records have been computerized by the Collector's Office under a "General Billing Program". The computerization of these records has allowed us to abandon the time consuming practice of manual posting and record keeping. As a result, this has improved efficiency and productivity in the Collector's Office.

## Municipal Lien Certificates

Upon written request from attorneys, banks, mortgage companies and real estate agencies, the Collector shall furnish a certificate of all outstanding taxes and other assessments and charges which constitute a lien on a parcel of land. The Collector consults with the Board of Assessors, DPW and other departments to secure required information. In accordance with 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 2014, we received over 600 written requests bringing in approximately \$15,000 of additional revenue. We ask attorneys and other agencies requesting such information to cooperate and mail their application to us as early as possible so that we can complete and return them in a timely manner. 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. **Late payments will not be accepted online.**

Once again, I am grateful to Mrs. Alice Bolow, Janice Ouimette, 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
2012 Real Estate		101,903.71	83.03	55,766.36		46,220.38	0.00
2013 Real Estate		454,336.66		253,993.38		86,113.30	114,229.98
2014 Real Estate	28,915,727.18		96,666.16	28,271,683.14	227,349.08	79,654.49	433,706.63
Supplemental Tax	0.00						0.00
2010 Personal Property		8,464.09		613.70			7,850.39
2011 Personal Property		13,788.95		774.64			13,014.31
2012 Personal Property		19,144.84	7.85	591.54	33.96		18,527.19
2013 Personal Property		26,722.19	34.34	6,943.95	34.34		19,778.24
2014 Personal Property	2,831,647.37		10,168.83	2,825,173.80	4,327.74		12,314.66
1978 Motor Veh. Excise				29.70*			0.00
1981 Motor Veh. Excise				11.25*			0.00
1989 Motor Veh. Excise				11.25*			0.00
1992 Motor Veh. Excise				10.00*			0.00
1996 Motor Veh. Excise				11.88*			0.00
1998 Motor Veh. Excise				23.75*			0.00
1999 Motor Veh. Excise				53.13*			0.00
2000 Motor Veh. Excise				66.25*			0.00
2001 Motor Veh. Excise				20.00*			0.00
2004 Motor Veh. Excise				83.54*			0.00
2005 Motor Veh. Excise				216.25*			0.00
2006 Motor Veh. Excise				660.52*			0.00
2007 Motor Veh. Excise	238.13			238.13*			0.00
2004 Motor Veh. Excise				730.63*			0.00
2008 Motor Veh. Excise				1,150.83*			0.00
2009 Motor Veh. Excise	105.63			105.63			0.00
				1,602.54*			
2010 Motor Veh. Excise	2,333.86	12,995.22		3,546.27	66.87		11,715.94
2011 Motor Veh. Excise	253.75	13,144.54	172.70	3,369.06	1,105.31		9,096.62
2012 Motor Veh. Excise	509.58	42,151.77	519.11	23,245.42	1,991.05		17,943.99
2013 Motor Veh. Excise	368,602.34	131,896.23	15,792.55	452,392.18	24,174.40		39,724.54
2014 Motor Veh. Excise	2,157,462.74		20,569.34	2,002,961.23	50,518.24		124,552.61
2004 Boat Excise		20.00					20.00

ACCOUNT	COMMITTED	OUTSTANDING	REFUNDS	PAYMENTS	ABATEMENTS	TAX TITLES	BALANCE
2005 Boat Excise		230.00					230.00
2006 Boat Excise		140.00					140.00
2007 Boat Excise		110.00					110.00
2008 Boat Excise		103.00					103.00
2009 Boat Excise		40.00					40.00
2010 Boat Excise		78.00	15.00	78.00	15.00		0.00
2011 Boat Excise		93.00	15.00	40.00	15.00		53.00
2012 Boat Excise		30.00	25.00		25.00		30.00
2013 Boat Excise		153.00	15.00	103.00	55.00		10.00
2014 Boat Excise	4,081.00		53.00	3,850.00	88.00		196.00
2013 Ambulance Liens		348.63		347.63			0.00
2014 Ambulance Liens	8,427.05			6,727.79			1,699.26
2012 Sewer Usage		102,928.29		20,879.99			0.00
CERT TO ASSESSORS					82,048.30*		
2013 Sewer Usage	1,554,872.68		2,880.80	1,454,071.53	6,006.48		97,675.47
2012 Sewer Usage Lien		4,243.79		2,707.25		1,536.54	0.00
2013 Sewer Usage Lien		20,390.04		9,714.03		7,166.76	3,509.25
2013 App Street		121.46		121.46			0.00
2013 Com. Int. Street		24.22		24.22			0.00
2014 App Street	121.46						121.46
2014 Com. Int. Street	24.22						24.22
DEPARTMENTAL ACCOUNTS							
Ambulance	2,087,507.00	422,204.20	6,264.33	1,113,287.76	829,773.55		564,487.17
Liened to 2014 RE					8,427.05		
Cemetery	112,725.00	11,700.00		110,750.00			13,675.00
Board of Health	21,640.00	1,920.00	10.00	21,245.00			2,325.00

ACCOUNT	COMMITTED	OUTSTANDING	REFUNDS	PAYMENTS	ABATEMENTS	TAX TITLES	BALANCE
Trailer Parks	19,728.00	7,128.00		19,776.00			7,080.00
Board of Selectmen	37,650.00			37,630.00	20.00		0.00
In Lieu of Taxes	1,427,788.99			1,427,788.99			0.00
Highway Department		250.00					250.00
Roll Back Taxes	11,991.91		150.00	8,765.31			3,376.60
		** INDICATES MONEY COLLECTED AFTER ABATED AS UNCOLLECTABLE					

## Town Treasurer

The Town Treasurer is pleased to report that over five million dollars of General Fund monies remain invested in term investments with good interest yields. This is over and above the investments, which occur during tax payment receipts. This excellent cash flow remains possible due to the cooperation of both Assessors and Tax Collector's offices. The Treasurer has collected as of December 31, 2014 the total of \$260,000.00 on Tax Titles.

### General Fund as of December 31, 2014 Was as Follows:

<b>Bank</b>	<b>Account</b>	<b>Balance</b>
TDBankNorth	Master	2,211,070.51
	Sewer	7,578.86
	Golf Course	352,869.88
	Golf Course Merchant	227,763.85
	Money Market	2,631,108.91
	Cafeteria	346,800.00
Citizens	Master	2,403,994.42
	Guarantee Deposits	125,357.90
People's United	County Jail	74,174.85
	Water/Cops	239,383.60
	Money Market	2,064,896.33
M.M.D.T.	Money Market	103,282.78
Unibank	Money Market	309,958.44
		11,098,240.33
<b>Payroll Distribution</b>		
	Gross Payroll	32,634,658.73
	Fica	466,370.52
	Federal Withholding	3,487,421.35
	State Withholding	1,537,015.92
	Retirement	3,181,733.04
	United Fund	3,111.00
	Annuities	410,653.92
	Health Insurance	1,381,348.84
	Life Insurance	61,086.94
	Credit Union & Banks	20,972,176.30
	Union Dues	324,122.23
	Deferred Compensation	523,181.72
	Dental	149,170.15
	Aflac	20,924.01
	Other Withholdings	116,342.79

## Trust Funds as of December 31, 2014

All trust funds are invested and receiving maximum interest:

Citizens Stabilization Fund	\$ 788,115.88
Bartholomew (Comm. Financial)	2,454,558.38
Bartholomew (Comm.Fin.OPEB)	68,065.78
Morgan Stanley-Cemetery	1,342,997.85
	\$4,653,737.89

### Health and Life Insurance

The Town of Ludlow, through the Board of Selectmen, entered into a contract with Boston Mutual Life Insurance Company for one more year. Blue Cross HMO Blue, HMO Blue Care Elect-PPO, HMO Medicare, Managed Blue for Senior, Medex III and Blue Dental contracts were signed with effective dates running from July 1, 2014 to June 30, 2015. The following rates prevail:

	Town's Share	Employee's Share	Total
<b>Network Blue</b>			
Individual	503.19	118.03	621.22
2 Person	1,006.39	236.06	1,242.45
Family	1,378.75	323.41	1,702.16
<b>Blue Care Elect-PPO</b>			
Individual	634.55	148.84	783.39
2 Person	1,269.07	297.68	1,566.75
Family	1,738.65	407.82	2,146.47
<b>Senior Plans</b>			
Medex III	324.86	324.85	649.71
Medicare HMO Blue	222.95	52.29	275.24
Managed Blue for Seniors	333.00	78.10	411.10
<b>Boston Mutual Life Insurance</b>			
\$10,000.00 coverage for active employees		2.55	5.10
\$ 2,000.00 coverage for retirees		.51	1.02
<b>Dental Blue</b>			
Individual	11.87	11.86	23.73
Family	34.50	34.49	68.99

Respectfully submitted,  
Candida Batista  
Treasurer

# Human Services

## Board of Health

The Board of Health reorganized in 2014 with Bruce Dziura, M.D., Chairman; Neil D. Paquette, Secretary; Timothy J. Fontaine, Member.

On March 24<sup>th</sup>, Timothy J. Fontaine was re-elected to serve another three (3) year term on the Board of Health.

On July 1<sup>st</sup>, Michael C. Pietras, P.E. was reappointed as the On-Site Sewage Disposal Inspector. Mr. Pietras witnessed thirty three (33) percolation tests, reviewed twenty (20) septic system plans and conducted thirty one (31) final inspections of septic systems when installed. John Kopinsky, P.E. was reappointed as the Alternate On-Site Sewage Disposal Inspector.

Sub-surface disposal system permits for new construction issued in 2014 totaled twelve (12). Repairs to existing systems totaled thirty one (31).

One (1) Beaver permit was 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 26<sup>th</sup>. Dr. Dorsie Kovacs from the Monson Small Animal Clinic was the veterinarian again this year. Our rabies clinic was a success with fifty six (56) 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 eleven (11) animal bites.

During 2014, our Health Inspectors responded to and investigated thirty four (34) citizen complaints concerning housing violations, debris, rodents, etc. Ninety five (95) food establishment inspections and sixty seven (67) catering inspections were carried out in 2014.

