

The Meeting of the Select Board held on Tuesday, July 8, 2025, began at 5:30 p.m. in the Selectboard's Conference Room.

Members Present: Anthony Alves, William Rosenblum and Manuel Silva.

Members Absent: James Gennette

First Order of Business: The Pledge of Allegiance.

**VISITATIONS:**

**5:35 p.m. – Verizon Pole Hearing – West Avenue – PUBLIC HEARING**

Moved by Mr. Rosenblum to open the public hearing for the Verizon Pole Hearing at 5:35 p.m., seconded by Mr. Alves. Vote 3-0. All in favor.

Don with Verizon explained that he visited the site and the stake was no longer there. He measured where the base was, and it was 34 feet. The purpose of this pole is to support the pole line on the south side of West Ave. The pole line is pulling away from the road on the south side. It may need a few more of these. This should keep the pole lines more stable.

Mr. Rosenblum asked if the existing pole will stay there?

Don said they will.

**Moved by Mr. Rosenblum to approve the West Avenue Verizon Pole number T.28S/E.28S, seconded by Mr. Alves. Vote 3-0. All in favor.**

Moved by Mr. Rosenblum to close the Verizon Pole Hearing for West Avenue at 5:37 p.m., seconded by Mr. Alves. Vote 3-0. All in favor.

**5:45 p.m. – Ludlow Rotary Club – Requesting permission to use Town Hall for Annual Tree Lighting and Toys for Tots event Sunday, December 7, 2025.**

Mr. Sanches introduced himself as the President of the Ludlow Rotary Club.

Ms. Crespo introduced herself as the Chair for the Ludlow Rotary and the Toys for Tots events.

Mr. Sanches explained that they are coming in to request the use of Town Hall on Sunday, December 7, 2025, for the annual tree lighting and toys for tot's event.

Mr. Rosenblum stated that the 250<sup>th</sup> committee is morphing into the Celebrate Ludlow Committee, and they had a conversation with Mr. Rosenblum regarding having a subcommittee between civic groups like Rotary and Celebrate Ludlow. Celebrate Ludlow just received their 24' tree and they donated it to the Town with all of the decorations. He would like to know if the Rotary Club and Celebrate Ludlow are working together? They are planning on having the DPW put a pad down on the side of Town Hall for the tree. This way they won't have to use the front stairs anymore because that's a fire hazard. Putting the civic groups together would be more hands-on deck. He also reminded them that USA Hauling will be donating \$5,000 this year to Celebrate Ludlow.

Mr. Sanches explained that he doesn't see this as an issue, but he had no idea about it. They just wanted to solidify a date to get Toys for Tots on board. They are an outside organization, so they were under the impression that they would have to pay for the police detail.

Mr. Silva stated that this is a town event and does not believe that they would have to pay for police detail.

Ms. Crespo stated that they have been doing this for 14 years.

Mr. Sanches asked if they could book the 30<sup>th</sup> and the 7<sup>th</sup> just in case.

Mr. Rosenblum doesn't believe that would be a problem.

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Mr. Silva told Mr. Sanches to contact Linda Collette to discuss it further.

Ms. Crespo said the more the merrier. She just wants to be sure it happens. They want to get everything in order.

Mr. Silva asked if the week after Thanksgiving is okay.

Mr. Sanches stated that it's nice to have a little break in between but either way is fine.

Ms. Crespo said they will reach out to them and start getting things organized.

Mr. Rosenblum asked them to contact Linda and they can work this out.

Mr. Alves stated that it doesn't matter if they use town hall on the 30<sup>th</sup> or the 7<sup>th</sup> but in the worst-case scenario you can move the toys for tots to a different day.

