

The Meeting of the Board of Selectmen held on Tuesday, June 18, 2024, began at 5:30 p.m. in the Board of Selectmen's Conference Room at the Town Hall.

Members Present: Derek DeBarge, Manuel Silva, Antonio Goncalves, William Rosenblum and James Gennette

Members Absent: None

First Order of Business: The Pledge of Allegiance

Mr. DeBarge: We have just come out of Executive Session where we have agreed on and voted on a contract with our Town Police Chief, Dan Valadas. We are going to vote in open session on that contract, as it is required by our bylaws.

Motion made by Mr. Goncalves the Board approve and Chairman to sign on behalf of the Board of Selectmen on the contract for Dan Valadas. **Mr. Silva second. Roll call Mr. Rosenblum yes, Mr. Gennette yes, Mr. Silva yes, Mr. Goncalves yes, Mr. DeBarge yes. All in favor. Motion passed 5-0.**

CORRESPONDENCE

259. Letter from Julie DiCesare – Resigning from the Commission on Disability.

Mr. Gennette: I'm sorry to hear that Julie's going to resign. She's done some great work down there and we loved having her on that committee.

Motion made by Mr. Gennette to accept the resignation from Julie DiCesare from the Commission on Disability. **Mr. Goncalves second. All in favor. Motion passed 5-0.**

261. Melissa Rickson, Director, Hubbard Memorial Library – requesting permission from the Board to use the law adjacent to the library for the following events: A visit from Lupa Zoo - Monday, June 17, 2024 11 a.m. – 12 p.m. Kickoff party - Thursday, June 20, 2024 – Kid activities 1 p.m. – 2 p.m. (rain or shine) & 5-8 p.m. food truck & family friendly concert "Fever". Learn in Motion playtime – Saturday, June 22, 2024 – 10-11 a.m. A visit from the Ludlow Fire Department – Monday, July 8, 2024 – 11:30 a.m. – 12:30 p.m. Toe Jam Puppet Band – Friday, July 12, 2024 – 10 a.m. T Shirt Stencil Painting for ages 6-10 – Monday, July 15, 2024 – 12:30-1:30 p.m. Sidewalk Chalk Day – Wednesday, July 17, 2024 – 9 a.m. – 5 p.m. Balloon Olympics – Friday, July 26, 2024 – 10:30-11:30 a.m. Learn How to Play Jacks, Thursday, August 8, 2024 – 6-7 p.m. Teddy Bear Picnic – Thursday, August 8, 2024 – 12:20-1:30 p.m. Preschool Yoga for ages 2 & up with Caregivers – Wednesday, August 14, 2024 – 10-11 a.m. Carrie Ferguson & the Grumpy Time Band – Friday, August 16, 2024 – 12-1 p.m. (Summer reading program grand prize raffle drawing, 1 p.m.) Nature Sun Prints for ages 5 & up – Monday, August 19, 2024 – 11 a.m.-12 p.m. Fidget Bingo – Tuesday, August 20, 2024 – 6-8 p.m. Preschool Yoga for ages 2 & up with Caregivers – Friday, August 30, 2024 – 10-11 a.m.

Mr. Silva: Do we really need to ok these for every single event? It seems like these are library happenings.

Mr. Strange: It's Town owned property.

Mr. Silva: It's the other piece, rather than just the library piece.

Mr. Gennette: Weren't these supposed to go over to recreation for approval for these dates?

Mr. Strange: I don't think for the library.

Mr. DeBarge: They don't take care of that square parcel.

Mr. Gennette: I thought that's what we did last year.

Mr. Strange: I can double check. It doesn't ring a bell.

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Mr. Rosenblum: I think the only thing recreation has to do is the bands. I know it's on their website but that's Veterans Memorial Park.

Motion made by Mr. Silva to approve all of these fine things the library is doing and allow the usage of the adjacent facility to have these. **Mr. Rosenblum second. All in favor. Motion passed 5-0.**

VISITATIONS

5:35 p.m. – Jamie Morrow – Interview – Chief Procurement Officer

Mr. DeBarge: Thank you for coming in and your interest in the position. An opening with a little bit about yourself, if you would.

Ms. Morrow: I am currently the Chief Procurement Officer for the City of Holyoke. I've been with the city almost 3 years. I saw this opportunity. There's a little bit of difference between my current role and this role so I decided to explore it further and here we are tonight.

Mr. DeBarge: We'll take a little time and ask you some questions and give you some time if you have anything you want to close with.

Mr. Gennette: Southampton? That's quite a ride.

Ms. Morrow: I jump on the pike at the mall. I grew up in Goshen and that's where my father still lives so I'm used to driving 35 minutes to get anywhere. I had a 45-minute commute to school every morning at Hampshire Regional.

Mr. Gennette: How long have you been in procurement?

Ms. Morrow: I was the Assistant Chief and the Chief now for about a year and half.

Mr. Silva: You touched on, you're in Holyoke and you decided to move onto here. Can you elaborate why?

Ms. Morrow: I'm going to be totally transparent. Unfortunately, my position in Holyoke is a mayoral appointed position while the CPO position in Ludlow is not. If Josh Garcia was going to be Mayor forever I'd maybe never leave Holyoke, he's a wonderful mayor and great leader. I'm not sure my fate after Josh. I have a family and longevity is something. I've worked for the same restaurant for 30 years in Southampton. Before I started in the municipality I worked for the same company for 16 years. My goal is to retire from a municipality. With the CPO position in Holyoke being a mayoral appointee, it's also under union control which is not the norm with department head positions. There's some contentions with the unions and that is really why I started looking at other municipalities. This is not a unionized position also, which was advantageous to me, in my opinion. That's where I'm at right now.

