



**Town of Ludlow
Office of the Select Board**

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TOWN OF LUDLOW

The Meeting of the Select Board held on Tuesday, September 2, 2025, began at 5:30 p.m. in the Select Board's Conference Room.

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

First order of business: Pledge of Allegiance

Mr. Silva: Pursuant to MGL Chapter 30A, section 20(f), after notifying the Select Board chair, any person may record the open session of this Select Board meeting, subject to reasonable requirements of the chair. This meeting is being recorded by Ludlow Community Television. If anyone else is recording, please identify yourself now. There is no one. We have public comments from 5:30 - 5:45 and there is no one.

CORRESPONDENCE

25-155. Letter from Jettie McCollough, commending the Pond Management Committee for treating Haviland Pond.

Mr. Gennette: What a wonderful letter from Jettie McCollough about how clean the pond was. People were swimming and not caught up in the weeds. It was a great letter and I was happy to see it. Hopefully the rest of the ponds look good as well.

Motion made by Mr. Gennette to file. Mr. Alves second. All in favor. Motion passed 4-0.

25-156. Eversource – Notification of upcoming Right of Way vegetation maintenance at the following locations: 993 Center Street, Ludlow; Facing Rock Bridle Road, Ludlow and 280 Carver Street, Granby.

Motion made by Mr. Gennette to file. Mr. Rosenblum second. All in favor. Motion passed 4-0.0

25-157. Ryan Devine, Red Bridge Run Club – Request permission to host the inaugural Ludlow Clocktower Classic 5K on Saturday, October 25, 2025. Proposal and questions included.

Mr. Devine: My wife and I started Red Bridge Run Club about 8 years ago and we were doing small runs out of Iron Duke. This is going to be our official first timed race to help the Ludlow Boys & Girls Club. All the proceeds go directly to them. It's 3.1 miles and we're keeping it centrally located around the clock tower. I already spoke to Chief Brennan and the course is approved by him and I'm going to be speaking to one of his Sgts. soon about detail. Everything is planned but we wanted to come to the Board for your approval.

Mr. Rosenblum: I saw the 3 routes and I agree with Provisional Chief Brennan that the 2nd route makes it easier for their detail and traffic in general. I think that comes in under the weekday rate, probably 2 officers with cars.

Mr. Gennette: I saw your list of questions. Question 3, if there is a special town rate for Police detail would we be able to receive that special rate since all proceeds will be going towards the Ludlow Boys & Girls Club. We don't have any volunteer situation for our Police Department to be able to help out in something that benefits the Town?

Mr. Strange: It would be up to the individual.

Mr. Gennette: I think we would run into a union problem with that so you'll probably end up paying the rate for those officers. That would be my biggest concern as far as funding goes.

Mr. Rosenblum: What's the anticipated participation?

Mr. Devine: 100-150 runners. It's a heavy race time. 5K's in the fall are pretty popular.

Mr. Alves: Nice to meet you Mr. Devine. The Senior Center question. Who governs who can park at the Senior Center or not?

Mr. Strange: Technically, if there's no signage it's public parking. You would want to clear it through Jodi.

Mr. Devine: I'll reach out to her.

Mr. Alves: There is a thorough plan that Chief Brennan has taken a look at. I emailed him today and he gave me range of the police detail of \$500-\$600. Question 1, would the Town be interested in being a community partner or sponsor? I would be of the mindset for the Town to cover the fee and have that be our sponsorship.

Mr. Gennette: What would be the funding vehicle for that?

Mr. Strange: There is no policy so it would come out of the detail account that is separate from the budget.

Mr. Rosenblum: Would we reimburse them or would it just come out of the budget?

Mr. Strange: Logistically it's the same thing. The details are paid out of a different account because it's not part of the budget. I think they would sign up for the OT.

Mr. Alves: \$511 was the quote for 2 officers.

Mr. Gennette: What is the registration?

Mr. Devine: \$25 and it comes with a t-shirt and drink ticket. Tandem Bagel is going to give us bagels at the end of the race. It starts and finishes at Sole Syndicate.