### Money Collected By The Board Of Health In 2014

Nursing Services	\$20,160.00
Clinic pedicures	11,725.00
Senior Center pedicures	3,230.00
Keystone Commons pedicures	240.00
Immunizations	1,210.00
Shingles Immunizations	490.00
Sharps Containers	280.00
Sharps Containers Disposal	310.00
2013 Flu Clinic reimbursement	4,199.14
2014 Flu Clinic reimbursement	5,353.27

2013 TB Clinic reimbursement	31.37
Pioneer Valley Planning Commission	10,389.00
Trailer Park assessments	19,728.00
Body Art Establishment permits	1,000.00
Body Art Practitioner permits	100.00
Food Service licenses	3,950.00
Retail Food permits	4,150.00
Trailer Park licenses	225.00
Mobile Food Server permits	75.00
Bakery licenses	900.00
Smokehouse licenses	225.00
Piggery licenses	30.00
Frozen Dessert licenses	330.00
Funeral Director licenses	200.00
Non-Alcoholic Beverage license	37.50
Milk & Cream licenses	645.00
Tobacco permits	2,860.00
Catering permits	660.00
Removal of Garbage permits	225.00
Dumpster permits	1,760.00
Well Construction permits	540.00
Disposal Works Construction permits	900.00
Septic Tank Repair permits	2,325.00
Septic Installer's permits	2,080.00
Septic Tank Pumping licenses	640.00
Permit/License Late fees	772.50
Percolation Test fees	10,325.00
Septic Plan fees	2,720.00
Septic Inspection fees	3,485.00
Total Money Collected	\$118,505.78

Respectfully submitted,  
Bruce Dziura, M.D.  
Chairman

## Commission on Disabilities

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. This past year we have been busy working with Town Administration in increasing awareness of obstacles regarding Town Meetings held at Exit Seven Theater. Items are continually addressed regarding accessible parking, lighting, rest room facilities, seating and emergency notification. We continue our relationship with the Celebrate Ludlow committee in ensuring festivities are accessible to all and to increase parking for the disabled in closer proximity to the celebration and the addition of accessible shuttle transportation to the site. We also are working with the Department of Public Works in creating accessible sani-can facilities at parks and ball fields. 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 you can see, it's been a busy year for the Commission on Disability!

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

In closing, I would personally like to thank those 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:

Beverly Barry, Chairman	Lizbeth Boulanger, Assistant Secretary
Joanne Odatto-Staeb, Vice Chairman	Andrew Bristol
John Ollson, Secretary	Eric Segundo, ADA Coordinator

## **Council on Aging**

### **The Ludlow Senior Center**

*...the Center of it all...still!...*

This report gets harder and harder to write. The Senior Center has been status quo this past year. We continue to grow and change and deal with challenges, milestones and set backs...as any other organization. There is never enough time, money or personnel but we make it work and I think we do a pretty good job!

The last year has been spent thinking about our future. As mentioned last year, we need to look forward. Our building is falling apart and is band-aided together. Many of those band-aides are no longer working and there are some serious issues with our current space. The building is 110 years old! There are issues with heating and air conditioning, plumbing, overall air quality, windows and, of course, parking just to name a few.

The entire staff has spent the last year looking at every demographic of the senior center and the adult population today and 10 years from now. As the population grows, services need to expand and change with the changing demographic. It has become obvious that our current location will not allow for expansion. Over the next 10 years, the population for those 70 and over will dramatically increase by 42%. We need to address what many surrounding communities have or are addressing...the growing elder population and how we will service the population. We are hoping to effectively work together and have the support of the community as we move forward toward having Ludlow remain an age friendly community.

All of our departments continued to work well together. Transportation continues to be a vital service in Town and we are so very fortunate for the transportation we are able to provide. We continued to take residents to doctors, hairdressers, supermarket, banks and anywhere else they may need to go in town. Our vans have hung in there and I say a little prayer each year that they remain "healthy".

Activities has been busier than ever and continued to bring new life to the Center. Exercise classes continued to help many residents stay healthy and new art classes taught new skills. New movies continued to be on high demand and bingo hung in there as well. Our partnerships with the Board of Health, YMCA of Wilbraham, and other organizations providing information to our residents remained strong over the last year.

Outreach is always in high demand. Fuel Assistance and open enrollment proved once again to be challenging. AARP fortunately returned to help seniors with their taxes and SHINE continued to be an important service at the Center helping seniors with their insurance questions and needs.

“Kathy’s Kitchen” once again was the busiest spot at the Center. She created a record number of meals last year with a daily average over 100 most of the year. Food costs have skyrocketed and Kathy found more and more ways to conserve and stretch a dollar. Her meals are amazing and still only \$2.00!

Our volunteers were the pillar of strength at the Center last year. I am not real sure what we would do without our volunteers. THANK YOU! So many volunteers continued to step up to the plate in the kitchen, dining room, with activities and decorating, and with all the little things we possibly could not get to on a daily basis. Our volunteers are spectacular and amaze us everyday with their dedication, energy and overall positive attitudes. Thank you again from the entire staff!

We are hoping for a positive year ahead. We look forward to working with the community on our goal of a new facility and will continue to service the seniors of Ludlow. The Ludlow Senior Center is a wonderful place and we will continue to be ...the Center of it all!

Respectfully submitted,  
Jocelyn Zepke  
Director

The Staff of the Ludlow Senior Center – Carla Roberts, Betty Harackiewicz, Matt Pszeniczny, Jose Afonso, Jack Alves, Debbie Johnson, Naomi White, Sarah Gmeiner, Sue Moffett and Kathy Lofland

Council on Aging Members:

Frederick Lafayette, Chairman  
Richard Belisle, Vice Chairman  
Philip Tierney, Treasurer  
Lucille Carneiro, Secretary  
Francis Bissaillon  
Diane Goncalves  
Albert LeMay, Sr.  
Helen Grabowski  
Nancy Pauze  
Jacqueline Haskins  
John DaCruz

## First Meeting House Committee

The First Meeting House Committee, appointed by the Board of Selectmen for the purpose of overseeing the maintenance of the Meeting House building and premises, continues its mandate to keep the building and grounds available for meetings and other reserved functions.

The Meeting House will eventually be available for groups wishing to schedule meetings and other functions in a centrally located historic town property. The Meeting House is located in Ludlow Center and is one of the few surviving examples remaining in the Connecticut River Valley of the New England barn-type meeting houses.

During 2014, the Department of Public Works, with monies appropriated by the Town of Ludlow and the Massachusetts Preservation Projects Fund grant, was able to replace the roof and windows, perform other carpentry work, and paint the exterior according to historical standards. In 2015, interior repairs and restoration will continue. The Department of Public Works oversees the continued maintenance and physical integrity of the building and grounds.

Members of the Committee are Marilyn Paul-Lewis, Thomas Haluch, Donald Kibbe, 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

***“Sure, The Library Is An Old Fashioned Concept. So Is Democracy. So Is Equal Opportunity. So Is Getting Your Facts Right.” Keith Michael Fiels, Executive Director of the American Library Association***

What an incredible year of transition. It is with great thanks that we say farewell to retiring Library Board and staff members Diane Goncalves and Joan Robb-Arakin, respectively, as well as Director, Judy Kelly. In reviewing the Annual Town Reports from years past, what is most impressive is the leadership in guiding the community through the many technological changes in access to information into the 21<sup>st</sup> century.

Now, we are here and the changes keep coming--no time to rest on the laurels of yesterday's accomplishments. In any case, I hope you are familiar with these earlier reports because you will understand the importance of the Hubbard Memorial Library in Ludlow and the significance in securing state funding for continued success in the community.

## **The Big Picture Book on the Budget**

Basically, the Massachusetts Board of Library Commissioners has established a benchmark for all libraries to achieve in the current fiscal year in order to receive full funding in the following fiscal year. This benchmark represents the support for literacy in the municipality.

15% of the total operating budget is to be allocated and spent on materials for circulating collections, mainly books in various formats. If the municipality fails to provide this level of expenditures and gifts, the result will be a decline in state funds or aid in the following fiscal year.

In 2014, the Hubbard Memorial Library fell short of the requirement. Currently, we are operating on a reduced budget from state aid. No explanation is needed to highlight the gravity of this situation or how easily, if not addressed immediately, this could go from bad to worse.

The reduction does not reflect a lack of support for our programs and services in the community.

The budget is a challenge but in the following days, we have an opportunity to restore funding in the next fiscal year. New initiatives in placing a value on direct donations of books and other materials into the collection will help contribute a small percentage to the required 15%. In addition, we are so thankful for the continued support from the Friends of the Library, as well as other non-profit organizations in the community, who play vital roles in determining our success both past and present.

Through these collective efforts, along with the contributions of independent donors, we hope to rebuild our funding from state aid in the next fiscal year and to clear the standard on support for literacy in the Town of Ludlow.

## **Carpe Diem**

In the last year, we had 42,514 circulations in Youth Services. 743 children, 11 years of age and under, participated in the summer reading club program. The success and diversity in the collections and programming, particularly in Youth Services, is the heart and soul of the Hubbard Memorial Library.

In the current year, we are striving to round up these numbers despite budget limitations. In addition, we hope to expand Youth Services and find funding for Homework Help.

Adult programming has been challenging but we experienced success with specialized programs about local history. In this regard, our averages are closer to 50 attendees. With development in the current year, we hope to expand on local history topics as well as reach out to specialized groups such as veteran groups.

Many of you are familiar with the Jack Alves Vietnam Collection in the Reference Room; we hope to design not only programming to support this collection but also to expand collections and programming to include contemporary veteran issues.

Thank you to the hundreds of community volunteers and thousands of hours of service to the Hubbard Memorial Library. Words cannot describe the depth of our gratitude in all your endeavors from basic shelf maintenance to putting away the donation holiday tree at the end of the season.

In reference to the donation tree, our volunteers and Friends of the Library donated over 100 articles of winter wear including gloves, hats and scarves. These items, in addition to canned goods by the thousands from fine repayment, were delivered to the Survival Center over the course of the year.

Another exclamation of thanks goes to the long serving Trustees and staff members. These are the people who are dedicated to literacy in the community and the legacy of the 125 year history of the Hubbard Memorial Library. In closing, we welcome new Trustee Robert Mishol, who won a write-in campaign, and new Director, Stephanie Sueppel. They are equally committed to preserving the legacy of the Library as a center for democracy, equal opportunity and getting your facts right.

Respectfully submitted,  
Christine Davis, Chairman  
Board of Library Trustees

## **Information Technology Department & Computer Advisory Committee**

### **Overview**

The Computer Advisory Committee uses the collective knowledge of its members to make technology-related decisions for the Town. The decisions are directed to the Information Technology Department for implementation.