Mr. Silva: Good answer. I totally agree with you.

Ms. Morrow: Unfortunately, the union I'm in is made up of department heads, and please I dislike this term immensely, but it is the term, subordinates. I would never refer to one of my colleagues as a subordinate. Technically speaking we have department heads and subordinates in the same union and if something was ever to come forward, how does a union address that? There's a lot of issues with some of the unions and that has given me motivation to seek other municipalities without so much union.

Mr. Goncalves: Thanks for applying, Jamie. I don't think Lori was here long enough for us to find over a full period of complete cycles of how full-time of a job it really is. Do you have any experience with grant writing.

Ms. Morrow: I'm a pretty good writer. I have a legal background. My bachelor's degree is from Elm's College and I was a legal studies major and have a paralegal certificate. I did lots of persuasive legal writing throughout college. I am comfortable with grant opportunities. I have assisted in writing some. Part of what's interesting in this position is exactly what you said. Ludlow

has not had a procurement officer before until Lori. In my opinion, her short time here was short. Having a new procurement role is a great opportunity. I'm a go-getter. I'm sure if you were to reach out to my mayor he would tell you've I've really taken purchasing by the horns. With ARPA money, Holyoke was afforded 40 million dollars. Coming into procurement at this time with all that money was the best time I could have picked to come into procurement. I got bumped into it. I didn't necessarily pick it. With Mickey Buhl, he's the new CFO for the schools, we did a 40-million-dollar bus bid. The experience I've gotten with an influx of money.

Mr. Goncalves: Isn't he our guy?

Ms. Morrow: He is your guy.

Mr. Strange: He's the new Business Administrator of the schools.

Ms. Morrow: It was a really unique time in procurement with ARPA, ESSR and ESSA. The last 2 years, ARPA is wonderful and the things we've been able to do with it are amazing but I'm not sad to see it go because of the impact and constraints it's had on the departments. It's been tight timelines on it to get contractually obligated and turn it around. It's exciting the work we're able to with it but it's been a lot. It's been a struggle with that much money coming in. There's so many rules to follow. I implemented Amazon Business in Holyoke and it's been awesome. We set the preferences to local preferences so we source locally first and the money we've saved for the taxpayers by implementing Amazon business...I'm not sure if you guys have it here yet but it's definitely worth exploring. We've saved a ton of money and the turnaround time.

Mr. Goncalves: So, you wouldn't mind having some sort of grant writing role built into your position as a backup or 2nd thing if you're not busy with procurement.

Ms. Morrow: Absolutely, as long as the procurement needs are being met. Because this is a relatively new role I'm not sure what that looks like here. I interviewed with Marc and his staff and it went wonderful. Until I have an in depth look at what procurement looks like here, if you talk to anybody in Holyoke I'm managing 5 projects right now that I have no business managing but we do what we have to do to get the work done. Department heads have to spearhead projects that aren't necessarily in their job description to help progress change. That's what we do in Holyoke and I'd imagine it would be the same flow here.

Mr. Rosenblum: Thank you for applying. How many RFPs in the ballpark do you think you've gone through, overseen or written?

Ms. Morrow: Holyoke is double the size, not footprint but we have 40,000 litigants and an operating budget of 170-180 million. Historically we've done 30 procurements in office per year. I'm at 60 in my office right now. I do RFP's, IFB's, request for quotes, you name it I do it.

Mr. Rosenblum: What's the threshold? \$25,000?

Ms. Morrow: No, schools and cities are little bit different. We attended MMA and the legislature is about to change to put it in unison with the schools but currently schools can quote up to \$100,000, cities and quote up to \$50,000. Under \$10,000 I'm really not worried about what anybody does. \$10-\$50,000 my eyes are on it and over \$50 it's under a pretty big microscope.

Mr. Rosenblum: Over 50 is going to RFP, over 10 is 3 quotes?

Ms. Morrow: Correct.

Mr. Rosenblum: In those 60 have you had any come back?

Ms. Morrow: I have a really good reputation and I've been quoted from the OGD and many different episodes of publications of active and participating surveys on how to improve state contracts and anything at the state. Holyoke has a unique voice and we're heavily populated but a relatively poor municipality compared to our make up so we're always trying to get best value for anything we do. I'm involved heavily at the state level in any way, shape or form that I can provide feedback, service and things like that. I have a pretty good reputation statewide. I have feedback

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I'm happy to forward to Marc of some of the recognition I've gotten at the state level for participating in the movements.

Mr. DeBarge: We have something on our agenda that might interest you. We have a contract that we're either going to approve or not approve for one of our engineering companies for \$42,000 for a master plan for this area back here. Our Vets Park area. We used to have an elementary school and it's now gone. Abutting that elementary school, we have a small U13 or U11 baseball diamond, soccer field, softball field, basketball court that's gone with the school being gone and our goal is to rebuild that into something more grand for our deserving community. In the people I've talked to I hear about everything. Reclaiming everything there. We don't do enough for softball. I've heard amphitheater, and I love the idea of that, hockey, ice rink all of that. With this kind of engineering and now with a procurement officer, what is your role with something like this with a desolate land to building something great?

Ms. Morrow: I would imagine they are doing a feasibility study. I feel like we waste so much money on feasibility studies. But you have to do it because if an engineer doesn't sign off on it and say you can do this you can't move forward. My first question for the engineer would be is it local or federal funding and did you procure the engineer. Unfortunately, with federal funding the exemptions are not the same as the state. When you're using ARPA, ESSR or ESSA they don't recognize the state exemptions on the federal level.

