

Town of Ludlow



2018

Annual Town Report

IN MEMORIAM

Leonard J. Belisle 1926 – 2018

Leonard J. Belisle, a former foreman for the Ludlow Department of Public Works for many years, passed away on February 12, 2018 at the age of 91.

Leonard was born in Ludlow to Theodore and Ida (Barrett) Belisle, he was a lifelong Ludlow resident and a graduate of Ludlow High School. A devout communicant of St. Elizabeth's Parish, he was a longtime choir member and a participant in the Thursday Prayer Cenacle.

He leaves to cherish his memory, his son Daniel Belisle of Ludlow; step-sons Rodney Labrecque and his wife Shirley of Narragansett, RI; Jay Labrecque and his wife Carol of Waterbury, CT; and his daughters-in-law Kathy Labrecque and Denise Labrecque. Len also leaves his 11 grandchildren Nicole Brown, Rachelle Torunski, Christer, Richard, Victoria, Tim, Emily and Hannah Labrecque, Daniel Jr., Tyler and Heather Belisle. Sadly, Len was predeceased by his first wife Ann Belisle in 1980, his wife Dorothy Labrecque Belisle in 2014, stepsons Roger and Donald Labrecque and grandson Jonathan Labrecque.

Florence Mathias 1930 – 2018

Florence (Pereira) Mathias, a former employee for the Ludlow Town Library for many years, passed away on April 30, 2018 at the age of 88.

Florence was born in Ludlow to Francisco and Joaquina (Dias) Pereira. Inspired by her love of reading, Florence was employed at the Ludlow Town Library for many years before retiring at the age of 78. She was active in the Portuguese American Citizens Club, serving on the Board of Director for many years.

She leaves to cherish her memory, her three children, Carolyn Therrien and husband Tom of East Harford, CT, Robert Mathias and wife Bonnie of Ludlow, and Marc Mathias and wife Karen of Windsor, CT. She also leaves her grandchildren Jason Mazur, Robert Mathias, Jennifer Hackworth and Colleen Mathias; as well as three great children, Madison and Cameron Mathias and Lylah Mazur. Sadly, Florence, the youngest of six children, was predeceased by her siblings John Pereira, Rose Andre, Gloria Creighton, Pat Pare and Ann Horvath. She leaves many nieces and nephews.

Alda (Domingos) Grimes

1948 – 2018

Alda Grimes, a former clerk in the Treasurer's Office for the Town of Ludlow, passed away on April 30, 2018 at the age of 69.

Alda was born in Obidos, Portugal to Joao and Maria (Antonio) Domingos. She immigrated to Chicopee in 1952 at the age of 3 and was a 1968 graduate of Chicopee High School. She later moved to Ludlow where she settled to raise her family. Alda was a hairdresser at Pierre Andre's Salon for many years, and more recently worked in the Town of Ludlow Treasurer's Office from where she retired. She was a member of the Ludlow Lodge of Elks, and in her spare time, she loved camping and enjoyed gardening; but her greatest joy in life was spending time with her beloved family, especially her grandchildren.

She leaves to her cherish her memory, her beloved husband of 49 years Gordon Grimes; children Jason Grimes and wife Cristina, and Kelly Ganhao and husband Paul, all of Ludlow, and grandchildren Zachary and Kali Grimes, and Emily and Matthew Ganhao; sister to John Domingos and wife Linda of Tolland, CT and their children Corey and Bailey; daughter-in-law to Emma Grimes; sister-in-law to Gary and Robin Grimes and their children Sean, Ian, and Evan; and Robert Grimes and his children Jennifer, Jillian, and Bobbie Leigh. She also leaves many loving extended family members and dear friends.

Stephen M. Musinski

1966 – 2018

Stephen M. Musinski, a former employee for the Ludlow Department of Public Works, passed away on September 22, 2018 at the age of 52.

Stephen was born on April 12, 1966 to Anne (Pohner) of Ludlow and her late husband Stephen S. Musinski. A lifelong resident of Ludlow, he was a graduate of Ludlow High School and worked for many years for the Ludlow Department of Public Works. He also worked for years in the construction industry, and in his spare time he loved to fish, hunt and especially play hockey.

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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. Boston is 84 miles east of Ludlow and Worcester is 47 miles eastward. The 18,875 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 2,594 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 a before and afterschool program for children as well as a summer youth camp and other recreational activities. Club memberships are available for families to partake in their exercise programs, pool, and game room facilities.

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

Geography:

Total Area:	28.33 sq. miles
Land Area:	27.15 sq. miles
Population:	18,875
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

FY2019 Taxable Values (as of January 1, 2018):

Residential:	\$1,653,315,690
Commercial:	\$ 164,827,660
Industrial:	\$ 57,484,900
Personal Property:	\$ 202,830,900

Tax Rate:

For the period from July 1, 2018 – June 30, 2019
Per \$1,000 of value
\$19.82 – Residential and Commercial

Tax Bills:

Tax bills are mailed twice a year and are payable quarterly. Payments are due on August 1st, November 1st, February 1st, and May 1st. 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 30 days from the date of issuance.

Voting:

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

Registered Voters (as of December 31, 2018):

Democrats	4,322
Republicans	1,760
Grn./Lib./3 rd /Reform	230
Un-enrolled Voters	7,330
Total Registered	13,642

Passports:

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

Dog Licenses:

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

Fees:

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

Fishing Licenses:

Massachusetts fishing licenses are available online at www.mass.gov.

Town of Ludlow Website:

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 (PVTa), which provides fixed route service to Springfield. The PVTa also offers para transit services to the elderly and disabled through the Council on Aging. Westover Metropolitan Airport, a General Aviation facility located in neighboring Chicopee, has two asphalt and concrete runways 7,050' and 11,600' long.

Ludlow Community TV:

Ludlow Community TV was created to promote, encourage and facilitate Ludlow Community involvement in the production of locally originated television, and to meet and manage the contractual and regulatory commitments to public educational and governmental access of the cable provider for the Town of Ludlow. For several years, LCTV has been providing Ludlow residents with an ever-growing list of programs and volunteer producers. They provide weekly live coverage of the Board of Selectmen's meetings in addition to broadcasting meetings of the School Committee, Planning Board, Conservation Commission, Board of Public Works and other public meetings. The commitment of LCTV is to involve and train people of all ages who live or work in the town to become involved and/or program producers, bringing issues and events of the area to all Ludlow viewers. Hours of operation are Monday thru Friday, 8:30 am to 4:30 pm.

The studio is presently located at Ludlow High School. LCTV broadcasts on channels 191, 192, and 193 on Charter Cable in Ludlow.

Public School District:

Public Schools

Chapin 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 MGL 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
Board of Assessors		Library Trustees	
Antonio Rosa	2021	Christine S. Davis	2021
Michael S. O'Rourke	2020	Robert R. Mishol	2020
Beverly A. Barry	2019	Elaine M. Karalekas	2019
Board of Health		Moderator	
Carolyn M. Rogowski	2021	John P. DaCruz	2020
Timothy J. Fontaine-resigned	2020		
Elinor D. Kelliher	2019		
Board of Public Works		Planning Board	
Barry J. Linton	2021	Kathleen J. Houle	2023
Thomas Haluch	2020	Joseph L. Queiroga	2022
Guilherme F. Rodrigues	2020	Raymond E. Phoenix II	2021
Stephen E. Santos	2019	Rafael L. Quiterio	2020
Alexander Simao	2019	Christopher A. Coelho	2019
Board of Selectmen		Recreation Commission	
Carmina D. Fernandes	2021	Donald R. Cameron, Jr.	2021
Manuel D. Silva	2021	Jason C. Martins	2020
William E. Rooney	2020	Sean M. McBride	2019
Derek G. DeBarge	2019		
Brian M. Mannix	2019		
Collector of Taxes		School Committee	
Fred Pereira	2020	Jacob R. Oliveira	2021
		James Chip Harrington	2020
		Jeffrey A. Laing	2020
		Michael J. Kelliher	2019
		Charles T. Mullin	2019
Housing Authority		Town Clerk	
Chester J. Giza	2021	Kim M. Batista	2020
Patricia C. Holley	2020		
David A. Sepanek	2019		
--	2018		
Susan E. Stanek, State Apt.	--	Town Treasurer	
Robin Carvide, Exec. Dir.	--	Elsa Barros	2021

APPOINTED TOWN OFFICIALS

Affirmative Action Officer

Carrie Ribeiro

Agricultural Commission

John B. Chenier

William J. Ellison

Michael C. Hogan

Betty Kibbe

Karen Pilon

Don Roberts

Ann Whitworth

Americans with Disabilities Act Coordinator

Eric Segundo

Agent of Record

Vacancy

Airport Master Plan Consulting Committee

Joseph Queiroga

Ambulance Abatement Committee

Fred Pereira, Chairperson

Chief Ryan Pease

Lori Barbeau

Anthony Jarvis

Animal Control Officer

Gilles Turcotte

Anne Turcotte, Volunteer

Tammy Turcotte, Volunteer

Board of Appeals

Anthony Jarvis, Chairman

Alan Aubin, Associate

Kathleen Bernardo

Manuel Lopes

Nicole Parker, Associate

Joseph Wlodyka

Paul A. Zielinski

Board of Registrars

Paul T. Babin, Jr.

Kim Batista, Town Clerk

Dana P. Cormier

Ruth Saunders

Building Commissioner/Zoning Enforcement Officer

Justin Larivee

Local Building Inspector

Paul Adzima, On-call

Cable Commission

Michael Assaf, IT Director, School
Department

Carmina Fernandes

Tom Ghazil

Michael Hill, non-voting member

Richard Moskal

Ellie Villano

Capital Improvement Planning Committee

Darlene Cincone

Derek DeBarge

Eric Gregoire

Raymond Phoenix

Ellie Villano

Luis Vitorino

Kimberly Collins, Ex-Officio

Celebrate Ludlow Committee

Michelle Annecchiarico

Philip Brodeur

Trudy Line

Mark Moran

Rebecca Paul

Eric Segundo

Christopher Smith

Laurie Smith

Diane Walton

Cemetery Committee

Beverly Barry

Joe Chaves, Town Resident

James Goodreau

Barry Linton
Brian Mannix
Joanne Martin, Town Resident
Kelly McKenney, Advisory Member
Rafael Quiterio
Douglas Stefancik
Ellie Villano

Chief Procurement Officer
Ellie Villano

Commission on Disabilities
Beverly Barry
Andrew Bristol
Joanne Odat-Staeb
Emily Ochs
Cynthia Levine

Communications Officer
Ellie Villano

Community Preservation Act Committee
Raymond Phoenix, Chairman
Lisa Labonte, Vice Chairman
Angela Tierney, Secretary
Don Cameron
William Ellison
Betty Kibbe

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

Conservation Commission
Steven Hicks
Penny Lebel
Jason Martowski
Angela Tierney
Scott Urban

Constables
Detective David Kornacki
Detective Stephen Ricardi

Constable for Tax Collector
Christine Jeffery
Reid Jeffery, Jr.

Council on Aging
Lucille Carneiro
John DaCruz
Rosalind Forti
Helen Grabowski
Janice Grimaldi
Frank Krzanik
Frederick Lafayette
Nancy Pauze
Diane Peacey
Kara Ribeiro
Sheena Santolini

Custodian of Insurance Records
Elsa Barros

Custodian of Tax Possession
Elsa Barros

Director of Emergency Management
Chief Ryan Pease

Dog Park Committee
Diane Brouillard
Melissa Dion
Darlene Kennedy
Penny Lebel
Jesse Mendez
Sara Mendez
Steven Nicoll
Kara Ribeiro
Guilherme Rodrigues
Douglas Stefancik
Ellie Villano

Economic Development Officer
William Rooney

Electrical Inspector

Richard Chenevert, On-call

Energy Research Committee

Cathy Cooper

Nuno Guerra

James "Chip" Harrington

Justin Larivee

Michael Lavelle

Jason Martowski

Jacob Oliveira

Douglas Stefancik

Ellie Villano, Ex-Officio

Equal Opportunity Employment Officer

Carrie Ribeiro

Fair Housing Committee

Chester Giza

John Pedro

Ellie Villano, Ex-Officio

Finance Committee

Anthony M. Alves

Susan Boyea

Joan Cavallo

Maureen Kim Downing

Heidi Fogg

Eric Gregoire

Richard Moskal

Beverly Tokarz

Raymond Yando

Kimberly Collins, Ex-Officio

First Meeting House Committee

Thomas Haluch

Jeremy Kavka

Agnes Kibbe

Donald Kibbe

Marilyn Paul-Lewis

Bert Ramage

Graves Registration Officer

Eric Segundo

Steven Sawyer, Assistant

Hazardous Material Coordinator

Captain Seth Falconer

Historian

Marilyn Paul-Lewis

Historical Commission

Agnes Kibbe, Chairperson

James "Chip" Harrington

John Moll

Karen Pilon

Angela Tierney

Historic District Study Committee

Sandra Stanek

Industrial Finance Authority

John DeBarge

Information Officer

Ellie Villano

Insurance Advisory Committee

Nick Axiotis

Mike Bertini

Brian Bylicki

Darlene Cincone

Zachary Ellison

Kathy Houle

Denise Kukla

Deputy Chief Jeffrey Lavoie

Officer Jerome Mayou

Marianne Moura

Marc Pasteris

Debra Potter

Melissa Rickson

Deidra Thompson

Sgt. Louis Tulik

Amy Vessella

Ellie Villano, Ex-Officio

License Agent for the Board of Selectmen

Detective David Kornacki

Detective Stephen Ricardi

Long Range Planning Committee

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

Ludlow Cultural Council

Diane Brouillard
Pat Detomas
Sandra Evans
Susan Gove
John Karalekas
Susan Piwowarczyk
Carla Roberts

Master Plan Committee

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

MMWEC Board of Directors

Luis Vitorino

Mobile Home Rent Control Board

Michael Bingle
Darlene Cincone
Mary Evangelista
Michael Szlosek

Municipal Hearing Officer

Michael Szlosek

Open Space Planning Committee

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

Parking Hearing Officer

Brian Mannix

Permitting Authority Trench Regulations

Steven Frederick (Resigned)

Personnel Board

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

Physician

Dr. Shaukat Matin

Pioneer Valley Planning Commission

Ray Phoenix
John Pedro, Alternate

Pioneer Valley Transit Authority

Brian Mannix

Assistant Plumbing/Gas Inspector

Kevin Douville

Pond Management Committee

Chester Giza
Jettie McCollough
Janice Santos

Safety Committee

Ryan Churchill
Christopher Coelho
Captain Seth Falconer
Justin Larivee

Deputy Chief Jeffrey Lavoie
Penny Lebel
Barry Linton
Chief Ryan Pease
Sgt. Brian Shameklis
Alexander Simao
Derek Smolinski

Sealer Weights & Measures

Douglas Wilk

Special Police Officers (2018)

Seth Beal
Jose Branco
Jessica Bukowski (Resigned)
David Fernandes
Joseph Fontaine
Patrick Gaughan
James Harrington
Michael Lebel (Retired)
Tyler Martins (Resigned)
Christian Mendes
Timothy Pagnoni (Resigned)
Raymond Parylak (Retired)
Normand Picard
Steve Ramos
Fernando Ribeiro
Juan Rivera
Cory Rodrigues
Nelson Rodrigues
Armando Saraiva
Vincent Stanek

Sworn Weigher

Joanne Martins

Town Accountant

Kimberly Collins

Town Administrator

Ellie Villano

Town Counsel

Attorney Michael Schneider – Doherty,
Wallace, Pillsbury & Murphy

Town Engineer/Director of Public Works

Steven Frederick (Resigned)

Town Labor Counsel

Stanley L. Weinberg

Town Planner

Douglas Stefancik

Veterans Service Officer

Eric Segundo

Westover Advisory Committee

Gary Coelho, Site Inspector

Westover Municipal Development Corp.

Maureen Kim Downing

Westover Municipal Golf Commission

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

PRECINCT MEMBERS – 2018

**until next election

PRECINCT 1

2021-Alan E. Gregoire, 93 Cady Street
2021-Eric A. Gregoire, 93 Cady Street
2021-Mark A. Imbody, 58 Cady Street
2021-Debora M. Johnson, 142 Cady Street
2021-Vincent A. Thompson, 33 Wilno Avenue
2020-Roland F. Gregoire, 143 Cady Street
2020-John E. Hiersche, 49 River Street
2020-William J. Jolivet, Jr., 37 Gamache Drive
2020-William A. Koss, 203 West Street
2020-Richard Oliveira, 67 Guertin Avenue
2019-Richard G. Appley, 497 Holyoke Street
2019-William R. Johnson, 142 Cady St
2019-Christine D. Peacey, 7 Wenonah Drive
2019-Walter James Peacey, 7 Wenonah Drive
*2019-Daniel F. Soares, 27 Fairview Street

PRECINCT 3

2021-Stephen A. Fiedler, 92 Longview Circle
2021-John F. Moll, 1251 East Street
2021-Richard D. Moskal, 308 Miller Street 29
2021-Richard Paixao, 76 Windwood Drive
2021-Margaret Szlosek, 165 Genovevo Drive
2020-Paul B. Cocchi, 312 Miller Street
2020-John Michael Diotalevi, 181 Cislak Drive
2020-Rebecca Gaffron, 12 Depont Drive
2020-William Dzierwinski, 34 Longview Circle
2020-Richard T. Rusiecki, 761 Moore Street
2019-Mark R. Giebner, 186 Lyon Street
2019-Walter J. Kiel, Jr., 68 James Street
2019-Carlton W. Leonard, III, 84 Westerly Circle
2019-Lynn Leonard, 84 Westerly Circle
2019-Lisa J. Szlosek, 165 Genovevo Drive

PRECINCT 5

2021-Kenneth J. Batista, 12 Valley View Drive
2021-Stephen M. Breslin, 580 Fuller St
2021-Joseph M. Drobot, 433 Lyon Street
2021-opening
2021-opening
2020-Phyllis J. Bates, 534 Fuller Street
2020-John H. Davis, 411 Fuller Street
2020-Shane W. Mortimer, 184 Church Street
2020-opening
2020-opening
2019-Michael W. Lavelle, 139 Bridle Path Circle
2019-Mark A. Witowski, 53 Colonial Drive
2019-James L. Chenier, 628 Fuller Street
2019-Lisa Marie Haluch, 169 Munsing Street
2019-Kelly Jean Davis, 411 Fuller Street

PRECINCT 2

2021-Joshua Carpenter, 547 East Street
2021-Jose Eugenio, 120 Prospect Street
2021-Kathleen Marie Nowak, 45 Kirkland Avenue
2021-opening
2021-opening
2020-Barbara A. Gondek, 61 Williams Street
2020-Gerald J. Leger, 325 Sewall Street
2020-John Pedro, 41 Orchard Street
2020-opening
2020-opening
2019-John J. Dryjowicz, 153 Ray Street
2019-Frederick J. Nowak, Jr., 45 Kirkland Avenue
2019-opening
2019-Jean S. Martins, 92 Lockland Street
2019-Manuel Eugenio, 120 Prospect Street

PRECINCT 4

2021-Fernando Barroso, 32 Fairway Drive
2021-Mary C. Evangelista, 64 Franklin Street
2021-James Kenneth Goodreau, 201 Stevens Street
2021-William Rosenblum, 43 Green Street
2021-Joseph A. Santos, 3 Brimfield Street
2020-Julieta N. Hoeckh, 423 Winsor Street
2020-Fritz A. Huber, Jr., 29 Laroche Street
2020-Richard Pasquini, 17 Ridgeview Circle
2020-Eric Segundo, 811 East Street, 8C
*2020-Jason T. Dinelle, 3 Bowles Avenue
2019-Timothy Shawn Donnelly, 149 Chapin Street
2019-Carrie Lynn Goodreau, 201 Stevens Street
2019-James L. Goodreau, 90 Posner Circle
2019-opening
2019-Fernando F. Soares, 21 Bristol Street

PRECINCT 6

2021-Michelle M. Mayou, 42 Nora Lane
2021-Patrick J. Nugent, 35 Pinewood Road
2021-Lynda A. Scheer, 25 Wood Drive
2021-Robert W. Scheer, 25 Wood Drive
2021-opening
2020-Peter C. Karalekas, Jr., 35 Old Coach Circle
2020-Jerome D. Mayou, 42 Nora Lane
2020-Sтивен F. Sawyer, 18 Rood Street
2020-Michele Manganaro Thompson, 170 Pinewood Road
2020-Peter H. Zima, 233 Clover Road
2019-Leonard C. Robbins, 549 Chapin Street
2019-James D. Cavallo, 179 Higher Brook Drive
2019-Penny G. Lebel, 43 Wilson Street
2019-Kyle T. Grondalski, 132 Fuller Street
2018-Michael N. Brennan, 93 Church Street

MEMBERS AT LARGE

Manuel D. Silva	17 Dinis Avenue, Board of Selectmen, Chairman
Derek G. DeBarge	37 Barre Drive, Board of Selectmen
Carmina D. Fernandes	1 Swan Avenue, Board of Selectmen
Brian M. Mannix	353 Fuller Street, #1, Board of Selectmen
William E. Rooney	86 Pinewood Road, Board of Selectmen
John P. DaCruz	826 East Street, #7, Town Moderator
Kim M. Batista	12 Valley View Drive, Town Clerk
Elsa D. Barros	149 Chapin Street, Town Treasurer
Fred Pereira	201 Stivens Terrace, Town Collector
Beverly A. Barry	11 Daisy Lane, Board of Assessors Chairman
John R. Auclair	16 Nash Hill Road, Personnel Board Chairman
Christine S. Davis	193 Chapin Street, Hubbard Memorial Library Chairman
Thomas Haluch	169 Munsing Street, Department of Public Works
Anthony W. Jarvis	3 Andrew Street, Board of Appeals Chairman
Joseph L. Queiroga	57 Americo Street, Planning Board Chairman
David A. Sepanek	12 Chestnut Street #102, Ludlow Housing Chairman
Frederick R. Lafayette	141 Posner Circle, Council on Aging Chairman
Eric A. Gregoire	93 Cady Street, Finance Committee Chairman
Sean M. McBride	157 Gamache Drive, Westover Golf Chairman
Sean M. McBride	157 Gamache Drive, Recreation Commission Chairman
Elinor D. Kelliher	108 Wedgewood Drive, Board of Health Chairman
Jason Martowski	121 Fuller Street, Conservation Commission Chairman
Dr. Michael J. Kelliher	108 Wedgewood Drive, School Committee Chairman
Attorney Michael S. Schneider	Doherty Wallace Pillsbury & Murphy PC, 19 th Floor, 1 Monarch Place, 1414 Main St., Springfield MA 01144-1002

EMPLOYEE RECOGNITION

The Town would like to recognize employees who have reached milestones in their careers with the Town of Ludlow in 2018. We thank you for your commitment, dedication and service to the residents of Ludlow.

Celebrating 45 Years of Service

Leonard Phelon

Celebrating 40 Years of Service

Douglas Wilk

Celebrating 30 Years of Service

Maria Fernandes

Cindyrae Minie

Celebrating 25 Years of Service

Deborah Casagrande

Martin Fanning

Daniel Valadas

Celebrating 20 Years of Service

Mark Augusto

Elsa Barros

Cory Carr

Grace Dolan

Kevin Douville

Sharon Driscoll

Richard Gates

Darlene Graham

Debora Johnson

Doreene Kimball

Lisa McCullough

Kelley McGregor

Richard Meader

William Moge

Frank Murray

Raymond Phoenix

Michael Whitney

Celebrating 15 Years of Service

Sheila Andre

Michelle Anecchiarico

Thomas Bly

Albert Blythe

Nicole Carbonneau

Kathleen Frost

Nancy Gaudette

Ashley Griswold

Samantha Hutchins

Beth Jarzabek

Kimberly Laplante

Michel Lebel

Erica Marsh

Tracey Martowski

Jennifer McDonald

Carmin Moutinho

Jennifer Ollquist

Kristen Ortyl

Sharon Person

Nancy Raymond

Hope Wood

Celebrating 10 Years of Service

Jose Alves

Jeanne Bal

Nicholas Bamford

Tuncay Bayrak

Deana Braz

Alexandre Carvalho

Sandra Deyo

William Ellison

Jorge Fialho

Alice Gallagher

Rachel Gullberg

Jamison Hedin

Michael Hill

Deborah Iby

Michelle Irwin

Justin Larivee

Kevin McAvoy
Wendy Muglia
Amy Ollari
Matthew Pszeniczny
Derek Smolinski
Susan Urban
Keith Woodman
Deborah Ziemba

Celebrating 5 Years of Service

Ashley Antoine
Gregory Belanger
Jason Bienvenue
Helen Brissette
Linda Butcher
Angela Catarino
Tiffany Coelho
Leah Cook
Nicole Court-Mellion
Joseph Dias
Stephen Dickenson
Simon Edwards
Stephanie Ferreira
Lori Giza
Andrew Goodreau
Amber Goodreau
Ann Marie Griffin
Diane Griffin
Donald Griffin
James Harrington
Lori Haryasz

Ronald Hokanson
Jaime Jacquier
Jessyca Jenkins-Bernier
Rosemary Jorge
Alan Kipetz
Kevin Kudla
Krysten Langone
Jennifer Lavalley
Penny Lebel
Acacio Maria
Gerald Martin
Ashley Mourao
Shelley Pennington
Deborah Poirier
Philip Rainey
Fermina Renta
Robin Robitaille
Susan Rodio
Karen Roy
Lisa Roy
Eric Segundo
Jennifer Shores
Jacob Stokowski
Kerri Sullivan
Bradford Tierney
Kerry Valentine
Amy Vessella
Brandon Vigneault
Pamela Walczak

ADMINISTRATION

BOARD OF SELECTMEN

This past year was another busy and successful one for the Town of Ludlow. The Board of Selectmen consists of Manuel Silva, Carmina Fernandes, Brian Mannix, Derek DeBarge, and William Rooney. The Board continued to be well served by Town Administrator Ellie Villano, and staff Sandy Leacock, Shari Bray and Karla Bourassa.

The March 2018 election voted for a new Senior Center and a new elementary school. Both projects are moving forward into the design stage with construction to start in 2019/2020.

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

The construction of Riverside Drive is an ongoing effort between Westmass Area Development and the Town. We have received a MassWorks grant and are applying for various other grants including EDA Grants.

The Town received grant funds from the Stanton Foundation for the building of a dog park. Construction for the "Barks & Recreation at Camp White" dog park has been well underway through 2018 with an opening scheduled for some time in 2019.

On December 15, 2018, Island Pond Cemetery joined 1,000 other locations across the country in celebrating Wreaths Across America. In excess of 1,100 wreaths were placed at headstones throughout Island Pond to honor our departed members of the armed services. The project was coordinated locally by employees of Capital Driver Leasing and the Town's Office of Veterans Services.

Center Street is in the process of reconstruction of a 4400-foot length between Sewall Street and Chapin Street. This project funded through the State DOT will widen that portion of Center Street to alleviate congestion.

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

Respectfully submitted,
Manuel D. Silva, Chairman

TOWN MODERATOR

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

The Town Meeting members approved articles for the construction of a new Senior Center and a new elementary school and administrative offices building.

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

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

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

Respectfully submitted,
John P. DaCruz, Moderator

TOWN CLERK

Election and Registration

Nomination papers and petitions were certified by the Registrars in the year 2018. The breakdown of registered voters per precinct as of December 31, 2018 is as follows:

Ward	Precinct	A	AA	BB	CC	D	G	H	J	K	L	O	Q	R	T	U	V	X	Totals
0	01	1	1	-	23	773	-	-	6	1	5	1	-	301	1	1308	-	1	2422
0	02	1	-	1	15	673	-	-	1	-	10	-	2	210	2	986	-	-	1901
0	03	-	-	-	19	685	-	-	-	-	12	3	2	404	3	1436	1	2	2567
0	04	2	-	-	20	841	2	2	1	-	6	2	1	250	1	1213	-	-	2341
0	05	-	-	-	10	526	-	-	1	-	7	-	1	228	3	945	1	-	1722
0	06	2	-	-	29	824	1	1	4	1	12	2	3	367	1	1442	-	-	2689
Grand Total		6	1	1	116	4322	3	3	13	2	52	8	9	1760	11	7330	2	3	13642

Town Election March 26, 2018

A total of 3,033 (22% of 13,950 registered voters) ballots were cast. Precinct 1 – 505; Precinct 2 – 308; Precinct 3 – 591; Precinct 4 – 556; Precinct 5 – 400; Precinct 6 – 673; the polls were open from 10:00 a.m. until 8:00 p.m.

Proceedings Special Town Meeting January 22, 2018

ARTICLE 1: Voted that the Town appropriate \$9,800,000 for the design and construction and acquisition of land for a senior center, including all costs incidental or related thereto and authorize the Treasurer with the approval of the Board of Selectmen, to issue any bonds or notes that may be necessary for that purpose, as authorized by General Laws Chapter 44, § 7(1), or any other general or special law, for a period not to exceed 30 years, provided, however, that this appropriation and debt authorization be contingent upon an affirmative vote of the Town to exempt the amounts required for the payment of interest and principal on said borrowing from the limitations on taxes imposed by M.G.L. 59, Section 21C (Proposition 2½). Any premium received by the Town from the sale of any bonds or notes authorized by this vote, less the costs of issuance of the bonds or notes paid from the premium, and any accrued interest may be applied to pay project costs in accordance with General Laws Chapter 44, Section 20 and the amount authorized to be borrowed to pay those costs shall be reduced by the same amount applied.

ARTICLE 2: Voted that the Town appropriate the amount of Sixty Million (\$60,000,000) Dollars for the purpose of paying costs to design and construct a new Chapin Street Elementary School, with 630 student capacity, accommodating grades 2-5, at the 13.8 acre site located at 766 Chapin Street, Ludlow, Ma. including the payment of all costs incidental or related thereto (the "Project"), which school facility shall have an anticipated useful life as an educational facility for the instruction of school children for at least 50 years and for which the Town may be eligible for a grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended under the direction of the Ludlow School Building Committee. To meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow said amount under M.G.L. Chapter 44, or pursuant to any other enabling authority. The Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town; provided further that any grant that Town may receive from the MSBA for the Project shall not exceed the lesser of (1) Fifty-Eight and Thirty-Seven One Hundredths percent (58.37%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; provided that any appropriation hereunder shall be subject to and contingent upon an affirmative vote of the Town to exempt the amounts required for the payment of interest and principal on said borrowing from the limitations

on taxes imposed by M.G.L. 59, Section 21C (Proposition 2½); and that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the Town and the MSBA. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

Moved and seconded to adjourn the Special Town meeting at 8:56 p.m.