**Moved by Mr. Rosenblum to approve both November 30<sup>th</sup> and December 7<sup>th</sup> for the tree lighting dependent on finalizing the date based on communications between several civic groups in town, seconded by Mr. Alves. Vote 3-0. All in favor.**

**6:00 p.m. – Jai Umiya Ma, Inc. dba Ludlow Shell Convenience Plus – Alteration of Premises & change of hours – PUBLIC HEARING**

Moved by Mr. Rosenblum to open the public hearing for Jai Umiya, MA, Inc. dba Ludlow Shell Convenience Plus for an alteration of premises and change of hours at 6:00 p.m., seconded by Mr. Alves. Vote 3-0. All in favor.

Attorney Levine explained that they came before the Board earlier this year for a transfer of all alcohol liquor license from Turnpike Package to Ludlow Shell and that is now in place. They are here today to change the current hours of Noon - 9 pm to 10 am - 11 pm on Sunday only. The other request is to close the former car wash bays to and convert them into storage. The applicant would like to close off those doors and connect the retail shop to the former wash bays and use it for storage only and only employees will be able to access them. The back of the building is roughly 1500 feet, and the front is 3600 square feet.

Mr. Patel explained that they are only open until 10 p.m. on Sundays.

Mr. Rosenblum acknowledged that an abutter had come in the last time and was concerned about that but because it is only being used for storage, he doesn't have a problem with it. However, he does want to know if they need to go to Planning and if they will need a site plan.

Mr. Strange did not know the answer to that. He asked if one will be contingent on the other.

Attorney Levine is also confused whether it needs a site plan, however the footprint is not changing. In the interest of time, he would like to have the hours changed tonight and possibly have a contingent vote regarding the alteration of premises.

Mr. Silva agreed to do two different votes, one for the hours and then the other would be the contingent vote.

Mr. Strange asked what happens if the board approves the premises change contingent on the Planning Board blessing the project, would they have to change the application.

Attorney Levine stated that they would withdraw the application if not approved by the Planning Board.

**Moved by Mr. Rosenblum to approve the new hours of operation for Sundays for Ludlow Shell Convenience Plus for the retail section only and not the alteration of premises portion to 10 am – 10 pm, seconded by Mr. Alves. Vote 3-0. All in favor.**

Mr. Patel introduced himself as the owner of the Ludlow Shell and he leases it from O'Connell's. He has been there since 2018 and about 6 months after he leased it, the car wash stopped working. The car wash has not been in service for almost 6 years and at night now people park over there, and he is getting complaints from the neighbors. O'Connell suggested they just board up the doors, but they want to make it look nice and just use it for storage.

**Moved by Mr. Rosenblum to approve the storage alteration of premises contingent on decisions by Planning and Building Department approval, seconded by Mr. Alves. Vote 3-0. All in favor.**

Moved by Mr. Rosenblum to close the Jai Umiya Ma, Inc. dba Ludlow Shell Convenience Plus alteration of premises and change of hours public hearing at 6:22 p.m., seconded by Mr. Alves. Vote 3-0. All in favor.

#### **CORRESPONDENCE:**

132. Mass DOT – Piney Lane/Broad Bridge Inspection Report dated 5/12/2025.  
**Moved by Mr. Rosenblum to file, seconded by Mr. Alves. Vote 3-0. All in favor.**
133. Department of Environmental Protection – Permanent Solution Statement I90 Westbound Rest Area.  
**Moved by Rosenblum to file, seconded by Mr. Alves. Vote 3-0. All in favor.**
134. Eversource – Notification letter for transmission right of way work.  
**Moved by Mr. Rosenblum to file, seconded by Mr. Alves. Vote 3-0. All in favor.**
135. Breathe Free Ride Hard Inc. – Request for assistance with motorcycle ride on Sunday, July 20, 2025 (weather permitting) for ride beginning in Chicopee through Ludlow to Belchertown.  
**Moved by Mr. Rosenblum to approve the Breathe Free Ride Hard request for assistance with motorcycle ride on Sunday, July 20, 2025, dependent on Police approval, seconded by Mr. Alves. Vote 3-0. All in favor.**
136. Chief Valadas – Police Department – Parking at Reservoir Cemetery recommendations.  
**Moved by Mr. Rosenblum to table until July 22<sup>nd</sup>, seconded by Mr. Alves. Vote 3-0. All in favor.**  
Mr. Strange will reach out to the DPW to see how much the parking signs would be for the cemetery.  
Mr. Rosenblum will speak with the gentlemen from Springfield Water & Sewer to see what his thoughts are.
137. Ludlow Planning Board Memorandum – Plans for Ludlow Reservoir Parking.  
Mr. Rosenblum stated that the Planning Board is leaving it up to the Select Board to decide what to do with this.  
**Moved by Mr. Rosenblum to file, seconded by Mr. Alves. Vote 3-0. All in favor.**