Mr. DeBarge: We are spending most of our ARPA money on our high school track and field project going on right now. We're doing it all brand new. Our football and soccer field is up and painted and lined. We'll have our track which will be the first track from here to Worcester with different color lanes.

Ms. Morrow: Mountainview is wonderful. Some advice I may give for the feasibility study, we just recently had a parking feasibility study done and there's some contention there. I would make sure the engineer is clear on the deliverables. You want to make sure whatever you're asking for. Some feedback we've had is the deliverables were not clear and we don't know which path to take. What does this board and Town really want to see out of that and make sure that's part of the deliverable so it's not a waste of \$42,000. That's something I've learned from experience. In my town I'm looking at the RFP that went out to make sure the ask lines up with the answer. Maybe we weren't clear and that wasn't my document. We hired a consultant for it and now I'm looking at it through a procurement lens. Maybe our ask wasn't clear and this was the result we got. I would make sure the ask is clear. Have you petitioned the community for feedback? Has there been any surveys going out? What would the community like to see as the best use of space?

Mr. DeBarge: Funny you should ask. We're planning on another project at Whitney Park where we have the community involved in that. The number we're looking at there is 4 ½ million for Whitney Park in the center of Town with a lot of community involvement, at least at the meeting I was at that it's surrounded by the community.

Ms. Morrow: I am very mindful of taxpayer dollars. We're all afforded these jobs through taxpayer dollars. Without them I wouldn't have a position. Nobody in this room would. I have found there's a value in surveying the constituents and getting feedback. At the end of the day if this thing gets built and everybody complains at least you can say we did community surveys, we had pop up opportunities for people to come and give feedback and if nobody gave that feedback at least you feel good in your decision making process that it was an open process and there was ample opportunity for people to show up and what they did with that opportunity is not on this board. You guys put it out to the community and you made a choice based on the feedback you got. That's been my experience. When there's opportunities to involve the community I feel there's good results because people feel it was a good process because there was feedback. When you do things not transparently that's when you start getting the complaints.

Mr. DeBarge: Do you have anything you want to close with?

Ms. Morrow: I was in a unique position when Lori left Holyoke. Something about me as a procurement officer, I petitioned the IG's office to let me simultaneously take my MCPPO classes because when Lori left the law reads a municipality is not allowed to do an RFP process without an MCPPO. There has to be a designated MCPPO to do RFP's. We were in a position when I came into purchasing that Lori had come here and there was a vacancy in the office. I came in as assistant

chief and I petitioned the Inspector General's office to allow me to simultaneously take the classes and I got an MCPPO in 3 months. I'm really good at efficiencies, processes and implementing best practices and that's part of what was appealing about this opportunity because of the newer formation of the office. It's really a good time to come in and shine and do a good job and elevate purchasing in this Town. Thank you for your time. If you have any other questions feel free to reach out to me.

Mr. Rosenblum: Do we have any other applicants? This is the sole one.

Mr. Silva: How about the pressing time? Should we get somebody on board? I know Lori is gone and we have no procurement.

Mr. Strange: Right now, a lot of our big projects are underway. The one upcoming is the Town roof. Typically, we can engage with the engineer and architect to handle procurement stuff so that doesn't worry me too much. It's just the management is not only procuring the contract it's following through and managing the project. I do what I can when I have time to. That's the biggest concern I have, not having eyes on the projects.

Mr. Goncalves: Have you guys discussed salary with her? Are we in the same ballpark?

Mr. Strange: Yes.

Mr. Goncalves: I like the energy. It's a little bit different than what we're used to seeing.

Mr. Silva: I agree. If we don't have applicants we can't just sit around for months and wait for applicants to come in. Looking at her interview and resume and experience I don't think we're going to find anything better.

Mr. DeBarge: I couldn't agree more.

Motion made by Mr. Silva to appoint Jamie Morrow as our procurement officer starting at her availability. **Mr. Goncalves second.**

Mr. Gennette: Did she come with Lori's recommendation?

Mr. Strange: Yes.

All in favor. Motion passed 5-0.

CORRESPONDENCE

260. Kelly DeGobbi, Resident – Requesting the Board to approve the use of the gazebo and grounds for "Color Ludlow with Love" event to be held on Saturday, September 14, 2024, with rain date Saturday, September 21, 2024. The event will include kids play space, face painting, music, vendors, food trucks and a snack table to sell prepackaged items to benefit LHS GSA club (Tabled from 6/4/2024)

Mr. DeBarge: We are going to move our new business item Community Use of Town Facilities up so we can do this all in one fell swoop so we're not discussing things without you here. In light of last year's event and this returning, last year with both the book event and Color Ludlow with Love last year and this again we had gone into look at a community use of Town facilities policies and procedures into open space for groups that are not Town committees or boards. Specific reasoning being Town insurance and police and things like that. Groups like yours and anyone else for that matter would have to have insurance, depending on your crowd would have to pay for police services. When it comes to the gazebo itself down there we have Town sponsored committees, boards that are appointed by us and are covered by Town insurance. That is why that area is there. You see the Council on Aging with their concerts and Veterans services and they stay within the gazebo area, not encroaching on sidewalks. It's more about the insurance. The discussion we wanted to have is about an alternative place than the gazebo area. What would be a more conducive place for any group outside of a Town sponsored board or committee to be able to contact a Town entity, whether that would be recreation to settle dates and be able to schedule your event without going through this. I asked you off camera if there was any park. I thought and

it was my mistake that there was correspondence through that the gazebo was Town grounds area for what I just stated and had you had any other park in mind. I don't know what others have in mind. I've coached baseball all over this Town and I had been thinking about this since last year and after what's been going on at colleges across the country with other groups that want to do any type of get togethers, protests or anything, it doesn't matter what the title is. I thought Cady Street Park would be a great place for something like that because of the space, parking lot, a play scape for kids, ample parking, you can put a food truck there and you can even go up top. Whitney Park has issues with parking.