Proceedings Annual Town Meeting May 14, 2018

ARTICLE 1: Voted that the Town accept the reports of the Town Officers as printed in the Annual Town Report for the calendar year 2017.

ARTICLE 2: Voted that the Town accept the progress of the following committees and to have said committees continue. THE BUDGET SUB-COMMITTEE, 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 AND HISTORIC DISTRICT STUDY COMMITTEE

ARTICLE 3: 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 4: Voted that the Town appropriate **\$67,581,820** for Town Purposes and charges during the Fiscal Year ending June 30, 2019, and that said sum include the following salaries for elected officials:

<u>Position</u>	<u>Number</u>	<u>Annual Salary</u>
Moderator	1	\$528.00
Chairman, Board of Selectmen	1	\$4934.00
Members, Board of Selectmen	4	\$3872.00
Town Treasurer	1	\$62,944.00
Town Collector	1	\$72,884.00
Chairman, Board of Assessors	1	\$4,912.00
Members, Board of Assessors	2	\$3,854.00
Town Clerk	1	\$56,318.00
Chairman, Board of Health	1	\$3,300.00
Members, Board of Health	2	\$3,300.00
Chairman, Board of Public Works	1	\$3,689.00
Members, Board of Public Works	4	\$2,914.00
Chairman, School Committee	1	\$3,000.00
Members, School Committee	4	\$2,500.00
Chairman, Planning Board	1	\$3,462.00
Members, Planning Board	4	\$2,886.00

I further move that the total appropriations be allocated to the various Town Departments in accordance with numbered 1 through 41 of the attached Budget Listing entitled "Town of Ludlow FY19 Departmental Budgets", and using the column headed "FY 2019 Recommended Budget",

I further move that **\$676,060** be applied from the "Fiscal Year 2019 Golf Course Revenues" to fund the Westover Municipal Golf Course Budget item 39, **\$93,000** to be transferred from Fiscal 2019 Golf Course Revenues to fund Fiscal 2019 Indirect Golf Course costs appropriated in the General Fund, **\$1,387,594** to be applied from "Fiscal Year 2019 Sewer Fund Revenues" to fund the Sanitary Sewer Budget item 40, **\$128,000** to be transferred from Fiscal 2019 Sewer Fund Revenues to fund Fiscal 2019 Indirect Sewer Fund costs appropriated in the General Fund, **\$251,768** to be applied from "Receipts Reserved for Appropriation" to fund the Cable Budget item 41, and the balance of **\$65,045,398 is to be raised and appropriated.**

****BUDGET TOWN ACCOUNTANT**

ARTICLE 4: (AMENDMENT) Voted that the Town amend the motion on Article 4 of the May 14, 2018 Annual Town Meeting by decreasing line #38, 300, School Department Fiscal Year 2019 recommended budget by one million dollars (\$1,000,000) from \$31,142,055 to \$30,142.055. **MOTION DEFEATED**

ARTICLE 5: Voted that the Town establish the annual expenditures limits for each of the following already established revolving funds for use by the departments, boards,

agencies or officers pursuant to Massachusetts General Laws Chapter 4, Section 53E ½ as outlined in the Town of Ludlow General Bylaws, Chapter 2, Section 42: Departmental Revolving Funds as printed below:

CPR Training	\$5,000
On-site Sewage System	\$24,000
Vaccine	\$20,000
Consultants	\$50,000
Wetlands	\$80,000
Purple Bags	\$26,000
Dog Park	\$5,000

ARTICLE 6: (AMENDMENT) Voted that the town amend the Town of Ludlow General Bylaws Chapter 2, Section 42: DEPARTMENTAL REVOLVING FUNDS, by adding language to “Section F”, which will establish a fund balance limit and allow for the excess funds to revert back to the general fund, to the already established table of revolving funds as printed in Article 6 of the May 14, 2018 Annual Town Meeting Warrant.

ARTICLE 7: (AMENDMENT) Voted that the town amend the Town of Ludlow General Bylaws, Chapter VIII, Regulating Unregistered Cars by deleting it in its entirety and replacing with a new Chapter VIII, Regulating Unregistered Cars, which allows for better descriptions of how to abide by the Bylaw, what actions constitute a violation and stricter enforcement regulations as written in Article 7 of the May 14, 2018 Annual Town Meeting Warrant. **MOTION DEFEATED**

ARTICLE 8: Voted that the town pursuant to M.G.L. c.59, sec. 38H, to authorize the Board of Selectmen to negotiate and enter into a personal property tax agreement with the owner, currently known as Center St Solar 1, LLC, for the solar photovoltaic energy generating facility located at 1077 Center St., Ludlow, Massachusetts upon such terms and conditions as the Board of Selectmen shall deem to be in the best interest of the Town and to authorize the Board of Selectmen to take all actions necessary or appropriate to administer and implement such agreement.

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

Proceedings Special Town Meeting within the Annual Town Meeting May 14, 2018

ARTICLE 1: Voted that the Town transfer from free cash the sum of \$176.72 for unpaid bills and/or overexpended accounts of previous years as follows:

\$176.72 – Urgent Care Specialists, c. 41, s 111F, Board of Selectmen
(invoice received after June 30, 2017)

Total - \$176.72

ARTICLE 2: Voted that the town appropriate an amount of money not to exceed four million eight hundred thousand dollars (\$4,800,000) to be expended under the direction of the Town of Ludlow Radio Communications Advisory Committee for a town-wide simulcast radio communications system upgrade which will include infrastructure replacement, portables, mobiles and other associated communications equipment as outlined in the assessment report and to fund this project borrowing and further, to authorize the Treasurer, with the approval of the Board of Selectmen, to issue any bonds or notes that may be necessary for the purpose; any premium received by the Town from the sale of any bonds or notes authorized by this vote, less the costs of issuance of the bonds or notes paid from the premium, and any accrued interest may be applied to pay project costs in accordance with Massachusetts General Laws Chapter 44, Section 20 and the amount authorized to be borrowed to pay those costs shall be reduced by the same amount applied.

ARTICLE 3: Voted that the Town transfer the sum of \$25,700.14 from free cash to fund the ineligible costs associated with Chapter 90 Highway State Aid program funded construction projects.

ARTICLE 4: Voted that the town transfer the sum of \$300,000.00 from free cash to be applied to close-out the deficit balances in the Fringe Benefits Accounts for Fiscal Year 2018.

ARTICLE 5: Voted that the Town postpone action on Article 5 of The May 14, 2018 Special Town Meeting Warrant. **POSTPONED**

ARTICLE 6: Voted that the Town transfer the sum of \$17,932.00 from surpluses in old special article accounts and capital projects from fiscal year 2000 to 2017 to be applied to close out a number of deficit balances as follows:

ATM 5/00	West Street Playground	\$2,027.00
ATM 5/08/A.35	DPW Center Street Study	\$4,155.00
ATM 5/13	Fire Engine	- \$7,932.00
ATM 5/15/A.27	Fire Station Software	\$180.00
STM 5/16/A.2	DPW -Right of Way	- \$10,000.00
ATM 5/17/A.30	Truck/Sander	\$50.00
	A.30 Fire Engine - 3 rd yr. lease	\$42.38

	A.30 Ambulance	\$93.79
ATM 5/17A. 31	Town Hall Painting	\$11,000.00
	A. 31 Truck/Sander - 3 rd yr. lease	\$50.00
	A .31 Fire Engine - 4 th yr. lease	\$42.58
	A. 31 Fire Ambulance - 2 nd yr. lease	\$993.79

Moved and seconded to adjourn the Special Town Meeting at 8:20 p.m.

Continuation of the May 14, 2018 Annual Town Meeting

ARTICLE 9: Voted that the town postpone action on Article 9 of the May 14, 2018 Annual Town Meeting Warrant. **POSTPONED**

ARTICLE 10: Voted that the Town postpone action on Article 10 of the May 14, 2018 Annual Town Meeting Warrant. **POSTPONED**

ARTICLE 11: Voted that the Town appropriate State Chapter 90 Highway Aid Funds for engineering, construction, reconstruction and/or repairs to Town roads and bridges and authorize the Board of Selectmen, if necessary, to borrow in anticipation of the receipt of such State Aid.

ARTICLE 12: Voted that the Town authorize the Board of Public Works to enter into a contract with the Massachusetts Department of Transportation in the amount of \$699,828.00 for the construction and maintenance of public roads for the ensuing years.

ARTICLE 13: Voted that the Town appropriate \$10,000 for the Landfill Closure Enterprise Fund for inspection and testing for air quality, general maintenance, vents and mowing and that the \$10,000 be taken from the Landfill Enterprise Fund balance.

ARTICLE 14: Voted that the Town raise and appropriate and transfer from available funds the total sum of \$266,000 from the sources identified later in this motion to fund the Fiscal Year 2019 Capital Improvements program as follows.

<u>Department</u>	<u>Description</u>	<u>Amount</u>
DPW	Sander/Salter Dump Truck (#37) \$225,000 – 2nd yr of 3yr lease	\$77,000

Fire Department	Fire Engine 5 th year of lease	\$106,000
	Ambulance 3 rd year of lease	\$58,000
Hubbard Library	Rooftop HVAC	\$25,000

I further move that each item listed be voted as a separate appropriation and under the jurisdiction of the department, board or committee indicated.

I further move that said sum be raised as follows: The sum of \$58,000.00 be transferred from the Ambulance Subscription fund, the sum of \$50,000.00 be transferred from the overlay surplus fund, the sum of \$158,000.00 be transferred from free cash.

ARTICLE 15: Voted that the Town postpone action on Article 15 of the May 14, 2018 Annual Town Meeting Warrant. **POSTPONED**

ARTICLE 16: Voted that the Town transfer from free cash the sum of \$125,000.00 to be used for the Fiscal Year 2019 Reserve Fund.

ARTICLE 17: Voted that the Town transfer the sum of \$415,000.00 from Free Cash to be deposited into the Stabilization Fund.

ARTICLE 18: Voted that the Town postpone action on Article 18 of the May 14, 2018 Annual Town Meeting Warrant. **POSTPONED**

ARTICLE 19: Voted that the Town postpone action on Article 19 of the May 14, 2018 Annual Town Meeting Warrant. **POSTPONED**

Moved and seconded to dissolve the Annual Town Meeting and the Special within the Annual of May 8, 2017 at 9:08 p.m.

Proceedings Special Town Meeting June 11, 2018

ARTICLE 1: Voted that the Town authorize the Board of Selectmen to enter into and deliver the Project Scope and Budget Agreement, and any amendments thereto, between the Town of Ludlow and the Massachusetts School Building Authority for the proposed project (the "Proposed Project") at the Chapin Street Elementary School (the "Project Scope and Budget Agreement") and all other related documents, with the Chairman of the Board of Selectmen being authorized and directed to execute and deliver the Project Scope and Budget Agreement, and any amendments and all other related documents thereto, on behalf of the Town and to bind the Town to its terms and conditions.

ARTICLE 2: Voted that the Town authorize the Board of Selectmen to make final, binding decisions on behalf of the Town with respect to the Proposed Project described in the Project Scope and Budget Agreement, and any amendments thereto, including all other documents related thereto.

ARTICLE 3: Voted that the Town authorize the Board of Selectmen to enter into and deliver a Project Funding Agreement, and any amendments thereto, between the Town of Ludlow and the Massachusetts School Building Authority for the project at the Chapin Street Elementary School (the "Project Funding Agreement") and all other related documents, as such Project Funding Agreement is described in the Project Scope and Budget Agreement, with the Chairman of the Board of Selectmen being authorized and directed to execute and deliver the Project Funding Agreement, and any amendments and all other related documents thereto, on behalf of the Town and to bind the Town to its terms and conditions.

ARTICLE 4: Voted that the Town authorize the Board of Selectmen to make final, binding decisions on behalf of the Town with respect to the project described in the Project Funding Agreement, as such Project Funding Agreement is described in the Project Scope and Budget Agreement, and any amendments thereto, including all other documents related thereto.

ARTICLE 5: Voted that the Town ratify and confirm any previous actions taken by the Board of Selectmen or its Chairman, and by any other Town boards or committees, with respect to the Proposed Project, including (i) the Board of Selectmen's or its Chairman's actions taken with respect to (a) the Project Scope and Budget Agreement, and any amendments thereto, and any related documents, and (b) the feasibility study for the Chapin Street Elementary School Building Project, 766 Chapin Street, Ludlow, Massachusetts, any amendments thereto, and any related documents (the "Feasibility Study Agreement"), and (ii) other actions with respect to documents related to the Proposed Project; which actions include, without limitation, entering into and delivering the Feasibility Study Agreement.

ARTICLE 6: Voted that the town appropriate an amount of money not to exceed four million eight hundred thousand dollars (\$4,800,000) to be expended under the direction of the Town of Ludlow Radio Communications Advisory Committee for a town-wide simulcast radio communications system upgrade which will include infrastructure replacement, portables, mobiles and other associated communications equipment as outlined in the assessment report and to fund this project borrowing and further, to authorize the Treasurer, with the approval of the Board of Selectmen, to issue any bonds or notes that may be necessary for the purpose; any premium received by the Town from the sale of any bonds or notes authorized by this vote, less the costs of issuance of the

bonds or notes paid from the premium, and any accrued interest may be applied to pay project costs in accordance with Massachusetts General Laws Chapter 44, Section 20 and the amount authorized to be borrowed to pay those costs shall be reduced by the same amount applied.

Moved and seconded to dissolve the Special Town Meeting of June 11, 2018 at 7:44 p.m.

State Primary September 4, 2018

A total of 2,324 (17% of 14,121 registered voters) (Democratic, Republican, Libertarian) ballots were cast. Precinct 1 – 393; Precinct 2 – 272; Precinct 3 – 432; Precinct 4 – 394; Precinct 5 – 328; Precinct 6 – 505; the polls were open from 7:00 a.m. until 8:00 p.m.

Proceedings Special Town Meeting October 1, 2018

ARTICLE 1: Voted that the Town vote to raise and appropriate the sum of \$32,602.08 for unpaid bills and/or overexpended accounts of previous years as follows:

\$480.00	Sentry Uniform Inc. – Police Department
\$150.00	Holyoke Medical Center – Chapter 41, Sec 111F (\$50) (\$100 Board of Selectmen Board of Selectmen
\$364.83	HealthSouth Rehab Hospital of Western MA – Chapter 41, Sec 111F – Board of Selectmen
\$565.43	HealthSouth Rehab Hospital of Western MA – Chapter 41, Sec 111F – Board of Selectmen
\$121.49	Pioneer Valley Surgical Associates PC – Chapter 41, Sec 111F Board of Selectmen
\$136.83	Baystate Medical Practices – Chapter 41, Sec 111F Board of Selectmen
\$281.88	Mercy Medical Center – Chapter 41, Sec 111F Board of Selectmen
\$108.25	Mercy Medical Center – Chapter 41, Sec 111F Board of Selectmen
\$997.92	Pioneer Valley Anesthesia, LLC – Chapter 41, Sec 111F Board of Selectmen
\$12,449.46	Baystate Medical Center – Chapter 41, Sec 111F

	Board of Selectmen
\$101.49	Baystate Medical Center – Chapter 41, Sec 111F Board of Selectmen
\$410.45	SRPS – Chapter 41, Sec 111F Board of Selectmen
\$538.33	SRPS – Chapter 41, Sec 111F Board of Selectmen
\$1.26	SRPS – Chapter 41, Sec 111F Board of Selectmen
\$44.52	SRPS – Chapter 41, Sec 111F Board of Selectmen
\$2.79	SRPS – Chapter 41, Sec 111F Board of Selectmen
	• Above Invoices received after fiscal year end.
\$9.06	SRPS – Chapter 41, Sec 111F Board of Selectmen
\$25.82	SRPS – Chapter 41, Sec 111F Board of Selectmen
	• Above Invoices received at end of fiscal year. Couldn't be encumbered
\$162.32	Napa Auto Parts – Westover Golf Course
\$198.42	Napa Auto Parts – Westover Gold Course
\$15,451.53	Cooley Dickinson Health – Chapter 41, Sec. 111F Board of Selectmen
\$32,602.08	TOTAL

ARTICLE 2: Voted that the Town will vote to provide specific authority to the Police Department to enter into a Lease to own Taser Contract on behalf of the Town, the execution of which shall extend five years from the date thereof as regulated by Town of Ludlow Bylaws, Chapter II, Regulating the conduct of Town Business, SECTION 15, which authorizes the extension of contracts beyond three years when “specific” authority to do so has been given by vote of the town.

ARTICLE 3: Voted that the Town will vote to raise and/or appropriate a sum of money not to exceed \$502,000 to be used to offset the unexpected deficit to the debt service for Fiscal Year 2019 for the borrowing for the Chapin Street Elementary School and Senior Center projects.

ARTICLE 4: Voted that the Town vote to postpone action on Article 4 of the October 1, 2018 Special town Meeting Warrant.

ARTICLE 5: Voted that the Town will vote to transfer from the Ambulance Subscription Fund a sum of money not to exceed Forty Thousand Dollars (\$40,000) to purchase a Deputy Fire Chief's vehicle.

ARTICLE 6: Voted that the town vote to amend the Zoning Bylaws of the Town of Ludlow, by removing Section XI: TEMPORARY MORATORIUM ON THE SALE AND DISTRIBUTION OF RECREATIONAL MARIJUANA as printed in Article 6 of the October 1, 2018 Special Town Meeting Warrant.

ARTICLE 7: Voted that the town vote to postpone action on Article 7. **POSTPONED**

ARTICLE 8: Voted that the town vote to amend the Zoning Bylaws of the Town of Ludlow, by adding to **Section V. OVERLAY DISTRICT REGULATIONS. 5.1 BUSINESS IN THE AGRICULTURE: MODERATE DENSITY OVERLAY DISTRICT. 5.1.3 Site Design j.** as printed in Article 8 of the October 1, 2018 Special Town Meeting Warrant.

ARTICLE 9: Voted that the town vote to amend the Zoning Bylaws and Zoning Map of the Town of Ludlow, by changing from Residence A to Business A, a parcel of land owned by Francisco Leitao, located at 607 Chapin Street (Assessor's Map #16A, Parcel 99), as described in Article 9 of the October 1, 2018 Special Town Meeting Warrant.

ARTICLE 10: Voted that the town vote to amend the Zoning Bylaws and Zoning Map of the Town of Ludlow, by changing from Agriculture to Residence A, a parcel of land owned by Justin Dias and Nancy Goncalves, located at 1322 Center Street (Assessor's Map #33, Parcel 45), as described in Article 10 of the October 1, 2018 Special Town Meeting Warrant.

ARTICLE 11: Voted that the town vote to raise and appropriate the sum of one dollar (\$1.00) in order to acquire the fee simple interest and to accept as public way, Maria's Way, in accordance with the legal description as printed in Article 11 of the October 1, 2018 Special Town Meeting Warrant.

ARTICLE 12: Voted that the town vote to raise and appropriate the sum of one dollar (\$1.00) in order to acquire the fee simple interest and to accept as a public way, Sunset Ridge, in accordance with the legal description as printed in Article 12 of the October 1, 2018 Special Town Meeting Warrant.

ARTICLE 13: Voted that the town vote to raise and appropriate the sum of one dollar (\$1.00) in order to acquire the fee simple interest and to accept as public way, Turning Leaf Road, in Accordance with the legal description as printed in Article 13 of the October 1, 2018 Special Town Meeting Warrant.

ARTICLE 14: Voted that the town vote to raise and appropriate the sum of one dollar (\$1.00) in order to acquire the fee simple interest and to accept as public way, Harvest Drive, in Accordance with the legal description as printed in Article 14 of the October 1, 2018 Special Town Meeting Warrant.

ARTICLE 15: Voted that the town vote to raise and appropriate the sum of one dollar (\$1.00) in order to acquire the fee simple interest and to accept as public way, Autumn Ridge Road, in Accordance with the legal description as printed in Article 15 of the October 1, 2018 Special Town Meeting Warrant.

ARTICLE 16: Voted that the town vote to raise and appropriate a sum not to exceed \$435,000.00, said sum to be used to acquire, by purchase the parcel of real estate described in Article 16 of the October 1, 2018 Special Town Meeting Warrant for the purpose of housing the new Senior Center. This purchase is subject to satisfactory review by the Board of Selectmen of a title examination and other customary real estate due diligence with respect to the parcel of real estate being purchased and satisfactory compliance with Chapter 30B, determination of uniqueness with regard to the parcel being purchased.

ARTICLE 17: Voted that the town vote to postpone action on Article 17 of the October 1, 2018 Special Town Meeting Warrant. **POSTPONED**

Moved and seconded to dissolve the Special Town Meeting of October 1, 2018 at 8:14 p.m.

State Election November 6, 2018

A total of 8,192 (57% of 14,302 registered voters) ballots were cast. Precinct 1 – 1,447; Precinct 2 – 957; Precinct 3 – 1,610; Precinct 4 – 1,408; Precinct 5 – 1,108; Precinct 6 – 1,662; For a total of 8,192 ballots were cast. The polls were open from 7:00 a.m. until 8:00 p.m.

Vital Statistics **Notes Incomplete

Deaths ** Births** Marriages**

	2013	2014	2015	2016	2017	2018
Deaths	196	208	211	215	219	218
Births	137	141	126	133	128	144
Marriages	132	141	131	106	120	111

Receipts

Coloring Books	\$12.00	Burial Permits	\$740.00	Business Certificates	\$1,545.00
Maps, Street List, By-Laws	\$846.00	Gas/Oil Storage Permits	\$1,395.00	Marriage Intentions	\$1,830.00
Other Revenues Miscellaneous	\$238.55	Parking Violations	\$1,110.00	Vitals Statistics	\$27,050.00

Neut/Spayed Dogs	\$19,200.00	Raffle Permits	\$60.00	Sales of Bicentennial Items	\$177.00
Not Neut/Spayed	\$3,620.00	Late Fee Dogs	\$580.00	Dog Boarding	\$230.00
Stray Dog	\$210.00	Kennel	\$1,630.00		
TOTAL	\$60,473.55				

I would like to express my sincere gratitude to the residents of the Town of Ludlow for electing me as Town Clerk. I wish to thank my office staff for their continued dedication to the town and their assistance to me. I would like to extend a thank you to the Board of Registrars and to the Town's election workers whose diligence in their duties makes the election process a smooth and enjoyable one. It is my honor and a pleasure to work beside all of you.

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

EDUCATION

SUPERINTENDENT OF SCHOOLS

FY2018 budget approved at the annual Town Meeting: \$31,142,055.00

Student Enrollment:

PreK-12 ~ 2,594

High School (9-12) 890 including 58 "school choice" students

Middle School (6-8) 610 including 19 "school choice" students

Veterans Park Elementary (4-5) 372 including "0" "school choice" students

Chapin Elementary (2-3) 330 including 18 "school choice" students

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

School Committee Changes

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

Personnel Changes

On or before the end of the 2018-2019 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: Lorraine Boucher, Brian Bylicki, Elizabeth Charpentier, Manuel Chaves, Elaine Conway, Donna Katz, Margaret Leits, Katherine Lynch, Deborah Miele, Eileen Nacsin, Barbara Piela, Helder Pires, Terry Shotland, Nancy Swol, Lisa Teixeira, Kathleen Williamson, Jack Ziemba, Stephen Ziemba.

The following faculty were employed in August 2018: Chapin Street Elementary School: Kimberlee Borges, Kaitlin Greener; District: Kevin Ferrabelo, Lauralee Sampere-Gagnon; East Street Elementary School: Krystal Cortinhas-Rego, Maren Farrell, Sarah Fenton, Jacqueline Flamand, Kylin Randall, Dessire Vitorino, Rebecca Wolanczyk; Paul R. Baird Middle School: Andrew Allen, David Galvin, Melissa Jorge, Maureen Tonelli, Nicole Vezina; Ludlow High School: Eric Nacsin, Michael Sittard

Staff Recognition 2018

Mark Augusto, Cory Carr, Arlene Desforjes, Ann (Antigone) Fiske, Darlene Graham, Doreen Kimball, Lisa McCullough, Frank Murray, Robin Robitaille, Arminda Aguilar, Deborah Casagrande and Martin Fanning

Pioneer Valley Excellence in Teaching Award Recipients

Brian Walsh, Ludlow High School; Nicole Sousa, Veterans Park Elementary School, Krystal Foley, Chapin Street Elementary School and Arminda Aguilar, East Street Elementary School

Pioneer Valley Excellence in Teaching Award Nominees

Brian Bylicki, Ludlow High School; Christina Dionne, Ludlow High School; Angelique Early, Ludlow High School; Krysten Langone, Ludlow High School; Michelle Masse, Ludlow High School; Jennifer McGrath, Ludlow High School; Heather Pighetti, Ludlow High School; Christopher Rea, Ludlow High School; Karen Roy, Ludlow High School; Carlee Santianello, Ludlow High School; Tesha Ward, Ludlow High School, Kimberly Keeton, Paul R. Baird Middle School; Brian Mackintosh, Paul R. Baird Middle School; Alyssa Pehowic, Paul R.

Baird Middle School; Tina Russo, Paul R. Baird Middle School; Kaitlin Cookish, Veterans Park School; Carrie Joseph, Chapin Street Elementary School; Katherine Lynch, East Street Elementary School; Donna Queiros, East Street Elementary School

Respectfully Submitted,
Todd H. Gazda,
Superintendent of Schools

SPECIAL EDUCATION DEPARTMENT

During the 2017–2018 school year, the Special Education Department continued to provide a variety of programs to address the needs of students with disabilities in the school district and who were receiving special education services per the student's Individualized Education Program (IEP). Special Education services were provided from PreK through 12th grade and post-secondary for our 18-22 year old students. The Special Education Department provided inclusion, pull out and substantially separate programming in each school. The goal of the Special Education staff was to ensure that each student was educated in the least restrictive environment (LRE), in order for each student to receive a free, appropriate, public education (FAPE).

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

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

During the 2017-2018 school year, we continued with our 2 full day preschool classrooms, for typical peers and for students with disabilities. We also had 3 other preschool classrooms that ran half day programs for students with disabilities and students who are peers. During this year in February 2018, we added another intensive program called the Intensive Learning Program to meet the needs of new preschoolers who turned 3 years

old and had significant global delays and/or autism. Depending on the level of student need, some students attended half day programming, while others attended full day programming.

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

The Special Education Department also provided several related services to students such as: speech and language therapy, occupational therapy, physical therapy, adaptive physical therapy and counseling. During 2017–2018, our 3 licensed social workers continued to provide the daily therapeutic consultation and supports that were needed and required by students' IEPs. One social worker was assigned to the 2 elementary schools, one was at Baird and the other was at Ludlow High School.

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

During the 2017-2018 school year, our Board-Certified Behavior Analyst (BCBA) continued to work with our students with autism in our PreK Intensive Autism Program, our Grades K-2 Intensive Autism Program and our Grades 3-5 Intensive Autism Program, as well as with the increasing number of children with autism that are in our schools. Due to the increase in student needs, we hired a second BCBA in February 2018. Due to the increase of students in our PreK Intensive Autism Program and the PreK Intensive Learning Program, our veteran BCBA supported and worked with the PreK programs exclusively. The newly hired BCBA was given the following caseload: Grades K-2 and Grades 3-5 Intensive Autism Programs and the other students in the district with autism that needed BCBA support.

Our full time Teacher of the Visually Impaired took a job in another district closer to her home. We were unable to hire a new TVI and instead found a TVI who provided contracted services to our visually impaired students in district. Our full time Teacher of the Deaf continued to provide services to our deaf/hearing impaired students. We also contracted with Willie Ross School for the Deaf to provide support with the FM Systems that were used by our hearing-impaired students and we contracted with Clarke School for the Deaf to provide us with maintenance services for our deaf students with cochlear implants that require specialized FM management.

Our Extended Year Program - EYP (summer school for special education students) continued to run for 4 and/or 5 weeks, Monday-Thursday, from 9:00 am to 12:00 pm during July and August. The 5-week program was for our students with more intensive needs.

During 2017-2018, the Special Education Department offered to provide speech and language therapy and/or other special education services to Ludlow students that have IEPs and attended St. John the Baptist School or were students that were homeschooled. Two families took advantage of the services during this school year.

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

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

INFORMATION TECHNOLOGY DEPARTMENT

“Two roads diverged in a wood, and I -- I took the one less traveled by, and that has made all the difference.” – Robert Frost

The IT Department is undergoing a transformation from a response-based support organization to a full-scale service-oriented IT organization. From a Technology perspective it is a little like taking the path less traveled. This approach is a bit out-of-the-box however it has made all the difference for our end users.

I could not be prouder of what the IT team has accomplished working together this past year. Our goal in the year ahead is to continue on our journey of becoming true strategic partners with our district community. We need to stay vigilant and focused, and while we keep our eye on the road ahead, we need to remember to enjoy the ride.

Secondly, as a service organization, we know it is important to engage with students, faculty and staff to better understand what they need to be successful because their success is our success.

The information Technology department consists of four full time and one part time team member. This report highlights several completed projects and plans put together by our team.

It is anticipated the Technology Team will meet quarterly to discuss progress and tweak plans based on needs and financial capabilities of our District each year. We recognize that IT organizations themselves are being transformed by advances in technology and financial constraints. It is important to understand that funding challenges don't necessarily mean we should do less because we have less, but rather they provide an opportunity to innovate and to do more with less because, honestly, it's the right thing to do.

We currently support over 900 desktop computers, 16 servers, 28 network switches and 2600+ chrome books for school year 2018 - 2019. Along with the hardware we also support almost 2700 students and over 450 staff in their use of district computers, network access and online learning resources.

Every transition involves change. Change is about movement, a force of its own. As a team, we've identified how we want to change, and we have seized every opportunity we have found. The ultimate goal of all of our work is to be able to provide technology support services and access to technology at Ludlow Public Schools to achieve our mission and advance teaching and learning of unsurpassed quality for our students in today's age of technology.