#### **UNFINISHED BUISINESS**

Board to discuss and possibly vote to adopt a Town Administrator Evaluation Policy (tabled from June 24).

Mr. Strange explained at the last meeting; they discussed putting in an estimated time frame as to when certain things would take place. The third party compiles the summary report in early June, each Select Board member submits their individual evaluation to the third party, which is either Carrie or Town Counsel. Individual evaluations will be resubmitted if there's been any changes to the original.

Mr. Alves thinks that will streamline the process and be a better timeframe with the fiscal year.

**Moved by Mr. Alves to adopt the new Town Administrator evaluation program, seconded by Mr. Rosenblum. Vote 3-0. All in favor.**

Board to discuss and possibly vote to amend Town Administrator's contract to update timing for annual evaluation process (tabled from June 24).

Mr. Strange explained that currently his contract says the employer will review and evaluate the performance of the employee on an annual basis by March 1<sup>st</sup> each year. This just changes to July 1<sup>st</sup>.

**Moved by Mr. Alves to amend the contract to make the timing of the evaluation congruent with the new process, seconded by Mr. Rosenblum. Vote 3-0. All in favor.**

Town Administrator to provide an update on including backup documentation with posted meeting agendas.

Mr. Strange explained that the new website went live last week. One of the issues that was presented was being able to provide backup information documentation that the board gets. Residents will now be able to go online and see the meetings and the documentation. The Clerk's office may have to take an extra step now, but it shouldn't be a problem. This will begin July 22<sup>nd</sup>. They will have to copy and scan as a pdf in order to get it on the website. The Clerk's office has to stamp the agenda and then we will have to take that stamped copy and scan it into one pdf file. It will be in the order that the Board gets their packets.

Board to approve and sign Select Board Meeting Minutes for May 6, 2025.

**Moved by Mr. Rosenblum to approve and sign the Select Board Meeting Minutes for May 6, 2025, with all members present, seconded by Mr. Alves. Vote 3-0. All in favor.**

Board to approve and sign Select Board Meeting Minutes for May 20, 2025.

**Moved by Mr. Rosenblum to approve and sign the Select Board Meeting Minutes for May 20, 2025, with all members present, seconded by Mr. Alves. Vote 3-0. All in favor.**

Board to approve and sign Select Board Meeting Minutes for June 3, 2025.

**Moved by Mr. Rosenblum to approve and sign the Select Board Meeting Minutes for June 3, 2025, with all members present, seconded by Mr. Alves. Vote 3-0. All in favor.**

### **NEW BUSINESS**

Board to appoint Ryan McNutt, Treasurer, to Custodian of Insurance Records and Custodian of Tax Possession.

**Moved by Mr. Rosenblum to appoint Ryan McNutt, Treasurer to Custodian of Insurance Records and Custodian of Tax Possession, seconded by Mr. Alves. Vote 3-0. All in favor.**

Board to discuss and possibly vote to reclassify Deb Jolicoeur to a LATOSS IV.

Mr. Strange explained that Deb gets paid out of Sewer Enterprise fund and is in favor of this request.

**Moved by Mr. Rosenblum to approve the reclassification of Deb Jolicoeur to a LATOSS IV, seconded by Mr. Alves. Vote 3-0. All in favor.**

Board to review and possibly vote to approve FY25 year-end transfer requests.