Mr. Goncalves: I like West Street. Whitney is too big for almost any type of event. Something like West Street you can keep in one area and keep everybody together. Whitney you can kind of get lost. You're not going to have a good grip on who's part of your group or who's just hanging around and using it for something else vs you can have a defined area and put it in there. For the police part I don't know if it's better or worse or it ends up being the same and/or the liability aspect of it in general. Are you part of a big organization?

Ms. DeGobbi: Yes, it's an organization I started. Last year we didn't do the insurance, I used my umbrella policy, this year we're going to do the one-day insurance.

Mr. Goncalves: That is something parks and rec is going to have to put in as part of their agreement.

Mr. DeBarge: There's a full application with the explanation. The explanation that was provided by our Town attorney that goes with the application for any group that wants to do this spells everything out beautifully. With the indemnification from the Town with any group's insurance and how the area has to be the way you left it. This is for everybody that's listening. This isn't just for everyone. This is for every group not listed under our umbrella of insurance.

Ms. DeGobbi: The policy in the 2nd paragraph mentions that the parks are available on a space available basis during normal business hours. It mentions weekdays and weeknights, not weekends and the event I'm planning is on a weekend. On paragraph 6 it mentions the Town reserves the right to cancel any use within 7 days' notice and I would need clarification on that. Does that mean cancelling within 7 days of the approval of that or 7 days before my event? That is quite risky to say you can plan your event for 3-6 months and we can cancel. This doesn't mention anything about police detail. Last year we were required to have police detail, which we did. On the 2nd page in paragraph B, it mentions the desired set up of tables and chairs should be approved by the Town Administrator, Health Department and Fire Department and Police Department. Will I be provided a checklist with requirements so that's not too much of a back and forth. I've already applied for the permit with the Recreation Department, does this supersede what I have ongoing with the Recreation Department and who is going to be managing that calendar going forward if we're talking about this policy saying we're going through the Town Clerk. Is that calendar now going to be through the Town Clerk rather than Recreation? It seems some are under Recreation and some are under Board of Selectmen.

Mr. DeBarge: Every single point you brought up is great. I didn't even see the weekend part. This is a discussion so we will take care of all of your concerns. I would ask you to put all those concerns in an email to Marc so we can get this adjusted and move this forward because you bring up very good points. The police detail needs to be in this for every group. It was a point that we were discussing knowing it was out of that as well.

Ms. DeGobbi: There's 2 parts of this policy that mention the Town has authority and approval to cancel this event whenever they want and that's a huge risk for any organization if they're going to be signing this. It says the Town has absolute priority; it mentions the park. The point is hypothetically I could schedule my event on the 14th and the Town can come back and schedule something on the 14th they deem to be more important or through a Town sponsored committee and my event gets cancelled. That is a massive risk for anybody to be scheduling any event for the Town. If this is a policy that's going to be implemented that should be addressed. On page 4 it looks like the severance agreement. It's very broad but there's language in there that mentions it's assuming the full liability for any loss or damages to a person or property whether from the occurrence at the park itself, during such use, before or after such use, going to and from such use or within the available parking area. That should have some level of determination.

Mr. DeBarge: I don't think the application language is negotiable, Kelly.

Ms. DeGobbi: It's saying before or after the event, there's no alcohol being served. I'm simply saying that is very broad. You could potentially say I went to the event 7 hours ago and I had a problem so now I'm going to take it up with your insurance.

Mr. DeBarge: Dually noted. It's part of the application and always has been.

Ms. DeGobbi: This was never part of the application. I did the permit for last year and this was never part of the application. It mentioned that I was personally and financially responsible for the event and that part I signed off on. All of this talking about going to and from the event is new. That should have some level of determination in there. There should be some limits in there. I'm assuming it would have something to the effect of as part of the application where it says what time you need to enter the park and exiting. That should be the limit of liability. Do I need to apply for this again with the new policy or the policy as it stood when I applied earlier this month.

Mr. DeBarge: My suggestion, unless anybody has one otherwise is once you send Marc some of the things you have concerns with and this does get adjusted because our attorney is going to have to look at it as well whether he agrees with it or not, then you're going to need to see it again whether you agree with the adjustments. I don't know if everything you're saying is going to be adjusted the way you want it to be in this application. Again, this is for everybody, not just for you. We should make the changes, let you see it, again this is going to be an application for everybody. You might not like things in there and you're going to have to decide if you want to go forward with it or not.

Ms. DeGobbi: This wasn't already reviewed by the lawyer?

Mr. Goncalves: He wrote it. He gave it to us as a template for us to move forward and decide what we want and don't want and how it's going to look in the future. There's some things in here that maybe could be more extensive than what we need. Maybe by you bringing up some of these points he can go back and look at it and see if those are not the type of park we're renting or the events we're going to have.

Ms. DeGobbi: Is this going to apply for all the parks within Ludlow? If I wanted to hold an event at Whitney, would this apply?

Mr. DeBarge: This is going to apply to any group that is not sponsored by a board or committee from the Board of Selectmen.

Mr. Gennette: It's Town owned property. We can't be biased.

Mr. DeBarge: This language was not devised by me or anybody else on the Board of Selectmen. This was devised by our Town attorney for a blanket whose language is probably municipality wide.

Mr. Strange: Our attorneys represent a lot of different communities so I'm assuming they have a template they sent over. That's a draft. Typically, we would talk to the board and fine tune it for Ludlow and present it.