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

Below are some of our completed projects over the past year:

- In-House installation of new interactive display panels at LHS and East Street schools for teaching and learning.
- Implemented, configured and supported NWEA MAP Growth application system at the Middle School for 2019 testing use (grades 6-8.)
- Setup and configured a duplicate Aspen Test and Training system for staff training on new/changing system procedures and updates.
- Implementation and integration of a new Chromebook Inventory System – (Destiny Resource Manager) with our Aspen Student Information System so School Libraries can manage Chromebook inventory, billing and repair/support needs.
- In-House installation of 40 new Wi-Fi Access points across the district to improve network access and reliability including over 6000' of new Ethernet wiring installed across the district.
- Installation of a local on premise (Moodle) Learning Management system to replace a limited paid-for hosted system which is used to support online SEI Training courses.

- Setup a Chromebook insurance offering through (Seccuranty Inc.) for student families to have the option of purchasing annual insurance for Chromebooks to cover accidental damages and theft/loss.
- In-House permanent installation of a 16' motorized projector screen and projector for use on the stage in the Gym at East Street school for teaching and large group events.
- Configured and installed a new MCAS caching server and revised network model to continue improving connectivity for general use and testing.
- E-Rate submission of Category 1 Network reimbursement of 50% for Internet Services and 50% Category 2 reimbursement for a new Network Rack Enclosure, two new MCAS caching servers, 40 new wireless access points and renewal of existing wireless licenses.
- Upgraded all outdated and non-functional battery backup systems at all the schools to improve system up-time, reliability and availability during power bumps/failures.
- Upgraded district network firewall to handle increased network traffic.
- In-House installation of 50 new high definition security cameras with new updated cabling to replace three old analog systems and consolidate camera access to one system allowing on and off-site surveillance.
- Replaced in-house 22 outdated over 10 year old ceiling and wall projection systems with new wall-mounted projection systems in classrooms.
- Implemented a new district notification and alert system (K12 Alerts).
- Developed drafts of new District and School websites planned to go live over the summer of 2019.

In addition to the projects above, IT support staff have solved over 92% of our 1,180 support ticket requests last year within 48 hours.

Our Library services continue to be a major support piece of our technology initiatives. They act as our front line for student support and Chromebook management. By partnering with them based at the schools we are expanding our reach and complementing our mission through their work and engagement. Together we investigated and agreed our current inventory system was not working and by teaming

together we evaluated other systems. We moved forward and implemented a new integrated device management system this past year.

By continuing to improve our infrastructure reliability and support our staff and students effectively using and understanding the tools of today in our classrooms we can ensure our students will be prepared to thrive tomorrow.

The Ludlow Public Schools School Committee continues to support IT funding with an allocation of School Choice Funds to support district IT goals. This funding allows us to continue building upon the existing plan for our in-place one-to-one program and exploration of new online teaching tools. A full replacement cycle plan along with insurance options have been created.

District-wide, teachers continue to learn from IT staff and one another as they gather for building-based professional development. We are developing a district wide data warehouse for in-depth data analysis. This data will be shared with various departments to look for improvement areas and track changes. To compliment this, we will utilize our Test version of our Student Information System to validate and proof out improvement plans before implementing them in our Production system.

The goal is to extend real learning beyond the school day and provide standards-based experiences and data for review. Parents, students and staff are all partners together accessing the same information online. Student experiences are becoming more consistent with improved reliability and access to tools and resources, but also as technology becomes more used in a reliable atmosphere the skill set and the comfort level of all classroom teachers grows as we continue to help support, upgrade and continue onward in a 21st Century learning environment.

In addition to the above the IT Department also validates and certifies State and Federal reporting which includes:

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

Respectfully submitted,
Michael Assaf, Director of Technology

OFFICE OF CURRICULUM AND INSTRUCTION

The Office of Curriculum and Instruction oversees curriculum renewal, instructional practice, professional growth and development, grants, English language learning and assessment. In addition to these primary functions, this office is also the liaison for home school programming, and home/hospital education. This review of the 2018 calendar year highlights accomplishments, progress, and insight into each of these areas.

Curriculum

The Massachusetts Department of Elementary and Secondary Education (ESE) continually strives to make improvements and grow to reflect current knowledge and practice in education. This attention to growth results in an ongoing evolution of curriculum and instruction. In the 2018 calendar year the Ludlow Public Schools focused on elementary mathematics, elementary reading, secondary writing, PK-12 social studies, science 8-12, and Social Emotional Learning (SEL). Some areas were focused on specific, intended outcomes while other areas required a deep and thorough vetting of the curricular area.

Elementary mathematics has been a curriculum focus in Ludlow for 4 years. In 2018, the scope of work narrowed to focus upon assessment methodologies to identify areas of instructional need and how to successfully support and monitor struggling mathematicians. 28 teachers who had not yet been trained, received an intensive 4 day Add+ Vantage Mathematics Recovery (AVMR) training. Teachers using this assessment tool are better able to identify areas in the curriculum that require further instruction through focused whole group and small group lessons.

In June of 2018, K-5 elementary reading educators initiated the first steps towards selecting a reading program. Since that time, classroom teachers, grade level leaders, reading task force members and Ludlow administrators have been working in collaboration to identify evidenced based reading programs with the intention of selecting a program that best fits the needs of Ludlow students and teachers. Reading is foundational to supporting students' academic success. In researching and identifying the best perspective programs teachers are scrutinizing the Massachusetts Curriculum Frameworks as well as the 5 components of reading: phonemes, phonics, fluency, comprehension and vocabulary. This important study of curriculum and instruction will continue into the 2019 calendar year during which time the school district seeks to select a program that will substantially enhance the current reading curriculum and support consistent and intentional instruction of reading and reading skills resulting in improved student outcomes.

Collins Writing in grades 6-12 launched in March of 2018 in response to the district's desire to improve instruction and student performance in writing. Educators, utilizing the 2017 English Language Arts Curriculum Frameworks, have piloted and begun to

implement Collins Writing in grades 6-12. The focus correction areas (FCAs) allow educators to specifically target learning standards and provide clear instruction defining for students what is expected. Teachers have observed that since implementing the Collins Writing student writing is more specific and relevant when responding to an inquiry. This skill is the most prominent area of needed growth on standardized assessments K-12. As a result of implementing the Collins Writing program, curriculum and instruction is more consistent and refined yielding improved student writing.

In June of 2018 the Massachusetts Department of Elementary and Secondary Education (ESE) for the first time since 1999 reauthorized and approved new Social Studies Standards for grades PK-12. The most significant change in instructional content can be found at the middle school level with more minor changes at the elementary and high school levels. A common thread throughout all grades is the inclusion of civics and the expected application of writing and reading skills within the social studies content. In order to prepare, embrace, and implement the new standards a Social Studies Curriculum Committee was formed in 2018 and new curriculum maps are in process of being written. Educators of social studies await the final decision on when and what type of state level assessment will be forthcoming for Social Studies. It is the state's expectation that most and where possible all new learning standards in Social Studies are implemented in the 2019-2020 school year.

The Next Generation Science Standards (NGSS) have been implemented PK-7 over the past 2 calendar years. In 2018, grades 8-12 who previously had initiated the curriculum realignment process have worked to finalize their curriculum maps and align instruction to the NGSS in primary courses of studies. Future work in this curriculum area will continue in 2019 as high school educators ensure all foundational courses are appropriately mapped to NGSS standards.

Social Emotional Learning (SEL), while age old and a hallmark of quality instruction, has become a new area of curriculum with explicitly defined instructional competencies that are expected to be taught by all Massachusetts educators. In total, there are Five Core Competencies of SEL adopted by Massachusetts. These competencies are derived from the Collaborative for Academic, Social and Emotional Learning (CASTEL) The competencies are self-awareness, self-management, social awareness, relationship skills and responsible decision making. In an effort to identify how SEL and the 5 competencies are taught in all schools, the district established an SEL Task Force. Through the work of the task force, teachers and administrators have identified how SEL instruction occurs in the natural course of one's day simply by how we respond to students and how we engage with one another. Addressing this new curriculum requirement as a way in which educators respond as opposed to an additional area for instruction has resulted in positive outcomes for students.

Professional Development

Curriculum implementation and instructional practice are most successful when thoughtfully supported through professional development that mirrors the curriculum's intent, effectively addresses content and skill, and links learning to practice. The district's persistent efforts in advancing and sustaining focused professional development, from one year to the next, in core content areas and pedagogy is evidenced in this year's work. In 2018, the Ludlow Public Schools continued their efforts of professional growth in elementary mathematics, 6-12 writing, social emotional learning (SEL), English language learning, and projected based learning.

Two elementary educators completed the Math Recovery *Add+ Vantage Mathematics Champion* course of studies. This required the educators to engage in multiple mathematics education courses resulting in each teacher becoming a certified trainer of Add+ Vantage Mathematics Recovery (AVMR) for our district. These trained professionals have since applied their skills in training fellow classroom teachers in Ludlow on how to administer the AVMR assessment as well as implement focused instruction using best practices. In addition, as a result of our trainers' engagement in the Champion courses, Ludlow applied for and was awarded a mathematics grant, that to date, has exceeded \$28,000 in mathematical professional development for K-5 math teachers. As a result of this funding, almost all teachers have been trained in AVMR improving consistency in our ability to assess our elementary mathematics instruction and more effectively plan for student learning needs.

Middle and high school English language arts educators have been and continue to be engaged in Collins Writing professional development as previously noted. A review of student outcomes reflected the need for a review of curriculum and instruction in writing with particular focus on writing for a purpose, the ability to cite contextual evidence and the ability to write succinctly. Collins Writing provides consistency of instruction in grades 6-12 while also allowing teachers to focus on the areas for student growth. Teachers are utilizing 10% summaries on a regular basis and applying Focus Correction Areas (FCAs) which specifically define what skill a student should be including within their writing. Educators have found this professional development rewarding in that they have immediately seen improvement in student work based on the Collins Writing trainings.

Social Emotional Learning (SEL) has been the focus for much discussion in education in 2018. Educators welcome more students each day who experience trauma than ever before. SEL reflects our efforts in helping all students build resiliency and maintain hope not just for learning but in life. As a district, SEL has been a primary focus for professional development that is not a core curriculum area. The Ludlow Public Schools has worked with Ribas Associates in training teachers and paraprofessional on the SEL needs in the classroom and the tools necessary to support students. In addition to Ribas trainings, all Ludlow educators engaged in Playmakers 101 with Life if Good's Kids Foundation (LiGKF). LiGKF is a non-profit subsidiary of the Life is Good brand that works with schools, hospitals and business in training staff to consider their SEL capacities, foster optimism and

recognize that teaching ourselves and our students how to “play” and be joyful has a direct and scientific impact on an individual’s success. LiGKF promotes 10 superpowers that are the art, sole and science to a healthy mindset. These trainings form the foundation from which all LPS professional growth in the area of SEL has derived.

SEI Endorsement is an ESE requirement of Core Academic Teachers (CATs) who provide instruction to students’ whose first language is something other than English. As a district, we continue to offer this required course free to 12-14 Ludlow educators each semester. The course focuses on language instruction and how to support students who are learning English including things such as tiered vocabulary. While the professional knowledge gained in the course is best practice for English language learners, educators find that the language support strategies has also provided improved instruction for English speaking students who also need language support.

Project Based Learning (PBL) is an area of education that continues to be recognized as PBL connects instruction to how the learning applies to the real-world providing students with an understanding of why what they are learning is important. 28 Ludlow teachers engaged in a Project Based Learning/Quality Performance Assessment course in the 2018-2019 school year. Teachers are actively looking at how we currently assess student learning and identifying ways to engage students in PBL to support interest and retention of content knowledge.

In addition to the above noted professional development, teachers also engage in numerous self-studies throughout the school year. Through this process of self-study teachers gained knowledge of necessary changes within their field.

Grants

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

Our Educator Quality Grant, commonly known as Title IIA, is also a federal grant that supports required ESE programs such as the mentorship and induction of new teachers. Title IIA funds additional professional development opportunities for educators PK-12. In 2018, Ludlow’s Title IIA allocation was reduced commensurate with other surrounding communities. Fortunately, our reduction did not substantially impact services and staffing funded by the grant.

Title III is a new federal grant for the Ludlow Public Schools that the district’s grant office applied for through the Collaborative for Educational Services (CES). The Title III grant serves English Language (EL) Acquisition and Academic Achievement Programs for Limited English Proficient Students. Our partnership with CES is a necessity for Ludlow to receive

Title III funding as the grant requires a minimum of 100 EL students in order for a school district to be able to apply independently. Our partnership allows LPS to receive Title III allocations based on a per pupil funding formula. This results in our district being able to better financially support our ELL programs and services.

2018 was the first year of administration for the federal Title IVA Student Support and Academic Enrichment grant. The focus of this grant is to support social emotional learning (SEL) initiatives as well as technology. This funding supplemented professional development with SEL trainers such as Ribas Associates as well as the Life is Good Kids Foundation.

A Math Recovery grant was also sought by and awarded to the Ludlow Public School's grant office totaling at minimum \$28,000 in professional development. This professional development focused on K-5 mathematics assessment training for educators. Without these funds LPS would have had to expend locally allocated dollars to train a fraction of the staff we were able to via the awarded grant funds.

English Language Education

Continuing to reflect state and national trends, the 2018 school year welcomed an ever-growing number of English language (EL) learners to the Ludlow Public Schools. Given the growth within this department, the Ludlow Public Schools should be commended for two major strides in advancing our ELL program this year.

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

Also of significant import is our district's continued ability to host Sheltered English Immersion (SEI) Endorsement courses. Like the LAT process, meeting DESE expectations and acquiring authorization to be an approved vendor of SEI Endorsement required commitment from district to establish programmatic alignment with course expectations. The result of this achievement is that over 35 Ludlow educators have been provided the opportunity to take this required course, free of charge (for cost options range from \$480-\$1,000) while simultaneously maximizing teacher capacity in classroom instruction for EL students.

As a district, our English language learner population continues to be concentrated in the early elementary grade span of PK-3 optimizing our ability to influence language acquisition. Thus the programmatic improvements made in 2018 will have a long-term

impact on students' experience and performance as they matriculate to the secondary level.

Assessment

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

Beyond routine classroom assessments that students engage in, students in grades 3-12 are required to participate in our state assessment. In the spring of 2018, Ludlow students, in grades 3-8, participated in *MCAS 2.0*, an online assessment. Spring 2018 assessment data from *MCAS 2.0* online continues to be limited in its reliability as it is only the second year for this assessment. Generalized observations can be made about overall student performance relative to state standards. High school students, primarily students in grades 9 and 10, engaged in the *Legacy MCAS* assessment for the last time in 2018. Student performance in 2018 continues to be high and consistent with past performances. Ludlow Senior High School continues to be a Level 1 school. In 2019 all high school students will be assessed and meet graduation requirements via the new *MCAS 2.0* assessment.

Home Schooling and Home/Hospital Tutorial

The Office of Curriculum and Instruction also oversees the home school requests and programming as well as tutorial required for students who are home or hospital bound due to severe illness. In the 2018 school year 23 school aged children, who reside in the Town of Ludlow, were home schooled. Annual updates and requests to continue home schooling are also maintained by this office.

Ludlow students in need of home or hospital bound educational services were provided to 4 of our students. This temporary service is initiated in accordance with Massachusetts General Law after a student has had 14 or more absences as a result of an illness so documented by a treating physician.

The Office of Curriculum and Instruction's highlights, contained in this overview of the 2018 calendar year, indicate the continued growth and success of students, staff, our office, and the Ludlow Public Schools. We resolve to be ever faithful to supporting our staff in being the best that they can be. And as always, we will continue to evolve and improve our work to benefit our students of Ludlow and their families.

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

LUDLOW HIGH SCHOOL

The calendar year of 2018 at Ludlow High School was very busy and very successful. Approximately 88% of the senior class entered higher education; 4% to the military, 5% entering the workforce and 3% undecided. There were 208 students in the graduating Class of 2018. The SAT data for the Class of 2018 was higher than national averages and state averages. Sixty 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 meeting targets 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, Environmental Science US History and Computer Science. Teachers have received extensive professional development to enrich student learning in these classes and promote success. Students have been supported by the grant by receiving extra help on Saturday Study Sessions to support them in passing the AP exam. LHS saw a 28% increase in qualifying AP scores; from 32 in 2012 to 101 in 2018 scoring 3, 4, or 5.

Ludlow High School in 2018 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 for the second year in a row, the Josh Desforges fitness challenge, Coats for Kids, Penny Wars for the Food Shelter, Suicide/Depression Awareness, Drug Prevention Awareness, as well as becoming involved in smaller charitable ventures. The high school's instrumental music students and vocal music students were very busy performing and providing entertainment at local functions along with many qualifying for District State Competitions. All of these activities support the high school's mission to help all students reach their fullest potential.

Respectfully submitted,
Lisa Nemeth, Principal

PAUL R. BAIRD MIDDLE SCHOOL

As a result of the continued hard work and dedication of our staff, parents, and community partners, Paul R. Baird Middle School students participate in a variety of learning opportunities as members of a supportive and welcoming learning community. Currently, our enrollment stands at 611 students: 211 in Grade 6; 191 in Grade 7; and 209 in Grade 8. We currently have 25 students from surrounding municipalities through the school choice program.

A priority for the 2018 school year is to implement student centered strategies to creatively engage all learners through lessons that foster the acquisition of content knowledge while supporting social emotional learning opportunities. We have embraced our vision for this year of “I CAN...” Monthly topics such as “I Can Belong” have been incorporated into our class meetings. Strategies have been implemented to promote social emotional learning. We have added flexible seating in many classrooms, as well as collaborative working spaces throughout the building to provide students a learning environment that promotes social emotional learning.

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

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

Our core curriculum instruction (English Language Arts, Mathematics, Science, and Social Studies) is delivered by dedicated, qualified teachers in distinct grade-level teams. Additionally, our “Specials” support the development of a wide range of skills and knowledge for students. World Languages (French, Spanish Portuguese), Computer Technology, Robotics, STEM, Digital Arts, Health, Physical Education, Visual and Performing arts, and Music provide our students the space to explore and experience a wide-range of learning opportunities that form them into well-rounded individuals. Our afterschool clubs and activities enrich and extend our students’ learning by providing a

wide variety of opportunities: Band, Yearbook Club, Student Council, Baird CARES, Talent Show, Art Club, Fishing Club, Portuguese Club, Travel Club, Go Green Garden Club, Japanese and Korean Culture Club and Community Service Club. We believe that experiences are an essential ingredient in connecting classroom learning with real-world experiences that allow our students to develop and apply lifelong learning strategies.

We continue to partner with Ludlow Boys and Girls Club. The Club's After School Program provides extra homework help and recreational activities for our students from 2:30 p.m. to 5:30 p.m. At this time, over 48 Baird students participate in this on-site program. Additionally, Club personnel visit on a regular basis to update the Club bulletin board in the main entryway and, more importantly, to interact with our students in the cafeteria and promote Club events and activities. This partnership demonstrates our commitment to providing our students an afterschool program that supports their specific needs in a safe and familiar environment.

The 2018 calendar year includes the retirement of Terry Shotland, Kathy Williamson and Nancy Kielbasa, (teachers), Deborah Miele (paraprofessional). We thank all of them for their many years of dedication to Ludlow Public Schools and, in particular, to the Baird Community. Additionally, we are pleased to welcome the following new staff members: Andrew Allen, David Galvin, Maureen Tonelli (teachers) Joel Kibbe (building substitute), Rebecca Burke, Meghan Carlton, and Zita Boscher (paraprofessionals).

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

Respectfully submitted,
Stacy Monette, Principal

EAST STREET ELEMENTARY SCHOOL

East Street School began the school year with new teachers in Preschool, Kindergarten and Special Education. In Preschool, Kim Carver came to us half way through last school year. In August Krystal Cortinas-Rego took over for Elaine Conway who retired in June. Desiree Vitorino took over for Kathy Lynch who retired as a kindergarten teacher in June. Lizzie Vanderscoff was named our 1st grade Math Intervention teacher. Kelsey Crane transferred from Vets Park as her replacement in our inclusion classroom. Rebecca Wolancyk joined us in our kindergarten inclusion classroom as a SPED teacher. The teacher before her left to teach school in a community close to her hometown. Jacqui Flammand was hired to restart our SIP program. Maren Farrel is now our Intensive Autism teacher for our K-2 program.

East Street School has continued to expose our staff and students to social, emotional learning. Social emotional learning lends itself closely to our Fill Your Bucket and Responsive Classroom initiatives. We have joined the other school buildings in welcoming the Life Is Good Kids Foundation in challenging our staff to be the consistent positive influences in the lives of our students with trauma. Two SEL surveys have been completed by our district and building level staff. These surveys will help us develop goals to improve our SEL education in our school. Each month East Street concentrates on a positive behavior to assist our students in becoming people with grit and optimism.

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

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

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

The PTO sponsored three after school clubs in the spring. Mrs. Leslee Sharon facilitated a fitness group. A 1st grade math club was facilitated by Mrs. Donna Queiros and Mrs. Ericka Cadete. Ms. Heidi Arsenault offered a science club to our Kindergarten students.

The district is piloting two new reading programs and will choose one to be our permanent English language arts program beginning this fall.

Respectfully submitted,
Thomas Welch, Principal

CHAPIN STREET ELEMENTARY SCHOOL

Chapin Street School began the school year with 322 students and with the majority of the same faculty and staff from the previous school year. We added a new Special Education Teacher to our Team, Katie Greener.

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

Technology use is prevalent at Chapin Street School. Students use Chromebooks to write, to do research, to practice math skills, and to take on-line standardized tests in reading and math. Every classroom at the start of the year went to 1:1 Chromebooks. Each classroom is also equipped with either a Smartboard or an Elmo and projector which makes learning an engaging process through access to lessons which are visual, have sound, and are interactive. Students are learning how to use Google Presentation to create their own research and writing in order to make it visual to others, so they can present what they have learned. Students are able to view exemplars of good writing, teachers can show students how to solve math problems, and any picture or text can be viewed by a whole classroom.

This past year we focused on building a positive climate and teaching our motto of R.O.A.R. (Respect, Ownership, Attitude and Responsibility). A PBIS team continued to work hard to create a schoolwide culture of kindness and joy. We worked on the Joy of Teaching, the Joy of Learning, the Joy of Community. Each month we continue to hold Monthly Chapin Community Meetings of the entire school which focused on community building and the SEL theme and every day we encouraged daily affirmations that supported the theme being taught.

We continue to grow our Sue Pease Memorial Garden with the support of a \$5,000.00 grant from Captain Planet. With the support of Big Y and Dole Packaged Food Representatives, we were able to plant five raised beds and produce vegetables and watch them grow to fruition.

With funding from the PTO, we offered after school clubs to include Chorus, Yoga and Patriot's Pride. Our music teacher, Mrs. Meghan Provost conducted over one hundred third grade students in chorus practice with a culminating performance at Ludlow High School. Mrs. Joseph and Mrs. Thompson coordinated the Patriot's Pride Club which met regularly as well as introduced Patriotism to the whole school. Ms. Varney and Mrs.

Potter taught yoga and relaxing techniques to second grade students. All of these clubs enhanced the learning experience of our students.

Respectfully submitted,
Nikki Reed, Principal

VETERANS PARK ELEMENTARY SCHOOL

Students at Veterans Park participate in a variety of learning opportunities in our supportive community. Our theme for the year was “Teach like a pineapple” and students were reminded to “Stand tall, be sweet, be truthful and life will be fruitful”. Our current enrollment is at 368 in the fourth and fifth grade. Students and staff continue with specializing in specific content areas, allowing students to access the full curriculum yet delivered by two different teachers. Kim Ferreira was replaced by Caitlin Clemons in our Focus Inclusion classroom. Pam Gebo and Bobbi Mol retired from their positions as Special Education Teachers. Kelsey Crane and Rachel London were hired as Special Education Inclusion teachers to replace them. Karla Dos Santos replaced Maria Pereira as our school nurse after her retirement. Donna Bowman retired as the lead secretary and Sara Sullivan took her place. Carly Masse was hired as our permanent building substitute. Frank Murray also joined the Veterans Park team.

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

A district wide one to one chromebook program was started for each student. Mrs. Harris, School Adjustment Counselor began teaching Social and Emotional Learning classes to our fourth and fifth grade students. In November we had twenty-nine students bring a Veteran to our very first Veterans Day Luncheon. Guests were treated to a slideshow created by the students as well as a sit-down luncheon. Fifth grade students in our Outreach Program, led by Mrs. Jorge began different jobs throughout our building. These jobs included Office Helpers, Math Tutors as well as many others. Blizzard Bags were introduced to the students this year to replace snow days. After School Clubs continued with high enrollments and included Running Club led by Mrs. Harris and Coding Club which was led by Miss Breen. Drama Club continues to be our biggest club with Miss James and Miss Sousa directing “Peter Pan Jr.”. For the fourth time, Veterans Park School 5th grade band students competed in the Music in the Parks competition held at Six Flags New England and placed first in their division. Our FUND Run coordinated by Mrs. Jorge

was “Bark for Bryce”. We raised funds for a second grade student in our district with autism. Bryce and his family were able to receive a therapy dog because of the generous donations that were raised.

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

Students at Veterans Park have the opportunities to be creative and collaborate with one another through social interactions and the use of technology. We work to provide students with the skills and supports needed to become responsible, independent citizens in the social and digital world. The use of technology is continuously increasing at Veterans Park School. All students work through Google Drive to produce various class assignments and projects both in school and at home. All students were equipped with 1:1 Chromebooks.

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

FY19 was an Interim Valuation Year, the work was successfully completed and approved by the Department of Revenue on 11/02/2018. Values increased as a result of the revaluation by approximately 2%. The total valuation of the Town increased by 2.1%

Ludlow’s GIS website (geographical informational system) which allows taxpayers to explore their property lines online via maps and property record cards has been updated and is a great tool for the residents of the Town of Ludlow.

The Board would like to extend its sincere appreciation to Jose Alves, Assistant Assessor, Maria Fernandes, Associate Assessor and clerks Deidra Thompson and Paula Mahoney for the work they performed in order for the Department and the Board to continue to meet Department of Revenue deadlines.

FY19 also marked Beverly Barry's last year on the Board of Assessors. She spent 24 years serving on the Board and we would like to extend her our gratitude and wellbeing in her retirement. Thank you for your time and commitment.

Respectfully submitted,
Beverly Barry, Chairman

TAX RATE FIGURES

Fiscal Year	Tax Rate	Personal Property Valuation	Real Estate Valuation	Total I Valuation	Gross Amount Appropriated	Net Amount to be Raised by Taxation
2018	19.01	\$192,319,570	\$1,831,192,890	\$2,023,512,460	\$25,644,002	\$38,466,971.86
2019	19.82	\$202,830,900	\$1,875,628,250	\$2,078,459,150	\$10,391,340	\$41,195,060.35

ABATEMENTS

Fiscal Year	Real Estate		Personal Property		Senior Work-off	
2017	58	\$37,192.67	8	\$6,174.75	70	\$35,000.00
2018	55	\$3,2393.03	7	\$5,843.66	61	\$30,500.00

EXEMPTIONS

Fiscal Year	Cl.22 Vets Exemptions	Cl.37A Blind Exemptions	Cl.41C (over 70) Exemptions	Total Amount Exempted
2017	196	26	22	\$140,937.91
2018	196	27	27	\$161,968.50

MOTOR VEHICLE EXCISE

Levy Year	Number of Bills	Tax Amounts	Number of Abatements	Amounts
2017	23910	\$2,693,436.84	734	\$63,580.87
	(2016) 378	\$9,411.35	(2016) 58	\$3,732.19
			(2015) 7	\$784.80
2018	24050	\$2,784,526.47	736	\$57,563.63
	(2017) 448	\$15,468.59	(2017) 65	\$4,145.20
	(2016) 1	\$30.00	(2016) 17	\$1,384.27
			(2015) 7	\$688.75

MISCELLANEOUS

Deeds		Building Permits/Inspections	
2017	534	2017	764
2018	477	2018	696

Assessors' Office

FINANCE COMMITTEE

The primary duties of the Finance Committee are to advise and make recommendations to Town Meeting on the annual operating budget and other financial matters. We are responsible for submitting our recommendations on the Annual Budget to Town Meeting and provide recommendations on all articles coming before Town Meeting. We are involved in the budget preparation which involves the development of the budget while following Town-wide budgetary guidelines. During the year, our statutory responsibility is managing the Town's Reserve Fund and authorizing transfers from the fund to town departments for unforeseen or emergency needs. We take our responsibility as custodian over these funds seriously and ensure that any emergency transfers meet an appropriate standard and do not circumvent Town Meeting action.

Over the past few years, the Finance Committee, in conjunction with the Board of Selectmen, has been improving our budget development process to ensure that we make better informed decisions while understanding the impact of funding decisions on the taxpayer. We are examining our needs with attention paid to key financial indicators including projecting the tax impact of spending at certain levels within the year. Forecasting our tax impact has been a substantial planning tool that has improved the decision-making process and provided necessary context around the ability to afford spending in certain areas. The establishment of the Selectman's Budget subcommittee has brought together key stakeholders, including representation from department heads, in the budget development process. It has helped start the development process earlier in the year and provide additional time for conversations about department requests thus building a better proposed budget for the Finance Committee to begin its work examining department requests. The Finance Committee has been committed to core values of affordability and sustainability, maximizing efficiencies wherever possible, transparency in our process, and preserving healthy levels of savings in the Town's "rainy day fund" or Stabilization fund. Holding these core values in mind through each and every decision we make on the Town's spending has resulted in improving our financial position as a community. We will continue to strive to strengthen that position even further through our shared commitment to these values.

Our expenses continue to grow and the resulting pressure created on our tax revenue is not a new phenomenon in municipal finance. However, as a community we must continuously examine our key cost drivers and employ strategies to control costs or create predictable increases that we can affordably plan around. While we have made significant strides to improve our budget process and stabilize our financial position, our committee is committed to continue to strengthen our position and set out a roadmap for the long-term financial stability of our community. To that end, we are thankful to have extraordinary partners in the Town's management team to collaborate with on every aspect of our duties. Our community is fortunate to have a staff of department heads and financial management professionals who are committed to managing the expansive town services offered to residents and who are dedicated stewards of the taxpayer's resources.

Thank you for the opportunity to serve our community and we look forward to the work ahead!