The Information Technology Department supports and manages the Town's technology systems including: the computer network infrastructure, servers, personal computers, phone systems, security cameras, web sites and any new technologies that are implemented. The goal of the IT Department is to create and maintain a dependable and secure environment which allows for accurate and efficient processing of the Town's voice and data.

### **Year in Review**

In 2014, the entire computer industry was disrupted by Microsoft's discontinued support of Windows XP. Like much of the corporate world, a large majority of Ludlow's

computers were still running Windows XP because of its ease of use and stability. This has become an opportunity to upgrade and replace computers throughout the Town. We have begun to install small, energy-efficient Windows 8 computers in place of the aging PCs that were being used. This is a multi-year project that gives priority to users who work with sensitive personal and financial information.

In a continued effort to save money and make data more accessible, a large-format scanner was purchased to make the building, planning and conservation departments as paperless as possible.

The Town's existing security camera network was expanded in many public areas within several Town facilities for everyone's safety and security.

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

### **Future Goals**

In the next year, the roll-out of new PCs will continue along with upgrading of some server operating systems as they are nearing their end-of-life. A fiber optic internet connection will be installed for a more robust and reliable connection. Our permitting software will be updated to allow for online permit applications and we hope to make various types of data available to the public and more readily available to staff by converting years of paper records into digital formats.

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

## **Ludlow Community Television**

### **Overview**

Ludlow Community Television is a non-profit community access television station that serves the public, education, and government needs of the Ludlow community. 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.

### **Year In Review**

This year started out with great news for LCTV, as we learned that our documentary "Roots and Jute: Ludlow's Past and Present" was awarded a Telly Award, which is a recognition for outstanding local, regional, and cable TV programs. We also completed production of another shorter documentary this year about the renovation of the Stevens Memorial Building, which is now being used as a senior living facility. Through

interviews and archival photos, the program tells the history of the building and shows the construction work being done throughout various stages of renovation.

In June we invested in a new production system at the Ludlow Public Schools Central Office Building which gives us more capabilities when filming School Committee meetings. We now have the ability to broadcast the meetings live. Also over the summer, we brought back the LCTV Summer Camp, where the kids produced a short film over the course of a week. The end of the summer and the fall brought election season and LCTV provided coverage of many of the races by producing forums and interviews in studio. We also worked with Western New England University and Wilbraham Public Access to provide live broadcasts of two debates.

This year we continued to produce many of our regular shows while adding many new shows, such as Window to Islam, Critical Conversations, First Friday Café, and The Consumer Toolbox. This year also brought the return of Western Mass. Pioneers soccer games to LCTV.

### **The Future**

Next year LCTV plans to add a second course available to high school students, which will be taught in the studio. This will help to increase our presence in the school and increase opportunities for any students interested in pursuing a career in television production. We also plan to work with the Senior Center to get the seniors involved in producing their own programs this year.

Respectfully submitted,  
Michael Hill  
Cable Operations Manager

## **Ludlow Housing Authority**

The Ludlow Housing Authority, formed in 1959, provides affordable housing to eligible seniors, handicapped 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), fund public housing programs and establish 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 **if applicant resides in the community.**

The Department of Housing and Community Development (DHCD) revises income limit guidelines every two years. Effective July 1, 2014 the income limits for Ludlow Housing Authority are:

One-person family:	\$44,750	Five-person family:	\$69,050
Two-person family:	\$51,150	Six-person family:	\$74,150
Three-person family:	\$57,550	Seven-person family:	\$79,250
Four-person family:	\$63,900	Eight-person family:	\$84,350

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. Again, our sincere thanks for their support and dedication to the residents of the Ludlow Housing Authority.

As in previous years, the State Street Community Room is currently used as a drop off station for home delivered meals. We feel fortunate to assist WestMass ElderCare's continuing effort in providing meals to our community.

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.

A special thank you goes out to the Hampden County Correctional Center. Through the integrated program, Hampden County Correctional Center has been able to place pre-release individuals on a one-on-one work program. This program has been quite successful. Ludlow Housing Authority would like to thank Sheriff Michael Ashe Jr, Kevin

Crowley and Jeff DeMaio without their assistance we would not be able to complete our necessary projects.

The Senior Center Director and staff working at the Senior Center located in the Chestnut Street Building deserve a special thank you from the Ludlow Housing Authority.

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.

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,  
Helen Garrow, Chairperson  
Betty K. Socha  
Paul Czynodel  
Victor J. Field, Commissioner State Appointee  
David Sepanek

## **Public Health Department**

Director of Nurses: Francine Rusiecki, RN

Staff Part Time: Linda Maiuri, RN  
Marianne Moura, RN BSN  
Christine Pietrowski, RN  
Lorraine Ney, LPN  
Angela Kramer, RN, MS

In 2014, five thousand two hundred seventy-one (5,271) residents were clients at the Board of Health including ninety-nine (99) new clients for home visits and pedicures. The Ludlow Nurses continue to do home visits to assist residents with bathing and pedicures, manage medication, provide wound care, administer injections or provide a medical assessment of the client 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 one hundred eighty (1,180) pedicures at the Board of Health, three hundred thirteen (313) at the Senior Center and three hundred (300) at Keystone Commons. Blood pressure clinics are held on Thursday afternoon 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 is 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 the age of eighteen (18) with State supplied vaccine. The children are evaluated for their insurance coverage and their vaccine record is documented on a new State website, Massachusetts Immunization Information System (MIIS). Our State supplied vaccine is limited. 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.

Adults must be uninsured or underinsured to be eligible for State supplied vaccine. During 2014, the Department of Public Health provided fifty (50) doses of Shingles vaccine, and we were able to vaccinate underinsured residents, making a total of eighty-eight (88) adults vaccinated in 2014. Also vaccinated were nine (9) children through Vaccine for Children (VFC). We administered ninety-six (96) TB skin tests from our department to residents and others from surrounding communities. There is a fee of ten dollars (\$10.00) for all 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 two hundred (200) doses of flu vaccine. Sixty-three (63) homebound residents were vaccinated and a flu clinic for eighty-five (85) was held at the Senior Center on October 28<sup>th</sup>. The remaining vaccine was available at the Health Department.

Residents continue to purchase and dispose of sharps containers at the Board of Health. The cost is five dollars (\$5.00) to purchase a quart size container and the disposal fee is also five dollars (\$5.00). Larger containers can also be purchased for an added fee.

The Massachusetts Virtual Epidemiologic Network (MAVEN) is the web-based surveillance system for infectious disease. One hundred thirty-seven (137) cases were investigated for the following diseases: Hepatitis C, Influenza, Lyme, Salmonella, Group B streptococcus, Streptococcus pneumonia, Shiga Toxin, Haemophilus influenza, Campylobacter, and Giardia. Ludlow has had four (4) Latent TB cases. The Hampden County Correctional Facility (HCCF) had three hundred seventy-nine (379) admissions that were positive for Latent TB. The Town of Ludlow and the Hampden County Correctional Facility have not had any active cases of TB.

Ludlow residents continue to donate gently used and clean durable medical equipment to our lending closet. This year two hundred sixty-five (265) items have been borrowed through the lending closet. The most requested items are: shower benches/chairs, wheelchairs, transport wheelchairs, commodes, walkers and canes. This year a very generous family donated ten transport wheelchairs and ten quad canes in memory of their parents; their request to remain anonymous will be honored and our department is extremely blessed. Thank you to all who have given us equipment, your donations are greatly appreciated.

We are in the second year of the Community Innovation Challenge (CIC) Grant for having a Shared Public Health Nurse. Angela Kramer, MS RN, continues to work for

the following communities: Blandford, Tolland, Granville, Montgomery, Southwick, East Longmeadow, Hampden, Monson, Palmer, Brimfield and Ludlow. The purpose of this grant is to assist the participating communities with the Massachusetts Virtual Epidemiologic Network (MAVEN) for disease surveillance and to provide networking and shared support services for public nursing and related services. Angela frequently meets with the communities to discuss their needs, conducts blood pressure clinics and speaker bureaus, plans health fairs, attends Public Health seminars, and held seven (7) flu clinics, many of which were held in the hill towns. Angela has been accepted well by all the communities and they want to continue with her nursing services. Our goal is for this nursing service to expand and become financially self-regulating after the grant is finalized.



The Board of Health received a stipend through this grant and was able to purchase a shed for our emergency preparedness supplies. The shed (on the left) is clean, large and perfect for our needs.

All 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 homes as long as possible. This dedication by our staff is recognized by many grateful families. I also want to thank the Board of Health Staff and Commissioners for their support of me as Director of Nurses.

Respectfully Submitted,  
Francine Rusiecki, RN  
Director of Nurses

## **Recreation Commission**

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 2014 we ran a Summer Program from June to August, an 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, scheduled the use of all parks/athletic fields and the sign at the Town Gazebo.

### **Gazebo**

The Gazebo is utilized for prom photos, wedding ceremonies/photos, family portrait sittings, preschool graduations, Christmas Caroling, Tree Lighting, church services, and Concerts in the Park. This facility must be booked through 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 and Mike Almeida and the rest of the park employees for their excellent up-keep of all the town fields and parks.

Thanks also go out to the participants in the Concerts in the Park 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 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 2014 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 – 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 2 most recent pay stubs as proof of employment in town.

The 4-6 year olds still had the option of signing up for the ½ day program with the full day program being available also for those ages. Those parents who still wished to only send their 4-6 year old ½ day had the choice of signing them up for the 9:00 am – 1:00 pm session or 1:00 pm – 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 23<sup>rd</sup> to August 8<sup>th</sup>, 2014. Both the preschool and all day programs were

very productive and successful. Both programs were under the direct supervision of Sarah Potter & Lauren Lewicki. The counselor staff for these programs included: Jessica Barlow, Adam Bernardo, Alex Bernardo, Angela Catarino, Nicholas Crane, Ariana Crespo, Jared Dias, Christopher Fanning, Nathaniel Ferreira, Sarah Ferreira, Stephanie Ferreira, Alexandra Francisco, Alexis Gamache, Jennifer Hackett, Sarah Hackett, Elizabeth Kania, Alexander LaFayette, Marcus LaFayette, Jeremy Lamontagne, Mike Lavell, Brett Layman, Courtney LeDuc, Trevor Lewicki, Sonia Manuel, Rachel May, Nikolas McKay, Ernad Minic, Jocelyn Minie, Cayla Mole, Michael Mollica, Anna Mowry, Lindsay Paixao, Molly Palatino, Aiden Cassidy-Payson, Gillian Cassidy-Payson, Meghan Pereira, Jillian Pirog, Alicia Porter, Elise Roberts, Mario Rodrigues, Casey Rooney, ZeCarlos Roxo, Corey Williams and Jake Zina.