Mr. Rosenblum: I agree with the 7 days. It's on an availability basis. If someone books it, it should be theirs. You can't have someone come in 2 months after this event is booked and say this is a civic event or non-profit and then say yours is out. I don't agree with that. Once it's booked, it's booked. I don't like the aspect of it. You're putting too much effort into it. You're coordinating food trucks and entertainment and you're telling businesses you might be paying for their services and they're relying on that income as well. This would have to be in concert with recreation depending on the parks that have fields. This being a draft where it says Selectboard, I would want to get recreation involved because the use of parks has to do usually with fields. If you're using Cady Street Park there could be a ball game on the field and you could have a great turn out and there's no room.

Ms. DeGobbi: The reason we were thinking of the Veterans Memorial at the gazebo is that it's not used for soccer games. I wouldn't have to work around soccer games.

Mr. Rosenblum: After seeing this past weekend and the success it occurred to me Memorial Park, which I believe there is a gate you can get into and you can get food trucks in there, the only thing I have with the gazebo itself is the proximity to East Street. It's the traffic with kids that concerns me a little bit. I know other municipalities have this; it's just getting it right. You make your points, we bullet point them, hopefully it doesn't drag on and we can get it taken care of as soon as possible so you can start planning it.

Mr. DeBarge: At Memorial Park you run the risk of having your event with a soccer game, whereas Cady Street you don't. You have that whole area. I agree that the 7 days the date should be yours no matter what.

Mr. Goncalves: Unless there's a material misrepresentation in the application that comes up.

Mr. Rosenblum: To be transparent with that, when there was a misrepresentation last year, there was another group I flat out said I have a problem as a politician I have a problem making a decision based on any kind of religious events because of separation of church and state. It was told to me to my face and I said I have a problem with that. I had 3 people say this isn't religious. I saw videos and it was religious. If they said to me I have someone that's going to speak I would rather have had them told me that. I probably still would have said yes only because I believe everyone should have their voice in whatever it is but the misrepresentation is what frosted me on that. If there's a misrepresentation that could be something put in here that we can then cancel it. The other aspect being the 7 days and that is fine. In general, with this application.

Ms. DeGobbi: I'm trying to figure out logistically how would you know it was misrepresented?

Mr. Rosenblum: You probably wouldn't until I saw it and at that point it would be you're not holding another one.

Ms. Kapinos: To address Cady Street Park, I live 2 blocks from there and I'm by that park all the time and in the fall there are kids, coaches, and soccer in that area. They are practicing and playing. We would have to coordinate that. It's also a very small footprint compared to what we did at the gazebo. Where we had the kids' play area we had the kids tucked towards the back corner. They were nowhere near the street. We had more adults than we had kids. It's more of a community event. We're hoping to invite Senior Center, Vet's, to have tables. We want this to be a community event. What we just witnessed was there's not a word for what we saw. It was amazing. We're trying to build on that for the whole community to feel comfortable in the community they live in.

Mr. Rosenblum: The coordination with fire, police and having a footprint of what you're going to be doing, if you're moving children up to a spot, and your event might not have children.

Ms. Kapinos: Kelly is in charge of taking care of the application and I did reach out to the police department because I was their coordinator last year for this event. They've already given me the fees for 2 officers. They volunteered to do those events.

Mr. Rosenblum: With the concerns that are brought up, which are very valid points, I would probably put out a motion that we table this until, as we go through the process and we're kicking the can down the road again, we want to make sure we get it right and it's agreeable to you and it covers the Town and it's agreeable to this board as well.

Motion made by Mr. Rosenblum to table until we address the language in the application.

Mr. DeBarge: You want to table the acceptance of the policy and procedures I understand, but do you want to table the location?

Mr. Gennette: As far as locations go, I understand we're talking about trying to establish a criteria by which people are going to use it, but I don't have a problem with anybody using any of our stuff anywhere as long as they're residents. If they're going to have the insurance I have no problems. Angela and I rented the gazebo and got married down there. It's been a thing in the entire Town. It doesn't matter to me who uses what and where.

Mr. Rosenblum: The motion is to table the application until we address the policies and procedures.

Mr. Goncalves second.

Mr. Goncalves: You're going to put a list together of what doesn't make sense for your particular event? And by our 9th meeting we will have had time to look at it and it can all be put back together again. Maybe in the interim we can get a hold of park and rec and get somebody to come in so when we finalize this we're all on the same page. Make sense?

Ms. DeGobbi: Yes.

All in favor. Motion passed 5-0.

Motion made by Mr. Goncalves to table item #260 until the community use of Town facilities policies and procedures have been ironed out. **Mr. Gennette second. All in favor. Motion passed 5-0.**

UNFINISHED BUSINESS

Board to approve and sign the contract between the Town of Ludlow (LCTV) and One Diversified, LLC for the TeleView Playout System Upgrade in the amount of \$38,069.30. (Tabled from 6/4/2024)

Motion made by Mr. Gennette to approve and sign the contract between the Town of Ludlow (LCV) and One Diversified, LLC for the TeleView Playout System Upgrade in the amount of \$38,069.30. (Tabled from 6/4/2024). **Mr. Rosenblum second.**

Mr. Goncalves: This was for what again?

Mr. Strange: That was part of the reason it was tabled. We asked Mike Hill and he said it's the main TV broadcast playout server that's replacing the previous one and the server is housed at LCTV.

All in favor. Motion passed 5-0.

Board to sign the liquor license for Iron Duke Brewing DBA Sole Syndicate for alteration of premises permanent outdoor dining as well as change of DBA.