Respectfully submitted,
Eric A. Gregoire, Chairman

Members:

Kim Downing, Vice Chair
Beverly Tokarz, Secretary
Susanne Boyea
Raymond Yando

Anthony Alves
Richard Moskal
Joan Cavallo
Heidi Fogg

LUDLOW
SRF ACTIVITY SCHEDULE

FUND	Description	Balance 6/30/2017	Federal	State	Other	Total Revenue	Transfer In	Personal Services	Operating Expend	Capital Expend	Total Expended	Transfers Out	Net Change	Balance 6/30/18
TOWN ACCOUNTS														
2101	DPW - PURPLE BAGS - (\$26,000)	\$ 46,770.59	\$ -	\$ -	\$ 84,000.00	\$ 84,000.00	\$ -	\$ -	\$ 18,386.86	\$ -	\$ 18,386.86	\$ 86,383.73	\$ (20,770.59)	\$ 26,000.00
2102	BOH SEWAGE DISPOSAL FEES - (\$24,000)	\$ 11,414.00	\$ -	\$ -	\$ 18,145.00	\$ 18,145.00	\$ -	\$ -	\$ 8,785.00	\$ -	\$ 8,785.00	\$ -	\$ 9,360.00	\$ 20,774.00
2103	BOH VACCINE FEES - (\$20,000)	\$ 20,216.73	\$ -	\$ -	\$ 5,143.74	\$ 5,143.74	\$ -	\$ -	\$ 4,089.08	\$ -	\$ 4,089.08	\$ 1,271.39	\$ (216.73)	\$ 20,000.00
2104	CC WETLAND FEES - (\$80,000)	\$ 80,482.50	\$ -	\$ -	\$ 450.00	\$ 450.00	\$ -	\$ -	\$ 725.00	\$ -	\$ 725.00	\$ 207.50	\$ (482.50)	\$ 80,000.00
2105	CC CONSULTING FEES - (\$50,000)	\$ 4,711.98	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,711.98
2106	INSURANCE UNDER 20K	\$ 18,338.50	\$ -	\$ -	\$ 52,531.31	\$ 52,531.31	\$ -	\$ -	\$ 47,108.47	\$ -	\$ 47,108.47	\$ 16,571.50	\$ (11,148.66)	\$ 7,189.84
2108	SALE OF CEMETERY LOTS	\$ 121,123.16	\$ -	\$ -	\$ 10,125.00	\$ 10,125.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (10,125.00)	\$ 131,248.16
2109	SALE OF REAL ESTATE	\$ 132,068.75	\$ -	\$ -	\$ (34,817.80)	\$ (34,817.80)	\$ -	\$ -	\$ 12,329.56	\$ -	\$ 12,329.56	\$ -	\$ (47,147.36)	\$ 84,921.39
2111	ARTS LOTTERY COUNCIL	\$ 10,134.05	\$ -	\$ 9,700.00	\$ -	\$ 9,700.00	\$ -	\$ -	\$ 10,949.14	\$ -	\$ 10,949.14	\$ -	\$ (1,249.14)	\$ 8,884.91
2112	CABLE TV - (RRFA)	\$ 683,892.85	\$ -	\$ -	\$ 281,024.84	\$ 281,024.84	\$ -	\$ 156,757.16	\$ 27,459.97	\$ 43,181.67	\$ 27,459.97	\$ -	\$ 53,626.04	\$ 737,518.89
2113	CLERK - DOG LICENSES - (\$5,000)	\$ 2,870.00	\$ -	\$ -	\$ 8,655.00	\$ 8,655.00	\$ -	\$ -	\$ 525.00	\$ -	\$ 525.00	\$ 6,525.00	\$ 2,130.00	\$ 5,000.00
2114	AMBULANCE SUBSCRIPTION FUND	\$ 181,132.77	\$ -	\$ -	\$ 87,280.00	\$ 87,280.00	\$ -	\$ -	\$ 688.60	\$ -	\$ 688.60	\$ 58,000.00	\$ 28,755.00	\$ 209,887.77
2115	BOH - CPR/FIRST AID TRAINING - (\$5,000)	\$ -	\$ -	\$ -	\$ 1,515.00	\$ 1,515.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 826.40	\$ 826.40
2116	OFF DUTY POLICE DETAIL	\$ (7,836.43)	\$ -	\$ -	\$ 416,642.07	\$ 416,642.07	\$ -	\$ 441,922.47	\$ -	\$ -	\$ 441,922.47	\$ -	\$ (25,280.40)	\$ (33,116.83)
	Total Funds 21XX	\$ 1,305,319.45	\$ -	\$ 9,700.00	\$ 930,694.16	\$ 940,394.16	\$ -	\$ 598,679.63	\$ 131,046.68	\$ 43,181.67	\$ 772,907.98	\$ 169,959.12	\$ (1,472.94)	\$ 1,303,846.51
2301	BOS - STEVE MCDANIEL DONATIONS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2302	FD - AMBULANCE DONATIONS	\$ 28,145.14	\$ -	\$ -	\$ 620.00	\$ 620.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 620.00	\$ 28,765.14
2303	BOS - UNDERGROUND TANKS	\$ 5,385.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,385.00
2304	CLK - STATE FUNDS FOR ELECTIONS	\$ 44.22	\$ -	\$ 1,283.53	\$ -	\$ 1,283.53	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,283.53	\$ 1,327.75
2305	LIB - STATE LIBRARY AID	\$ 8,874.33	\$ -	\$ 30,335.26	\$ -	\$ 30,335.26	\$ -	\$ -	\$ 23,984.16	\$ -	\$ 23,984.16	\$ -	\$ 6,351.10	\$ 15,225.43
2306	LIB - LIBRARY MEMORIAL FUND	\$ 6,931.41	\$ -	\$ -	\$ 4,685.64	\$ 4,685.64	\$ -	\$ -	\$ 7,049.23	\$ -	\$ 7,049.23	\$ -	\$ (2,363.59)	\$ 4,567.82
2307	LIB - SELMA MAY MEMORIAL FUND	\$ 33,139.33	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,512.83	\$ -	\$ 5,512.83	\$ -	\$ (5,512.83)	\$ 27,626.50
2308	FD - DONATIONS	\$ 19,017.62	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,017.62
2309	CC - WMCO RELIABILITY UPGRADE GRANT	\$ 33,400.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 33,400.00
2310	FD - LOCAL EMERGENCY MANAGEMENT	\$ 1,338.76	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,338.76
2311	FD - FEDERAL FEMA GRANT	\$ 270.73	\$ 46,364.00	\$ -	\$ -	\$ 46,364.00	\$ -	\$ -	\$ -	\$ 46,364.00	\$ 46,364.00	\$ -	\$ -	\$ 270.73
2312	VETS - MEMORIAL GIFTS AND DONATIONS	\$ 4,603.00	\$ -	\$ -	\$ 25.00	\$ 25.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25.00	\$ 4,628.00
2313	VETS - VETS MEMORIAL STATE GRANT	\$ (19,873.70)	\$ -	\$ -	\$ 19,873.70	\$ 19,873.70	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,873.70	\$ -
2314	VETS - VETERANS & FAMILIES ASSISTANCE FL	\$ -	\$ -	\$ 6,923.00	\$ -	\$ 6,923.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,923.00	\$ 6,923.00
2315	FD - SAFE GRANT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2316	PLAN - DOG PARK DONATIONS	\$ -	\$ -	\$ -	\$ 100.00	\$ 100.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100.00
2317	TRANSPORT NETW REVOLVING	\$ -	\$ -	\$ 774.80	\$ -	\$ 774.80	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 774.80
2330	PD - STATE COMMUNITY COMPACT GRANT	\$ 20,631.20	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,100.00	\$ -	\$ 3,100.00	\$ -	\$ (20,206.54)	\$ 424.66
2331	PD - STATE 911 INCENTIVE GRANT	\$ 177.66	\$ -	\$ 39,403.05	\$ -	\$ 39,403.05	\$ -	\$ -	\$ 5,248.40	\$ -	\$ 5,248.40	\$ -	\$ (11,945.83)	\$ (11,768.17)
2332	FD - STATE HAZMAT TRAINING GRANT	\$ 185.83	\$ -	\$ 7,247.48	\$ -	\$ 7,247.48	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (5,126.30)	\$ (4,940.47)
2333	BOS - STANTON FOUNDATION GRANT	\$ 14,400.00	\$ -	\$ -	\$ 198,180.00	\$ 198,180.00	\$ 22,020.00	\$ -	\$ -	\$ 9,120.00	\$ 9,120.00	\$ -	\$ 211,080.00	\$ 225,480.00
2334	BOS - MASSWORKS RIVERWALK GRANT	\$ (21,216.49)	\$ -	\$ 21,216.49	\$ -	\$ 21,216.49	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2335	FD - STATE EMERGENCY MGT GRANT EMPG	\$ -	\$ -	\$ 4,960.00	\$ -	\$ 4,960.00	\$ -	\$ -	\$ 4,960.00	\$ -	\$ 4,960.00	\$ -	\$ -	\$ -
2336	BOH - NURSES DONATIONS	\$ 6,185.75	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,794.48	\$ -	\$ 1,794.48	\$ -	\$ (1,794.48)	\$ 4,391.27
2337	PD - COMMUNITY POLICING DONATIONS	\$ 3,702.26	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,702.26
2338	PD - FED LAW ENFORCEMENT TRUST - SEIZUR	\$ 21,223.94	\$ -	\$ -	\$ 10,965.00	\$ 10,965.00	\$ -	\$ 1,250.00	\$ 5,596.57	\$ -	\$ 1,250.00	\$ -	\$ (1,250.00)	\$ 19,973.94
2339	PD - K-9 UNIT DONATIONS	\$ 33,884.24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,302.98	\$ -	\$ 5,302.98	\$ -	\$ 5,368.43	\$ 39,232.67
2340	PD - CORMACK PROF DEV FUND DONATION	\$ 84,582.78	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,968.60	\$ -	\$ 7,968.60	\$ -	\$ (3,302.98)	\$ 79,279.80
2341	PD - BULLETPROOF VEST GRANTS - ST/FED	\$ (8,660.01)	\$ 3,984.30	\$ -	\$ 3,984.30	\$ 3,984.30	\$ -	\$ -	\$ -	\$ 7,968.60	\$ 7,968.60	\$ -	\$ (3,984.30)	\$ (12,644.31)
2342	REC - SKATE PARK DONATIONS	\$ 3,978.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,978.00
2343	BOS - JAIL IMPACT FUNDS - STATE GRANT	\$ 74,639.79	\$ -	\$ 213.43	\$ 213.43	\$ 213.43	\$ -	\$ -	\$ 5,183.15	\$ -	\$ 5,183.15	\$ -	\$ (4,969.72)	\$ 69,670.07
2344	COA - DONATIONS	\$ 119.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 119.00
2345	COA - TITLE III FEDERAL GRANT	\$ 14.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14.00
2346	COA - OUTREACH STATE FORMULA GRANT	\$ 2,423.74	\$ -	\$ 46,071.64	\$ -	\$ 46,071.64	\$ -	\$ 14,300.00	\$ 25,956.68	\$ 5,763.52	\$ 46,020.20	\$ -	\$ 51.44	\$ 2,475.18
2347	CELEBRATE LUDLOW	\$ 5,033.29	\$ -	\$ -	\$ 13,015.19	\$ 13,015.19	\$ 3,000.00	\$ -	\$ 12,950.87	\$ -	\$ 12,950.87	\$ -	\$ 3,064.32	\$ 8,097.61
2348	BOS - SMART GROWTH ZONING GRANT - 40R	\$ 275,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,500.00	\$ -	\$ 7,500.00	\$ -	\$ (7,500.00)	\$ 267,500.00
2349	FITBIT CHALLENGE DONATION	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000.00
2350	DPW - RECYCLING DIVIDEND PROGRAM GRANT	\$ 2,194.00	\$ -	\$ 7,700.00	\$ -	\$ 7,700.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,700.00	\$ 9,894.00
	Total Funds 23XX	\$ 640,774.82	\$ 50,348.30	\$ 158,217.45	\$ 227,704.26	\$ 436,270.01	\$ 25,020.00	\$ 91,130.80	\$ 108,956.20	\$ 74,399.27	\$ 274,486.27	\$ -	\$ 186,803.74	\$ 855,250.06
SCHOOL ACCOUNTS														
	Total Fund 231	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Fund 232	\$ 8,739.70	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,739.70	\$ (8,739.70)	\$ -
	Total Fund 25	\$ 21,676.63	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,676.63	\$ (21,676.63)	\$ -
251	School Lunch Program	\$ (44,081.51)	\$ 443,203.26	\$ 15,115.06	\$ 588,388.97	\$ 1,046,707.29	\$ 53,963.05	\$ 589,653.59	\$ 417,086.95	\$ -	\$ 1,006,740.54	\$ -	\$ 93,929.80	\$ 49,848.29
	Total Fund 251	\$ (44,081.51)	\$ 443,203.26	\$ 15,115.06	\$ 588,388.97	\$ 1,046,707.29	\$ 53,963.05	\$ 589,653.59	\$ 417,086.95	\$ -	\$ 1,006,740.54	\$ -	\$ 93,929.80	\$ 49,848.29
252	School Athletic Fund	\$ 7,982.21	\$ 33,391.05	\$ -	\$ -	\$ 33,391.05	\$ 8,178.48	\$ -	\$ 42,866.04	\$ -	\$ 42,866.04	\$ 2,382.10	\$ (3,678.61)	\$ 4,303.60
252	Cheer, Swim, Fac Improv	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
252	School Athletic Fund	\$ 15,399.73	\$ -	\$ -	\$ 98,613.21	\$ 98,613.21	\$ -	\$ 5,689.26	\$ 95,651.33	\$ -	\$ 101,340.59	\$ 5,796.38	\$ (8,523.76)	\$ 6,875.97

LUDLOW
SRF ACTIVITY SCHEDULE

FUND	Description	Balance 6/30/2017	Federal	State	Other	Total Revenue	Transfer In	Personal Services	Operating Expend	Capital Expend	Total Expended	Transfers Out	Net Change	Balance 6/30/18
	Total Fund 252	\$ 23,381.94	\$ 33,391.05	\$ -	\$ 98,613.21	\$ 132,004.26	\$ 8,178.48	\$ 5,689.26	\$ 138,517.37	\$ -	\$ 144,206.63	\$ 8,178.48	\$ (12,202.37)	\$ 11,179.57
253	H.S. Book Revolving	\$ 19,881.27	-	-	-	\$ 5,111.79	\$ 8,147.80	-	-	-	-	-	\$ 13,259.59	\$ 33,140.86
253	B.M.S. Book Revolving	\$ 737.69	-	-	-	\$ 142.90	\$ 8,953.19	-	-	-	-	\$ 8,715.00	\$ 381.09	\$ 1,118.78
253	Chapin St. Book Revolving	\$ 570.38	-	-	-	\$ 120.63	\$ 236.43	-	-	-	-	-	\$ 357.06	\$ 927.44
253	East St. Book Revolving	\$ 514.87	-	-	-	\$ 199.11	\$ 386.40	-	-	-	-	-	\$ 585.51	\$ 1,100.38
253	Vet's Park Book Revolving	\$ (193.90)	-	-	-	\$ 542.60	\$ 624.06	-	-	-	-	-	\$ 1,166.66	\$ 972.76
253	District Book Revolving	\$ -	-	-	-	\$ -	\$ 1,071.69	-	-	-	-	-	\$ 1,071.69	\$ 1,071.69
	Total Fund 253	\$ 21,510.31	\$ -	\$ -	\$ 6,117.03	\$ 6,117.03	\$ 19,419.57	\$ -	\$ -	\$ -	\$ -	\$ 8,715.00	\$ 16,821.60	\$ 38,331.91
255	Adult Continuing Education	\$ 180,604.35	-	-	-	\$ 94,935.36	\$ -	\$ 62,919.65	\$ 38,847.15	-	\$ 101,766.80	\$ 38,222.67	\$ (45,054.11)	\$ 135,550.24
255	Vets Summer Enrichment	\$ -	-	-	-	\$ -	\$ 184.97	-	-	-	-	-	\$ 184.97	\$ 184.97
255	Summer Theatre	\$ -	-	-	-	\$ -	\$ 24.30	-	-	-	-	-	\$ 24.30	\$ 24.30
255	H.S. Summer Reading Program	\$ (3,684.94)	-	-	-	\$ 4,729.50	\$ 5,709.94	\$ 6,754.50	-	-	\$ 6,754.50	-	\$ 3,684.94	\$ -
	Total Fund 255	\$ 176,919.41	\$ -	\$ -	\$ 99,664.86	\$ 99,664.86	\$ 5,919.21	\$ 69,674.15	\$ 38,847.15	\$ -	\$ 108,521.30	\$ 38,222.67	\$ (41,159.90)	\$ 135,799.51
256	Early Childhood Revolving - rental	\$ 78,726.58	-	-	-	\$ 41,605.20	\$ -	-	\$ 28,690.90	-	\$ 28,690.90	\$ 3,903.79	\$ 9,010.51	\$ 87,737.09
256	Early Childhood Revolving	\$ 118,924.01	-	-	-	\$ 128,504.38	\$ -	\$ 161,237.52	\$ 3,897.41	-	\$ 161,237.52	\$ 3,897.41	\$ (35,630.55)	\$ 82,193.46
	Total Fund 256	\$ 197,550.59	\$ -	\$ -	\$ 170,109.58	\$ 170,109.58	\$ -	\$ 161,237.52	\$ 28,690.90	\$ -	\$ 189,928.42	\$ 7,801.20	\$ (27,620.04)	\$ 169,930.55
257	Student Transportation	\$ 61,807.66	-	-	-	\$ 33,742.17	\$ -	-	\$ 81,301.81	-	\$ 81,301.81	-	\$ (47,559.64)	\$ 14,248.02
	Total Fund 257	\$ 61,807.66	\$ -	\$ -	\$ 33,742.17	\$ 33,742.17	\$ -	\$ -	\$ 81,301.81	\$ -	\$ 81,301.81	\$ -	\$ (47,559.64)	\$ 14,248.02
258	School Choice Tuition Revolving	\$ 847,573.40	-	\$ 617,689.00	-	\$ 617,689.00	\$ 0.05	\$ 391,261.48	\$ 214,227.40	-	\$ 605,488.88	-	\$ 12,200.17	\$ 859,773.57
	Total Fund 258	\$ 847,573.40	\$ -	\$ 617,689.00	\$ -	\$ 617,689.00	\$ 0.05	\$ 391,261.48	\$ 214,227.40	\$ -	\$ 605,488.88	\$ -	\$ 12,200.17	\$ 859,773.57
259	Insurance Damages	\$ 4,842.95	-	-	-	\$ -	\$ -	-	-	-	-	-	\$ (4,842.95)	\$ -
	Total Fund 259	\$ 4,842.95	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (4,842.95)	\$ -
260	Dias Foundation - LHS/BMS Library	\$ 9,193.95	-	-	-	\$ -	\$ 0.30	-	\$ 4,051.35	-	\$ 4,051.35	-	\$ (4,051.05)	\$ 5,142.90
260	H.S. School Gift Account	\$ 53,596.28	-	-	-	\$ 9,584.98	\$ -	-	\$ 15,491.95	-	\$ 15,491.95	\$ 18,401.91	\$ (24,308.88)	\$ 29,287.40
260	B.M.S. School Gift Account	\$ 1,818.49	-	-	-	\$ 2,742.86	\$ 3,492.57	-	\$ 2,627.87	-	\$ 2,627.87	-	\$ 3,607.56	\$ 5,426.05
260	Chapin St. School Gift Account	\$ 2,083.33	-	-	-	\$ 1,050.13	\$ 216.42	-	\$ 340.62	-	\$ 340.62	-	\$ 925.93	\$ 3,009.26
260	East St. School Gift Account	\$ 2,709.52	-	-	-	\$ 49.46	\$ 2,021.61	-	-	-	-	-	\$ 2,071.07	\$ 4,760.59
260	Vet's Park School Gift Account	\$ 6,835.56	-	-	-	\$ -	\$ -	-	-	-	-	\$ 795.15	\$ (795.15)	\$ 6,040.41
260	Special Education Gift Account	\$ 1,429.00	-	-	-	\$ -	\$ -	-	-	-	-	\$ 400.00	\$ (400.00)	\$ 1,029.00
260	Community Scholarship	\$ 229.55	-	-	-	\$ 1,000.00	\$ 0.09	-	\$ 1,000.00	-	\$ 1,000.00	-	\$ 0.09	\$ 229.64
	Total Fund 260	\$ 77,895.68	\$ -	\$ -	\$ 14,427.43	\$ 14,427.43	\$ 5,730.99	\$ -	\$ 23,511.79	\$ -	\$ 23,511.79	\$ 19,597.06	\$ (22,950.43)	\$ 54,945.25
261	Special Ed Circuit Breaker	\$ 257,944.84	-	\$ 229,608.00	-	\$ 229,608.00	\$ -	\$ 147,079.25	\$ 110,865.59	-	\$ 257,944.84	-	\$ (28,336.84)	\$ 229,608.00
	Total Fund 261	\$ 257,944.84	\$ -	\$ 229,608.00	\$ -	\$ 229,608.00	\$ -	\$ 147,079.25	\$ 110,865.59	\$ -	\$ 257,944.84	\$ -	\$ (28,336.84)	\$ 229,608.00
	Total Fund 27	\$ 112.10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 112.10	\$ (112.10)	\$ -
272	School Health Grant FY2018	\$ -	-	\$ 80,999.60	-	\$ 80,999.60	\$ -	\$ 50,126.11	\$ 24,469.99	-	\$ 74,596.10	-	\$ 6,403.50	\$ 6,403.50
272	School Health Grant FY2017	\$ -	-	\$ (154.01)	-	\$ (154.01)	\$ 9,058.31	-	\$ 8,904.30	-	\$ 8,904.30	-	\$ -	\$ -
	Total Fund 272	\$ 17,158.53	\$ -	\$ 80,845.59	\$ -	\$ 80,845.59	\$ 17,693.78	\$ 50,126.11	\$ 33,374.29	\$ -	\$ 83,500.40	\$ 25,794.00	\$ (10,755.03)	\$ 6,403.50
273	PR Hurricane Relief	\$ -	-	\$ 8,885.00	-	\$ 8,885.00	\$ -	-	-	-	-	-	\$ 8,885.00	\$ 8,885.00
	Total Fund 273	\$ 4,879.24	\$ -	\$ 8,885.00	\$ -	\$ 8,885.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,879.24	\$ 4,005.76	\$ 8,885.00
274	STARs FY2018	\$ -	-	\$ 5,000.00	-	\$ 5,000.00	\$ -	-	\$ 5,000.00	-	\$ 5,000.00	-	\$ -	\$ -
	Total Fund 274	\$ 7,930.15	\$ -	\$ 5,000.00	\$ -	\$ 5,000.00	\$ 800.25	\$ -	\$ 5,800.25	\$ -	\$ 5,800.25	\$ 7,930.15	\$ (7,930.15)	\$ -
	Total Fund 276	\$ 75,254.83	\$ -	\$ -	\$ -	\$ -	\$ 1,354.50	\$ -	\$ -	\$ -	\$ -	\$ 76,609.33	\$ (75,254.83)	\$ -
277	Drug Free Schools FY 2018	\$ 5,465.23	\$ 3,461.00	-	-	\$ 3,461.00	\$ -	\$ 1,149.76	\$ 3,443.63	-	\$ 4,593.39	\$ 5,465.23	\$ (6,597.62)	\$ (1,132.39)
	Total Fund 277	\$ 5,465.23	\$ 3,461.00	\$ -	\$ -	\$ 3,461.00	\$ -	\$ 1,149.76	\$ 3,443.63	\$ -	\$ 4,593.39	\$ 5,465.23	\$ (6,597.62)	\$ (1,132.39)
279	Title 1 FY 2018	\$ -	\$ 219,430.00	-	-	\$ 219,430.00	\$ -	\$ 233,926.49	\$ 45,254.00	-	\$ 279,180.49	-	\$ (59,750.49)	\$ (59,750.49)
279	Title 1 FY 2017	\$ -	\$ 127,685.00	-	-	\$ 127,685.00	\$ -	\$ 61,551.00	\$ 40,115.41	-	\$ 101,666.41	\$ 37,614.04	\$ (11,595.45)	\$ (11,595.45)
279	Title 1 FY 2016	\$ -	\$ 24,365.00	-	-	\$ 24,365.00	\$ 3,402.40	\$ 9,535.72	\$ 9,535.72	-	\$ 9,535.72	\$ 16,231.18	\$ 0.50	\$ 0.50
	Total Fund 279	\$ (57,341.45)	\$ 371,480.00	\$ -	\$ -	\$ 371,480.00	\$ 65,610.91	\$ 295,477.49	\$ 94,905.13	\$ -	\$ 390,382.62	\$ 60,712.28	\$ (14,003.99)	\$ (71,345.44)
280	IDEA EC FY 2018	\$ -	\$ 32,046.00	-	-	\$ 32,046.00	\$ -	\$ 29,400.02	\$ 2,646.00	-	\$ 32,046.02	-	\$ (0.02)	\$ (0.02)

LUDLOW
SRF ACTIVITY SCHEDULE

FUND	Description	Balance 6/30/2017	Federal	State	Other	Total Revenue	Transfer In	Personal Services	Operating Expend	Capital Expend	Total Expended	Transfers Out	Net Change	Balance 6/30/18
	Total Fund 280	\$ (28,499.79)	\$ 32,046.00	\$ -	\$ -	\$ 32,046.00	\$ 28,499.79	\$ 29,400.02	\$ 2,646.00	\$ -	\$ 32,046.02	\$ -	\$ 28,499.77	\$ (0.02)
281	SPED - Trans.Assess FY2018	\$ -	\$ 585,017.00	\$ -	\$ -	\$ 585,017.00	\$ -	\$ 3,268.26	\$ 656,984.32	\$ -	\$ 660,252.58	\$ -	\$ (75,235.58)	\$ (75,235.58)
281	SPED - Trans.Assess FY2017	\$ -	\$ 171,696.00	\$ -	\$ -	\$ 171,696.00	\$ 20,518.02	\$ -	\$ 192,214.48	\$ -	\$ 192,214.48	\$ -	\$ (0.46)	\$ (0.46)
	Total Fund 281	\$ (14,565.00)	\$ 756,713.00	\$ -	\$ -	\$ 756,713.00	\$ 79,874.52	\$ 3,268.26	\$ 849,198.80	\$ -	\$ 852,467.06	\$ 44,791.50	\$ (60,671.04)	\$ (75,236.04)
282	Community Partnerships FY2018	\$ -	\$ -	\$ 62,187.00	\$ -	\$ 62,187.00	\$ -	\$ 57,990.00	\$ 34,820.97	\$ 3,011.00	\$ 95,821.97	\$ 2,176.26	\$ (35,811.23)	\$ (35,811.23)
282	Community Partnerships FY2017	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,524.86	\$ -	\$ 2,524.86	\$ -	\$ (2,524.86)	\$ (2,524.86)
282	PESP Prog - FY2018	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,044.32	\$ -	\$ 2,044.32	\$ 54.84	\$ (2,095.16)	\$ (2,095.16)
282	Family Community Grant FY2018	\$ -	\$ -	\$ 30,000.00	\$ -	\$ 30,000.00	\$ -	\$ 22,832.87	\$ 7,167.00	\$ -	\$ 29,999.87	\$ -	\$ 0.13	\$ 0.13
282	Family Community Grant FY2017	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,086.00	\$ -	\$ 2,086.00	\$ -	\$ (2,086.00)	\$ (2,086.00)
	Total Fund 282	\$ 8,204.58	\$ -	\$ 92,187.00	\$ -	\$ 92,187.00	\$ 44,014.41	\$ 80,822.87	\$ 48,643.15	\$ 3,011.00	\$ 132,477.02	\$ 48,283.64	\$ (44,559.25)	\$ (36,354.67)
283	SPED Program Improv FY 2018	\$ -	\$ 18,450.43	\$ -	\$ -	\$ 18,450.43	\$ -	\$ -	\$ 16,391.78	\$ -	\$ 16,391.78	\$ 1,744.24	\$ 314.41	\$ 314.41
	Total Fund 283	\$ (1,741.49)	\$ 18,450.43	\$ -	\$ -	\$ 18,450.43	\$ 1,741.49	\$ -	\$ 16,391.78	\$ -	\$ 16,391.78	\$ 1,744.24	\$ 2,055.90	\$ 314.41
284	Teache Quality Grant Part A FY 2018	\$ -	\$ 41,453.00	\$ -	\$ -	\$ 41,453.00	\$ -	\$ 55,263.93	\$ 6,001.00	\$ -	\$ 61,264.93	\$ -	\$ (19,811.93)	\$ (19,811.93)
284	Teache Quality Grant Part A FY 2017	\$ -	\$ 25,152.00	\$ -	\$ -	\$ 25,152.00	\$ -	\$ 9,163.89	\$ 4,924.98	\$ -	\$ 14,088.87	\$ 21,389.72	\$ (10,326.59)	\$ (10,326.59)
	Total Fund 284	\$ (6,733.49)	\$ 69,288.00	\$ -	\$ -	\$ 69,288.00	\$ 7,796.49	\$ 64,427.82	\$ 11,775.98	\$ -	\$ 76,203.80	\$ 24,285.72	\$ (23,405.03)	\$ (30,138.52)
	Total Fund 290	\$ (0.01)	\$ -	\$ -	\$ -	\$ -	\$ 0.01	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0.01	\$ -
	TOTAL SRF FUND	\$ 3,611,980.00											\$ 3,524,117.07	