Mr. Strange explained that in past years the way we handled this was the request, would go to the Finance Committee, they'd review, ask questions and eventually approve. Then the transfers come to the Select Board. This year there was some language found that indicated that it should have been the Select Board first and then the Finance Committee is second. However, Mr. Alves reminded him that there is a provision in the financial policy manual that states that transfer

requests have to be completed by July 15<sup>th</sup> and the Finance Committee goes first, and the Select Board goes second.

Mr. Kelliher stated that they needed more backup for the transfers in order to understand why they are looking for these transfers.

Mr. Strange asked what happens if the departments cannot show a narrative but there is enough in another budget line item.

Mr. Alves stated they should still have some type of explanation why the line item was overspent.

Mr. Strange stated that some departments will have a difficult time explaining some things, but he is not sure what the value of the why is.

Mr. Alves stated that he saw value in it when he was on the Finance Committee and they never turned down any requests after the conversations.

Mr. Sanches stated that they had no idea where they were getting the transfers from and that evening, they were going in blind. They did not know about the policy that Mr. Alves pointed out and would like any policies forwarded to them for review. Currently the town is \$385,000 in the hole, the Finance Committee does have \$100,000 but that still leaves \$285,000. The grant money was found and can now be transferred over but that night, the Finance Committee knew nothing. They just want to do what is right for the community.

Mr. Kelliher stated that there was no way they could make an informed vote at their last meeting. He also asked who puts the brakes on the overspending of the budget because that would have alleviated a lot of this.

Mr. Rosenblum asked Mr. Strange to send an email to all of the departments and ask them to give more information and send it back by noon tomorrow.

**Moved by Mr. Alves to table depending on the recommendations of the Finance Committee until July 15, 2025, seconded by Mr. Rosenblum. Vote 3-0. All in favor.**

Board to review Town owned properties set for auction.

Mr. Silva asked to have these on the agenda to double-check them and be sure there were not any issues with them. He didn't see any issues with any of them.

Board to discuss and possibly approve changes to Budget Advisory Committee Charge & Charter.

**Moved by Mr. Alves to table until Mr. Gennette is back, seconded by Mr. Rosenblum.**

Board to approve and sign the One Day Permit for Ludlow Senior Center and to waive the fee if approved.

**Moved by Mr. Alves to approve and sign the One Day alcohol permit for the Ludlow Senior Center and to waive the fee, seconded by Mr. Rosenblum. Vote 3-0. All in favor.**

Board to approve and sign the Common Victualler license for Defina Gates, LLC dba Ludlow Coffee Co.

**Moved by Mr. Rosenblum to approve and sign the Common Victualler license for Defina Gates, LLC dba Ludlow Coffee Co., seconded by Mr. Alves. Vote 3-0. All in favor.**

Board to discuss and possibly vote to authorize \$9,500 in Building Infrastructure funds to install an ADA-Compliant counter in the current Human Resources office.

Mr. Strange explained that the plan is to move the Collector's office down to the current HR office to keep it on the first floor and HR will move to where the Treasurer's office is currently and keep the Treasurer's staff there because there's a lot of overlap with payroll and benefits. Therefore, they need an ADA-Compliant counter there.

**Moved by Mr. Alves to authorize \$9,500 in Building Infrastructure funds to install an ADA-Compliant counter in the current HR office, seconded by Mr. Rosenblum. Vote 3-0. All in favor.**

Notice of retirement – Detective Lieutenant David Kornacki.

Mr. Alves stated they are having an event at the LPD on Friday and wanted to present the citation to him there.

Mr. Silva would rather have him come into one of the Select Board's meeting to present him with the citation.

Board to open the warrant for the October 6, 2025, Special Town Meeting. Articles for inclusion in the warrant will be accepted until Friday, September 5, 2025, at 12:00 p.m. and the warrant will officially close at the Select Board meeting on Tuesday, September 16, 2025.