NEW BUSINESS

Board to approve and Chairman to sign the employment agreement between the Town of Ludlow and Brenda Marra, Treasurer/Collector.

Motion made by Mr. Goncalves to approve and Chairman to sign the employment agreement between the Town of Ludlow and Brenda Marra, Treasurer/Collector. **Mr. Silva second. All in favor. Motion passed 5-0.**

Board to approve and sign selectmen meeting minutes from meeting of May 13, 2024.

Motion made by Mr. Goncalves to approve and sign selectmen meeting minutes from May 13, 2024, absent Manuel Silva. **Mr. Gennette second. All in favor. Motion passed 5-0.**

Board to approve and sign selectmen meeting minutes from meeting of May 28, 2024.

Motion made by Mr. Goncalves approve and sign selectmen meeting minutes from meeting of May 28, 2024, all members present. **Mr. Silva second. All in favor. Motion passed 5-0.**

Board to approve and sign selectmen meeting minutes from meeting of June 4, 2024.

Motion made by Mr. Goncalves to approve and sign selectmen meeting minutes from meeting of June 4, 2024, all members present. **Mr. Silva second. All in favor. Motion passed 5-0.**

Board to approve and sign executive session minutes from meeting of June 4, 2024.

Motion made by Mr. Goncalves to approve and sign executive session minutes from meeting of June 4, 2024, all members present. **Mr. Silva second. All in favor. Motion passed 5-0.**

Board to approve and Chairman to sign PVPC traffic count request for Stivens Terrace.

Motion made by Mr. Goncalves to approve and Chairman to sign PVPC traffic count request for Stivens Terrace. **Mr. Silva second. All in favor. Motion passed 5-0.**

Board to accept the FY24 SAFE in the amount of \$5,700.00 & the Senior SAFE Grant Award in the amount of \$2,400.00 from the Department of Fire Services.

Motion made by Mr. Gennette to accept the FY24 SAFE in the amount of \$5,700.00 & the Senior SAFE Grant Award in the amount of \$2,400.00 from the Department of Fire Services. **Mr. Rosenblum second. All in favor. Motion passed 5-0.**

Board to discuss and possibly vote to use Building Infrastructure Funds for Engineering Services to replace a boiler at the Ludlow Boys & Girls Club in the amount of \$10,240.00

Mr. Goncalves: I'm really confused why we have to spend \$10,000 if we know the boiler is messed up. What am I missing here?

Mr. Strange: There's 2 boilers at the Boys & Girls Club. One of them is dead and you need 2 to heat the building. Because of the age of the existing boiler and a new boiler being installed, they need to figure out how they make it work throughout the building.

Mr. Goncalves: It seems like a lot of money. It seems like the person bidding could be incorporated into the bid as part of the project. It's like saying our roof is leaking and we have to pay for you to tell us that our roof is leaking. Maybe it's more complex than what I'm seeing.

Mr. Silva: Is it required.

Mr. Strange: It's best practice to have, depending on how extensive the project is, an engineer to look at it, draw it up and whoever can install it to the specs of the drawing. Not every project requires that. I haven't been too involved in this project, this has been DPW and facilities. It sounds like they've met out there and talked about the extensiveness of it. It sounds like it's going to be a pretty big project, one that's probably going to come to capital.

Mr. Goncalves: Looks like it's \$100,000 if it's \$10,000 on engineering.

Mr. Strange: I had the same question. Why can't we just buy a new boiler?

Mr. Goncalves: To inspect, engineer and install the boiler and have that part of bid. Have these guys do it as part of them doing the plan. It's nothing they can plan for a lot of times.

Mr. Rosenblum: Are we discussing replacing one? One is old, one is dead.

Mr. Strange: Because of the size of the building, I think doing 2 would be cost prohibitive at this point. One works and is operating but the concern is the burden on that one is going to be so great during the wintertime that it's going to fail.

Mr. Gennette: We need engineering to figure out how to put a new boiler attached with an old boiler.

Mr. Strange: That's my understanding.

Mr. Rosenblum: Would it be better, because the amount is going to go over \$50,000 meaning it's going to go out to RFP, would it be better to just be going out to RFP? I would imagine whoever is going to do the job they should be able to see if they can...

Mr. Goncalves: Is this something we can get the new building inspector involved in?

Mr. Rosenblum: I think this would be better going to ABC company and they're bidding it and they have to put the scope in. Saying we're replacing this and we'd have to give them what models we have in there and how you connect the 2, unless we're going to do this and then go to RFP and include the engineering in the RFP.

Mr. Goncalves: We'll probably need this to create the RFP.

Mr. Rosenblum: In most instances you need a design aspect to it. Part of the changes there would probably be a 10% contingency into the RFP if there's something they find later.

Mr. Gennette: Who's made the decision to replace one boiler instead of both?

Mr. Strange: It's cost savings. One is dead.

Mr. Gennette: Who chose this path?

Mr. Goncalves: Someone very frugal because it looks like these are \$100,000 a copy with a \$10,000 engineering bill and engineers run around 10% so this is telling me that one boiler is \$100,000. I don't know if we want to go for another \$100,000 if it's not broken.

Mr. Rosenblum: Is there going to be any money we know of leftover in ARPA funding to do both of them if it's a \$200,000 job? Do we have any of that money if it comes back on this project?

Mr. Strange: We do have some ARPA funds.

Mr. Rosenblum: It doesn't have to be spent until 2026.

Mr. Strange: We have to have contracts in place by the end of this year. We did get a quote for engineering for Whitney Park and that's \$270,000. I thought if there was stuff leftover we could use ARPA funds for that.

Mr. Rosenblum: It would probably end up being a capital project.

Mr. Strange: You can certainly table it and I can get some more information from Dave and talk to Josue.