Town of Ludlow
Cherry Sheet Analysis
FY 2018

ACCOUNT NUMBER	ACCOUNT NAME	Budget	Qtr End 9/30/2017	Qtr End 12/31/2017	Qtr End 3/31/2018	Qtr End 6/30/2018	YTD	OVER/(UNDER)
General Fund State Aid:								
0101145-461010	Exemptions- Vets, Blind & SS/Elderly	115,345.00	3,012.00	3,012.00	110,008.00	3,012.00	119,044.00	3,699.00
0101145-461011	State Owned Land	30,065.00	7,515.00	7,515.00	7,515.00	7,520.00	30,065.00	-
0101145-466001	State Aid Lottery	3,051,799.00	762,948.00	762,948.00	762,948.00	762,955.00	3,051,799.00	-
0101146-466700	Veterans Benefits	235,752.00	58,475.00	54,202.00	50,103.00	56,847.00	219,627.00	(16,125.00)
0101300-462000	Charter School Reimbursement	17,860.00	4,464.00	4,208.00	3,696.00	4,584.00	16,952.00	(908.00)
0101300-462001	School Chapter 70	13,642,593.00	3,410,646.00	3,410,646.00	3,410,646.00	3,410,655.00	13,642,593.00	-
0101300-462002	EDUCATION AID SCH TRNSPTN PROG	-	-	-	-	3,181.00	3,181.00	3,181.00
0101300-462004	HOMELESS TRANSPORT.	-	7,872.00	-	-	12,443.00	20,315.00	20,315.00
General Fund State Aid		17,093,414.00	4,254,932.00	4,242,531.00	4,344,916.00	4,261,197.00	17,103,576.00	10,162.00
0101145-466100	Room Occupancy Tax	120,000.00	36,539.16	39,839.15	26,735.68	28,552.97	131,666.96	11,666.96
0101145-466002	Meals Tax	240,000.00	67,600.41	80,533.67	66,968.42	60,122.40	275,224.90	35,224.90
0101145-469902	Drug Subsidy	-	5,671.96	-	-	-	5,671.96	5,671.96
Other Excise Taxes		360,000.00	109,811.53	120,372.82	93,704.10	88,675.37	412,563.82	52,563.82
2305-460000	Public Library	30,479.00	30,335.26	-	-	-	30,335.26	(143.74)
2585110-462000	School Choice	644,723.00	126,975.00	140,813.00	168,489.00	181,412.00	617,689.00	(27,034.00)
Restricted State Aid		675,202.00	157,310.26	140,813.00	168,489.00	181,412.00	648,024.26	(27,177.74)
Total Cherry Sheet Aid		18,128,616.00	4,522,053.79	4,503,716.82	4,607,109.10	4,531,284.37	18,164,164.08	35,548.08

FY	ART #	DEPARTMENT		Balance Remaining 6/30/17	2018 Articles	2018 Activity	Balance Remaining 6/30/18
SELECTMEN:							
		STREET ACCEPTANCES/LAND ACQUISITIONS	GG	\$ 647.00	\$	\$ (647.00)	\$ -
		UNSAFE BUILDINGS 5/01 - 5/06	GG	\$ 13,708.00			\$ 13,708.00
	Art #9	Master Plan	GG	\$ 8,620.00			\$ 8,620.00
	Art #35	DPW - Center Street Study	PW	\$ 4,155.00	\$	\$ (4,155.00)	\$ -
	Art #36	West St. Bridge Repair	PW	\$ 9,185.00	\$	\$ (9,185.00)	\$ -
	Art #58	DPW - Garage Repair Lift	PW	\$ 558.00	\$	\$ (558.00)	\$ -
		Town Hall Elevator	GG	\$ 29,355.00	\$	\$ (29,355.00)	\$ -
	Art #41	Harris Brook/Wade Dam Repairs	PW	\$ 15,000.00			\$ 15,000.00
		BOS Capital Reserve	GG	\$ 55,000.00	\$	\$ (55,000.00)	\$ -
	Art #23	First Meeting House (State Grant)	GG	\$ 4,677.24			\$ 4,677.24
	Art #10	Fire Dept Auto Chest Compressor	PS	\$ 2,875.15	\$	\$ (2,875.15)	\$ -
	Art #1	Unpaid bills	GG	\$ 16.51	\$	\$ (16.51)	\$ -
		DPW Ford F450 Dump truck	PW	\$ 6,105.00	\$	\$ (6,105.00)	\$ -
		LMS/BMS Security equipment	ED	\$ 1,252.40	\$	\$ (1,252.40)	\$ 0.00
		LHS tennis courts	ED	\$ 1,500.00	\$	\$ (1,500.00)	\$ -
		LHS track repairs	ED	\$ 350.00	\$	\$ (350.00)	\$ -
	Art #20	ART 20 - POLICE RADIO SYSTEM 5/10/05	PS	\$ 4,499.00	\$	\$ (4,499.00)	\$ -
		STM 10/3/05 - LAPTOP COMPUTERS - POLICE	PS	\$ 3,408.00	\$	\$ (3,408.00)	\$ -
		WEST AT ROY BRIDGE REPAIR	PW	\$ 2,846.00	\$	\$ (2,846.00)	\$ -
		CIP 5/13/02-SILVA FIELD IMPROVEMENTS	PW	\$ 50,000.00	\$	\$ (42,627.86)	\$ 7,372.14
		Electric Park storm drain STM 11/14/05	PW	\$ 23,478.00	\$	\$ (23,478.00)	\$ -
	Art #53	Art # 53 (CIP) 5/9/05 ATM - Metal Storage building	PW	\$ 15,958.00	\$	\$ (15,958.00)	\$ -
		CIP 4/12/99-WHITNEY PARK PLAYGROUND	CR	\$ 2,771.00	\$	\$ (2,771.00)	\$ 2,771.00
		CIP 5/8/00-WEST STREET PLAYGROUND	CR	\$ 2,027.00	\$	\$ (2,027.00)	\$ -
STM 5/11/2015:							
	2016 Art #27	Station Management Software - Fire Dept	PS	\$ 180.00	\$	\$ (180.00)	\$ -
STM 5/9/2016:							
	2017 Art #30	Freightliner - Truck/Sander (2nd Year of 3 Year Lease)	PW	\$ 50.00	\$	\$ (50.00)	\$ -
	2017 Art #30	Fire Engine (3rd Year of 5 Year Lease)	PS	\$ 42.58	\$	\$ (42.58)	\$ 0.00
	2017 Art #30	Ambulance (4 Year Lease)	PS	\$ 993.79	\$	\$ (993.79)	\$ 0.00
	2012 Art #16	Emergency Preparedness	GG	\$ 50,418.47	\$	\$ (12,750.01)	\$ 37,668.46
	2012 Art #17	Building Infrastructure	GG	\$ 75,093.00	\$	\$ (3,648.00)	\$ 71,445.00
ATM 5/8/2017:							
	2018 Art #14	FC used for Senior Center Professional Services	HS		\$ 20,000.00		\$ 20,000.00
	2018 Art #16	Radio Communications Advisory Committee - Raise and Appropriate	PS		\$ 40,000.00	\$ (30,106.92)	\$ 9,893.08
	2018 Art #17	50/50 Grant for First Meeting House - should be moved to cap projects fund - Raise and Appropriate (163,485) - rescinded	HS		\$ 163,485.00	\$ (163,485.00)	\$ -
	2018 Art #31	Town Hall - Painting and Scraping	GG		\$ 32,000.00	\$ (32,000.00)	\$ -
	2018 Art #31	DPW - Dump/Sander Truck - 3rd year of 3 year lease	PW		\$ 70,000.00	\$ (70,000.00)	\$ -
	2018 Art #31	DPW - Athey/Mobil Street Sweeper Rehab	PW		\$ 55,000.00	\$ (55,000.00)	\$ -
	2018 Art #31	DPW - Sander/Salter Dump Truck #37 - 1st year of 3 year lease	PW		\$ 77,000.00		\$ 77,000.00
	2018 Art #31	School - HS Wheelchair Lift	ED		\$ 35,000.00	\$ (35,000.00)	\$ -
	2018 Art #31	Comm Center - HVAC Computer Software System	HS		\$ 20,030.00	\$ (20,030.00)	\$ -
	2018 Art #31	Fire - Fire Engine - 4th year of 5 year lease	PS		\$ 106,000.00	\$ (106,000.00)	\$ -
	2018 Art #31	Fire - Ambulance - 2nd year of 4 year lease	PS		\$ 58,000.00	\$ (58,000.00)	\$ -
STM 10/2/2017:							
	2017 Art #1	Unpaid Bills - BOS \$12,478.65 (Section 111F)	GG		\$ 12,478.65		\$ 12,478.65
STM 5/14/2018:							
	2017 Art #1	Unpaid Bills - DPW \$2,441.79 (Prof Services)	PW		\$ 2,441.79	\$ (2,441.79)	\$ -
	2017 Art #1	Unpaid Bills - BOS 176.72 (Section 111F)	GG		\$ 176.72	\$ (176.72)	\$ -
ACTIVITY THROUGH JUNE 30, 2018				\$ 384,769.14	\$ 691,612.16	\$ (795,747.73)	\$ 280,633.57

Westover Golf Course
Statement of Revenue/Expenditures

Description	FY'2013 Budget	FY'2013 Actual	FY'2014 Budget	FY'2014 Actual	FY'2015 Budget	FY'2015 Actual	FY'2016 Budget	FY'2016 Actual	FY'2017 Budget	FY'2017 Actual	FY'2018 Budget	FY'2018 Actual
Revenue:												
426001 OVER/UNDER GOLF COURSE	-	-	-	(119)	-	30	-	-	-	(136)	-	(73)
426005 GOLF ROUNDS RECEIPTS	486,942	445,004	467,316	419,118	473,816	404,534	460,000	425,910	448,972	356,010	459,547	389,631
426007 DRIVING RANGE RECEIPTS	-	-	-	2,400	-	2,000	-	2,200	-	-	2,000	4,000
426010 GOLF CART RENTAL RECEIPTS	220,000	212,675	215,000	226,463	230,000	224,279	240,000	223,901	250,625	196,957	250,000	221,591
436030 GOLF CONCESSION RIGHTS	25,000	19,863	25,000	17,375	20,000	23,333	23,000	23,233	25,000	25,194	25,829	25,094
480001 INSURANCE COMPENSATION	-	-	-	5,600	-	-	-	8,310	-	-	-	-
480600 GOLF OTHER RECEIPTS	25,000	130,621	25,000	31,808	26,000	22,055	28,217	33,547	30,000	27,673	30,000	53,558
482010 INTEREST ON DEPOSITS	1,500	953	1,000	-	1,000	68	100	637	1,000	1,064	1,000	216
Total Revenue:	758,442	809,116	733,316	702,645	750,816	676,300	751,317	717,738	755,597	606,763	768,376	694,018
Expenses:												
SALARIES	296,592	275,889	327,816	306,690	336,316	318,406	309,300	328,905	313,580	287,713	315,022	331,817
GENERAL EXPENSES	338,850	340,277	328,500	313,156	336,500	315,749	366,439	320,067	381,892	347,003	362,854	279,899
TOWN INDIRECT	123,000	123,000	77,000	77,000	78,000	78,000	77,000	77,000	77,000	77,000	90,500	90,500
CAPITAL EXPENDITURES	17,244	17,244	17,244	17,245	36,497	33,409	12,251	11,913	12,251	12,337	-	-
RESERVE FUND	-	-	-	-	-	-	-	-	-	-	-	-
OVERHEAD UTILITY REPAIRS	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenses:	775,686	756,410	750,560	714,091	787,313	745,565	764,990	737,885	784,723	724,053	768,376	702,216
Operating Profit/(Loss)	(17,244)	52,706	(17,244)	(11,446)	(36,497)	(69,265)	(13,673)	(20,146)	(29,126)	(117,291)	0	(8,198)
Retained Earnings Transfer	17,244	(17,244)	17,244	-	36,497	-	13,673	-	29,126	-	-	1,472
OLD ARTICLES CLOSEOUT	-	8,730	-	-	-	-	-	-	-	-	-	-
Fund Balance Effect	-	52,706	-	(11,446)	-	(69,265)	(0)	(20,146)	0	(117,291)	0	(6,726)
Fund Balance - Petty Cash	-	200	-	200	-	200	-	200	-	200	-	200
Fund Balance - Res for Encumbrances	-	4,178	-	13,371	-	1,422	-	16,451	-	6,102	-	6,965
Fund Balance - Res for Expenditures	-	31,244	-	36,497	-	36,497	-	12,251	-	-	-	-
Fund Balance - Undesignated	-	236,065	-	210,173	-	152,857	-	141,928	-	47,237	-	39,648
Total Fund Balance	271,687	271,687	(0)	260,241	0	190,976	0	170,830	0	53,539	0	46,813
Difference	-	(0)	-	0	0	0	0	0	0	0	0	0

**TOWN OF LUDLOW
SEWER ENTERPRISE FUND (61)
REVENUE ANALYSIS
ACTUAL 6/30/2018**

ACCOUNT	REVENUE	FY2014 BUDGET	ACTUAL FY2014	FY2015 BUDGET	ACTUAL FY2015	FY2016 BUDGET	ACTUAL FY2016	FY2017 BUDGET	ACTUAL FY2017	FY2018 BUDGET	ACTUAL FY2018
User Fees:											
610410-421118	User Fees										
610410-421117	User Fees	\$ 1,452,697	\$ 1,451,191	\$ 1,405,900	\$ 1,379,408	\$ 1,199,778	\$ 1,421,850	\$ 1,217,902	\$ 1,530,848	1,286,579	1,525,651
610410-421116	User Fees	\$ 35,000	\$ 20,880	\$ 25,000	\$ 15,902	\$ 20,000	\$ 33,315	\$ 25,000	\$ 24,743	25,000	27,611
610410-421115	User Fees	\$ 60,000	\$ 78,368	\$ 60,000	\$ 79,845	\$ 70,000	\$ 70,731	\$ -	\$ -	-	-
610410-422105	Sewer Liens	\$ 30,000	\$ 30,242	\$ 30,000	\$ 15,950	\$ 25,000	\$ 34,549	\$ 25,000	\$ 59,877	60,000	68,826
610410-445045	Permits - Sewer Tie-ins	\$ 7,500	\$ 5,903	\$ 5,000	\$ 5,143	\$ 5,000	\$ 9,192	\$ 5,000	\$ 27,500	25,000	77,882
610410-417800.432010	Other	\$ 500	\$ -	\$ -	\$ (1,324)	\$ -	\$ -	\$ -	\$ 7,429	5,000	6,414
6195095-450100	Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	-
6190568-491000.493000	Sale of Bonds, Premiums	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	91,275
610410-482110	Interest Income	\$ -	\$ -	\$ -	\$ 5	\$ -	\$ 11	\$ -	\$ 15	-	4,467
	Total Revenue	\$ 1,585,697	\$ 1,586,584	\$ 1,525,900	\$ 1,494,929	\$ 1,319,778	\$ 1,569,649	\$ 1,342,902	\$ 1,650,412	1,401,579	1,802,125
61410144-51*	Salaries and Wages	\$ 151,481	\$ 149,388	\$ 133,880	\$ 136,024	\$ 141,159	\$ 136,330	\$ 141,407	\$ 143,073	143,968	145,703
61410344-52*,53*,54*,57*/61410344-											
591000.591500	General Expenses	\$ 282,546	\$ 355,575	\$ 305,545	\$ 314,549	\$ 328,719	\$ 320,810	\$ 334,475	\$ 297,129	337,944	388,427
61410644-564010	Intergovernmental - Spfd Sewer	\$ 849,670	\$ 666,393	\$ 769,475	\$ 614,101	\$ 725,900	\$ 776,136	\$ 738,020	\$ 988,996	787,667	1,082,624
611006-520000-00013	Sewer Cap Projects							\$ 26,871	\$ 26,871	423,129	126,994
611023-580000	Sewer Article - Truck								\$ -	61,500	61,315
	Total Expense	\$ 1,283,697	\$ 1,171,356	\$ 1,208,900	\$ 1,064,674	\$ 1,195,778	\$ 1,233,275	\$ 1,240,773	\$ 1,456,069	1,754,208	1,805,063
	Retained Earnings Transfer - CAP							\$ 26,871	\$ 26,871	484,629	188,309
	Net Revenue	\$ 302,000	\$ 415,228	\$ 317,000	\$ 430,255	\$ 124,000	\$ 336,374	\$ 129,000	\$ 221,213	132,000	185,371
	Indirect Charges (Not Allocated)	\$ 302,000	\$ 302,000	\$ 317,000	\$ 317,000	\$ 124,000	\$ 124,000	\$ 129,000	\$ 129,000	132,000	132,000
	Adjusted Net Revenue	\$ -	\$ 113,228	\$ -	\$ 113,255	\$ -	\$ 212,374	\$ -	\$ 92,213	-	53,371

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FY18 REVENUE BUDGET REPORTP 1
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FOR 2018 13

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
122 SELECTMEN	0	0	0	-11,018.28	.00	11,018.28	100.0%
145 TOWN TREASURER'S DEPT.	0	-4,448,121	-4,448,121	-4,965,269.91	.00	517,148.91	111.6%
146 TOWN COLLECTOR'S DEPT.	0	-44,613,860	-44,613,860	-44,070,145.34	.00	-543,715.04	98.8%
161 TOWN CLERK'S DEPT.	0	0	0	-54,690.76	.00	54,690.76	100.0%
175 PLANNING BOARD	0	0	0	-22,067.00	.00	22,067.00	100.0%
176 BOARD OF APPEALS	0	0	0	-1,050.00	.00	1,050.00	100.0%
210 POLICE DEPARTMENT	0	-35,000	-35,000	-119,370.16	.00	84,370.16	341.1%
220 FIRE DEPARTMENT	0	0	0	-4,640.00	.00	4,640.00	100.0%
241 BUILDING INSPECTOR'S DEPT.	0	-600,000	-600,000	-218,190.69	.00	-381,809.31	36.4%
244 SEALER OF WEIGHTS & MEASURES	0	0	0	-717.00	.00	717.00	100.0%
300 SCHOOL DEPARTMENT	0	-13,960,453	-13,960,453	-14,012,605.69	.00	52,152.69	100.4%
410 DEPARTMENT OF PUBLIC WORKS	0	0	0	-63,759.58	.00	63,759.58	100.0%
510 HEALTH DEPARTMENT	0	0	0	-55,908.43	.00	55,908.43	100.0%
541 COUNCIL ON AGING	0	0	0	-49,692.00	.00	49,692.00	100.0%
610 HUBBARD MEMORIAL LIBRARY	0	0	0	-7,405.87	.00	7,405.87	100.0%
630 RECREATION COMMISSION	0	-105,000	-105,000	-111,502.00	.00	6,502.00	106.2%
660 WESTOVER MUNICIPAL GOLF COURSE	0	-222,500	-222,500	-222,500.00	.00	.00	100.0%
990 TRANSFERS IN/OUT	0	0	0	-190,345.98	.00	190,345.98	100.0%
GRAND TOTAL	0	-63,984,934	-63,984,934	-64,180,878.69	.00	195,944.31	100.3%

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FOR 2018 13

	ORIGINAL APPROP	TRANFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
114 MODERATOR	518	0	518	518.00	.00	.00	100.0%
122 SELECTMEN	276,600	48,889	325,489	310,224.78	.00	15,264.40	95.3%
131 FINANCE COMMITTEE	3,171	5,000	8,171	2,993.78	.00	5,177.22	36.6%
135 TOWN ACCOUNTANT'S DEPT.	179,069	1,000	180,069	175,977.53	.00	4,091.47	97.7%
141 BOARD OF ASSESSORS DEPT.	274,861	0	274,861	270,564.94	.00	4,296.06	98.4%
145 TOWN TREASURER'S DEPT.	250,306	10,000	260,306	258,833.82	.00	1,472.18	99.4%
146 TOWN COLLECTOR'S DEPT.	248,644	140	248,784	242,899.08	.00	5,884.92	97.6%
151 TOWN COUNSEL'S DEPT.	112,300	21,966	134,266	124,319.45	.00	9,946.05	92.6%
152 HUMAN RESOURCES	106,638	0	106,638	99,241.75	.00	7,396.37	93.1%
155 INFORMATION TECHNOLOGY	323,200	1,681	324,881	300,856.69	.00	24,024.72	92.6%
161 TOWN CLERK'S DEPT.	112,647	0	112,647	111,092.08	.00	1,555.32	98.6%
162 ELECTIONS & REGISTRATIONS DEPT	104,038	-10,000	94,038	69,061.57	.00	24,976.23	73.4%
171 CONSERVATION COMMISSION	31,338	0	31,338	28,885.45	.00	2,452.55	92.2%
175 PLANNING BOARD	141,143	0	141,143	134,714.90	.00	6,428.10	95.4%
176 BOARD OF APPEALS	1,656	0	1,656	165.38	.00	1,490.62	10.0%
192 PUBLIC BUILDINGS/PROPERTIES	643,275	64,251	707,526	677,978.25	-1,240.00	30,787.76	95.6%
193 PROPERTY & LIABILITY INSURANCE	382,373	-7,000	375,373	372,355.65	.00	3,017.35	99.2%
210 POLICE DEPARTMENT	3,945,217	187,321	4,132,538	4,104,398.68	.00	28,139.49	99.3%
220 FIRE DEPARTMENT	2,638,273	53,504	2,691,777	2,617,160.17	.00	74,617.19	97.2%
231 AMBULANCE - EMT DIVISION	1,048,393	17,713	1,066,106	986,092.69	.00	80,013.31	92.5%
241 BUILDING INSPECTOR'S DEPT.	217,707	5,377	223,083	199,803.54	.00	23,279.74	89.6%
244 SEALER OF WEIGHTS & MEASURES	4,152	0	4,152	4,101.96	.00	50.04	98.8%
291 EMERGENCY MANAGEMENT	9,000	0	9,000	9,000.00	.00	.00	100.0%
292 ANIMAL CONTROL DEPT.	23,260	1,004	24,264	22,587.18	.00	1,676.61	93.1%
299 SAFETY COMMITTEE	2,355	0	2,355	2,155.00	.00	200.00	91.5%
300 SCHOOL DEPARTMENT	16,181,509	232,373	16,413,882	16,319,769.01	.00	94,112.98	99.4%
301 CENTRAL DISTRICT	0	6,214	6,214	5,056.92	.00	1,157.08	81.4%
310 HIGH SCHOOL	5,235,434	135,313	5,370,747	5,331,952.94	.00	38,794.19	99.3%
311 ATHLETICS	321,444	0	321,444	318,123.23	.00	3,320.77	99.0%
320 BAIRD MIDDLE SCHOOL	61,426	237,994	299,420	293,826.11	.00	5,594.05	98.1%
330 CHAPIN ST. ELEMENTARY SCHOOL	34,500	72,255	106,755	94,200.93	.00	12,554.36	88.2%
340 EAST ST. ELEMENTARY SCHOOL	25,764	56,144	81,908	77,727.02	.00	4,180.91	94.9%
350 VETERAN'S PARK ELEM. SCHOOL	23,985	60,499	84,484	83,741.94	.00	741.73	99.1%
360 TECHNOLOGY	484,511	40,368	524,879	500,936.41	.00	23,942.54	95.4%
370 SPECIAL EDUCATION	7,972,054	-622,023	7,350,031	7,287,689.25	.00	62,341.31	99.2%
390 TRANSITIONAL BI-LINGUAL	342,017	5,263	347,280	348,274.20	.00	-994.37	100.3%
410 DEPARTMENT OF PUBLIC WORKS	3,057,294	238,222	3,295,516	3,014,665.88	.00	280,850.21	91.5%
423 DPW - SNOW & ICE REMOVAL DIV.	236,922	46	236,968	372,209.65	.00	-135,241.68	157.1%
424 STREET & TRAFFIC LIGHTING	281,000	18,847	299,847	272,471.90	.00	27,374.67	90.9%
510 HEALTH DEPARTMENT	322,670	-25,000	297,670	256,560.61	.00	41,109.39	86.2%
541 COUNCIL ON AGING	384,104	0	384,104	397,378.66	.00	13,734.34	96.8%
543 VETERAN'S SERVICES DEPT.	475,835	-5,000	470,835	470,608.74	.00	586.72	99.8%
610 HUBBARD MEMORIAL LIBRARY	394,686	0	394,686	327,220.78	.00	67,465.64	82.9%
630 RECREATION COMMISSION							



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TOWN OF LUDLOW
FY18 EXPENSE BUDGET REPORT

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691	HISTORICAL COMMISSION	ORIGINAL APPROP	TRANSFRS/ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
691	HISTORICAL COMMISSION	1,420	0	1,420	75.00	.00	1,345.00	5.3%
701	GENERAL DEBT AND INTEREST	2,282,297	-10,000	2,272,297	2,202,105.13	.00	70,192.30	96.9%
801	GOVERNMENT ASSESSMENTS	0	724,460	724,460	784,317.92	.00	-59,857.92	108.3%
910	FRINGE BENEFITS FOR EMPLOYEES	14,501,453	305,415	14,806,868	14,748,264.39	.00	58,603.77	99.6%
990	TRANSFERS IN/OUT	0	1,673,665	1,673,665	1,673,665.25	.00	.00	100.0%
	GRAND TOTAL	64,110,973	3,545,900	67,656,874	66,685,341.60	-1,240.00	972,771.95	98.6%

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TOWN OF LUDLOW
STABILIZATION FUND ANALYSIS
JUNE 30, 2017

DATE	DESCRIPTION		ACTIVITY	ENDING BALANCE AT JUNE 30TH
6/30/2007		BEGINNING BALANCE	\$	1,897,661
6/30/2008	ATM MAY 2017	TRANSFER IN	\$ 250,000	
	FY08 INVESTMENT INCOME	\$ 98,428	\$	2,246,089
6/30/2009	ATM MAY 2009	TRANSFER OUT - TAX LEVY	\$ (500,000)	
	FY09 INVESTMENT INCOME	\$ 22,874	\$	1,768,963
6/30/2010	ATM MAY 2010	TRANSFER IN	\$ 343,000	
	FY10 INVESTMENT INCOME	\$ 31,030	\$	2,142,993
6/30/2011		FY11 INVESTMENT INCOME	\$ 22,298	2,165,291
6/30/2012	STM OCT 2011	TRANSFER OUT - SCHOOL CEILING	\$ (75,000)	
	FY12 INVESTMENT INCOME	\$ 12,936	\$	
	ATM JUN 2012	TRANSFER IN	\$ 606,000	2,709,227
6/30/2013	STM OCT 2012	TRANSFER OUT - BUILDING INFRASTRUCTURE	\$ (161,000)	
	STM OCT 2012	TRANSFER OUT - EMERG PREPAREDNESS	\$ (90,000)	
	ATM JUN 2013	TRANSFER IN	\$ 500,000	
	FY13 INVESTMENT INCOME(LOSS)	\$ (3,258)	\$	2,954,969
6/30/2014	ATM MAY 2014	TRANSFER IN	\$ 250,000	
	FY14 INVESTMENT INCOME	\$ 31,994	\$	3,236,963
6/30/2015		FY15 INVESTMENT INCOME	\$ 22,193	3,259,156
6/30/2016	STM JUN 2015	TRANSFER OUT - TAX LEVY	\$ (450,000)	
	FY16 INVESTMENT INCOME	\$ 54,913	\$	2,864,069
6/30/2017	ATM MAY 2016	TRANSFER IN	\$ 100,000	
	FY17 INVESTMENT INCOME	\$ 6,779	\$	2,970,848
6/30/2018	ATM MAY 2017	TRANSFER IN	\$ 762,710	
	STM NOV 2017	TRANSFER OUT - TAX LEVY	\$ (1,600,000)	
	FY18 INVESTMENT INCOME		\$	2,133,558

TOWN OF LUDLOW
FREE CASH ANALYSIS
FY2008-FY2017

	FY2008	FY2009	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018
DOR CERTIFICATION	\$ 2,286,384	\$ 898,228	\$ 1,295,250	\$ 984,493	\$ 679,656	\$ 2,283,970	\$ 1,996,749	\$ 1,133,119	\$ 1,569,736	\$ 1,171,659	\$ 1,038,159
PY UNPAID BILLS	\$ 5,775					\$ 2,903	\$ 1,501	\$ 2,633			\$ 177
PY DEFICITS					\$ 9,551	\$ 23,786	\$ 51,254	\$ 21,042			
CAPITAL BUDGET	\$ 238,623					\$ 351,044	\$ 473,186	\$ 30,000	\$ 179,867	\$ 170,065	\$ 158,000
RESERVE FUND	\$ 125,000			\$ 150,000	\$ 125,000	\$ 125,000	\$ 125,000		\$ 100,000	\$ 100,000	\$ 125,000
STABILIZATION FUND			\$ 343,000			\$ 500,000	\$ 15,000		\$ 100,000	\$ 762,710	\$ 415,000
OPEB TRUST FUND						\$ 50,000					
BUILDING INFRASTRUCTURE						\$ 100,000					
REDUCE TAX LEVY	\$ 1,375,000	\$ 875,000	\$ 825,000	\$ 800,000	\$ 500,000	\$ 500,000	\$ 800,000	\$ 900,000	\$ 1,100,000		
SEWER INDIRECT ADJ			\$ 20,000								
FIRST MEETING HOUSE						\$ 83,000	\$ 250,000				
EAST ST - PHASE IV	\$ 40,000										
FIREFIGHTERS GRANT - 10% MATCH							\$ 25,000				
AFL-CIO RAISES					\$ 10,866						
IBPO DISPATCHERS					\$ 2,806						
LATOS RAISES					\$ 16,119						
FIRE, AMB, LIB RAISES			\$ 67,516			\$ 90,890			\$ 25,000	\$ 118,884	
POLICE OVERTIME						\$ 90,000				\$ 20,000	
FIRE SALARIES						\$ 5,000					
POLICE DETAIL DEFICIT											
SENIOR CTR BUILDING COMMITTEE											
DEPARTMENTAL DEFICITS											\$ 325,700
TOTAL TRANSFERS OUT	\$ 1,784,398	\$ 875,000	\$ 1,255,516	\$ 950,000	\$ 664,342	\$ 1,921,623	\$ 1,740,941	\$ 953,675	\$ 1,504,867	\$ 1,171,659	\$ 1,023,877
BALANCE	\$ 501,986	\$ 23,228	\$ 39,734	\$ 34,493	\$ 15,314	\$ 362,347	\$ 255,808	\$ 179,444	\$ 64,869	\$ -	\$ 14,282
EXCESS LEVY CAPACITY	\$ 965,046	\$ 71,850	\$ 823,546	\$ 79,861	\$ 702,343	\$ 1,717,222	\$ 2,139,662	\$ 1,193,662	\$ 1,135,352	\$ 1,326,803	\$ 775,657

TOWN COLLECTOR

Real Estate & Personal Property

Real estate and personal property bills for the Town of Ludlow continue to be due on a quarterly basis: August 1st, November 1st, February 1st and May 1st. The fiscal year 2018 tax rate was set by the Board of Assessors in December of 2017. The Board of Selectmen voted to adopt a single tax rate of \$19.01 per thousand for both residential and commercial properties. The amount of \$34,916,386.48 was committed to us for collection. Over 9400 real estate bills were printed, processed and mailed by December 31st, 2017. By the end of the fiscal year, we had collected or abated approximately \$34,454,356.00 or 98% of the amount committed leaving a balance of \$462,480.48. Additionally, we received \$322,474.49 in payments for fiscal year 2017 real estate; \$71,017.64 for fiscal year 2016 and \$4,069.55 for fiscal year 2015 leaving balances of \$90,234.29, \$2,523.70 and \$0.00 respectively.