The sub staff consisted of Madison Aponte & Cheyenne Ryczek along with junior counselors (children unable by age to qualify for the program or a paid position) ages 13-15.

The enrollment for the 2014 program was 187 children with an average daily attendance of 103. The daily activities included arts and crafts, outdoor sports, co-operative games, swimming, drum demo and walking field trips to McDonalds, Burger King, Subway, Mikey's 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, Suitcase Science, Talent Show & a BBQ. This year it was a summer time theme, there was a water slide, Shrek, roll a ball & a dunk tank for the children's entertainment. Popcorn and cotton candy were available for snacks and pizza was available for lunch. The outside entertainment at the Summer Camp this year was The Suitcase Science & a drum demo. Field trips included: Roller-skating at Interskate 91, Look Park, Amelia Park Museum, 202 Entertainment and Showcase Cinemas on rain 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 Dept.) for an added facility in case of incimate weather. The Clubhouse combined with the use of this building now creates enough space for the children to do activities and/or games during rain days and we no longer have to cancel the program.

### **Preschool Summer Program**

The summer of 2014 was the 16<sup>th</sup> year for the Preschool Program at Whitney Park; it served children ages 4 to 6. 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 4-6 that normally would not have a program to attend until the age of 6. The program combined recreational activities with academic games, arts and crafts, swimming & physical education. Some special events held were 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 & ice cream. Field trips included Look Park, Amelia Park Museum, Showcase Cinemas (on rain days) & Interskate 91.

We also have a Health Care Provider on staff from 10:00 am to 4:00 pm. This position was held by EMT certified Shaun Foley, Scott Labrie, & Nicholas Lacasse.

### **Thompson Memorial State Pool**

In a joint effort between Senator Gale Candaras, Representative Thomas Petrolati, the State (DCR), Recreation Commission, Board of Selectmen and the BPW 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 Mon-Fri 12:00 pm - 7:00 pm, Sat & Sun 10:00 am - 7:00 pm (public swim), Mon, Thurs, Fri 9:30 am - 11:30 am (senior swim), and every day from 7:00 pm - 8:00 pm is family swim. We offered swim lessons, pool passes, had a few birthday parties, Church retreats and group visitations. The pool also offers a concession stand with drinks, ice cream & snacks.

The Head Guards were Christiana Greco & Wesley Martins and the lifeguards were Brian Chipman, Sophia Hess, Derek Hoeckh, Alondra Moreno, Nicholas Mullins, Alexis Pereira, Nicholas Potorski & Nathan Turgeon.

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 Guards 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. 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 2014 estimated serving 3,051 bathers (1,581 Residents and 1,470 Non-Residents). The Pond hours of operation were Monday-Friday from 10:00 am – 8:00 pm and Saturday-Sunday from 9:00 am – 8:00 pm.

This year the Recreation Commission's two Head Lifeguards were Sean Palatino & Keith Desilets, the five Lifeguards were Erika Aponte, Angela Harrington, Rachel Kolbinskie Rebecca Leach & Paige Mullins. 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 guards 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 Afterschool Program**

The Ludlow Recreation Department's Afterschool program at Whitney Park is growing slowly. Our program had an enrollment of 24 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-Friday, from 3:00 pm - 6:00 pm, with the exception of school vacations when the times of operation are 9:00 am - 5:00 pm and early release days. This year due to availability of staff we were also open on ½ 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, Alex Bernardo, Nathaniel Ferreira, Mario Rogrigues and Angela Catarino as a sub. Being our eighth 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, arts & crafts, play games, watch movies, and encourage out door play as much and whenever possible. The children are also provided with a daily drink & 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 out 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 & Gordie Grimes for helping out at the Christmas Party.

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

For the past 14 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 2014 total revenue from this department is \$97,439.00 consisting of \$4,281.00 from pond fees, \$11,390.00 from pool passes/entry, \$3,778.00 from pool concession, \$1,065.00 from swim lessons, \$405.00 miscellaneous, \$17,040.00 collected from January – June and \$12,600 collected from August - December for Afterschool Program tuition, and \$46,880.00 collected from camp fees.

Respectfully submitted,  
Donald Cameron  
Chairman

## **Veterans Services**

**Our Mission:** The mission of the Director of Veterans Services for the Town of Ludlow is to be the chief advocate for Ludlow's veterans and their families. The Director of Veterans Services provides information and assistance in obtaining any federal, state or local veterans benefits or veterans services to which they may be entitled. Examples of these benefits include but are not limited to: VA Disability Claims; VA Pensions; Financial and Medical Assistance under MGL Chapter 115; Pension with Aid and Attendance; Property Tax Exemptions; Annuities; and GI Bill education benefits. 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. Our goal is to provide these services with the dignity and respect our men and women have earned through their service to our nation.

The Town of Ludlow Veterans Service Officer (VSO) works out of Town Hall and is knowledgeable about an array of federal, state, and local benefits to which veterans and dependents may be entitled.

### **MGL Chapter 115 Veterans Program**

The Commonwealth of Massachusetts offers a need-based program of financial and medical assistance for veterans and their dependents known as M.G.L. Chapter 115 (Chapter 115). Administered by the Director of Veterans Services, qualifying veterans and their dependents receive necessary financial assistance for food, shelter, clothing, fuel, and medical care in accordance with a formula which takes into account the number of dependents and income from all sources. Eligible dependents of deceased veterans are provided with the same benefits as if the veteran were still living.

If I can be of any assistance, or if you have questions concerning any of the above programs and services, please call me at 413-583-5600 ext. 1291 or email me, [esegundo@ludlow.ma.us](mailto:esegundo@ludlow.ma.us) Monday-Thursday 8:30 a.m. to 4:30 p.m. and Fridays by appointment only.

Respectfully submitted,  
Eric Segundo  
Director



## **Westover Municipal Golf Commission**

The Westover Golf Commission would like to take this opportunity to thank our patrons for their continued loyalty and commitment to Westover Golf Course. Over the past year we have continued to improve on both the conditions of the golf course and the aesthetics inside the clubhouse.

The maintenance staff continued the process of converting our fairways from a Poa Annuua playing surface to a more sustainable Perennial Rye and Creeping Bentgrass mix. Sand traps were once again a priority as our staff has been renovating them in-house. The 19<sup>th</sup> hole in the clubhouse remains a great spot to enjoy a meal after a fun round of golf; the staff is always welcoming and truly adds to the total experience and to Westover Golf Course.

Again the Commission extends its thanks to the staff for their hard work and diligence, to our patrons for their continued support, and to the Town of Ludlow for allowing us to serve the local community. We look forward to seeing everyone this upcoming golf season and to another successful year.

Respectfully submitted,  
Sean M. McBride  
Chairman

# **Our Heritage**

## **Ludlow Agricultural Commission**

### **Engine of Harmony**

The Ludlow Agricultural Commission continues to be an Engine of Harmony for the Town. It is a Board of eight (8) 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 2014**

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 2014, we met with Pete Westover of the Massachusetts Department of Agricultural Resources and Noelle Fogg of New Entry Sustainable Farming to start mapping Ludlow's remaining available farmland. New Entry matches land owners with individuals who are interested in leasing land to farm and do not have access to land of their own. This is one way to help land owners keep land in their families while utilizing the land's potential. This project will continue into 2015. In March we held a meeting with Mark Stinson of the Department of Environmental Protection to discuss land owners rights and responsibilities as to farming near wetlands. About 40 people from Ludlow and surrounding communities were in attendance. Many Agricultural Commissions and Conservation Commissions were well represented. 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  
William Ellison  
Don Roberts  
Jay Chenier  
Ann Whitworth  
Betty Kibbe

## **Ludlow Historical Commission**

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 Historic Commission.

In January, members met at the Department of Public Works with Paul Dzubek and Steve Jablonski, historical architect, to discuss matters concerning the First Meeting House and what needs to be met bringing the building up to code. A very important matter of painting was discussed along with handicap accessible bathrooms, etc.

In March, Eric Nelson of Westmass Area Development Corporation attended our meeting to discuss site plans for the river walk at the Ludlow Mill complex along with the progress of Winn Development and the housing proposal to be located at the Ludlow Mill Complex.

In April, members attended the open house at the new HealthSouth facility. Also in April, Betty Kibbe, Chair of the Commission attended the 5th grade class at St. Elizabeth school to discuss the history of the town. Previous to that, the students had watched the DVD "Roots and Jute", the History of Ludlow, and asked many, many questions and had much discussion about the town. Members of the Masonic Lodge located on Winsor Street held an open house in conjunction with a special anniversary. Commission members attended and had an extensive tour of the building. This building had been relocated from the opposite side of the street due to the building of the primary schools.

In September, Eric Nelson of Westmass Area Development Corporation attended our monthly meeting for the purpose of discussing the Proposed Programmatic Memorandum of Agreement with Massachusetts Historical Commission, and also to review and update the interpretive signage for the proposed Riverwalk at the Ludlow Mill Complex. In September, members also attended the dedication ceremony and the grand opening of the new senior housing in the Stevens Memorial Building. The building was also open for viewing after the ceremony. Tenants should be able to move in around the first of November and are chosen through a lottery..

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. We try to help as best we can and also direct them to proper research places.

The Ludlow Historical Commission 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 11, and COLOR THE ABC'S OF LUDLOW.

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

Respectfully Submitted,  
Agnes E. Kibbe  
Chairperson

Members:  
Karen E. Pilon, Secretary  
Daniel C. Fillion  
John F. Moll  
Thomas Vickers  
Corey Chretien

## **Public Safety**

### **Ambulance Advisory Committee**

The Ambulance Abatement Committee met on March 14, 2014. We received 4 hardship abatement requests from individual taxpayers throughout the year. Three of those requests were recommended for approval to the Board of Selectmen and one was denied.

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

Chief Babineau went over the change in billing structure from base + mileage to a melded rate. As the electronic billing requirement for ambulance runs becomes more and more complicated, we will be looking into outsourcing this task.