Mr. Goncalves: Can we talk to our building and plumbing inspector and see what they think?

Mr. Strange: I don't see why not.

Mr. Goncalves: Maybe it's as simple as we need to replace XBTU heater and they can inspect it and look at it before they submit their bids. Ten grand is a lot of money and I don't think it's that complicated. I never had an engineer replace anything in my house and they're usually the guys that do it.

Mr. Silva: We had a problem with the old buildings on Hubbard. If they have an issue and the thing is not working and they need this thing you just replace it. I don't understand why we need to discuss it.

Mr. DeBarge: The engineering is to determine whether they're fixed or replaced.

Mr. Strange: The proposal says we'll visit the site to review existing conditions, prepare drawings for removal of existing equipment and piping necessary to allow installation of the new boiler and piping. We will review the routing and locations to exit the building to prevent combustion and air controls and will provide design for a code compliant high efficiency boiler and integration with the existing cast iron steam boiler to remain. We will complete design drawings and specifications for a competitive bid including mechanical and electrical designs for all power requirements.

Mr. DeBarge: Do you want to find out more information?

Mr. Gennette: Yes, we need a plan

Board to consider request to close Town Hall on Friday, August 16th for staff meeting.

Mr. Strange: I've been thinking about this for some time. My idea has been the strange tornado came in and upset everything and things have settled a little bit and I've got more on an even keel. I wanted to take this opportunity to gather staff and talk about the last couple of years. If there's things on their minds, get them off their chest and talk about where we are. I also want to communicate with them where I'm coming from. Oftentimes I assume people understand what I'm thinking and what the motivations are for some of the stuff I do. For me it's going to be communicating, prioritizing service, communication and adaptability. Then looking forward to fiscal 25 and beyond. There's been so much stuff that's gone on, we've had so many changes and I feel like I need to put a bow on it so we can move forward together. From my perspective, we're at a really good spot right now. We've turned a lot of people over but I think things are moving in the right direction and I want to kick that off.

Mr. Silva: Friday is a half day?

Mr. Strange: Yes. If it takes 4 hours then I'm doing way more talking than I'm used to. You never know what people are going to want to bring up. I'm also going to involve department heads so they have a chance. In talking to staff and people that are in the outer buildings one of their complaints was lack of communication from Town Hall so we wanted to invite them in. Summertime, things are a little slower. We've got a lot of new people and we can use that to kickstart fiscal 25 and beyond.

Mr. Gennette: I'm happy to hear it. I love the idea.

Motion made by Mr. Gennette to approve to close Town Hall on Friday, August 16th for staff meeting. Mr. Silva second. All in favor. Motion passed 5-0.

Board to approve and Chairman and Vice Chairman to sign the vendor agreement between the Town of Ludlow and Iron Duke Brewing for the 250th Celebration.

Mr. Strange: They sent it to us Thursday of last week.

Motion made by Mr. Rosenblum to approve the vendor agreement between the Town of Ludlow and Iron Duke Brewing for the 250th Celebration and to have the Chairman and Vice Chairman sign. Mr. Goncalves second. All in favor. Motion passed 5-0.

Board to approve and Chairman to sign the contract with PVPC for CDBG Grant Project consulting work.

Mr. Strange: I'm sure you remember when we got 1.35 million dollars for some housing rehab and infrastructure work. The gentleman that was here, John, that lives in Ludlow, has since moved on to another agency so they had to take some time to hire his replacement. We just spoke with his replacement last week and she sounds really good. This is why we're just now getting going with this project.

Motion made by Mr. Goncalves to approve and Chairman to sign the contract with PVPC for CDBG Grant Project consulting work. Mr. Gennette second. All in favor. Motion passed 5-0.

Board to appoint Building Commissioner, BJ Church, to the Safety Committee and ADA Coordinator.

Motion made by Mr. Gennette to appoint Building Commissioner, BJ Church, to the Safety Committee and ADA Coordinator. Mr. Goncalves second. All in favor. Motion passed 5-0.

Board to appoint Treasurer/Collector, Brenda Marra, Custodian of Insurance Records and Custodian of Tax Possession.

Motion made by Mr. Goncalves to appoint Treasurer/Collector, Brenda Marra, Custodian of Insurance Records and Custodian of Tax Possession. Mr. Gennette second. All in favor. Motion passed 5-0.

Board to appoint Bob Costa as Electrical Inspector.

Motion made by Mr. Goncalves to appoint Bob Costa as Electrical Inspector. **Mr. Gennette second. All in favor. Motion passed 5-0.**

Board to approve citation for Charles Soffen, student athlete.

Mr. DeBarge: Tony, we're going to do this formally, right?

Mr. Goncalves: I'd like to do this.

Mr. DeBarge: We'll do this July 9th?

Board to approve and Chairman to sign the request for street and security lighting from Eversource to be place at the intersection of 355 West Avenue and Motyka Street, per resident's request.

Motion made by Mr. Gennette to approve and Chairman to sign the request for street and security lighting from Eversource to be place at the intersection of 355 West Avenue and Motyka Street, per resident's request. **Mr. Goncalves second.**

Mr. Gennette: Do we know what security lighting is?

Mr. Goncalves: I'm going to guess it's the square lights directionally pointed somehow. You've got Arch Street, Motyka and West. It's complicated traffic there.

Mr. Gennette: We're not talking any kind of lights that are going to upset residents?

Mr. Goncalves: I think the residents are the ones that asked for it.

All in favor. Motion passed 5-0.

Board to approve and sign the contract between the Town of Ludlow and Tighe & Bod for the Veteran's Park feasibility study and master plan in the amount of \$42,000.00.