Approximately 800 personal property bills totaling \$3,658,174.48 were committed to us for collection. By the end of the fiscal year, we collected or abated \$3,644,342.70 or 99% of the amount committed to us leaving a balance of \$13,831.58. Additionally, we collected \$18,193.03 for prior years dating back to fiscal year 2013.

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

- 1) Go to: www.ludlow.ma.us
- 2) Click on: **Taxes & Sewer**
- 3) Complete each screen to process payment

If paying from a checking account a nominal fee of 25 cents will be charged. 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 \$2,796,635.86 million dollars were printed processed and mailed from the Collector's Office throughout the year. Payments of auto excise are due 30 days from the date the tax notice is mailed. 90% of the committed bills are paid by their due date. Automobile owners are advised not to ignore their bills for a \$5.00 tax bill can jump to \$70.00, loss of license and registration within two months if late notices go unanswered. According to Chapter 60A of the Massachusetts General Laws, "failure to receive a notice shall not affect the validity of the excise". Thus, a person who does not receive a bill is still liable for the tax plus interest and charges accrued. Therefore, it is important to keep the Registry and Post Office informed of your current name and address so that your tax bills can be delivered promptly. The Registry will be notified of any excise bill that remains outstanding. The Registrar then marks the individual's registration preventing the renewal of his (hers) motor vehicle registration and the owner's driver's license until such time as the Registrar is notified that full and final payment has been made to the Town of Ludlow. During fiscal year 2018 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 1987.

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

Sewer Usage Fees

The Board of Public Works, in December of 2017, set the rate of \$3.10 per 100 cubic feet of water used. Approximately 4,200 sewer usage bills totaling \$1,670,977.35 were printed, processed and mailed from the Collector's Office on December 16, 2017. By the end of June 2018, we had collected or abated \$1,578,198.42 or 94% of the amount committed to us for collection leaving a balance of \$92,778.93. Any amounts outstanding for previous years were certified to the Board of Assessors in November of 2017 and added to the owner's fiscal year 2018 real estate bills. All sewer usage accounts for fiscal year 2016 and prior years have now been collected in full as reflected by the -0- balance for those accounts. Sewer bills are due 60 days from the mailing date. Sewer payments received after their due date are assessed a \$10.00 demand plus a 10% penalty in accordance with Town Bylaws. Sewer usage bills may be paid online similar to real estate, personal property and motor vehicle excise bills.

Departmental Accounts

Each year the Collector is responsible for the collection of over 1.5 million dollars in "In Lieu of Taxes" and the following departmental accounts:

CEMETERY
TRAILER PARKS
ROLL BACK TAXES

BOARD OF HEALTH – NURSING
BOARD OF SELECTMEN

During the past fiscal year \$1,564,099.42 in additional billings were committed to us for collection by the above departments. By June 30th, 2018 we collected or abated \$1,537,379.42 or 98% of the amount committed. Effective July 1st, 2015 the Ambulance Billing has been outsourced to “COMSTAR”. The Collector’s Office is no longer responsible for the collection of these accounts.

Municipal Lien Certificates

Upon written request from attorneys, banks, mortgage companies and real estate agencies, the Collector shall furnish a certificate of all outstanding taxes and other assessments and charges which constitute a lien on a parcel of land. The Collector consults with the Board of Assessors, DPW and other departments to secure required information. In accordance with Mass General laws, a \$25.00 fee is charged for each certificate prepared. Once again, many hours were spent researching and preparing these certificates. During fiscal year 2018, we received over 500 written requests bringing in over \$14,000 of additional revenue. We ask attorneys and other agencies requesting such information to cooperate and mail their application to us as early as possible so that we can complete and return them in a timely manner. Many towns now charge a \$50.00 fee for Municipal Lien Certificates and the Town of Ludlow will look to update this fee at a future town meeting.

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

Respectfully submitted,
Fred Pereira, Town Collector

Town Collector's Report - July 1, 2017 to June 30, 2018

<u>ACCOUNT</u>	<u>COMMITTED</u>	<u>OUTSTANDING</u>	<u>REFUNDS</u>	<u>PAYMENTS</u>	<u>ABATEMENTS</u>	<u>TAX TITLES</u>	<u>BALANCE</u>
2014 real estate		2,987.01		2,987.01			0.00
2015 real estate		20,359.41		4,069.55		16,289.86	0.00
2016 real estate		143,149.46	10,299.66	71,017.64	10,299.66	69,608.12	2,523.70
2017 real estate		507,525.78	815.40	322,474.49		95,632.40	90,234.29
2018 real estate	34,916,836.48		165,817.76	34,271,672.72	222,544.31	125,956.73	462,480.48
2011 personal property		12,565.15			12,565.15		0.00
2012 personal property		0.00					0.00
2013 personal property		8,264.88		578.21			7,686.67
2014 personal property		6,132.78		240.21			5,892.57
2015 personal property		6,425.46		288.74			6,136.72
2016 personal property		6,638.50		1,454.97			5,183.53
2017 personal property		19,690.30		15,630.90			4,059.40
2018 personal property	3,658,174.48		12,794.17	3,649,293.41	5,843.66		13,831.58
							0.00
1987 motor v excise				10.00*			0.00
1988 motor v excise				16.67*			0.00
1989 motor v excise				7.50*			0.00
1990 motor v excise				7.50*			0.00
1991 motor v excise				30.00*			0.00
1992 motor v excise				30.00*			0.00
2002 motor v excise				34.89*			0.00
2004 motor v excise				49.58*			0.00
2005 motor v excise				90.31*			0.00
2006 motor v excise				132.50*			0.00
2007 motor v excise				75.00*			0.00
2008 motor v excise				151.46*			0.00
2009 motor v excise				200.00*			0.00

Town Collector's Report - July 1, 2017 to June 30, 2018

2010 motor v excise				58.75*				0.00
<u>ACCOUNT</u>	<u>COMMITTED</u>	<u>OUTSTANDING</u>	<u>REFUNDS</u>	<u>PAYMENTS</u>	<u>ABATEMENTS</u>	<u>TAX TITLES</u>	<u>BALANCE</u>	
2012 motor v excise				262.09*			0.00	
2013 motor v excise				1307.80*			0.00	
2014 motor v excise		13,823.59	234.72	3,127.94			10,930.37	
2015 motor v excise	25.00	15,460.69	289.61	4,553.91	315.83		10,905.56	
2016 motor v excise	30.00	42,437.04	1,814.49	21,843.76	1,929.57		20,508.20	
2017 motor v excise	276,024.01	157,419.29	23,603.29	375,521.62	27,433.85		54,091.12	
2018 motor v excise	2,520,556.85		11,907.99	2,338,669.76	43,157.86		150,637.22	
2012 boat excise		30.00					30.00	
2013 boat excise		10.00					10.00	
2014 boat excise		53.00					53.00	
2015 boat excise		68.00					68.00	
2016 boat excise		58.00	9.48		9.48		58.00	
2017 boat excise		116.00		68.00			48.00	
2018 boat excise	3,487.00		55.00	3,299.48	101.52		141.00	
2015 sewer usage		113.10					0.00	
CERT TO ASSESSORS					113.10*			
2016 sewer usage		96,402.20		27,610.92			0.00	
CERT TO ASSESSORS					68,791.28*			
2017 sewer usage	1,670,977.35		4,487.46	1,530,138.02	52,547.86		92,778.93	
2015 sewer usage lien		4,951.74				4,951.74	0.00	
2016 sewer usage lien		8,450.86		2,745.42		5,516.80	188.64	

Town Collector's Report - July 1, 2017 to June 30, 2018

2017 sewer usage lien		14,197.82		6,110.19		5,350.49	2,737.14
2018 sewer usage lien	77,556.00			59,970.20	165.10	4,601.86	12,818.84
<u>ACCOUNT</u>	<u>COMMITTED</u>	<u>OUTSTANDING</u>	<u>REFUNDS</u>	<u>PAYMENTS</u>	<u>ABATEMENTS</u>	<u>TAX TITLES</u>	<u>BALANCE</u>
DEPARTMENTAL ACCOUNTS							
<u>ACCOUNT</u>	<u>COMMITTED</u>	<u>OUTSTANDING</u>	<u>REFUNDS</u>	<u>PAYMENTS</u>	<u>ABATEMENTS</u>	<u>TAX TITLES</u>	<u>BALANCE</u>
AMBULANCE	0.00						0.00
Cemetery	97,150.00	21,200.00		99,700.00	2,000.00		16,650.00
Board of Health	14,465.00	1,660.00		14,745.00	10.00		1,370.00
Tidler Parks	19,728.00	8,160.00		19,188.00			8,700.00
Board of Selectmen	30,370.00	100.00		30,390.00	80.00		0.00
In Lieu of Taxes	1,401,808.45			1,401,808.45			0.00
Highway Department		0.00					0.00
Roll Back Taxes	577.97			577.97			0.00
Street Betterment		0.00					0.00
**INDICATES MONEY COLLECTED AFTER ABATED AS UNCOLLECTABLE							
		Respectfully Submitted					
		Fred Pereira					
		Town Collector					

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 the Assessors and Tax Collector's offices. The Treasurer has collected as of December 31, 2018 the total of \$301,184.66 on Tax Titles.

General Fund as of December 31, 2018

Bank	Account	Balance
TD BankNorth	Master	\$2,799,639.14
	Sewer	\$1,229,892.69
	Golf Course	\$129,454.65
	Golf Course Merchant	\$85,398.25
	Money Market	\$31,108.91
	Cafeteria	\$214,565.44
	Student Activity (HS)	\$44,252.48
	Student Activity (MS)	\$36,575.87
Citizens	Master	\$1,962,458.01
	Guaranty Deposits	\$121,796.13
Easthampton Savings	County Jail	\$74,967.13
	Water/Cops	\$241,764.09
	Money Market	\$1,780,363.92
People's Bank	Money Market	\$2,322.19
	Money Market	\$15,000.01
M.M.D.T.	Money Market	\$57,413.04
Unibank	Money Market	\$312,995.30
TOTAL		\$9,139,967.25

Payroll Distribution

Gross Payroll	\$39,750,289.91
Fica	\$532,914.19
Federal Withholding	\$3,383,775.08
State Withholding	\$1,725,321.12
Retirement	\$3,628,135.35
United Fund	\$1,432.00
Annuities	\$440,766.12
Health Insurance	\$1,658,282.05
Life Insurance	\$45,633.59

Credit Union & Banks	\$27,054,364.67
Union Dues	\$324,063.66
Deferred Compensation	\$469,175.24
Dental	\$168,365.65
Aflac	\$32,525.27
American Fidelity	\$180,390.46
Other Withholdings	\$105,145.46

Trust Funds as of December 31, 2018

All trust funds are invested and receiving maximum interest:

Citizens Stabilization Fund	\$899,115.71
Bartholomew (Comm. Financial)	\$2,439,046.64
Bartholomew (Comm. Fin. OPEB)	\$279,838.58
Morgan Stanley-Cemetery	<u>\$1,456,614.37</u>
Total	\$5,074,615.30

Health and Life Insurance

The Town of Ludlow, through the Board of Selectmen, entered into a contract with Boston Mutual Life Insurance Company for one more year and HMO Blue New England, Blue Care Elect-PPO, Managed Blue for Senior, Medex II and Dental Blue contracts were signed with effective dates running from August 1, 2018 to June 30, 2019. The following rates prevail:

Monthly Premiums			
	Town's Share	Employee's Share	Total
Network Blue			
Individual	\$584.80	\$137.18	\$721.97
2 Person	\$1169.60	\$274.35	\$1443.95
Family	\$1602.36	\$375.87	\$1978.22
Blue Care Elect-PPO			
Individual	\$715.46	\$167.83	\$883.28
2 Person	\$1430.89	\$335.64	\$1766.53
Family	\$1960.33	\$459.83	\$2420.16
Senior Plans (Effective 1/1/2018 – 12/31/2018)			
Medex III	\$199.51	\$199.51	\$399.02
Managed Blue for Seniors	\$249.29	\$58.48	\$307.77

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

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

Dental Blue			
Individual	\$12.87	\$12.88	\$25.75
Family	\$37.43	\$37.44	\$74.87

Respectfully submitted,
Elsa Barros, Treasurer

HUMAN SERVICES

BOARD OF HEALTH

The Board of Health reorganized in 2018 with Timothy J. Fontaine, Chairman; Elinor Kelliher, M.D., Secretary; and Carolyn Rogowski, Member.

On March 26th, Carolyn Rogowski was elected to serve a three (3) year term on the Board of Health.

On September 12th, Timothy J. Fontaine resigned from his position on the Board of Health. Adrienne DeSantis was appointed by the Board of Selectmen on November 21st to fill the vacancy.

On December 11th, Board Members approved new Tobacco Regulations. One of the key components was raising the age for purchasing Tobacco to 21. These were signed and went into effect on December 30th.

On July 1st, Michael C. Pietras, P.E. was reappointed as the On-Site Sewage Disposal Inspector. Mr. Pietras witnessed thirty-four (34) percolation tests, reviewed twenty-eight (28) septic system plans and conducted thirty-four (34) final inspections of septic systems when installed. John Kopinsky, P.E. was reappointed as the Alternate On-Site Sewage Disposal Inspector. Mr. Kopinsky witnessed three (3) percolation test, reviewed five (5) septic system plans and conducted four (4) final inspections of septic systems when installed.

Sub-surface disposal system permits for new construction issued in 2018 totaled seven (7). Repairs to existing systems totaled forty-two (42).

Two (2) Beaver permits were issued in our Town to remove beavers from where dams were built.

Animal Inspector Sheila Andre responded to ten (10) dog bites and one (1) cat bite.

During 2018, our Health Inspectors responded to and investigated twenty-five (25) citizen complaints concerning housing violations, debris, rodents, chickens, etc. Eighty (80) food establishment and nineteen (19) Tobacco establishment inspections were carried out in 2018.

The Board was awarded to receive a summer intern from the Massachusetts Department of Public Health. Faith English coordinated a Narcan education and dispensing event for the Ludlow Cares "Walk to Remember".

MONEY COLLECTED BY THE BOARD OF HEALTH IN 2018	
Nursing Services	\$13,700.00
Clinic Pedicures	\$9,480.00
Senior Center Pedicures	\$3,030.00
Immunizations	\$1,110.00
Sharps Containers	\$372.00
Sharps Containers Disposal	\$480.00
2018 Flu Clinic Reimbursement	\$1,930.95
2018 TB Clinic Reimbursement	\$188.22
CPR	\$1,577.00
HAP Inspections	\$80.00
Trailer Park Assessments	\$19,608.00
Body Art Establishment Permit	\$1,000.00
Body Art Practitioner Permits	\$150.00
Food Service Licenses	\$5,040.00
Retail Food Permits	\$5,100.00
Trailer Park Licenses	\$270.00
Mobile Food Server Permits	\$1,350.00
Bakery Licenses	\$720.00
Smokehouse Licenses	\$270.00
Piggery Licenses	\$60.00
Frozen Dessert Licenses	\$420.00
Funeral Director Licenses	\$360.00
Non-Alcoholic Beverage License	\$37.50
Milk & Cream Licenses	\$900.00
Tobacco Permits	\$4,000.00
Removal of Garbage Permits	\$270.00
Dumpster Permits	\$2,300.00

Well Construction Permits	\$825.00
Disposal Works Construction Permits	\$2,400.00
Septic Tank Repair Permits	\$2,175.00
Septic Installer's Permits	\$2,500.00
Septic Tank Pumping Licenses	\$800.00
Permit/License Late Fees	\$600.00
Percolation Test Fees	\$10,865.00
Septic Plan Fees	\$2,700.00
Septic Inspection Fees	\$3,900.00
Photocopies	\$18.80
TOTAL	\$100,587.47

Respectfully submitted,
Elinor Kelliher, M.D., Chairman

BOARD OF HEALTH – PUBLIC HEALTH NURSES

Director of Nurses: Cheryl Messer, BSN, RN, NHDP-BC
Staff Part Time: Marianne Moura, BSN, RN
Staff Full Time: Angela Kramer, RN, MS
Staff Full Time: Sandra Table, BSN, RN

The Ludlow Nurses continue to do home visits to assist residents with pedicures, manage medication, provide wound care, administer injections or do vital signs and medical assessments, which we then report to their physician. A physician's order is required before the nurse can visit the client.

In 2018, a total of four thousand eighty-eight (4,088) client services/visits were made to our residents by the Board of Health Nurses - including one thousand two hundred forty-nine (1,249) client home visits and pedicures, of which, forty-one (41) were new clients.

Our hours are Monday through Friday 8:00 am to 4:00 pm. We are closed Holidays and Weekends. Our service extends to all of our Ludlow residents regardless of age or mobility status.

The Public Health Nurses are active with the following clinics. There were nine hundred twenty-seven (927) pedicures at the Board of Health afternoon pedicure clinic, two hundred and ninety-three (293) at the Senior Center Tuesday pedicure clinic and two hundred seventy-five (275) home visits were at the Keystone Commons (Keystone: total of seventy-seven (77) clients). Thirty-eight (38) B12 injections were given and one (1) ProLia injection was administered. Blood pressure clinics were held on Tuesday

afternoons at the Senior Center, the first Wednesday of each month at Wilson Housing Authority, and each afternoon (1:00 pm to 3:30 pm) at the Board of Health clinic.

TB skin testing and administration of State regulated vaccines are also available at the Board of Health. Vaccine for Children (VFC) is a division of the Massachusetts Department of Public Health Immunization Program and provides children through eighteen (18) years of age with State supplied vaccine. Currently the only State supplied vaccines are Varicella (chickenpox), MMR (measles, mumps, rubella), Pneumovax 23 (pneumonia), Tdap (Adacel) and Td (tetanus). These vaccines are usually given to children transferring into the Ludlow School System. Children are evaluated for their insurance coverage and their vaccine record is documented on the State website, Massachusetts Immunization Information System (MIIS). Adults must be uninsured or underinsured to be eligible for State supplied vaccine. A total of two (2) adults were vaccinated in 2018, along with one (1) child through Vaccine for Children (VFC). These being: one (1) varicella and 1 MMR and one (1) TD (tetanus) were administered.

We administered one hundred and ten (110) 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. The State recognizes the fact that many people are going to local pharmacies for their vaccines, which is reducing the number of State supplied vaccines now available at the Boards of Health. This year, our allocation from the State was ten (10) doses of flu vaccine to be given to children and anyone without insurance. We were able to purchase two hundred (200) doses of flu vaccine and vaccinated seventy-two (72) homebound residents. A flu clinic was held at the Ludlow Town Hall Hearing Rooms 1 & 2 on October 16th and October 30th, 2018. A total of one hundred and ten (110) residents were given flu shots at the clinics. The remaining vaccine was available at the Health Department for walk-ins. We used up all of our supply by November.

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

This year Christine Pietrowski, RN our per diem Nurse, resigned. Sandy Leacock, our Office Administrator moved on to the Selectmen's Office and in her place, we hired Timothy Fontaine. The Department hired Sandra Table BSN, RN as a full-time nurse, to fill the two vacant part-time nurses' positions (combined).

Cheryl Messer, BSN, RN, NHDP-BC - Director of Nurses, has made two educational training trips to Anniston, Alabama to Homeland Security's Center of Domestic Preparedness. Ms. Messer has furthered her training and has passed the National Healthcare Disaster Professional Certification Examination (certification boards).

The Board of Health was very fortunate to acquire a grant from AmerisourceBergen Foundation for two thousand (2000) Detera Drug Disposal Bags - value est. eight thousand dollars (\$8,000) and two hundred (200) Detera Drug Disposal Bags from Addiction Policy Forum - value est. eight hundred dollars (\$800). The Director of Nurses educated the public at many events and handed out these bags to our residents. We also donated the Detera bags to the Ludlow Fire Department, Senior Center, Michael J. Dias Foundation, Ludlow Cares, Ludlow Police Department, Ludlow Housing Authority, Ludlow Community Center/Randall's Boys and Girls Club, Ludlow Hubbard Memorial Library and the Ludlow Veterans Services Department. There are still more bags available in the office of the Ludlow Board of Health for walk-in residents at no cost.

Board of Health also joined the Senior Center and held a "Drug Take-Back" event at the Senior Center, for the residents that did not make the one at the Police Department.

This year, the Ludlow Board of Health's Director of Nurses has been trained and is planning to offer (once we make the purchase of equipment), 'Stop the Bleed' classes, free, to our Ludlow residents. The Department continues to offer CPR, Hands-Only CPR and First Aid classes to the community. Our Nurse, Cheryl Messer, is a licensed CPR/First Aid/ AED and 'Stop the Bleed' instructor. This year, six (6) CPR classes, three (3) Hands-Only CPR classes and one (1) 'Stop the Bleed' class have been held.

We also have a group of thirty-six (36) dedicated volunteers for Emergency Preparedness. We have held several new meetings/classes teaching the volunteers Hands-Only CPR and Stop-the-Bleed, along with new material for emergency preparedness.

The Massachusetts Virtual Epidemiologic Network, MAVEN is the web-based surveillance system for infectious disease. Confirmed cases are investigated by the nurses at the Board of Health along with the Infection Control nurse at the jail. Surveillance was done on the following diseases; Hepatitis C, Influenza, Group B Streptococcus, Streptococcus Pneumonia, Campylobacter, Legionella, Giardiasis, and Human Granulocytic Anaplasmosis. Angela Kramer, MS, RN, is the Regional MAVEN Nurse who continues to serve the following Towns: Blandford, Granville, Ludlow, Montgomery, Monson, Palmer, Tolland, and Wilbraham. Angela works with the computer program from the Massachusetts Virtual Epidemiologic Network (MAVEN) by doing the disease surveillance for the communities not having a Public Health Nurse.

Latent tuberculosis has decreased this year in our Town. Ludlow has had one (1) Latent TB case and the Hampden County Correctional Facility (HCCF) had forty-seven (47) new inmates who were positive for Latent TB. Both the Town of Ludlow and the Hampden

County Correctional Facility have not had any active cases of TB. The Hampden County Correctional Facility (HCCF) has had one hundred and three (103) Hepatitis C cases and one (1) Hepatitis A case in 2018.

Ludlow residents donate gently used and clean durable medical equipment to our “Lending Closet”. Ludlow residents can borrow these items for an indefinite amount of time. Most requested items are shower benches/chairs, wheelchairs, transport wheelchairs, commodes, walkers, walkers with seats, and canes. Our transport wheelchairs that were donated to the Board of Health are available for short periods of time (2 weeks) to our residents and are very appreciated by all that use them. Thank you to all who have given us equipment. Your donations are really valued!

All our Public Health Nurses have a common goal: to carry on services, education for our Ludlow residents on how to maintain healthy living and safety. We must acknowledge our devoted nurses (Marianne Moura, Angela Kramer, Sandra Table and Cheryl Messer) who take excellent care of our aging residents with compassion, grace and dignity, allowing them to stay in their homes as long as possible. This dedication by **all** of our staff is recognized by many grateful residents and their families. I also want to thank the Board of Health Staff and our Commissioners for their continuing support.

Respectfully submitted,
Cheryl Messer, BSN, RN, NHDP-BC
Director of Nurses



COMMISSION ON DISABILITY

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. 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. This may include parking that is in close proximity to the entrance.

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

As we serve our community, we welcome, and encourage you, the citizens, to enlighten us on possible physical or service related barriers in Town. We are here to assist wherever we can in making Ludlow's services available to all. If you would like to join us as a member, please contact the Selectmen's office at 583-5600.

In closing, I would personally like to thank those on the Commission and welcome new commission member, Cynthia Levine, 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
Joanne Odat-Staeb, Vice Chairman
Cynthia Levine
Andrew Bristol
Eric Segundo, ADA Coordinator

COUNCIL ON AGING

The Ludlow Senior Center

...changes...

What a year it has been! 2018 started with a HUGE flood that destroyed our Lounge and administrative offices. We have always been creative with space, but we took it to a whole new level! These changes made us think outside the box. Finally, in June, the Lounge and offices were repaired, and new furniture was delivered. The Center was finally back to its old self.

Meanwhile, we were waiting eagerly for Town Meeting in January 2018. The Senior Center Building Committee requested a Special Town Meeting to bring forth an article to fund a new Senior Center through a debt exclusion. A “yes” vote at Town Meeting meant that there would be a ballot question in March of 2018. We were successful! The SeniorStrong group was instrumental in getting the word out about the need for a new Center and everyone worked hard to educate the voters of Ludlow. The ballot question passed. Change is definitely coming as well as a new Ludlow Senior Center.

The year also brought many changes to our staff and board. Debbie Borecki joined us as a new Bookkeeper and made sure all the bills got paid. Kristin Burgess joined our staff in August as the new Activities Director. Kristin has worked hard to create partnerships in town and bring new activities. Donna Haluch-LaRose joined us at the end of the year as our new Cook. Donna has put her own spin on menu items and loves to bake. Sometimes change is hard but change can also bring new ideas and ways of thinking. The Council on Aging also got some new faces. Kara Ribeiro and Diane Peacey joined the Board bringing some new ideas and fresh thinking.

Unfortunately, our Transportation Program was not so healthy this past year. The main large van was unrepairable therefore we have been without a van for many months. We still continued to provide transportation, but we have been unable to have special trips which so many enjoy. We hope to have a new van soon. The drivers and dispatcher have done a great job making sure that all transportation needs are met.

Outreach continued to be busier than ever. We also continued partnerships with the Board of Health, Scantic Valley YMCA, Ludlow Police and Fire and the Food Bank. New partnerships were created with the Hampden County Sheriff's Department and the clubs at the Ludlow High School. It was a busy year!

Through all the changes, one thing remained constant and that was the love and support we received daily from our participants and volunteers. Once again, we never would have gotten through the year without you! As we go into the next two years there will be many more changes to come. The new building will begin construction and our dreams will become reality. It is an exciting time for the Ludlow Senior Center and thank you for allowing me to be a part of it!

Respectfully submitted,
Jodi Zepke, Director

Staff of the Ludlow Senior Center – Carla Roberts, Debbie Borecki, Matt Pszeniczny, Jack Alves, John Garcia, Debbie Johnson, Kristin Burgess, Jorge Fialho, Donna Haluch-LaRose and Naomi White

Council on Aging Members:

Frederick Lafayette, Chairman
Frank Krzanik, Vice Chairman
Lucille Carneiro, Secretary
Helen Grabowski, Treasurer

Diane Peacey
Kara Ribeiro
Nancy Pauze
John DaCruz

Rosalind Forti
Sheena Santolini
Janice Grimaldi

FIRST MEETING HOUSE COMMITTEE

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

In 2018, interior repairs and restoration continued on a limited basis due to budget constraints. The bathrooms have been removed and are awaiting replacement. The Department of Public Works continues to maintain the physical integrity of the building and grounds. The old oil tank was removed from the outside of the building. An old roll top desk was donated and delivered for eventual use in the front office.

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

Respectfully submitted,
Jerry Kavka, Chairman

HUBBARD MEMORIAL LIBRARY

The Hubbard Memorial Library began 2018 with efforts by the Board of Trustees, and staff to continue the process of implementing the Library's Strategic Plan.

One component of this plan is the acquisition of additional funding for technology enhancements. To further this goal, the library applied for and received a Library Services and Technology Act grant in the amount of \$15,000 from the Massachusetts Board of Library Commissioners.

The purpose of this grant is to create a makerspace to benefit the pre-teen and Young Adult patrons. We have begun the process of obtaining new technology and redesigning the Teen area of the library to make more efficient and flexible use of the space while offering significantly increased access to new learning tools and technology.

We have also begun, with the assistance of the town IT Department, to create a digital media lab for Adult use. The addition of these resources provides our patrons with the opportunity to use higher level photo and video editing software as well as digital cameras and tripods for public use, including loaning of that equipment.

The Hubbard Memorial Library continues to offer free computer classes covering a variety of topics available each week. These classes provide much needed formal support for patron's computing needs. We have also developed and begun to offer new photo and video editing classes which provide training and assistance in the use of the new Adult Digital Media Lab.

Additionally, the library has begun the process of coordinating with Keystone Commons and the Alzheimer's Association to plan for and implement programming and educational opportunities to make Ludlow a Dementia Friendly community. Improving community

awareness and providing effective strategies will help organizations and individuals more effectively address those persons and families affected by this societal issue.

The Director of the library has also begun discussions with the Ludlow Area Adult Learning Center to create an English as a Second Language Conversation Group. The library will host this valuable service to provide a useful vehicle for persons for whom communication in English could be a challenge in their daily interactions. Additionally, this program further enables community members' interaction with each other.

This year we have circulated 78,694 items with a dollar value of \$1,103,319 to citizens of Ludlow and surrounding towns. Based on these figures, every \$1 spent on our budget has resulted in \$2.25 worth of value in circulating materials only. Additionally, during 2018, the Hubbard Memorial Library has offered 252 Adult programs with 1782 attendees. The Youth Services Department was offered 540 programs with 7471 attendees.

The Library Trustees and staff would like to acknowledge and thank the hard work performed by the Friends of the Library and volunteers who help by supporting library programming and providing invaluable assistance in our efforts to serve our patrons.

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

INFORMATION TECHNOLOGY DEPARTMENT & COMPUTER ADVISORY COMMITTEE

Overview

The Computer Advisory Committee makes decisions for the Town as they relate to large-scale technology projects.

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

Year in Review

By being fully staffed with 2.5 employees, 2018 was a good year for the IT Department. We were able to catch up on many of the projects that had been sitting on the back burner

including replacing the oldest PCs and printers in our fleet as well as continuing to expand the security and access control systems. Additionally, routine maintenance, troubleshooting, web page updates and staff training keeps the Department constantly busy.

Future Goals

In the coming year, we hope to continue streamlining processes throughout Town by implementing more functions within our permitting and payroll programs.

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

LUDLOW COMMUNITY TELEVISION

Overview

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

Year in Review

In 2018 we filmed 135 government meetings and 226 programs and other videos, for a total of approximately 321 hours of original local programming. We continued to increase our online presence and we are now reaching the community via social media. Over the past year we've made a number of technology improvements in our facility and at our remote broadcast locations to bring higher quality video to the viewers.

The Ludlow Cable Committee continued negotiations for a cable franchise license renewal with Charter Communications in 2018. With the license renewal we hope that our department will continue to receive the adequate funding needed to grow and improve over the course of the next 10 years. The goal is to ensure that Ludlow's cable related needs will be met, and any previous issues or concerns will be addressed with Charter during this process.