Motion made by Mr. Alves to approve the request to hold the Ludlow Clocktower Classic 5K on Saturday, October 25th. **Mr. Rosenblum second. All in favor. Motion passed 4-0.** **Motion made by Mr. Alves** that the Town covers all costs associated with Police detail. **Mr. Rosenblum second. All in favor. Motion passed 4-0.**

25-158. Letter of resignation from Joy Williams, Election Officer, effective August 21, 2025.

VISITATIONS

5:45 p.m. – Department of Public Works – Jamie Tomas & Jim Goodreau – Quarterly DPW Update.

Mr. Goodreau: We gave an update on the West Street Bridge. The highlighted stuff is the road projects we'll be starting in about 2 weeks. We're doing Norwood, Worcester, Franklin, Essex, Duke, Bristol, Hampshire, Berkshire, Hampden, Meadow and a section of State Street that would tie into where they ended on East and where we just finished doing State. That whole section of town would get done at once.

Mr. Tomas: We had some bigger projects but unfortunately this year is tight. We chose these projects because they're in close proximity to one another and these roads have been falling apart for a while. They were paved 10 years ago and we think the mix was bad so the roads are starting to unravel. With First Ave and part of State being completed that would definitely be a good stretch to complete.

Mr. Gennette: You just patched them.

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Mr. Tomas: We patched more for Festa. This is an easy mill and pave job that we don't have to get involved in.

Mr. Goodreau: It's bigger bang for our buck.

Mr. Silva: Where do these streets fall in our list of streets?

Mr. Goodreau: Some of them are in the worst.

Mr. Silva: A lot of people have been complaining about Stivens and Stevens.

Mr. Goodreau: They are on the list. They take into account volume and other factors. They're highly traveled roads so it's high up on the list. We do have some money left in Chapter 90 so we are going to look at that and Stivens Terrace to see where the money falls. The bridge coming up is a big thing. We don't know where it's going to end up. It's going to be a 50/50 split with us and Springfield. We've had multiple meetings with Reps, Senators, Springfield and DOT. DOT is doing a big inspection at the end of this month that will tell us what needs to be done. We just did the repair in 2024 and it was \$400,000 so we each paid \$200,000. Springfield is not willing, and neither are we, to throw another Band-Aid at it that's going to last 2 years if we're going to have to replace this bridge. If that's the case we can work on the plans with Springfield, get it on the TIP project and have the State take over. If it's a replacement it's multi millions. We won't know anything until that next inspection at the end of September.

Mr. Gennette: As far as Stevens and Stivens, you did repair the worst parts. The corner on Stevens and the upper part of Stivens. Portions of those roads had been done we're just looking for the other half to get done.

Mr. Tomas: We all know Stevens Street is a pretty bad road in Town. We did hold off on that road because we were hoping to run a gas main from East to where it's terminated at the top of the hill near Oakridge. Not to say it can't happen but it looks like it's going to be very expensive. The quote was about \$50,000 from Eversource to run the gas main down.

Mr. Silva: When we do gas, aren't there betterments for residents?

Mr. Goodreau: Normally, when the gas company does services depending on the distance they used to cover it, now they're making the homeowners pay for the connection.

Mr. Gennette: That's 450K and the resident still has to buy the connect.

Mr. Strange: We looked into this because it was a potential DIF project. You have to survey the residents impacted and there has to be a certain number of residents that sign on.

Mr. Tomas: As far as regular day-to-day operation at the DPW, we rolled out the new trash service to the residents. It's going very well. We have had minimal complaints or questions in the last month. In the beginning it was a little bit of a process trying to get carts to everybody. We were delivering carts. It's working well and we're getting a lot of positive feedback.

Mr. Silva: I've gotten nothing but thanks for the trash. Compared to the last 3 years they're very happy. USA has been really good to us and letting residents get rid of their old barrels.

Mr. Gennette: I was reached out to by Brigham Lodge about trash. They're not a normal resident. Can they get barrels. Do they come down, sign up, pay the bill and get barrels delivered to them? What's the process for someone who's not a resident?