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:  
Mark Babineau, Fire Chief  
Anthony Jarvis, Resident  
Lori Barbeau, Resident

## **Animal Control**

Some 1409 people licensed their dogs in 2014. According to state and town laws, all dogs 6 months and older should be licensed. A proper updated rabies vaccination has to be shown at the Clerk's office as proof of the vaccination when obtaining a new dog license. In 2014 there were 29 dogs picked up; out of that amount, 16 dogs were adopted and the remainder were fined and returned to their owners. There were approximately 608 calls received in regards to animal complaints, questions, and information. We can be reached at 596-5484 between 8:00 am and 5:00 pm.

Ludlow has a rabies clinic, usually held in the spring at the Department of Public Works garage on Sportsmens Road. It is usually held for both cats and dogs. The time, date, and costs are posted in the Ludlow Register and The Republican. It is usually held on a Saturday to help accommodate people that work during the week and can't get to a vet. It is very important to keep your animal up to date on their shots due to the amount of wildlife that roam around the area. If you have any questions, feel free to call us.

It's very important to keep your dogs under control at all times. Try to be neighborly when walking your dog and pick up after it. Excessive barking is a common annoyance that people often complain about. You as a dog owner are responsible for your animal's wellbeing and providing a proper shelter enabling the dog to stay out of the elements and the cold temperatures. Not providing these animals with shelter can result in owners being fined and reported to the MSPCA for cruelty to animals. They should have food and water within their reach. As a dog ages, it is not able to withstand extreme cold and extreme heat. Please be aware of this.

If wildlife happens to go through your property, respect it and keep away from it. If it doesn't act normal, notify us so that we are able to check it out. If you have young children, keep them in the house to enable them to watch them through a window rather than putting them in danger of being bitten outside.

Respectfully submitted,  
Gilles & Anne Turcotte

## **Department of Inspectional Services**

Calendar year 2014 has seen improvements from year 2013. Moving forward, residents of the town are continuing to remodel their homes and they are installing solar panels, insulation and replacing windows to make their homes more energy efficient.

Winn Development is still working towards rehabbing the old mill building into senior housing which looks to have a start date sometime in 2015.

The construction at the corner of West and Holyoke Street with Black Diamond Development LLC has started and continues with the start of their second building.

The Stevens Memorial building project began this past summer and was completed in the late fall.

The River Walk at the mills is looking to move forward this spring/summer, which will be a great improvement to the downtown district.

Our department looks forward to providing the greatest service possible for the residents of the town and for contractors.

The following is a breakdown of the permit activity for the calendar year 2014, including public safety certificates.

<b>NUMBER OF PERMITS</b>	<b>TYPE OF PERMIT</b>	<b>ESTIMATED VALUE</b>
24	Single Family Dwellings	\$5,799,388
3	Condominium Dwellings	\$450,000
0	Conversion to Apartments	\$0
21	Dwelling - Additions	\$1,066,872
60	Dwelling - Alterations	\$1,431,355
3	Commercial - New Construction	\$1,063,562
24	Commercial - Renovations/Additions	\$888,801
8	Commercial - New Roof	\$180,865
5	Commercial - Cell Tower Antennas/Equipment	\$206,500
3	Repair of Fire Damaged Structures	\$220,000
2	Porches	\$7,500
21	Decks	\$121,210
16	Swimming Pools	\$208,095
31	Fences	\$95,796
70	Re-shingle	\$658,047
31	Siding	\$378,830
76	Window & Door Replacement	\$508,726
10	Detached Garages/Carports	\$161,800
31	Sheds, Barns, Gazebos, Pergolas	\$125,068
2	Temporary Structures	\$24,000
58	Chimneys, Wood Burning, Coal Stoves, Etc.	\$147,575
34	Signs	\$71,005
65	Solar Panels/Arrays	\$1,876,225
93	Insulation	\$266,859
34	Miscellaneous	\$522,925
9	Permits To Demolish	\$78,600
50	Certificates of Inspection	\$0

784 Permits Issued at an estimated value of \$16,559,604  
 Fees Collected - \$139,953

Electrical Permits Issued: 502  
 Fees Collected: \$38,465

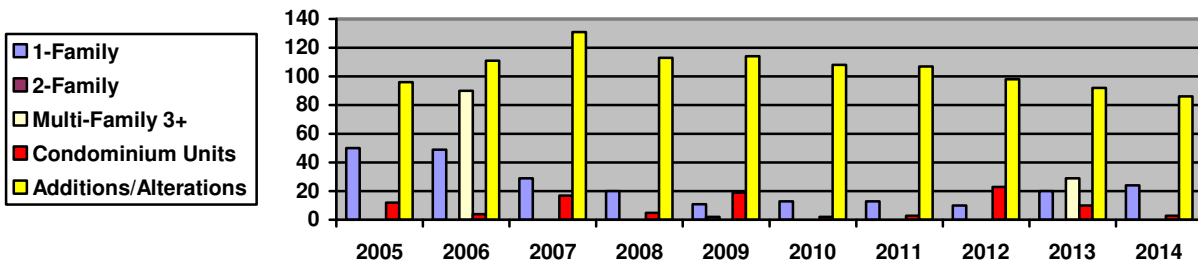
Plumbing & Gas-Fitting Permits Issued: 492  
 Fees Collected: \$34,629

Trench Permits Issued: 73  
 Fees Collected: \$1,450

Sheet Metal Permits Issued: 28  
 Fees Collected: \$9,180

**TOTAL FEES COLLECTED FOR 2014: \$223,677**

	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
1-Family	50	49	29	20	11	13	13	10	20	24
2-Family	0	0	0	0	2	0	0	0	0	0
Multi-Family 3+	0	90	0	0	0	0	0	0	29	0
Condominium Units	12	4	17	5	19	2	3	23	10	3
Additions/Alterations	96	111	131	113	114	108	107	98	92	86



I want to thank my staff, Mr. Antonio Portelada, Inspector of Wires, Mr. Joseph Kozicki, Plumbing/Gas Inspector, Mrs. Lorraine Czapienski, Office Assistant, 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

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.

On March 2, after nearly 38 years of service, Captain John Moll retired. Captain Moll started his career as an auxiliary firefighter on February 14, 1975. He was hired as a dispatcher August 17, 1975, and began his full-time firefighting career on October 1, 1978. He was promoted to Captain on February 4, 1984, a position he held until his retirement. John was a certified Hazardous Materials Technician and since 1990 served on the District Statewide Hazardous Materials Team. As the Department's Emergency Medical Service Director he was instrumental in our ambulance service advancing from basic level to paramedic level service. Captain Moll was a tremendous asset to the Department; his firefighting skills and organizational knowledge were unmatched. He will be greatly missed but is certainly deserving of his retirement.

On March 2, firefighter/paramedic Ryan Pease was promoted to Captain. Captain Pease is a 14 year veteran of the Department and has been assigned to the position of Fire Prevention Officer.

Firefighter Michael Cyranowski retired on July 28, 2014 after more than 25 years of dedicated service to the Town of Ludlow. Firefighter Cyranowski started his career with the Fire Department in November 1988 as an auxiliary firefighter. He was appointed as a call firefighter in August of 1989 and on February 28, 1994, became a full-time firefighter. Mike was an incredibly hard worker and at emergency scenes he was a "go to guy", someone to whom we could assign a task knowing that it would be completed efficiently. He served as the superintendent of the Town's municipal fire alarm system and was responsible for maintenance and repairs until the system was decommissioned after sustaining severe damage from the October 2011 snowstorm. Mike was also the Department's handyman; anything from painting to repairing a cabinet or a door, to building a shelf or a prop for the school fire education program, he would take on the responsibility to see that it was done. We hope Mike enjoys his well deserved retirement.

At the May Annual Town Meeting, through the Capital Improvement Article, voters approved the purchase of a new rescue pumper truck. This vehicle will replace our 2001 Freightliner/American LaFrance truck, which is in very poor condition. This vehicle is our most heavily used apparatus, responding to all fires, rescue calls, hazardous materials and situation calls, carbon monoxide investigations and medical calls when our transport ambulances are unavailable.

On July 15, 2014, Ludlow resident and paramedic Jason Coddling was appointed to fill a vacancy on the Fire Department. Jason started with the Department on August 25th. In September he attended training and became certified as an Advanced Telecommunicator and Emergency Medical Dispatcher. Firefighter Coddling began recruit firefighter training at the Massachusetts Firefighting Academy on December 29 and is scheduled to graduate on February 27, 2015.

On September 11, 2014, the thirteenth anniversary of the terrorist attacks in New York, Washington D.C. and Shanksville, PA, a remembrance ceremony was held at the Town's 9/11 Memorial at the public safety complex. Approximately 75 people, including firefighters, police officers, town employees and members of the public attended this

annual service. During the month of October, thanks to the generosity of many who donated time, materials and treasure, we were able to complete the sitting walls and landscaping around the memorial.

The Department applied for, and received for the fourth year in a row, an Assistance to Firefighters Grant Award; this year's award was in the amount of \$174,590. The funds were awarded to replace our entire inventory of self contained breathing apparatus. Our air packs were 15 years old and at the end of their life cycle. The new SCBA were delivered in October and will be placed into service in early 2015 once all members have completed training.

An estimated 300 people attended our Annual Open House, which was held on Sunday, October 19. Visitors were able to view the department's vehicles and equipment up close and meet numerous members of the Fire Department staff. Highlights for many were the 'Jaws of Life' demonstration utilizing our new battery operated extrication tools and 'Sparky' the robotic fire dog. We want to extend a thank you to the Ludlow High School Boys and Girls Cross Country teams who once again provided invaluable assistance during this event.

On October 21, paramedic Ethan Dubois was appointed to fill another vacancy that existed in the Department. Ethan was the number one ranked candidate on the civil service list. He continues a family tradition by being a fourth generation Ludlow Firefighter. Ethan's father Rene is currently employed as a Ludlow firefighter/EMT and his grandfather Homer and great-grandfather Rene both served as Ludlow Fire Chiefs for a combined 50 years. Ethan began his employment on December 8th and was certified as an advance telecommunicator. He is scheduled to attend Emergency Medical Dispatch training in January and recruit firefighter training at the Massachusetts Firefighting Academy in March.