Motion made by Mr. Goncalves to approve and sign the contract between the Town of Ludlow and Tighe & Bod for the Veteran's Park feasibility study and master plan in the amount not to exceed \$42,000.00. **Mr. Silva second. All in favor. Motion passed 5-0.**

BOARD UPDATES/MISC

Tuesday, June 18, June 25, July 2, 2024 – Tasty Tuesday at Ludlow High School for Lions Den Athletics. Wednesday, June 19, 2024 – Town offices closed in observance of Juneteenth. Thursday July 4th and Friday, July 5th – Town offices closed in observance of Independence Day.

CLOSING COMMENTS

Mr. Gennette: Everyone keeps saying how awesome the 250th was. What a great day that was. That was a 3-hour parade. I heard LCTV put together the video and you can probably catch that out right now. I'm sure they did a wonderful job editing it. Good job to the 250th for putting that together and I can't wait to see what's next.

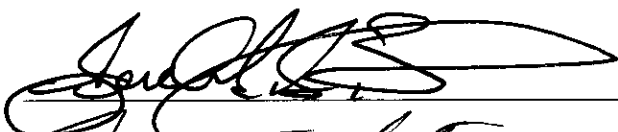
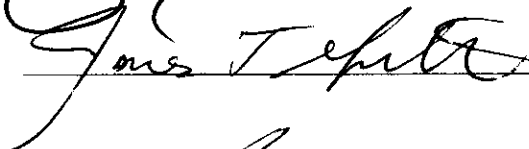
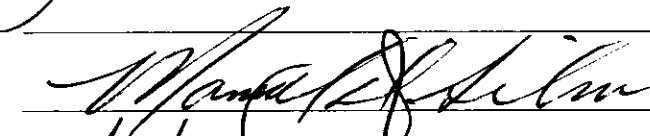
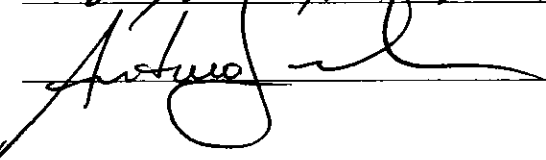
Mr. Goncalves: Along the same lines, I'm sure everybody is going to say something, the DPW did a tremendous job and they shouldn't be overlooked in this whole thing. They were moving machinery and everything around seamlessly. They worked extremely hard the night before. A tree went down by the gazebo and you never would have known they were out there at night cleaning it up getting it ready for the next day. Hats off to Jamie and Jimmy and that entire department. Fantastic job. There's been a lot of good comments about it and that was the icing on the cake. Great job this weekend by that whole crew.

Mr. Silva: I have the same feelings. I can't believe the amount of people. I don't know anyone that didn't agree that it was a fabulous job we did, including people from out of Town. What a great thing the committee did.

Mr. Rosenblum: I'll expound on that and it leads me to last night we had the charter committee open forum at the high school and Linda Collette is on that committee and she said DPW, Jamie and his staff did an unbelievable job. The place was spotless. Cleaning up the tree, even going around the Town the next morning. It was an awesome event. Logistically, how it all worked out was amazing. Veterans Memorial Park, Memorial Park, food trucks down Chestnut. My wife said it's the best thing she's seen in Town in years. With that, last night we held the community open forum for discussion and to go over the draft of where the charter committee is at this point with the charter proposal. There was a lot of great questions. There was nothing negative about it. There was great points. People have different opinions about what should be done. There was some good feedback that came out of it. We had 40-50 people. I wish there was more but it was a good turnout. The next meeting is this Thursday 6:00 in the Select Board meeting room. You're welcome to go to the Town website and Facebook page and email any questions you might have. You have the opportunity to come in and speak as well. This is about transparency and public input.

Mr. DeBarge: After the Christmas tree lighting event I think the 250th committee really kicked it into gear to get everything going gearing up for this parade and block party. Flawless is a meaningless word when it comes to how I felt about what I saw and what I was able to be a part of on Saturday. The planning of it was flawless. The pace of the parade was incredible, the amount of people that were out, everything was amazing. You should all know the committee members and there are 4 committees that make up this whole celebration. These committee members spent night after night, meeting after meeting, hour after hour planning and finalizing to make that event as great as it was. Every one of them is going to be acknowledged right now. The 250th Semi-Quincentennial main committee is made up of chairwoman, Linda Collette, and members Kathy Ouimette, Elaine Hodgman, Denise Zrakas, Tony Curto, Dave Sady, Cristina Yanko, Regina Stanek, Bruce Durand, Paul Chrzan and myself. The parade committee, chaired by Bruce Durand. I've had people call me and tell me they've been to parades all over Western Mass for years and this one was bar none one of the best they had ever seen and some had said the best they participated in. Bruce was a wealth of knowledge when he volunteered to take over the parade. Luckily he has also agreed to take over the Memorial Day parade planning for Eric to free up some of his time. The parade committee, chaired by Bruce Durand, made up of Linda Collette, Bill Koss, Michael White, Tony Curto, Lucy Palmera, Alicia Barbaro, Dave Sady, Regina Stanek, Kathy Ouimette, John Diotalevi, Linda Belisle, Cynthia Saleh, MaryBeth Silva, Isabel Martins, Michael Cortina, Eric Segundo, Paul Chrzan, Mark Capletti, and Ron Saloio. We have a book committee. There is a coffee table book that will be coming out with all of the events and pictures. That's Kathy Ouimette

Motion made by Mr. Goncalves to adjourn the Selectmen's meeting at 8:00 p.m. Mr. Rosenblum second. All in favor. Motion passed 5-0.


Chairperson




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