Mr. Goodreau: They only give it to residents. That would be considered a commercial business so we would not service that.

Mr. Gennette: We were servicing businesses like that originally so who's picking up their trash now?

Mr. Goodreau: They have private haulers.

Mr. Gennette: Not every business in Town has a private hauler. A lot of people were putting barrels out.

Mr. Goodreau: Correct. That's how we're catching up. Now that we're doing the billing if they didn't get the barrels delivered to them, this is how we caught all the people who were getting trash that shouldn't have been. A lot of residents who were above businesses that were getting trash picked up were never getting billed. We didn't have it in our system so we only delivered to who we billed. We caught up on roughly 300 people who were getting trash picked up for free.

Mr. Gennette: This is a business.

Mr. Goodreau: They will not be getting them.

Mr. Gennette: At no point will businesses be able to get barrels.

Mr. Goodreau: We collect up to a 3-family.

Mr. Gennette: Is there a way to open up the door for smaller businesses that don't need dumpsters? We have small mom & pop shops that don't put anything out. Should they just bring their stuff to the transfer station?

Mr. Goodreau: They don't give stickers to a commercial vehicle. If they are a resident that lived in Town they could get one.

Mr. Tomas: We can look into it. At this time, they can bring it to the Transfer Station.

Mr. Gennette: I'd like to be able to make some accommodations for small businesses.

Mr. Goodreau: We'd have to look at our DEP permit to see what we're allowed into our Transfer Station. In all the permits we fill out its residential houses up to 4 family excluding businesses.

Mr. Tomas: We obtained a \$20,000 grant for a flashing crosswalk signal just like the one in front of Walgreens that we're going to install at East Street School. Our equipment breaks down daily. We have 5 trucks down now in the process of repair. Our mechanic is busy every day. Road crew is out patching. There's a lot of street sign repair. Replacing and repairing manholes and catch basins as needed. We try to jet sewer lines on the regular. Our tree crew is out daily trimming. We're trying to get to our retention ponds. One retention pond could take a week to clean. They've been mowing the fields and cemeteries. We're trying to get the parks better. We have a limited staff. Mowing is a big thing for us. We have 2 guys in the cemetery doing great. We're trying to get the roadside mower out there every day to catch up with the edges of the road. If anybody has any overgrowth, feel free to call. The next big thing is getting ready for winter. Getting our trucks, sanders and plows ready. We had a few interviews last week. There were 3 great prospects and I think they've accepted. Hopefully we keep growing our fleet and department.

Mr. Silva: With those 3, are you still short?

Mr. Tomas: We're short a PW2.

Mr. Gennette: Is the \$20,000 grant a city streets grant?

Mr. Goodreau: It was one that Doug Stefancik started before he passed away. Once it comes in we have 90 days to install it. It was based on traffic counts in the area, pedestrian safety and being right at the school where all the kids cross. When it comes in we're going to build new handicapped ramps with the placards. They'll provide the flashing beacon. We'll paint the crosswalk.

Mr. Gennette: Are you ready for salt? Last year we ended up with an emergency override which bumped up the budget quite a bit. This year our budget has to maintain whatever that was.

Mr. Goodreau: We did transfers into snow/ice to make it zero.

Mr. Tomas: We have a good surplus starting off the season.

Mr. Gennette: My last question is about the streets. Why do we do the streets so late in the year?

Mr. Goodreau: We have to get our annual bid contracts in order. We have to wait for Chapter 90 to get released and approved by the State. And then scheduling. Palmer Paving was scheduled out to the end of September. We can't leave the road milled for 2 months.

Mr. Gennette: That's planning. I'm wondering why we're so far behind and is there an opportunity for us to get ahead to start getting stuff going earlier in the year?

Mr. Goodreau: As soon as we get the annual bid contracts in order.

Mr. Tomas: The annual bid contracts came back late so we didn't want to schedule anything because the contractor could charge you whatever.

Mr. Gennette: If we can make that process better that would be great. We are 6 months late to the game.

Mr. Goodreau: We normally pave the roads this time every year.

Mr. Gennette: I know you do, but this is late. They open the paving plants in April.