**Moved by Mr. Rosenblum to open the warrant for the October 6, 2025, Special Town Meeting and that articles that will be in the Special Town Meeting will be accepted until Friday, September 5, 2025, at 12:00 pm, seconded by Mr. Alves. Vote 3-0. All in favor.**

Ms. Saloio introduced herself as Lucy Saloio and she resides at 31 Chapin Street. She explained that last Tuesday they had a sewage leak from the town lines into their house. This infiltrated the entire basement. They had Fletcher come out and confirmed it was absolutely the town's issue. DPW came out and the line was cleared about 11 p.m. and also agreed it is on the town's side. ServPro came on Wednesday and Thursday and then they were off for the holiday weekend. ServPro came back yesterday but has not been back since because the town's insurance company decided that they are going to investigate and have not assessed liability yet. The DPW said it was a blockage in the sewer on town property, close to the Elks club. The problem is that they cannot complete the remediation within the home until the insurance has decided to claim liability. So, they will not finish removing soiled items. They won't approve testing for asbestos. The claims adjuster from MIIA said it can take 30-60 days to approve. This is not fair to us, we didn't do anything. MIIA hasn't sent anyone over to look at it either.

Mr. Silva suggested making a call to the DPW to find out what is going on.

Ms. Saloio stated that ServPro has never seen this happen before with the insurance.

Mr. Silva stated that they will make some calls and see what they can do for Ms. Saloio.

Mr. Rosenblum suggested reaching out to the insurance company as well.

Ms. Saloio explained that the toilet was actually just pouring over.

Mr. Silva stated that they will find out what exactly they can do and then take it from there.

Ms. Saloio stated that it has to be tested for asbestos, and they cannot even do that yet because it hasn't been approved. That will take 2-3 days to get back. They are also waiting for another storage unit to put things in.

Mr. Rosenblum stated that he is hoping they can help them as much as they can. At least getting it cleaned out before there is any additional damage.

### **CLOSING COMMENTS**

Mr. Rosenblum wanted to remind residents that the website has all of the documentation on how to put your barrels out because he has seen some not close enough to the curb or facing the wrong way. These barrels will not be picked up by the trash company that way. They are still working out the kinks but please have the barrels 3 feet apart with the metal bar facing the street as close to the curb as possible. They will take the purple bags if you put them next to the trash barrel. The schedule for recycling is on the website as well. There's a learning curve right


now, but once everyone gets it, it should work out well.

Mr. Alves stated that tomorrow is the Ludlow Power information session at 10 am at the senior center and 6 pm at the veteran’s center. Saturday, July 12<sup>th</sup> is the friends of Ludlow Animal Control anniversary party at Cindy’s Drive-In in Granby from 1-3. Sunday, July 13<sup>th</sup> Acoustica and Maken Slider Food Truck, that’s the cultural council summer concert series at 6 pm at the gazebo. Sunday, July 20<sup>th</sup> is their next concert, Kitchen Jam Live and Madd EatZ food truck, 6 pm at the gazebo.


Mr. Strange stated that one of the consultants from Perogrine Group is doing a presentation, Mr. Strange and Mr. Gennette will be there as well. The original opt out date is July 21<sup>st</sup>. They can opt in at any time after that as well. He is not sure if you can opt out online for the initial date of July 21<sup>st</sup> but they can call the Select Board’s officer or Ludlow Power Choice, and another card can be mailed to their home address. Stay cool.

Mr. Silva stated that some of the elderly cannot handle those big trash bins, so please help your elderly neighbor. Stay cool and check on the elderly.

**Moved by Mr. Rosenblum to adjourn their regular meeting at 7:23 p.m. and not to return to open meeting, seconded by Mr. Alves. Vote 3-0. All in favor.**



Chairman



Ludlow Select Board

*All related documents can be viewed at the Selectboard’s Office during regular business hours.*