The Fire Department responded to 833 fire/rescue calls during 2014. Below is a breakdown of these calls:

Structure Fires	24
Other Fires ( <i>vehicle, brush, rubbish, etc.</i> )	27
Rescue, Vehicle Accidents, Assist Ambulance	283
Alarm Activations	224
Hazardous Materials Responses	47
Other Hazardous Responses	22
Mutual Aid Given	11
All Other Responses: ( <i>Carbon Monoxide Incidents, lockouts, flooded basements, investigations, burning complaints, etc.</i> )	195

The Fire Department remitted a total of \$31,865.46 to the Town Treasurer for fees collected for services, fire reports, donations, and permits issued.

## Fire Prevention Report

Captain Ryan Pease assumed the role of Fire Prevention Officer in early March when Captain Jeffrey Lavoie transitioned to a Shift Command. Captain Pease 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. Captain Pease has been credentialed to the Fire Inspector I level, the highest level currently offered through the State of Massachusetts. Captain Pease conducted fire drills at schools, businesses and institutions, performed fire and life safety inspections, reviewed building and site plans, performed 21-E site assessments, investigated complaints of fire hazards, conducted fire origin and cause investigations, and assisted local residents and businesses with fire code compliance issues.

The Student Awareness of Fire Education Program (S.A.F.E.) was delivered in all Town schools to children in pre-kindergarten through grade five. Firefighter Jan Thornton coordinated the program and delivered it 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 delivered to the students. Since the inception of the program statewide in 1995, fire deaths of children under the age of 18 has fallen 92%. In 1994, 25 children ages 18 and under died in fires in Massachusetts; in 2006 that number dropped to 1. Unfortunately in 2013 there were 44 civilian fire deaths in Massachusetts, an increase of 5 from 2012, which saw 39 civilian fire deaths. Three of the fire deaths in 2013 were children under the age of 18, and 19 of the victims were over the age of 65.

One of the most significant measures that can be taken to keep your family safe at home is to install and maintain working smoke detectors and carbon monoxide alarms – we cannot stress enough how critical this life saving action can be. Residents with questions regarding maintenance or placement of smoke detectors and carbon monoxide alarms can find information on the Fire Department page of the Town of Ludlow website ([www.ludlow.ma.us](http://www.ludlow.ma.us)) or by calling the Fire Department at (413) 583-8332. In Massachusetts the leading cause of fatal fires in 2013 was cooking, followed by smoking and electrical.

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	249
Oil Burners & Tanks	40
LP Gas Permits	40
Flammables Permits	1
Tank Truck Permits	113
Black Powder Permits	0

Blasting Permits	5
Tank Removal Permits	26
Sprinkler System Permits	4
Storage Tank Permits	17
Fire Alarm Permits	4
Cannon Permits	0
Fire Suppression Permits	4
Fireworks Permits	1
Vent Free Gas Heater Permits	3
Hazardous Process Permits	1

A total of 508 permits were issued. Permit fees collected totaled \$13,770

### **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 non-transport ambulance. Staffing is provided by firefighters cross-trained as EMT's. Currently, we have 24 EMT/Paramedics, 3 EMT/Intermediates, and 4 EMT/Basics.

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

The Department responded to 2,889 emergency medical calls in 2014, a 9.2% increase over the previous year. Billing for ambulance services rendered totaled \$2,205,794, an increase of \$457,984 from 2013. 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 any unpaid balance an insurance company does not pay for emergency ambulance services provided by the Ludlow Fire Department Ambulance Service to Ludlow residents enrolled in the program. All residents living in the same household are covered under one subscription payment. 2,195 households subscribed to this program during 2013, resulting in \$87,800.00 being deposited to the Ambulance Subscription Fund. Balances remaining in this fund are used to offset ambulance service capital expenses.

Voters at the Annual Town Meeting in May approved funding to purchase an automatic chest compression device. This device, once applied, delivers uninterrupted compressions at a constant rate and depth to help facilitate a return to spontaneous circulation and ultimately increase survival rates. The \$16,000 appropriated to purchase this piece of equipment was transferred from the Ambulance Subscription Fund.

## **Emergency Management**

Fire Chief Mark Babineau serves as the Town's Emergency Management Director. 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 information. The system was utilized in advance of Super Storm Sandy. It is being employed by numerous Town departments, including Fire, Police, DPW and the Board of Health on a regular basis 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 and on November 20 conducted its annual tabletop disaster exercise. The committee is certified through the Massachusetts Emergency Management Agency and the State Emergency Response Commission until 2018. The tabletop exercise, which was moderated by the Massachusetts Emergency Management Agency, was attended by all pertinent Town Departments including Police, Fire, Department of Public Works, Board of Health, Schools, Town Administrator, Cable Access and industry and citizen representatives who serve on the committee.

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 also like to remind 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,  
Mark H. Babineau  
Fire Chief

## **Police Department**

The Ludlow Police Department ended the 2014 year with 15,014 logged requests for service. Of these requests, 1,186 involved investigations/incidents, 471 reportable motor vehicle accidents and 502 arrests. Also logged in to the department were 131 destruction of private property offenses, 67 burglaries/breaking and entries, 48 simple assault and batteries, 45 aggravated assaults, 42 intimidation offenses, 43 thefts from a motor vehicle, 15 forgery/counterfeit crimes, 142 all other larcenies, 44 narcotic/drug offenses, 17 disorderly conducts, 46 operating under the influence, 1 liquor law violation, 12 motor vehicle thefts, and 5 robberies.

### **Personnel**

I believe we had a record year as far as personnel changes in 2014. In February, four of our newest Officers, Sean Auclair, Ryan Churchill, Andrew Roxo and Kyle Sorensen, began their training at the Western Mass. Regional Police Academy followed by Melissa Dion who attended the M.P.T.C. Reading Police Academy in March. Also, Officer David Irwin, formerly a patrolman at Longmeadow Police Department, transferred to our Department in March. We also had many appointments in 2014. On July 1st, Chief Pablo Madera officially became Chief of Police after serving as Acting Chief for over a year. Sgt. Joseph Metcalfe was appointed to Provisional Lieutenant in February and Officer Fred Balbino was appointed Provisional Sergeant in March. In September, Officers Michael Gilrein and Brian Shameklis were appointed to Provisional Sergeants and Sgt. Daniel Valadas was appointed Provisional Lieutenant. Congratulations and best wishes for a long and prosperous career go out to our six newest members and to the officers receiving promotional appointments.

2014 also marked the first year that newly appointed officers completed a Field Training Officer Program. This program consists of a cadre of veteran officers who are assigned a post-academy graduate officer for further training in our police department. Prior to implementing this program, six veteran officers attended a Field Training Instructor Program under the supervision of Provisional Lt. Daniel Valadas. Each new officer trained for a period of at least twelve weeks and received daily evaluations. During phases of the program, new officers progress from shadowing the veteran officers to ultimately performing as many police officer duties as possible under a watchful eye of the veteran officer. At the end of the program, a Task Book is completed detailing the specific training that was covered. The goal of the program is to help officers succeed in transitioning from Student Officer to Police Officer while applying the skills that they learned during the Academy training.

### **Training**

All supervisors and officers attended Defensive Tactics and Legal Update In-Service Training as well as Communicable Diseases and Hazmat training classes in January, February, March and May. Officer Thomas Lee attended a forty hour Basic School Resource Officer Course in New Hampshire in July and a Juvenile Law Course in September in Marlborough. In October, Officers Jerome Mayou and Paul Dobek attended a Property Room Management Seminar in Maine. Thanks to the generous

endowment in 2013 from the estate of Ms. Joan Cormack the following officers were able to attend training courses. Officers Jason Chelo and Jacob Stokowski attended an Armorer's Course in Leicester in April. In June, Officer Stephen Sambor, along with five Special Police officers, attended a four day Police Cyclist Certification Class. Lt. Joseph Metcalfe attended a Firearms Legal Update Seminar in Marlborough on May 21<sup>st</sup> and Officers Sean Knox and Alex Goncalves attended a five day Field Training Officers Program at UMASS Amherst in June. Also in June, Sgt. Fred Balbino attended a three day Sergeants' Leadership Program in Worcester. Officer Jacob Stokowski attended the AR-15/M16 Armorer Course for three days in Randolph, MA in September and Smart Moves Training was held at the Ludlow Boys & Girls Club on September 29<sup>th</sup>, attended by Officers Alison Metcalfe, Derek DeBarge, Jacob Stokowski, James Sevigne, and Thomas Lee. On October 17<sup>th</sup> and 24<sup>th</sup>, Officer Derek DeBarge attended a Tactical Pistol and Rifle Course in Southwick Ma. SRT Members, Sgts. Michael Brennan and Brian Shameklis along with Officers Sean Knox, Stephen Ricardi, James Sevigne, Stephen Johnson, Daniel Soares and Ricardo Funch were able to receive 32 hours of training for Tactical Movement/High Risk Entries/CQB Training. Sgt. David Belanger attended a Road Detail Liability Course and Sgts. Michael Gilrein and Brian Shameklis attended a Suicide Prevention Course.

In 2014 Ludlow Police Supervisors began to complete phases of an FBI-sponsored program called the Law Enforcement Executive Development Association. The program conducts week-long training sessions where police supervisors can receive professional development training in leadership, command, and executive training. To date, Chief Madera, Provisional Lt. Joseph Metcalfe, Provisional Lt. Daniel Valadas, Detective Sgt. Louis Tulik, and Sgts. David Belanger and Michael Brennan have attended phases of this training. Officers Sean Knox and Brandon Vigneault also attended a week long Basic Narcotics Officer course hosted at the MSP Training Academy, New Braintree, MA. This training was the first step towards their newly assigned duties as part-time narcotics officers.

The Police Department currently has sixteen officers trained as EMT's with each officer maintaining continuing education and recertification classes.

The goal of the Police Department's training endeavors is to provide the most current and professional training possible to ensure the safety of our citizens.

## **K-9**

In 2014, Officer Michael Whitney and K-9 Rocky continued their bi-weekly training and attended the 2014 K9 Patrol – Narcotic – Explosives Detection and Search and Rescue Workshops through the Mass Police Work Dog Association on May 19<sup>th</sup> – 23<sup>rd</sup> at the University of Massachusetts. In April, over \$2,000.00 was raised for the K-9 Fund at the Annual Pasta Dinner held at the Polish American Citizens Club. Also, the Rotary Club held its Annual K-9 Poker Run in September raising nearly \$4,000.00. We thank the PACC, the Ludlow Fish & Game, The Rotary Club and the citizens of Ludlow for all their generosity and support. The K-9 Unit is entering its thirteenth year of existence and Officer Whitney and canine Rocky will continue assisting in keeping our schools safe and providing support to the community.