The Future

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

Respectfully submitted,
Michael Hill, LCTV Manager

LUDLOW HOUSING AUTHORITY

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.

Work in Progress: We will be selling (4) of our off-line family houses and our goal is to replace these units with four (4) occupiable units, within the Town of Ludlow.

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 gross income and includes heat, water and electricity.
- Family units are based on 27% of the tenant's adjusted gross 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 they provide a DD214 Form.

DHCD is in the progress of introducing CHAMP, the new Centralized Waiting List, for applicants. We have been merging our systems with all the State-Aided Housing Authorities. CHAMP should be up and running soon. Applicants will be notified when it goes live. Applications will be able to be entered online by applicants and applicants can see, review and make necessary changes to their applications on line.

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

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

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

Our sincere thanks go out to the Board of Health, Ludlow Nursing Staff and Cheryl Messer, BSN, RN, 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.

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

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

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

Ludlow Housing Authority is always seeking funding from the Department of Housing and Community Development to become more energy efficient, improve outdated units and maintain its commitment to affordable housing. This year we replaced many furnaces, hot water heaters and exterior doors. We have many upgrades coming in 2019, including roofs, insulation projects, new boilers and drainage systems

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

Respectfully submitted,
Robin Carvide, Executive Director

Ludlow Housing Authority Members:

David Sepanek, Chairperson
Patricia Holley
Susan Stanek
Chester Giza

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 2018 we ran a Summer Program from June to August, a Before/Afterschool Program from September to June, an Easter Egg Hunt, Campership Fund, hired Lifeguards for Haviland Beach and the Thompson Memorial State Pool, hired an assistant Pool Manager, 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: Mike Almeida, Mike Hastings, Barry Haber and the rest of the park employees for their excellent up-keep of all the town fields and parks.

We would also like to thank the DPW/Park Department for always being there to help when needed. Thanks also go out to the participants in the Concerts in the Park series which runs from June to September. These concerts are performed by various artists who

either put on a free concert or obtain sponsors to promote themselves and/or 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 2018 Whitney Park Summer Program continued with both the All Day and Preschool Programs being combined. This year the Summer Program hours for both programs were from 9:00 am to 5:00 pm. The same time frame applied to drop off no earlier than 8:30 am and pick up must be by 5:00 pm.

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 half-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 half-day had the choice of signing them up for the 9:00 am to 1:00 pm session or 1:00 pm to 5:00 pm session. In any event both programs had participated in a variety of fun and recreational activities. The all-day program operated from 9:00 am to 5:00 pm, Monday through Friday, June 24th to August 9th, 2018. Both the preschool and all-day programs were very productive and successful. Both programs were under the direct supervision of Nathaniel Ferreira & Nate Zucco. The counselor staff for these programs included: Seth Abdou, Hailie Alvarenga, Brian Beem, Stephanie Bouthiller, Angela Catarino, Nicholas Crane, Erica Crespo, Nina Dias, Justin Dias, Callie Dowd, Jensen Ducharme, Zachary Dunn, Stephanie Ferreira, Rachel Forcier, Kyle Fortune, Noelle Fradette, Ryan Goncalves, Robert Gregory, Caleb Hansen, Serena Hayden, Todd Holloway, Ibrahim Ibas, Mia Jeronimo, Brianna Lefebvre, Brendan O’Dell, Brian Patrick, Christopher Patrick, Darren Peabody, Gabriella Pereira, Ryan Pereira, Matthew Roda, Mario Rodrigues, Zachary Sousa, Samantha Vanwart and Alexis Zina.

The enrollment for the 2018 program was 175 children with an average daily attendance of 140. The daily activities included arts and crafts, outdoor sports, co-operative games, swimming, and walking field trips to McDonalds, Burger King and Subway.

The following special events also passed the summer at Whitney: World Cup, Wet and Wild, Christmas in July, Field Day, Wacky Week, Halloween Day, and Talent Show. This year it was a summer time theme, there was a water slide, and bounce house for the children’s entertainment. Popcorn and cotton candy were available for snacks and pizza was available for lunch. Field trips included: Roller-skating at Interstate 91, Bounce Trampoline Park, Lupa Zoo 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 Department) for an added facility in case of inclement weather. The Clubhouse combined with the use of this building now creates enough space for the children to do activities and/or games during rain days and we no longer have to cancel the program.

Preschool Summer Program

The summer of 2018 was the 20th year for the Preschool Program at Whitney Park, it served children ages 4 to 6. Preschool program was also under the direct supervision of Nathaniel Ferreira and Nate Zucco. The ratio of 1 counselor for every 5 children is imperative to the success of the program (the ratios are mandated by the State) which also makes it easier to provide the extra attention needed for the younger children.

The intent of the Preschool Program is to provide recreation for children ages 4 to 6 that normally would not have a program to attend until the age of 6. The program combined recreational activities with academic games, arts and crafts, swimming and physical education. Some special events held were Beach Day, Halloween Day, Wild West Day, Pirate Day, Fairy Tale Day, Multicultural Week, Fire Safety Day, Christmas in July, Wacky Week, Field Day, Talent Show, BBQ and Birthday Party Day which ended with pizza and cake and ice cream. Field trips included Lupa Zoo, Bounce Trampoline Park, Showcase Cinemas (on rain days) and Interskate 91.

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

Thompson Memorial State Pool

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

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

Park Summer Program which visits the pool daily for the 7 weeks that it is in operation. The daily entry fee for the pool is included in the enrollment fee for the Summer Program.

The Headguards were Brian Callahan and Brooke Chisholm. The lifeguards were Jacob Fialho, Brenna Hoar, Haleigh Kology, Abigail Potorski, Teagan Quill, Alexandra Silva, Arianna Silva and Laura Tomlinson. Jessica Lauzon and Isabella Valadas were subs for the pool this year.

The main responsibility of the lifeguards is for the safety of all swimmers; secondary duties are to keep the facility and its grounds clean and free of all debris and trash. Headguards 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 Luis Angel. 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 2018 estimated serving 2,447 bathers (1,501 residents and 946 non-residents). The widening of Center Street construction deterred patrons from visiting the pond this year, so the attendance was lower than previous years. The Pond hours of operation were Monday through Friday from 10:00 am to 8:00 pm and Saturday and Sunday from 9:00 am to 8:00 pm.

This year the Recreation Commission's two Head Lifeguards were: Daniel Peterson and Lindsey Warner. The five Lifeguards were: Elizabeth Burgess, Jennifer Callahan, Meghan Leach, Jellisa Powers-Bennett & Karl Tomlinson. Somer Brenn and Molly Serra were subs for the pond this year. The lifeguards' main responsibility is for the safety of the swimmers; in addition, they are responsible for the upkeep of the beach area and bathhouse. The headguards are required to perform weekly skill trainings and simulated rescues with the lifeguards to keep them aware of the incidents that could happen during their shifts. In addition to these duties, they are required to give a daily report, which includes such information as weather conditions, approximate number of bathers, accidents and incident reports, and any other comments that they feel should be brought to the attention of the Recreation Commission.

Campership Fund

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

Whitney Park Before & Afterschool Program

The Ludlow Recreation Department offered a **Before & After School Program** for the 2017/2018 year. Our programs are able to have an enrollment of 40 children, we had a total enrollment of 36. The Before school program had an attendance of 15 children. The hours of operation are 6:15 am to 8:05 am which is when the bus picks them up to take them to their assigned school. We offer limited breakfast items and a drink for children should it be necessary. The Before School Program is available Monday through Friday with the exception of school delay, vacation weeks (we are open 9:00 am to 5:00 pm) and holidays.

Afterschool program at Whitney Park is growing slowly. This year the program had an enrollment of 34 children; (we are licensed for 40 children) through the Department of Early Education and Care. This program is offered to Ludlow Residents with children in grades K-5 with busing available through the Ludlow Public Schools Business Office. The hours of operation are Monday through Friday, from 3:00 pm to 6:00 pm, with the exception of school vacations when the times of operation are 9:00 am to 5:00 pm and early release days. This year due to availability of staff we were also open on half days. These days will be a year to year decision depending on the availability of staff.

The program Director is Sarah Potter, the group leaders are Jessica Barlow, Angela Catarino, Nathaniel Ferreira, Mario Rodrigues and Jensen Ducharme and Susan James as subs. Being our eleventh year, we feel that this program is a great success and are confident that in the future our 40 slots will be filled. We offer homework help, use of computers, do arts & crafts, play games, watch movies, and encourage outdoor play as much and whenever possible. The children are also provided with a daily drink and snack. Some special events were as follows: Birthday Day (we have pizza and cake for children who have birthdays during the month), we decorated pumpkins for Halloween and had a Halloween Party, the children made decorations for Thanksgiving and also made a chart of what they are thankful for, they made ornaments for their trees and made 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 and Gordie Grimes for helping out at the Christmas Party.

Whitney Park Easter Egg Hunt

For the past 18 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 event is held rain, shine or snow and has been a successful and fun event with about 100 children in attendance every year.

The 2018 total revenue from this department is \$108,866.00 consisting of \$3,295.00 from pond fees; \$12,693.00 from pool passes/entry; \$5,210.00 from pool concession; \$1,020.00 from swim lessons; \$510.00 miscellaneous; \$41,108.00 collected from September to December 2017 and January to June 2018 for Before/Afterschool Program tuition; and \$45,030.00 collected from camp fees.

Respectfully submitted
Sean McBride, Chairman

VETERANS SERVICES

The Town of Ludlow Veterans' Services mission is to honor and recognize the service and sacrifice of our military Veterans and their families. By serving as their principal advocate, we are ensuring that they receive the care, support and recognition earned in service to their country. It is also our mission to provide them with quality support services, and to direct an emergency financial assistance program for those Veterans and their dependents in need. Massachusetts General Law, Chapter 115, Veterans Benefits, provides benefits in obtaining housing, food, medical reimbursements, and employment services to those in need. Veterans are encouraged to visit our office to learn about all local, state, and federal benefits they may be entitled to.

The Veterans Service Department provided approximately \$282,595 in benefit payments to veterans and widows in need for fiscal year 2018. 75% of this amount is reimbursed back to the town by the Commonwealth of Massachusetts under MGL 115.

Federal benefit payments made by the Veterans Administration to Ludlow residents totaled approximately \$444,016 this past year. These payments includes, VA compensation for a disability due to military service, pensions payments for Non-Service-Connected Disability, which is a benefit paid to wartime veterans with limited income who are no longer able to work, and Dependency and Indemnity Compensation (DIC) payments, which is a tax free monetary benefit paid to eligible survivors of military service members who died in the line of duty or eligible survivors of Veterans whose death resulted from a service-related injury or disease, and Survivors Pension benefit, which

may also be referred to as Death Pension, is a tax-free monetary benefit payable to a low-income, un-remarried surviving spouse and/or unmarried child(ren) of a deceased Veteran with wartime service.

In addition to the above services, the Veterans Services Department is responsible for conducting patriotic events which showcases the town's deep commitment to our military and veterans. These events include, the Annual Memorial Day Parade, Veterans Day Ceremony, and most recently, Wreaths Across America, where this past year we laid over 1000 wreaths across all our Veterans graves in Ludlow Cemeteries. Our department is also responsible for replacing flags at all our Veterans graves just before Memorial Day and as needed throughout the year. This past year, we were able to replace all the flag markers at Island Pond Cemetery that identifies the branch of service of the veteran and maintaining a sturdy flag.

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

Respectfully submitted,
Eric Segundo
Director of Veterans' Services



WESTOVER MUNICIPAL GOLF COURSE

The Westover Golf Commission would like to thank our loyal patrons for their continued support of Westover Golf Course throughout the 2018 season. Over the past year we have continued our efforts in improving outdated infrastructure both on the grounds and in and around the clubhouse.

2018 was an extremely challenging season with a late start due to above average snowfall throughout March, an extremely hot and humid summer, and record setting rainfall all year long. The grounds staff did a good job dealing with the elements and providing quality playing conditions for our patrons. As always, the clubhouse staff was great all season long welcoming everyone to Westover Golf Course and the 19th hole remains a wonderful location to enjoy a meal after a round of golf.

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

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

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 7 Ludlow residents, including farmers, interested in creating and maintaining an amiable environment concerning Ludlow's agriculture and small farms. The Board has been in existence since 2007 and has worked to promote local agriculture and small farms. We have been successful in helping to pass a Right to Farm bylaw which helps allow townspeople and farmers to co-exist comfortably.

Summary of 2018

Although 2018 was a quiet year for us, 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. We gave several land owners in town direction and information to help them with their intent to farm and hang onto their land.

Respectfully submitted,
Karen Pilon, Chairman
Mike Hogan, Secretary

Members:

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 Historical Commission.

Our March 28th meeting consisted of updates on several subjects such as renewal of membership in National Trust for Historic Preservation, letters of support to Massachusetts Historical Commission –re Mill #10 and Mill #8 and clock tower, copy of annual budget, information on warrants for the May 14th annual town meeting, First Meetinghouse update, Mill Complex and River Road update, notice of Arts Council River Walk festival scheduled for April 7th with rain date to be on April 8th.

At the April 25th meeting, our guest Austin Sanders, Project Manager of the Ludlow Mill Complex, gave us an update on the Mill project; the EDA grant pre-application for the Riverwalk was submitted on April 13, 2018. Riverside Drive will be voted on by the town to become a public way. The \$7 million-dollar project, if awarded, will begin at the earliest, July 1st and will last about 2 years. Also, Joan Robb of the Kestral Land Trust after learning of the Riverwalk, would like to create a learning tour for the public.

On July 25th at our meeting, Chip Harrington discussed with us by conference calling, regarding the purchase of the clock tower by the town to ensure it remains as property owned by the town. We further discussed possible methods of how this might come about. We also received a letter from the UMass Department of Anthropology offering free estimates for archaeological sites although services are not free.

At our August 29th meeting, Austin Sanders, Project Manager of the Ludlow Mill Complex gave updates on the Mill project including a letter of support for the third round of grants; Riverside Drive, there is a \$3.1 million-dollar match from the state. The length will be 4,500 lineal feet from State Street gate #2 to First Avenue with a 1,900-foot extension after. The clock tower; they are waiting on historic tax credits; the purchase and sale remains with Winn Development. Credits will accumulate until there is enough to renovate. This will take time as it is still technically owned by West Mass Development.

On September 26th we welcomed new member, Chip Harrington. We had a request from National Trust for Historic Preservation asking for a gift for their annuity benefit and money for the 11 most endangered list of Historic places.

Throughout the year, we continue to write letters of support for the various projects concerning the historic buildings in town especially the Ludlow Mill Complex. We also

receive many genealogy questions and also inquiries of former residents of the town. We try to help as best as we can and also direct them to proper research places.

The Ludlow Historical Commission 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 on the last Wednesday of the month.

Respectfully submitted,
Agnes (Betty) E. Kibbe, Chairperson

Members:

Karen E. Pilon, Secretary
John F. Moll
Angela Tierney
James (Chip) Harrington

PUBLIC SAFETY

AMBULANCE ABATEMENT COMMITTEE REPORT

The Ambulance Abatement Committee did not meet during fiscal year 2018.

The outsourcing of the Ambulance billing to Comstar started on July 1, 2015. Comstar will work with the Fire Department, the Town Treasurer and the Town Collector during this transition period. This should result in less duplication of work and a more efficient billing and processing procedure for Ambulance bills.

As always, we strongly recommend that all residents of the Town of Ludlow invest in the Ambulance Subscription Service. For the annual cost of \$40.00, when you use the ambulance, your insurance is billed and the balance, after insurance payment, is paid from the town subscription fund. This covers all members of your household.

Respectfully submitted,
Fred Pereira, Chairman

Members:

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

ANIMAL CONTROL

There were over 1,500 dogs licensed in the Town of Ludlow last year. According to State and Town bylaws, all dogs six (6) months and older must be licensed every year. Neutered males and spayed females are \$15. Intact males and females are \$20. Owners not obtaining a new license every year can be subject to a \$10 surcharge. A proper updated rabies vaccination must be shown at the Town Clerk's office as proof of vaccination when obtaining a dog license. The first vaccine is good for one (1) year. Subsequent vaccines are good for three (3) years provided they are administered before the previous vaccine's expiration. The expiration date of the rabies vaccine is noted on the license. Any owner of a dog picked up with an expired rabies certificate can be subject to a \$50 fine.

Getting a chip implanted in your pet is a good idea to help locate it when lost or stolen.

Several dog bites were reported during 2018 resulting in quarantines and fines. Over this past year, several birds of prey and owls were brought for rehab to Tufts for various injuries and then brought back to the same area and released.

We have started to do wellness checks on dogs and other species left outside during cold and hot weather making sure they have proper food and water, clean pens, and are kept out of the elements. The State of Massachusetts has new laws that protect animal welfare as to how they are kept and tethered.

Please respect your neighbor's property by keeping your animals in your yard. Dogs barking for long periods of time can be fined as nuisance animals. Please be a good citizen and pick up after your dog. Dog owners are responsible for their pets' damages. Please walk dogs on a leash at all times and respect the No Dogs Allowed signs.

If you have any questions or if we can be of any help, please call us at 596-5484 between the hours of 8:00 a.m. and 5:00 p.m. Monday through Friday. Please enjoy wildlife and respect it.

Respectfully submitted,
Gilles & Anne Turcotte
Animal Control Officers

DEPARTMENT OF INSPECTIONAL SERVICES

Calendar year 2018 saw a small decrease in permits from the year 2017. The construction of new single-family homes decreased from last year while the construction of new condominium units stayed the same. Residents are consistently finding ways to keep their homes energy efficient with the installation of solar panels, insulation and new doors

and windows. Additions, alterations and renovations to existing homes has remained fixed compared to 2017.

Our Department is projecting 2019 to be a busy year for new residential construction due to the availability of vacant lots and approval of new subdivisions in town. We will continue to strive towards excellence by ensuring that the permit process be as smooth and easy as possible for all contractors, residents and business owners and we look forward to being of service for all of your building and inspectional needs.

The following is a breakdown of the permit activity for the calendar year 2018, including public safety certificates.

No. of Permits	Type of Permit	Estimated Value
19	Single Family Dwellings	\$5,518,590
5	Condominium Dwellings	\$897,570
1	Two-Family Dwellings	\$200,000
64	Dwelling – Additions & Alterations	\$1,844,194
7	Footing & Foundation	\$0
0	Commercial – New Construction	\$0
8	Commercial – Renovations/Additions	\$896,834
5	Commercial – New Roof	\$59,143
4	Commercial – Cell Tower Antennas/Equipment	\$70,400
3	Repair of Fire Damaged Structures	\$300,000
14	Decks	\$155,510
22	Swimming Pools	\$403,574
33	Fences	\$144,955
56	Re-shingle	\$570,789
21	Siding	\$214,516
81	Window & Door Replacement	\$764,216
28	Sheds, Barns, Gazebos, Pergolas	\$137,549
4	Temporary Structures	\$7,850
30	Chimneys, Wood-Burning, Coal Stoves, etc.	\$69,014
28	Signs	\$74,500
77	Solar Panels/Arrays	\$1,876,530
130	Insulation	\$451,664
2	Retaining Walls	\$214,500
6	Permits to Demolish	\$9,000
55	Certificates of Inspection	\$0
696	TOTAL	\$14,880,898

696 Permits Issued at an estimated value of \$14,880,898

Total Fees Collected \$225,597

Number of ELECTRICAL Permits Issued: 415
Fees Collected \$44,660

Number of PLUMBING & GAS-FITTING Permits Issued: 352
Fees Collected \$30,530

Number of SHEET METAL permits issued: 21
Fees Collected \$3,005

TOTAL FEES COLLECTED FOR 2018 \$303,792

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
1-Family	11	13	13	10	20	24	21	11	24	19
2-Family	2	0	0	0	0	0	1	1	0	1
Multi-Family 3+	0	0	0	0	29	0	0	0	0	0
Condominium Units	19	2	3	23	10	3	10	29	5	8
Additions/Alterations	114	108	107	98	92	86	67	77	70	64

I want to thank my inspectors, Mr. John Roda, Inspector of Wires, and Mr. Steven Lopes, Plumbing & Gas Inspector for all of their extra hard work and extreme dedication. There was a staff change in the office in 2017, Nicole Stevens, Office Assistant, left her position in May and I thank her for her service and we welcomed Ann Converse, Administrative Assistant, to the office. Ann joined us in August and has 17 years of experience working for the Town of Ludlow. 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 the Town with fire and emergency services twenty-four hours a day, seven days a week, with a dedicated staff of Firefighter/EMT's and Paramedics. Services included fire suppression, hazardous materials response, rescue, paramedic level ambulance service, carbon monoxide response, fire prevention and inspection, and fire education.

It was another busy year for the Department. We responded to 4,178 fire, rescue, and emergency medical service calls, reflecting increases of 30 medical responses and 87 fire/rescue responses. While the number of fire/rescue responses has remained relatively consistent over the past fifteen years, in that same time period the number of medical responses has increased by over 1,400 calls to 3,213 medical responses in 2018. Keeping

up with the increasing demand for service is, and will continue to be, the greatest challenge facing the Department now and into the future.

The year 2018 brought further transition and change to the Fire Department. On January 6, 2018, Deputy Fire Chief James Machado retired after 29 years of dedicated service to the Town of Ludlow. Deputy Machado began his firefighting career on January 2, 1989, rose to the rank of Captain on March 24, 2009, and was appointed as Provisional Deputy Fire Chief effective June 19, 2016. His promotion to permanent Deputy Chief became effective on April 29, 2017. Deputy Machado served the department in numerous roles throughout his career. He supervised our maintenance division, served on negotiation teams, functioned as our EMS Director, and was an asset on many apparatus purchasing committees. He was also instrumental in bringing some of the newest EMS and Firefighting training to our department. He played a key role in designing and constructing the department's 9/11 Memorial. Located in front of the fire department at the Public Safety Complex, this monument honors those who lost their lives on September 11, 2001. Deputy Machado's experience and knowledge will be missed by our department, and we wish him well in his retirement.

With the retirement of Captain Scott Kozak on August 25, the department lost another veteran of the command staff. Captain Kozak retired after over 25 years of dedicated service to the Town of Ludlow. He started his career on February 22, 1993, and on May 20, 2017, he was promoted to the rank of Captain. He worked as both a shift commander, and as our Fire Prevention Captain. Captain Kozak was always progressive, especially in the field of Emergency Medical Services. He started his career as an EMT / Basic and took the initiative to go back to school to become an EMT / Intermediate. In the summer of 2001, he received his EMT / Paramedic Certification. Captain Kozak was always a self-motivated individual and served as a mentor to young firefighters throughout his career. His experience and knowledge will be missed by our department, and we wish him well in his retirement.

The Board of Selectmen promoted Captain Jeffrey Lavoie, a 23-year veteran of the Department, to the rank of Deputy Fire Chief, effective February 7, 2018. In order to fill the vacancy created by Deputy Lavoie's promotion, Firefighter Seth Falconer was promoted to Captain, effective February 25, 2018. Captain Falconer is currently assigned to the Fire Prevention office. Due to Captain Kozak's retirement, Firefighter Kent Doyle was promoted to Captain, effective August 26, 2018 and is assigned as the shift commander of "D" crew.

As a result of retirements in 2017 and 2018, the Board of Selectmen appointed three new firefighters. EMT Joao Bernardo began his career as a firefighter on August 6, followed by EMT Nathaniel Keaton on August 27 and EMT/Paramedic Michael Frydryk on September 17. Privates Bernardo and Keaton are currently enrolled in Paramedic classes, and, upon attaining Paramedic certification, will be attending the Recruit Training

Program at the Massachusetts Fire Academy in Springfield. Private Frydryk, a Certified Paramedic, is scheduled to begin his Recruit Training Program in January 2019.

To commemorate the seventeenth anniversary of the September 11, 2001, terrorist attacks in New York, Washington, D.C., and Shanksville, PA, and to honor all those affected by the events of that day, a Remembrance Ceremony was held on September 11 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, were present at this annual service.

On Sunday, October 14, an estimated 350 people attended the Fire and Police Departments' Annual Open House, held at the Public Safety Complex. Visitors to the Fire Department were able to view emergency vehicles and equipment, as well as meet numerous members of the Fire Department staff. Highlights for many were "Sparky" the robotic fire dog, and a demonstration of the "Jaws of Life", which employed our new battery-operated extrication tools. We wish to extend a sincere thank you to the Ludlow High School Boys and Girls Cross Country teams, who once again provided invaluable assistance during this event.

The Fire Department responded to 965 fire/rescue calls during 2018 - an increase of 87 calls from the previous year. The breakdown of these calls is as follows:

Structure Fires	29
Other Fires (<i>vehicle, brush, rubbish, etc.</i>)	70
Rescue, Vehicle Accidents, Assist Ambulance	390
Alarm Activations	230
Hazardous Materials Responses	46
Other Hazardous Responses	5
All Other Responses: (<i>Carbon Monoxide Incidents, lock-outs, flooded basements, investigations, burning complaints, etc.</i>)	195

The Fire Department remitted a total of \$22,987.00 to the Town Treasurer for fees collected for services, fire reports, donations, and permits issued.

Ambulance Service

The Department continued to provide paramedic level ambulance service to the Town. We are currently licensed for, and are operating, three paramedic level transport ambulances, and one paramedic level non-transport ambulance. Staffing is provided by firefighters' cross-trained as EMT's - 28 EMT/Paramedics, 1 EMT/Intermediate, and 4 EMT/Basics.

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

The Department responded to 3,213 emergency medical calls in 2018, an increase of 30 calls over the previous year. Comstar continued to provide the Town's ambulance billing service, collecting a total of \$1,302,281.11. All revenues from ambulance billing are deposited to the Town's General Fund.

The Ambulance Subscription Program continues to be successful. The \$40.00 subscription fee covers balances after insurance company payments are made for emergency ambulance services provided by the Ludlow Fire Department for residents enrolled in the program. All residents living in the same household are covered under one subscription payment. 2,191 households subscribed to the program, resulting in \$87,665.00 being deposited to the Ambulance Subscription Fund. Balances remaining in this fund are used to offset ambulance service capital expenses, including the purchase of new ambulances.

Emergency Management

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

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

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

In closing, I would like to take this opportunity to thank the Officers, Firefighters and Staff of the Department for their hard work, dedication, and understanding during what has been another very challenging year. I would like to thank all the members of the Department for their assistance and continued support in delivering exceptional emergency services to the Town. On behalf of the Fire Department, I would also like to thank the Board of Selectmen, all Town Departments, and members of the community for your cooperation and assistance during the past year.

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

Respectfully submitted,
Ryan M. Pease, Fire Chief

POLICE DEPARTMENT

The Ludlow Police Department ended the 2018 year with 17,350 logged requests for service. Of these requests, 1678 involved investigations/incidents, 639 reportable motor vehicle accidents and 652 arrests. Also, logged into the department were 115 destruction of private property offenses, 49 burglary/breaking and entering, 101 simple assault and batteries, 40 aggravated assaults, 38 intimidation offenses, 20 thefts from a motor vehicle, 11 counterfeiting/forgery crimes, 107 all other larcenies, 39 narcotic/drug offenses, 13 disorderly conducts, 41 operating under the influence, 20 liquor law violations, 13 motor vehicle thefts, and 2 robberies. In addition, there were 1467 traffic citations issued.

Personnel

Lt. Joseph Metcalfe and Officer Thomas Lee retired after over thirty years with the department. We thank them for their dedication and commitment to the department and the community of Ludlow. On July 1, 2018, Lt. Daniel Valadas and Sgt. Sean Knox were officially appointed by the Board of Selectmen to their respective positions. The Ludlow Police Department saw the addition of three new police officers who completed their training at the Police Academy and joined the ranks of the department. Peter Gallagher, Nathan Goodrow, and Jhon Wielblad completed their training and began patrol duties in August of 2018. In the fall of 2018, we added an additional School Resource Officer to the middle school. Officer Melissa Dion began this position in the fall, and it has proven to be a key component supporting the youth of our community. In December of 2018, the department filled vacancies created by attrition. Student Officers Geena

DeTorrice and Nathaniel Crowther will be attending the Police Academy in the Spring of 2019.

Training

During 2018, Ludlow Police Officers completed training in many specialized police courses and professional development training. Most notably are the many courses mentioned or listed in this review. This past year also saw the implementation and initial training for all full-time police officers in the use of Tasers. The operational effectiveness of this less-lethal equipment gives officers another tool that they can use in their daily duties.

All full-time officers received active shooter response training which hadn't been done on a department-wide scale since 2002. This training is crucial to all officers who may respond to an active shooter or mass casualty attacker event. All full-time officers also received tourniquet application and bleeding control training conducted again department-wide. All officers now have the ability to employ life-saving trauma care such as Quick Clot and Combat Gauze.

Lt. Valadas and Sgt. Gilrein completed a 100-hour Executive Development Series Training Course through the Municipal Police Institute. Sgt. Irwin became a state certified firearms instructor, and he completed an FBI-sponsored Crisis Negotiations course. Ofc. Liszka became the department's newest trained SRT member by completing Basic SWAT school. Seven patrol officers and Sgt. Knox completed a course in detection and investigation of marijuana-impaired drivers. Ofcs. Leastman and Wielblad completed an urban patrol rifle training course. Ofcs. Roxo and Auclair completed a New England Gang School course. Ofc. Collette completed a patrol narcotics interdiction course. Lt. Valadas completed an FBI-LEEDA sponsored Internal Affairs course.

Ludlow Police Officers completed 40 hours of mandated in-service training at the Municipal Police Training Committee Western Massachusetts Police Academy located on the campus of Springfield Technical Community College. This in-service training has three annual yearly blocks of instruction on Legal Update, Defensive Tactics, and Domestic Violence Investigation. The in-service training is state-mandated continuing education for all Massachusetts police officers.

Along with in-service training, all police officers and supervisors completed yearly firearms qualification, rifle qualification, CPR/AED certification, Hazardous Materials, Infectious Diseases, Massachusetts Office of Alcohol Breath-Testing Certification, Massachusetts Office of Emergency Medical Services EMT continuing education, and bi-annual First Responder training.

K-9

The Ludlow Police Department's K9 Unit entered its 17th year in 2018 and its third K9, Max. This was Max's first full year of completed service. Officer Whitney and K9 Max are assigned to the 3pm-11pm patrol shift.