## **SRT**

2014 was a busy year for the Ludlow Police Department's Special Response Team (SRT). Officer Derek DeBarge, after ten years of meritorious service as the SRT team leader, decided to step down. Officer DeBarge was the driving force behind the founding of the team. Sgt. Brian Shameklis has filled the position of SRT Team leader. Members from the SRT continue to provide assistance to the Ludlow School Department as instructors for scenario based training for all staffing. The SRT assisted in several drug operations and warrant services, responded to two critical incidents and continued on with regular and advanced training. In October, the team hosted a very successful fundraiser by putting on a 5K run. With the proceeds of the run and the very gracious donations, our sponsors allowed us to purchase much needed training aids and equipment which are vital in all aspects to the success and safety of tactical response. The SRT would especially like to thank the Salema family, Baltazar Construction Company (Paul Baltazar and Tony Vital), the Ludlow Fire Department Social Club, El Cid Lounge, Leitao Insurance, Randall's Farm, Psych Care Associates, Pioneer Valley Financial Group and Haluch's Landscapes for their support and generous donations. To all others that donated throughout the year, the SRT would like to extend their gratitude for allowing us to continue our goal of providing the community with a highly trained and well equipped Special Response Team.

## **Department**

The Detective Bureau increased its staff with the addition of Detective Stephen Ricardi and the addition of two patrol officers on a part time basis to supplement drug investigations and provide support on other investigations. The Detective Bureau continued its cooperative effort with the Hampden County Drug Task Force, Federal Bureau of Investigation, Drug Enforcement Administration and the Massachusetts State Police. The collaborative effort with these agencies has brought additional resources and investigatory options to the Department. The past year saw a continued increase in heroin related offenses and property crime directly attributable to drug use. The Detective Bureau has been able to network with other state and local agencies by sharing information through databases which has directly resulted in the successful resolution and prosecution of several cases. The focus of the Detective Bureau will be to continue providing quality investigative services to the community and seek to reduce the level of crime in the community. The Detective Bureau is staffed by Detective Sergeant Louis Tulik and Detectives David Kornacki and Alison Metcalfe.

The Special Police Organization, under the direction of Special Police Lieutenants David Salvador and Raymond Parylak continue to provide services to the Town of Ludlow. Officers Mark Witowski and Jerome Mayou, liaisons to the Special Police, assist with maintaining records, scheduling and training. Currently, there are 35 members who are trained yearly for firearms, legal updates and CPR. Over 5,408 hours of training, volunteering and assisting the Police Department during emergencies were donated to the community of Ludlow.

This year the Police Department was awarded \$48,151.00 from the State 911 Incentive Grant and \$62,159.12 from the EMD Training Grant.

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

Photocopies	\$ 2,916.00
Administrative fees	26,619.02
Firearm permits	8,737.50
Door to Door Solicitations	200.00
Ice Cream Truck Vendor permits	200.00
RMV violations	36,667.00
Court Fines	<u>1,903.00</u>
<b>TOTAL FEES</b>	<b>\$77,242.52</b>

I'd like to acknowledge and thank all officers, dispatchers and civilian personnel for their dedicated service and teamwork in providing a proficient and effective police service to the community.

Respectfully submitted,  
Pablo P. Madera  
Chief of Police

## **Safety Committee**

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

2014 was another busy but constructive year for the committee. Decisions and recommendations were made that would help to insure safety to the residents and motorists alike. Some of the recommendations to the Board of Selectmen included, but was not limited to, placing numerous "Stop" signs throughout the town to slow down the flow of traffic, recommendations that traffic studies be done in key areas throughout the town and before new construction sites were allowed to progress.

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

Respectfully submitted,  
Sgt. Frank J. Nowak  
Chairman

Members:

SGT Francis J. Nowak	Chairman	Police Department
Penny Lebel	Vice-Chair	Community
CAPT Ryan Pease	Member	Fire Department
Ralph Quitario	Member	Department of Public Works
Justin Larivee	Member	Building Commissioner
Phillip McBride	Member	Community
Christopher Coelho	Member	Planning Board

## Sealer of Weights & Measures

The purpose of the Weights & Measures Department is to test, adjust, condemn, or approval and seal all weighing 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

Truck Scales	3
Scales 0-10,000 lbs.	63
Metric Weights	32
Apothecary Weights	30
Gasoline Pumps	118
Oil Tanks	6
Bottle Return Vending	4
Scanning Systems	21
Total no. of devices	277
Amount of fees billed	\$5,054.00

Respectfully submitted,  
Douglas Wilk  
Sealer of Weights & Measures

## Public Works

### Board of Public Works

The Board of Public Works is pleased to present this Annual Report to the Town of Ludlow which summarizes and describes the activities performed by the Department of Public Works during the 2014 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 676 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 has approximately 135 public road miles.

During the 2014 calendar year, the road reconstruction projects included the milling and paving of East Street from Green Street to the Wilbraham town line, a portion of Lyons Street from Munsing Street to the Granby Town Line which included road reclamation, storm drainage improvements, grading, and paving. Other projects were the installation of new storm drainage and sewer repairs on Winsor Street.

In addition to the street paving projects, the DPW provides routine maintenance and improvements to the infrastructure. For example, the DPW maintains roadway markings, cross walks and line striping, replace and install street signs, and street sweeping. The department has continued with a preventative maintenance program including pavement crack sealing to extend the life of the asphalt pavement.

The Department was proactive with the cleaning of storm drain catch basins on a regular maintenance schedule.

During the 2014 construction season, approximately 229 Construction within the Public Way Permits for projects within the public way were issued, resulting in \$14,225 in fees and \$19,750 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, Moody Street, and First Avenue. 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 DPW issued or renewed 7 Drain Layer Licenses which generated \$350 in fees and issued 15 Sewer Service Connection Permits. The division collected a total \$14,750 in sewer fees during 2014.

### **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 at East Street School with the 1<sup>st</sup> grade students which included poems and songs and the planting of a tree in the school playground area. The event marked the 8<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.

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

### **Cemetery Division**

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

The following is a summary of activities and fees collected during FY 2014:

Number of lots sold	<b>97</b>	Income from lots sold	<b>\$ 50,500</b>
Number of burials	<b>95</b>	Income from burials	<b>\$ 53,550</b>
Number of monument foundations	<b>60</b>	Income from foundations	<b>\$ 8,475</b>
	<b>Total Income</b>		<b>\$112,525</b>

## **Engineering Division**

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

The sale of copies of record plans generated \$106 in fees.

## **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 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. Household trash is transferred and disposed of at the Covanta Energy Resource Recovery Facility to generate electrical power. The recyclables are collected and transferred to the Municipal Recycling Facility (MRF) in Springfield. The combination of the curbside trash collection and drop-off at the Transfer Station accounted for 5006 tons of trash transported to the Covanta Energy Resource Recovery Facility for incineration to generate electrical power. This recycling program generated 53.55 tons of paper, 10.85 tons of mixed containers (glass and cans), and an additional 1555.91 tons of single stream recycling, 34.84 tons of scrap metal and approximately 3896 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 2300 permits to the residents which generated \$11,310 in fees. Also, the DPW provided 465 recycle bins at no charge to encourage the recycling effort by the town. The DPW issued permits for the disposal of products identified as bulk materials that generated \$17,650 in fees. The DPW issued waste reduction bags that generated \$68,600 in fees.

## **Grants**

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

- MassDEP Sustainable Materials Recovery Program Municipal Grant in the amount of \$1,250 for the purchase of a waste oil tank.
- MassDEP Recycling Dividends Funds under the Sustainable Materials Recovery Program in the amount of \$2,800 to be used on recycling equipment.
- Mass DOT Winter Rapid Recovery Road Program in the amount of \$105,616 to use for the repair of public roadways.

## **Capital Improvement Projects**

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

- Massachusetts Highway Transportation Project for improvements for Center Street from Sewall Street to Beachside Drive. (25% design stage)  
The construction cost estimate is 5 million dollars.
- East Street Bridge for structural improvements. (100% design stage)  
Waiting for funding.
- West Street Bridge for structural improvements. (60% design stage)

## **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 2014. We would also like to thank retired DPW Director/Town Engineer Paul Dzubek for his 16 years of service to the town and welcome the new DPW Director/Town Engineer, J.T. Gaucher.

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,  
Thomas Haluch  
Chairman

Members:  
Richard Zucco, Vice Chairman  
Barry J. Linton  
Rafael L. Quiterio  
Gary F. Wdowiak

# **Planning and Development**

## **Board of Appeals**

The Board of Appeals meets on an as-needed basis and consists of five (5) regular members and two (2) alternate members appointed by the Board of Selectmen. The Board of Appeals is responsible to hear appeals or petitions on Variances, Section 6 Findings/Special Permits in accordance with Massachusetts General Law, Chapter 40A and the Town of Ludlow Zoning Bylaws. The Board usually meets at Town Hall in conference room #2 at 7 pm upon receipt of a request for a Hearing/Appeal, Variance, or Section 6 Finding/Special Permit. It was a busy year for the Board of Appeals. During the year 2014, there were fourteen (14) requests for Hearings/Appeals, Variances, or Section 6 Findings/Special Permits and six (6) hearings had to be continued as more information was needed before a decision could be made. Seven (7) variances were granted, five (5) Special Permits were approved and two (2) applications for a variance were withdrawn.

Mr. John Muse, an alternate member of the ZBA, resigned during the year because of other commitments; we thank him for his dedicated service to the Town and wish him well in the future. Mrs. Charlene Fernandes resigned as the secretary for the ZBA and we wish her well in the future. In December, Ms. Deidra Thompson was appointed as the new secretary to the ZBA and we look forward to working with her in the months ahead.

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

Respectfully submitted,  
Anthony W. Jarvis  
Chairman

Members:  
Paul Zielinski, Vice Chairman  
Kathleen Bernardo  
Paul Kessler  
Joseph Wlodyka

Alternate Members  
Manual Lopes

## **Conservation Commission**

The Ludlow Conservation Commission is a State mandated board comprised of volunteers appointed by the Board of Selectmen for three year terms. The Conservation Commission works on the Town's behalf in administering the Massachusetts Wetlands Protection Act (M.G.L. Chapter 131, § 40), Rivers Protection Act, and Town of Ludlow Conservation Commission Bylaws (Chapter XV). The

Commission is dedicated to the preservation of Ludlow's wetland resources for the benefit of our present and future residents.