In 2018 the Ludlow Police K9 Unit for the first time assisted with the hosting of the North American Police Work Dogs Association's National Seminar. This was held this past May in West Springfield. The event hosted over 150 K9 teams from all over the region, and it brought in over 50 trainers from across the United States. This was the first time in over 30 years that this national seminar was held in the Northeast.

Officer Whitney and Max also completed their annual re-certification in both patrol and narcotics detection. They further participated in several advanced patrol classes held in New York and Connecticut and they attended a Massachusetts K9 Legal Update class with Lieutenant Valadas.

With the support of the citizens of Ludlow, the program continues to thrive and is well-supported by our community. We take this opportunity to thank everyone for their support.

SRT

2018 was another excellent year for the Ludlow Police Department's Special Response Team (SRT). Members from the SRT continued to provide a higher level of training knowledge and tactical experience for the Ludlow Police Department and the citizens of Ludlow. The SRT and other members of the department continue to support the Ludlow Public School Department as instructors for scenario-based training for all staffing. The SRT continued to provide adequate A.L.I.C.E drills for the schools (Alert, Lockdown, Inform, Counter, and Evacuate) and provided the proper education and fundamentals of this technique. The SRT was activated on a full scale call out on November 10, 2018. This was in response to a 911 call regarding a barricaded suspect involved in a domestic argument who had a firearm present that had recently been discharged within the house. The entire team was activated via the Black Board Connect system which generated a response by all members. However, prior to members arriving, the situation had ended in a peaceful resolution. SRT members Officers Roxo, Churchill were on shift during the initial phases of this call. SRT continues to support the Detective Bureau and local patrol responsibilities by assisting in patrol operations and necessary warrant services. On several occasions, SRT members, while assigned to their respective shifts, dealt with highly volatile situations which demanded a higher level of training and knowledge. Several of these team members were assigned during these events subsequently deescalating the incident, which would have inherently activated a full SRT call out. The

team continues to train (16) sixteen hours a month meeting the training standards set for a part time Special Response Team by the National Tactical Officer's Association.

The team participated in a full scale joint active shooter exercise with a neighboring jurisdiction at Mercy Hospital located in Springfield MA. The exercise was key in bringing our team together with three other local tactical teams. The team, in conjunction with Springfield SRT and coordination through the Mercy Hospital, successfully trained and tactically advanced through the main area of the Emergency Department with very positive feedback from role players and participants. The SRT also sent several team members to participate in a multi-day exercise put on at Springfield AMTRAK. This was designed as a multi-agency hostage rescue scenario to include a tactical team response. The team also continued to volunteer its time with respects to the Ludlow community by assisting in coordination and staffing of the Josh Desforges race held here in Ludlow. The team has matured this year adding an additional member (Officer Liszka) to the team.

The past year we continued to advance and update our training and tactics with a number of outside the agency advanced schools, trainings, and conferences. The schools included Officer Jordan Liszka attending the NTOA Basic SWAT School and Officer Roxo who attended a multiple day Basic Tactical Medical Instructor Training Program. Additionally, all team members completed the required yearly Combat Gauze and Tourniquet refresher course. The extra training that can be obtained and attended is instrumental in the advancement of not only the team but the department as a whole. Not only does it provide a higher level of training to the team member attending the training, but that training can then be brought back to the department and taught to all officers. Officer Roxo after attending Basic Tactical Medical Instructor Training Program was able to, along with Sergeant Shameklis, successfully train the entire department on Self Aid and Buddy Aid and the proper use of Quick Clot, Combat Tourniquets and the necessary medical gear to control hemorrhagic bleeding. The expertise gained through outside trainings has also allowed the department to add the proper medical gear to all line cruisers which was spearheaded by several team members to include myself and Officer Roxo.

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

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

Detective Bureau

The Ludlow Police Department Detective Bureau investigated several major crimes in 2018 that included murder, manslaughter, and narcotics investigations. The increasing use of technology in solving investigations continued to be a growing trend as detectives were required to seek more search warrants for computers, cellphones, and other technologies. Detectives continued to obtain training in homicide and narcotics investigations in order to keep up with the latest legal and investigative techniques. The Detective Bureau is staffed by Detectives Kornacki, Alison Metcalfe, and David Kornacki. The Detective Bureau is supervised by Detective Sgt. Louis Tulik.

Special Police

The Special Police Officer (SPO) Unit and the Special Police Association ended the calendar year with twenty members, three of which are currently attending the Western Massachusetts Chiefs of Police Association Reserve/Intermittent Police Academy being held at the Hampden County Sheriff's Department. The special police also added Sergeant James Sevine as an assistant manager of the unit, along with Officers Jerome Mayou and Andrew Roxo as advisers and trainers of the SPO unit. They provide training, schedule coordination, and direction for the SPO's and they act as liaisons to the full-time police department staff on any matters involving the use of Special Police Officers.

The Special Police Supervisor Cadre currently consists of Sergeants Armand Saraiva, Jose Branco, and Norman Picard. After a long career of forty-two years of service to the Town of Ludlow, SPO Lt. Raymond Parylak retired from service with the Special Police on December 31, 2018. We commend him for his dedicated service and leadership with the Special Police Unit over his many years of dutiful service.

This year also saw the departure of seven other special police officers most for employment with other law enforcement agencies. After fifteen years of service, Michel Lebel left the SPO Unit. He was assigned as a bike patrol officer during his service and he will be missed. After three years of service, Jessica Bukowski left to become a Massachusetts Trial Court Officer. Also leaving the unit: Tyler Martins who became an Amherst, MA Police Officer, Jaime Williams, Elaine Guan, Tim Pagnoni and Geena DeTorrice who was recently appointed in December 2018 as a full-time Ludlow Police Officer. We thank all of these former special police officers for their service and we wish them well in their future endeavors.

In 2018, the special police unit added three new officers: Troy Rubner, Tyler Bastos, and Oguzhan Karaaslan, all of which are currently in a police academy as previously mentioned. These special officers were added after a lengthy selection process including police review board interviews and background screening. We look forward to them joining our unit as active members by the spring.

As a result of the police department's State Certification, there has been an increase in mandated training and accountability for all of the department's police officers. Each Special Police Officer must complete the same mandated training standards as a full-time police officer to be certified for reappointment and to maintain special police powers by MA General Law and by Ludlow Police Department policy. This mandated training includes: forty-hours of in-service training per Municipal Police Training Committee (MPTC) standards including Legal Update and Defensive Tactics training (16 hrs.), Specialized Topics (8 hrs.), annual weapons qualification twice yearly on both pistols and rifles (16 hrs.), CPR/AED training (3 hrs.), Hazardous Materials training (3 hrs.), and Communicable Diseases training (3 hrs.). Also included in 2018 was three hours of training on tourniquets and bleeding control techniques.

The Special Police Officers contributed over 3000 volunteer hours during 2018 and each Special Police Officer is responsible for volunteering at least 150 hours per year of service to the Town. The Special Police in 2018 assisted with Celebrate Ludlow, the Our Lady of Fatima Festa, funeral, wake, and church traffic, along with several road races, community events, and other requests for traffic assistance and crowd control from various organizations if available. It should be noted that the Special Police Officers are volunteer positions and are at will, therefore, overwhelmingly they are not compensated for their services.

Central Dispatch

During 2018, the Ludlow Police Dispatch Center has gone through some dramatic changes. In July of 2018, Ludlow Police Dispatch began its transition into a Central Dispatch Hub as a Primary 911 PSAP for both Police and Fire services. Each dispatcher is fully trained in Emergency Medical Dispatch (EMD) where ambulance calls are triaged over our 911 System as Police and Fire respond to medical calls. This process is not yet fully developed as our Dispatchers will eventually handle all calls to include the dispatching of Police, Ambulance and Fire apparatus to any and all calls for service.

Along with the evolving duties of our Central Dispatch, staffing and scheduling also saw major change in 2018. Central Dispatch is now comprised of 9 full-time dispatchers who work a 4 and 2 schedule covering our station 24 hours a day. Along with our 9 full-time dispatchers, we currently have 3 per-diem positions to assist in coverage as needed. Central Dispatch added several new employees in 2018 to include: George Leastman, Emily Williams, Kylie Voight and Christopher Reagan. Each of these new employees have completed all necessary training and are currently operating as EMD Dispatchers on their respective shifts. Our Dispatch Center is committed to serving our community with honor, integrity and professionalism.

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

Administrative Fees	\$55,553.94
Firearm Permits	\$8,550.00
Photocopies	\$6,430.00
Fingerprints, Door to Door Solicitation	\$4,000.00
Sale of Police Cruisers	\$10,510.00
RMV Violations	\$33,236.22
Court Fines	\$1,090.00
TOTAL FEES	\$119,370.16

I'd like to acknowledge and thank all officers, dispatchers, special police, and civilian personnel for their dedicated service and teamwork in providing a proficient and effective police service to the community. In conclusion, I'd like to thank the residents of Ludlow for their continued support of the police department.

Respectfully submitted,
Pablo P. Madera, Chief of Police

SAFETY COMMITTEE

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.

2018 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. Brian Shameklis, Chairman

MEMBERS:

Sgt. Brian Shameklis	Chairman	Police Department
Penny Lebel	Vice-Chair	Community
Capt. Seth Falconer	Member	Fire Department
Alexander Simao	Member	Department of Public Works
Justin Larivee	Member	Building Commissioner
Ryan Churchill	Member	Community
Christopher Coelho	Member	Planning Board
Barry Linton	Alternate Member	Department of Public Works
Dep. Chief Jeff Lavoie	Alternate Member	Fire Department
Off. Derek Smolinski	Alternate Member	Police Department

DEPARTMENT OF WEIGHTS AND MEASURES

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

DEVICES CHECKED

Scales:

Over 10,000 lbs.	4
5-10,000 lbs.	1
10-5,000 lbs.	69
Metric Weights	16
Apothecary Weights	15
Gasoline Pumps	124
Oil Trucks	9
Reverse Vending Machines	5
Scanners	18
Total no. of devices	261

Amount of fees billed \$5,349.00

Respectfully submitted,
Douglas J. 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 2018 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 889 inquiries into the system. The Board appreciates and encourages the community to report public improvement or facility problems to the Department of Public Works' Administration Office.

Road maintenance, rehabilitation and reconstruction projects continued throughout the year with funds appropriated by the Town through the annual budget process and with funds received through the Commonwealth Chapter 90 Highway Program. The Chapter 90 funds are generated from gasoline taxes and are distributed to towns annually for the maintenance of accepted public ways. The Town received \$701,338 in Chapter 90 funds in 2018. The Town has approximately 135 public road miles to maintain.

During the 2018 calendar year, the road reconstruction projects included the following streets:

STREET	FROM	TO
Chapin Street	Miller Street	House #52 Chapin Street
Miller Street	Ventura Street	Wilbraham Town Line
Holyoke Street	Cady Street	Chicopee City Line
Owens Way	Miller Street	East 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, crosswalks and line striping, replaces and installs street signs, performs roadside mowing, and does street sweeping. The Department has continued with a preventative maintenance program including pavement crack sealing to extend the life of the asphalt pavement.

After a six-month trial period, Howard Street at Center Street was permanently closed. The sidewalk was continued on Center Street and granite curbing was installed.

During the 2018 construction season, approximately 179 Construction within the Public Way Permits for projects within the public way were issued, resulting in \$15,669 in fees and \$6050 in bonds collected typically for the construction of new driveways and installation of utility services.

Sanitary Sewer Division

The DPW, through the Sewer Enterprise Fund, is responsible for the operation, inspection and maintenance of the sanitary sewer collection system including three (3) sanitary sewer lift stations located at Chapin Street, Lawton Street, and First Avenue. Two of the pump stations at Chapin Street and Lawton Street received upgrades to the control systems and communication systems to allow staff to monitor pump operation remotely and receive alarm notifications. The upgrades also included installation of variable frequency drives to improve pump efficiency and save electricity. The DPW has developed a sanitary sewer line maintenance program to flush and clean the sewer collection lines. The division responds on a 24-hour basis for sewer line obstructions and/or other problems with the system.

Mott MacDonald finished the Inflow and Infiltration Study on the Town's sewer system and the I/I Analysis report was issued to the MassDEP summarizing findings identified during the flow monitoring period and provided specific recommendations for additional evaluation efforts. The Town is currently awaiting MassDEP feedback before implementing the recommended improvements identified in the report.

The DPW issued or renewed eighteen (18) Drain Layer Licenses which generated \$900 in fees and issued twenty-six (26) Sewer Service Connection Permits. The division collected a total of \$77,881.50 in sewer fees during 2018.

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.

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 Sunday Concerts in the Park, Lou Casagrande Baseball Tournament, Veteran’s Day activities, Christmas Tree Lighting Ceremonies and other functions conducted throughout the town and special events like Celebrate Ludlow.

Cemetery Division

The DPW maintains and operates the five cemeteries within the town: the largest 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 2018:

Number of lots sold	60	Income from lots sold	\$30,375
Number of burials	87	Income from burials	\$47,725
Number of monument foundations	38	Income from foundations	\$5,250
Total Income			\$83,350

Engineering Division

The Engineering Division maintains the records for plans, plots and maps for the community. In addition, this Division maintains plan files for the Planning Board and Assessors Office, including the annual updates of the Town Street Maps, Assessors maps, zoning maps and Voter Precinct maps. This Division provides engineering and survey assistance and information to other departments, boards and committees upon request. The Engineering staff provides analyses and recommendations to the Planning Board for the various projects during the year including subdivisions and commercial developments. The division provides site inspections 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. They meet with consultants to discuss and review major projects proposed and ongoing in Town.

Solid Waste Collection and Disposal, Recycle Center/Transfer Station

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

Residential curbside collection of trash and recyclables was provided by a private vendor. The recyclables are collected and transferred to the Materials Recycling Facility (MRF) in

Springfield. The combination of the curbside trash collection and drop-off at the Transfer Station accounted for 5173 tons of trash. This recycling program generated 57 tons of paper, 18 tons of mixed containers (glass and cans), and an additional 1447 tons of single stream recycling, 69 tons of scrap metal and approximately 1394 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 1354 permits to the residents which generated \$13,940 in fees. Also, the DPW provided 429 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 \$25,189 in fees. The DPW issued waste reduction bags that generated \$9,975 in fees.

Grants

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

- MassDEP Recycling Dividends Funds under the Sustainable Materials Recovery Program in the amount of \$11,000 to be used on recycling equipment.

Capital Improvement Projects

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

- Jack Goncalves and Sons were awarded the Massachusetts Highway Transportation Project for improvements for Center Street from Sewall Street to Beachside Drive. The contract award was for \$3,659,388 dollars. The project is underway and remaining items include sidewalk installation, granite curb installation, utility pole relocation, traffic signalization upgrades, and paving.
- A. Pereira Construction Co. Inc. was awarded a contract for the Sewer Construction Project on Cady Street, Grimes Street, and Rood Street in the amount of \$314,040 dollars. Total estimated cost of the project including police details and contingencies is \$347,540 dollars. The work included the installation of approximately 2500 feet of 8" sanitary sewer main, installation of approximately 800 feet of 6" sanitary sewer lateral and included pavement trench repair. This project allowed approximately 35 residential units the ability to be connected to public sewer.

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 2018.

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:

Thomas Haluch
Stephen Santos
Alex Simao
Barry Linton
Guilherme Rodrigues

PLANNING AND DEVELOPMENT

BOARD OF APPEALS

The Board of Appeals consists of five regular members and at this time has two alternate members who are volunteers appointed by the Board of Selectmen. Ms. Nicole Parker was appointed as an alternate member to the Board of Appeals in 2018. The Board of Appeals is charged with hearing appeals or petitions for Variances, Section 6 Findings, and Special Permits according to Massachusetts General Law, Chapter 40A, and the Town of Ludlow Zoning Bylaws. The Board of Appeals meets on an as needed basis at Ludlow Town Hall in the Selectmen's Conference Room, third floor at 7:00 pm, upon receipt of a request for a Hearing, Appeal, Variance, Section 6 Finding or Special Permit.

During the year of 2018, there were two (2) requests for Special Permits, two special permits were approved. There were five (5) requests for a Variance; three Variances were approved; one Variance was withdrawn without prejudice and one was denied. There were three (3) requests to amend a Special Permit; one was approved and two were withdrawn.

Ms. Ann Converse was appointed as the Administrative Assistant for both the Board of Appeals and the Building Department; this provides a contact person for both organizations, five days a week. The availability of a full-time Assistant for the Board of Appeals allows for better communication and community service for Town of Ludlow

residents and others seeking information on the Board of Appeals process.

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

Respectfully Submitted,
Anthony W. Jarvis, Chairman

Members:

Paul Zielinski, Vice Chairman
Kathleen Bernardo
Joseph Wlodyka
Manuel Lopes

Alternate Members

Alan Aubin
Nicole Parker

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 2018 and no meeting schedule changes are planned for 2019. 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 2018 with five (5) members and no vacancies on the Commission. In April 2018 Steve Hicks was appointed to fill the vacancy left following the resignation of Edgar Minnie. The Commission expressed thank you to Mr. Minnie for his service to the Commission. The year ended with five (5) members and no vacancies.

During 2018, the Conservation Commission worked on seven (7) Notices of Intent. Four (4) Requests for Determination of Applicability were filed with the Commission, all of which resulted in a negative determination. The Commission is also holding one (1) Conservation Restriction. Emergency Certifications are requested when a project must take place immediately to prevent danger to individuals and/or damage to property. The

Commission issued two (2) Emergency Certifications in 2018. 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 2018 continued to range from those as simple as shed installations to single family homes. We also continued to work with Westmass on the Ludlow Mills and the River Walk project. In 2018 the Commission began the process to bring a dog park to the Town of Ludlow to be located at Camp White on Munsing Street. The total monies collected by the Conservation Commission in 2018 were \$3,825.00, which were collected from application filing fees.

Commissioners continue to enjoy attending MACC Conferences twice each year as well as other training classes that may be offered. These educational conferences assist Commissioners with staying informed about changes in regulations and/or policies and provide us with the necessary training so that we can remain current in our knowledge of conservation/wetland regulations, allowing us to make informed decisions on projects that require our involvement. Additionally, we continue to work with our local office of the Department of Environmental Protection when we need assistance with answering a complicated question or resolving difficult issues. The D.E.P. Circuit Rider Program allows us to have a personal contact at the Department and has provided us with guidance on many such occasions.

Members of the Conservation Commission continue to participate on committees such as the Community Preservation Act Committee, the Master Plan Committee, the Energy Committee, and the Disaster Preparedness Committee. Additionally, we work in conjunction with other town departments to maintain consistency with permitting procedures. We also review all permit applications submitted to the Planning Board, Building Department and Board of Health, some of which require a sign-off from the Commission Office. G.I.S. continues to be a valuable asset to us in this review process.

Respectfully submitted,
Jason Martowski, Chairman

Members:

Penny Lebel
Steve Hicks
Angela Tierney
Scott Urban

PLANNING BOARD

Zoning

Changes to the Zoning Bylaw

- Delete in its entirety Section XI. Temporary Moratorium on the Sale and Distribution of Recreational Marijuana.
– Passed October Town Meeting
- Delete from 3.0 General Regulations 3.0.5 Private Swimming Pools a. “, but in no case shall the pool be located nearer than ten (10) feet to any side or rear lot line. A pool must be located at least ten (10) feet from any and all structures. Exception: Pool Decks.”
– Postponed October Town Meeting
- Add to Section 5.1. Business in the Agriculture Moderate Density Overlay District 5.1.3 Site Design j. The Planning Board may waive up to 25% of the required parking spaces under Section 6.4 PARKING REQUIREMENTS in the Agriculture Moderate Density District.
– Passed October Town Meeting

Zone Changes

- Francisco Leitao, Trustee – 607 Chapin Street (Map 16A, Parcel 99) – Residence A to Business A
Action Taken: Approved – October Town Meeting
- Justin Dias – 1322 Center Street (Map 33, Parcel 45) – Agriculture to Residence A
Action Taken: Approved – October Town Meeting

Subdivision Control

There was one (1) application for PRELIMINARY or DEFINITIVE SUBDIVISIONS submitted.

- Sofia’s View & Rosa’s Way (off Miller Street) (Map 26, Parcel 36A) – Daniel’s Gravel Bank, LLC

Twelve (12) applications for APPROVAL NOT REQUIRED SUBDIVISIONS were endorsed except as noted:

- | | |
|------------------------------------------------------------------------------|---------------------------------------|
| • Autumn Ridge Road, Harvest Drive
(Map 30, Parcel 112) | Armand Deslauriers |
| • Autumn Ridge Road, Harvest Drive
Turning Leaf Road (Map 30, Parcel 112) | Armand Deslauriers/Whitetail
WREKS |
| • 202 Cady Street | Antonio V. Aleixo |
| • Center Street, Bondsville Road, Piney Lane
(Map 39, Parcel 23) | Barbara Capuano |

- | | |
|----------------------------------------|--------------------------------------------------------|
| • 0 Fuller Street (Map 10, Parcel 98B) | Carlos A. Vaz |
| • 333 Fuller Street | Ana Vaz |
| • 482 Holyoke Street | Carmina Fernandes, Esq. |
| • 0 Lyon Street (Map 20, Parcel 18) | Estate of Anthony Grabowski c/o Michael Chernick, Esq. |
| • 637 Miller Street | Paul Adzima |
| • 697 Moore Street | Ralph Berry (WITHDRAWN) |
| • State Street (Map 14B, Parcel 130) | Eric Nelson – Westmass Area Development Corp. |
| • 0 West Street (Map 9, Parcel 18) | Lupa Development Company, LLC |

Special Permits

Sixteen (16) applications for SPECIAL PERMITS were approved except as noted:

- | | |
|------------------------------------|---------------------|
| • 50 Andrew Street | Home Occupation |
| • 9 Cady Street, Apt. 7 | Home Occupation |
| • 782 Center Street | Micro-Brewery |
| • 844 Center Street | Home Occupation |
| • Center St/Bondsville Rd/Piney Ln | 2 Estate Lots |
| • 177 Chapin Street | Home Occupation |
| • 64 Cherry Street | Drive-thru |
| • 16 Duke Street | Home Occupation |
| • 24 Edison Drive | Home Occupation |
| • 148 Gamache Drive | Accessory Apartment |
| • 38 Lyon Street | Home Occupation |
| • 85 Mclean Parkway | Home Occupation |
| • 443 Moore Street | Home Occupation |
| • 36 Nowak Circle | Home Occupation |
| • 18 Pond Street | Accessory Apartment |
| • 146 Vienna Avenue | Home Occupation |

Site Plans

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

- | | |
|----------------------------------------|-----------------------------------|
| • 12 Carmelinas Circle | Pauldin LLC c/o Dinis Baltazar |
| • 782 Center Street | Vanished Valley |
| • 766 Chapin Street | Town of Ludlow (CONTINUED) |
| • 64 Cherry Street | Country Bank c/o Brett LoCicero |
| • 14 Chestnut Place / 58 Sewall Street | Mid America Properties, LLC |
| • 38 Lyon Street | Kenneth Butts |
| • 45 Tyburski Road | Jambazian Realty, LLC |

Eight (8) applications for SITE PLAN ADDENDUMS were approved except as noted:

- | | |
|---------------------------------------------|-----------------------------------------------------------|
| • 19 Carmelinas Circle | Crocker Building Co. – David Mathes
(WITHDRAWN) |
| • 19 Carmelinas Circle | Crocker Building Co. – David Mathes |
| • 658 Center Street | Armando M. Nunes – Nx2, LLC |
| • 0 Chapin Street (Map 27, Parcels 40 & 41) | Eversource Energy Attn: William
Blanchard |
| • 185 East Street | Tony Goncalves |
| • 355 East Street | Polish American Citizens Club
(WITHDRAWN) |
| • 679 Moore Street | Antonio Martins |
| • 62 Nash Hill Road | Lupa Game Farm Inc. |

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

- | | |
|-------------------------------|----------------------------------------------------------------------|
| • 23 Cady Street | Stephen M. McQueen - Butler Carpet
Cleaners |
| • 18 Canterbury Street | Flor do Campo d/b/a Tony & Penny's |
| • 12 Carmelinas Circle | Ferguson Waterworks |
| • 125 Carmelinas Circle | Charles F. Thans III – CT's Citywide Towing
& Repair |
| • 151 Carmelinas Circle | c/o CT-BL Justin Revelle - Epiroc USA LLC |
| • 131 Center Street | Tia Fortier – Nails by Tia Lynn |
| • 200 Center Street, Unit #7 | Liz R. Ramos – The Luxy Salon (booth rental) |
| • 200 Center Street, Unit #18 | Jessica Libiszewski – Timeless Radiance
(rotor & dermal fillers) |
| • 563 Center Street | Jon Lumbra – The Dowd Agencies LLC |
| • 564 Center Street | Timm Marini – Hub International New
England |
| • 658 Center Street | Armando M. Nunes, Nx2, LLC – The Nunes
Companies, Inc. |
| • 658 Center Street | Debra A. Nunes & Tracy Bauduccio d/b/a
Joyful Juice & Shakes |
| • 60 East Street | Triunfo Imports (warehouse) |
| • 190 East Street | James L. Chenier (drop off dry cleaning
service) |
| • 223 East Street | Xiufeng Lin (gift shop) |
| • 257 East Street | Jorge S. Laires–Primavera Restaurant |
| • 285 East Street | Joseph Batista – Joey Bats (small popup
café) |
| • 393 East Street | Marsia Nogueira – The Beauty Studio
Boutique Inc. |
| • 393 East Street | Nadia LaMountain – The Beauty Studio
Boutique Inc. (booth rental) |

- 257 Fuller Street
 - 487 Holyoke Street, #1
 - 280 Moody Street
 - 41 Owens Way
 - 110 Sewall Street
 - 115 Sewall Street
 - 300 West Avenue
 - 300 West Avenue
 - 240 West Street
 - 407 West Street
 - 409 West Street, Unit A
 - 15 Westover Road
 - 4-6 White Street
 - 8 White Street
 - 77 Winsor Street, Suite 202
 - 207 Winsor Street
 - 222 Winsor Street
- Umit Baytemur – Ludlow Pizza
 - Kelsey Nicholas – Excella Home Health Agency, LLC
 - John Margeson – Life Supply Corp.
 - Louis D. Teixeira – Western MA Youth Soccer Assoc. Inc.
 - Jenna Alimberty – Dick Barker School of Dance
 - Kieu Nguyen – Kieu’s Nails Artist
 - Deborah Peterson – Booth rental – hair salon
 - Kristine Chapin – Shear Performance (booth rental)
 - Jawad Hamdan – Jay’s Auto Body Inc.
 - Gillespie Car Care (add Meghan Hewitt to business name)
 - Barry J. Linton - A & B Classic Cars
 - Serco Inc. (new ownership)
 - Joe Santos – International Produce
 - Murat Citlak – Puff City (smoke shop)
 - (DENIED)**
 - Lori Marta – Marta Law Offices
 - Angel Figueroa (barber shop)
 - Ana Serrazina – Millside Studio (micro blading)

Other News

During the March election, Planning Board member Kathleen Houle ran unopposed and was re-elected for another 5-year term on the Planning Board. The Board would like to also acknowledge and thank their staff, Town Planner Douglas Stefancik and Administrative Assistant Susan Urban for all their efforts and hard work.

The Town went out to bid in January for the construction of a dog park, Barks and Recreation, to be located at Camp White on Munsing Street. The Town received \$225,000.00 from the Stanton Foundation for the construction of the dog park. The Stanton Foundation’s mission is encouraging positive dog/human relationships by supporting the development of enclosed dog parks in Massachusetts cities and towns. The contractor with the winning bid was B & W Paving & Landscaping, LLC from Waterford, CT. Construction includes site preparation, grubbing, tree clearing, surveying, excavating, paving, building sand pits, installing fencing signage and landscaping. The dog park is expected to be open in 2019.

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

The Town received MassWorks Infrastructure Program funding in the amount of \$3.5 million for the Riverside Drive Infrastructure Project. This funding would be applied toward the development of 4,500 feet of new roadway connecting the Ludlow Mills main entrance on East Street to First Avenue. The Riverside Drive Infrastructure Project will open up over 60 contiguous acres of pre-permitted light industrial property in the eastern most section, consisting of undeveloped acreage that is in high demand within the New England region. Redevelopment of this historic mill complex over the next fifteen years is projected to create 2,000 jobs, leverage \$200 million to \$300 million in private investment, and increase annual municipal property tax revenues to the Town of Ludlow by \$2 million at buildout.

Lastly, the clock tower project at the Ludlow Mills has received a total of \$1.1 million in historic tax credits from the state. The funding will help the developer, Winn Development complete a \$50 million restoration project that is expected to add 89 residential units and create up to 100 construction jobs. The tax credits would be used to offset various state business taxes such as corporate excise, employee withholding, sales and use taxes. The potential tax revenue is forecast to be between \$600,000 to \$900,000 once the housing and commercial units are filled.

Total Fees generated by the Planning Board were \$20,058.05

Respectfully Submitted,
Joseph Queiroga, Chairman

Members:

Raymond Phoenix
Kathleen Houle
Christopher Coelho
Rafael Quiterio

TELEPHONE NUMBERS

TO REPORT AN EMERGENCY	911
Appeals, Board of	589-9678
Community TV	583-5654
Department of Public Works	583-5625
Fire Department	583-8332
To Report a Fire	911
Hubbard Memorial Library	583-3408
Ludlow Community Center/Randall Boys & Girls Club	583-2072
Ludlow Housing Authority	589-7272
Police Department	583-8305
Emergency Calls	911
Recreation Commission	583-8856
Sealer of Weights & Measures	626-0091
Senior Center	583-3564
Town Engineer	583-5625
TTY Phone	583-5668
Westover Golf Course	583-8456
Pro Shop	547-8610
<u>School Department:</u>	
Superintendent's Office	583-8372
Business Office	583-5663
Instructional Services	583-5665
High School	589-9001
Middle School	583-5685
Chapin Street School	583-5031
East Street School	589-9121
Veterans Park School	583-5695
<u>Ludlow Town Hall Main Number:</u>	583-5600
Accounting Department	x1240
Board of Assessors	x1220
Board of Health / Nursing	x1270
Board of Selectmen / Town Administrator	x1200
Building & Inspectional Services	x1210
Conservation Commission	x1285
Human Resources	x1237
Information Technology Department	x1295
Planning Board	x1280
Town Clerk	x1230
Town Collector	x1260
Town Treasurer	x1250
Veterans' Services / ADA Coordinator	x1290