Regular meetings of the Conservation Commission were held on the first and third Wednesday evenings of each month at 6:30 p.m. in 2014 and no meeting schedule changes are planned for 2015. 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 2014 with five (5) members and no vacancies on the Commission. The year ended with five (5) members and no vacancies. In 2014 one new member joined the Board, Michael Szlosek in September. Regrettably, Conservation Commissioner Keith Ouellette resigned from the Commission in June.

During 2014, the Conservation Commission worked on nine (9) Notices of Intent. Seventeen (17) Requests for Determination of Applicability were filed with the Commission, two (2) were a positive determination, twelve (12) of which resulted in a negative determination, and three (3) were withdrawn. The Commission issued two (2) Certificates of Compliance, and one (1) Enforcement Order. Emergency Certifications are requested when a project must take place immediately to prevent danger to individuals and/or damage to property. The Commission issued one (1) Emergency Certifications in 2014. 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 2014 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 HealthSouth projects. The total monies collected by the Conservation Commission in 2014 were \$4,246.50, 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. G.I.S. continues to be a valuable asset to us in this review process.

Respectfully submitted,  
Jason Martowski  
Chairman

Members:  
Angela Tierney  
Edgar Minnie  
Michael Szlosek  
Penny Lebel

## Planning Board

One application for a **PRELIMINARY SUBDIVISION** was approved:

Pauldin Drive – Terminus of Cislak Drive – Baystate Developers, Inc. c/o Dinis Baltazar

Fifteen applications for **APPROVAL NOT REQUIRED SUBDIVISIONS** were endorsed:

77 Meadowlark Circle	Abel Goncalves/Fernando & Nina Roxo
0 Miller Street	Abel Goncalves/Fernando & Nina Roxo
84 Hubbard Street	CA Smith / Gary Guilmette
Stivens Terrace	Carlos Branco
658 Center Street	Armando Nunes/Nx2, LLC
Woodside Drive	William R. Ayers Jr. & Susan M. Ayers
34 West Street	KLM West End Development, LLC
29 Oakwood Dr./348 Chapin St.	Andrew V. Panek
Ventura Street	Paul E. Hillsburg
Lot 16 Parker Lane	Armand Deslauriers
Winsor Street & Sewall Street	John McElduff
Pine Glen Drive	Robert Stejna
149 Wilno Avenue	Abel Goncalves
Parcel A (#70) Sroka Lane	Richard & Susan Orchulek
289 Cady Street	Andrze & Halina Lipior

Five applications for **SITE PLANS** were approved except as noted:

Lot 2A & 3A West Street	Barry J. Linton Inc.
101-105 West Street	Cumberland Farms, Inc.
270 West Street	New Cingular Wireless PCS, LLC
193 Holyoke Street	Joseph Batista/Carmina Fernandes
84 Hubbard Street	CA Smith Lumber

Seven applications for **SITE PLAN ADDENDUMS** were approved except as noted:

West Street (Map 9, Parcel 18)	Wally Lupa
1 Moody Street	Hampden County Physician Assoc. LLC
181 Hubbard Street	St. John the Baptist School
1709 Center Street	Bell Atlantic Mobile of Massachusetts Corp. Ltd.
36 Carmelinas Circle	Pauldin, LLC
500 Chapin Street	Ludlow High School

Seventeen applications for **SPECIAL PERMITS** were approved except as noted:

82 Allison Lane	Accessory Apartment
194 Pine Street	Home Occupation
196 Rood Street	Home Occupation
834 Center Street	Home Occupation
53 Hampshire Street	Home Occupation
453 East Street	Home Occupation
300 Winsor Street	Home Occupation
33 Green Street	Home Occupation
39 West Orchard Street	Home Occupation
270 West Street	Cell Tower/Wireless Communications
150 Cady Street	Home Occupation
73 Laroche Street	Home Occupation
235 Kendall Street	Accessory Apartment
233 Munsing Street	Home Occupation
116 Southwood Drive	Home Occupation
59 Szlosek Road	Home Occupation
42 Jestina Circle	Home Occupation

Thirty-six applications for **CHANGE OF OCCUPANCY** were approved except as noted:

135 East Street	In the Box
5 Sewall Street	Seams Cool Sewing
119 Winsor Street	Joseph P Dusel LLC Law Office
100 State Street	Crossfit Iron Will
61 East Street	Deniliva Inc. d/b/a Liberty Tax Service
100 State Street	Mass. Refrigerant Abatement
322 West Avenue	Linda O'Malley @ Hair West Designs
100 State Street, Building 116	Michael's Party Rentals
151 Carmelina's Circle	Mining Rock Excavation & Construction LLC
165 East Street	Tony's Shoe Repair
249 East Street	Charming Treasures Emporium
403 West Street	Lozada's Auto Repair 2
433 Center Street	R.E. Cluett Inc.
221 East Street	Yogurt City of Ludlow
8 Chestnut Street	Max's Whatnot Shop
356B Sewall Street	Reform Pilates & Yoga
200 Center Street, Unit 5	Steppin Out II

309 Center Street	Domino's Pizza
207 Winsor Street	Fancy Nails
393 East Street	Fatima Afonso-Mendes
658 Center Street	Edward Jones Investment
324-330 West Avenue	Spa Nails @ Spa West
6 Fuller Street	Abudanza Express
194 East Street	Project Dance
200 Center Street, Unit 9	Bob's Restaurant
247 Cady Street	Open Door Café
100 State Street #218	Royal Coach Limousine LLC
104 Moody Street	Costa Consulting Engineers Inc.
430 Center Street	Ludlow Automotive
247 Cady Street	Cady Street Café
7 Sewall Street	Detour Construction
206 Holyoke Street	John Imprata Sales / Sal's Pizza
399 West Street	Central Mass Crane Service
481 Center Street	Joy's Restaurant
575 East Street	SDI Auto Repair
1 Moody Street	Mercy Medical Group

### **Zone Changes:**

- Armando Nunes – 656 & 658 Center Street (Map 16B & 16C Parcel 13-1) – Agriculture to Business B  
Action Taken: Approved – May Town Meeting
- Antonio Sebastiao – 18 Canterbury Street (Map 15A, Parcel 250) – Residential A & B to Business A  
Action Taken: Approved – October Town Meeting
- Marco Vieira & Jessica Fernandes – 18 Chapin Street (Map 29, Parcel 30) – Agricultural to Residential A  
Action Taken: Defeated – October Town Meeting
- Joseph Chaves, Suzie Ice, Antonio Goncalves, John Bettencourt – Lot B Lawton Street (Map 3, Parcel 42A) – Agriculture to Industrial A  
Action Taken: Withdrawn – October Town Meeting

### **Changes to the Zoning Bylaw:**

- Added Medical Marijuana Treatment Center/Dispensary Bylaw.
- Amended Parking Requirements to regulate parking for a Medical Marijuana Treatment Center/Dispensary.
- Deleted Temporary Moratorium on Medical Marijuana Treatment Centers/Registered Marijuana Dispensaries.
- Added to the Table of Principal Uses: Medical Marijuana Treatment Center/Dispensary.
- Created definition for “Medical Marijuana Treatment Center/Dispensary.”

- Amended definition for “Special Permit Granting Authority,” allowing the ZBA to act as the Special Permit Granting Authority for the purposes of Section 3.4 Non-Conforming Use and Building Regulations.
- Amended Special Land Use Regulations, Sign Regulations, Non-Conforming and Temporary Signs by removing “Temporary signs require a permit from the Building Inspector for up to three months” and adding “The maximum size for temporary signs is eighteen (18) inches by twenty-four (24) inches. Temporary signs cannot be placed on town property or interfere with the line-of-sight for traffic.”
- Amended Special Land Use Regulations, Sign Regulations, Permits, by adding “Any sign over eighteen (18) inches by twenty-four (24) inches shall require a permit from the Building Commissioner.”
- Added a bylaw for Single Family Dwellings on Estate Lots.

## **Other News**

During the March election, Planning Board member Christopher Coelho ran unopposed and was re-elected to a five year term. Mr. Coelho has served on the Planning Board since November 2007.

In April, the Health South facility had an open house to show off their new building on State Street. The \$27 million project consisted of a new 74,500 square foot facility with 53 private rooms, and access to a state-of-the-art therapy room. The project has received a LEED “Silver Certified” designation, meaning the new facility will meet “green building” standards.

In October, HAP held a grand opening for the new apartments in the former Stevens Memorial Building. The project costing \$7.4 million, consisted of 28 affordable rental apartments for senior citizens. The funds were made possible through the United States Department of Housing and Urban Development, Massachusetts Department of Housing and Community Development, MassHousing and the Community Economic Development Assistance Corporation. The Stevens Memorial Building is ideally located across from the Senior Center, Library, the park, shops and restaurants.

The Master Plan has officially been adopted by the Planning Board in October 2014. The Master Plan consists of the following chapters: Land Use; Housing; Economic Development; Open Space and Natural Resources; Historic, Cultural, and Recreational Resources; Transportation; Public Services & Infrastructure; Energy & Sustainability; Education; and Implementation.

Some of the items implemented in the Master Plan included the adoption of a 40R Smart Growth Zoning District Bylaw; Re-established the Community Preservation Committee; Adopted a Large-Scale Ground-Mounted Photovoltaic Bylaw; Adopted a Small-Scale Wind Energy Facilities Bylaw; Determined areas appropriate for Congregate Care, Assisted Living Facilities, and other types of senior housing in town and amended the zoning to allow for these uses; Working with the Ludlow Mills owners

to provide access to the Chicopee River for recreational purposes; Updating Ludlow's Local Disaster Mitigation Plan; Evaluated and reduced solid waste by increasing recycling rates with a Pay-As-You Throw Program; Updated the Open Space and Recreation Plan.

Total Fees generated by the Planning Board were \$16,245.36.

Respectfully Submitted,  
Christopher Coelho  
Chairman

Members:  
Joseph Queiroga  
Raymond Phoenix  
Kathleen Houle  
Carlos Chaves



## TELEPHONE NUMBERS

<b>TO REPORT AN EMERGENCY</b>	<b>911</b>
<b>Animal Control Officer (Gilles Turcotte)</b>	<b>596-5484</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

	<b>Main Number:</b>	<b>583-5600</b>
<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>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>



EMERGENCY  
DIAL 911