Mr. Goodreau: Correct, but the money doesn't get released from the State until July.

Mr. Gennette: But again, every town has the same problem you have but you're always late.

Mr. Goodreau: I wouldn't say we're late. You're seeing other towns paving beforehand but they're not using Chapter 90 money. They're getting money from the TIP so they have that money in place to do the paving.

Mr. Gennette: You're telling me other towns are not using Chapter 90 money.

Mr. Goodreau: I'm telling you they're using it at the end of the year. Springfield has a lot more money that's not coming from the same pool we're using.

Mr. Gennette: I'd like to have more conversation on that in the future.

Mr. Rosenblum: In general, if we know we're doing those streets this year and the plants are open April 1 to latest 1st or 2nd week of December, as long as they're getting done at some point, they're going to get done. If we're not getting money released until July and know how they're doing their scheduling someone else with more money in different pots can schedule it now.

Mr. Goodreau: By the time the money got released we called Palmer, who was already booking out to the end of September and there's nothing we can do about that.

Mr. Tomas: On a reclaiming job, you can schedule a reclaimer but the paving company might not be ready for another month. We've done roads in town where we reclaimed and that road will stay capped for 2 weeks before we pave it. We can attempt to get things done a little earlier in the season.

Mr. Goodreau: If we're reclaiming, we want the paver to be there the next day.

Mr. Rosenblum: I'm dealing with the same process now.

Mr. Tomas: When we reclaimed Fuller Street, it was open for a little bit and we had a couple of really bad thunderstorms and we had crews out there in the middle of the night.

Mr. Rosenblum: With the size of the staff and the amount of stuff that goes on in Town with parks, fields, hot patch, cold patch, mowing and everything else and now you're working on your trucks for winter.

Mr. Tomas: The trash roll out took up a lot of time. We were getting 200-300 calls a day but it's winding down now.

Mr. Rosenblum: As long as we get it done this season.

Mr. Goodreau: We're also saving some money in that account knowing this bridge repair is coming up and we don't know where we're going to get that money. We know we can only bond at Town Meetings. Springfield has a whole different process. They go to Procurement and get the money. That's how we did the last repair. We were very lucky. They paid everything up front and at the very end.

Mr. Gennette: Do you do the reclamation or is that 3rd party?

Mr. Goodreau: Third party.

Mr. Gennette: This is a 3rd party so it does not impede with the mowing and tree work because that's in-house.

Mr. Rosenblum: I understand. It's nitpicky of the timing of when they're doing it. If the money gets released in July, there's a process to schedule.

Mr. Goodreau: We also can't do any work until we submit the projects into the grant portal. We have to have it accepted by the State for the Chapter 90 projects and until that gets done you can't do any work until they approve your request.

Mr. Gennette: I was leading somewhere. If you're paving a road in the fall into the winter, is it possible that pavement is compromised more so than if you were doing it in the summer or spring?

Mr. Goodreau: No. There's a certain pavement temperature you can't put it down after. It's regulated. You cannot put it down 36 degrees. The mix has to be placed at 195 degrees.

Mr. Gennette: When you were saying bad mix originally, it wasn't because you were putting it down too late in the year.

Mr. Goodreau: It was determined it was due to the asphalt content in the mix didn't meet the specs. That was a 3rd party when they did water work and gas work. We did part of State Street when that mix went bad there but all these side streets never got redone.

Mr. Tomas: We were going to reclaim Meadow Street because it's really bad, but our annual bid contractor won't do it because it's not enough square footage. They hire a 4th party to take over our small job.

Mr. Alves: Thanks for the overview. You said there's 3 folks you feel pretty good about.

Mr. Goodreau: Two will be starting September 15th. We have one opening still. That puts the number to 17.

Mr. Alves: Later we have a couple of bridge inspection reports we got.

Mr. Goodreau: Piney Lane has been replaced and the temporary bridge is already up.

Mr. Alves: The one on Center Street by the Public Safety Complex, there's a plan for replacement?

Mr. Goodreau: Right now, it's to keep the cars off the steel garder. The small grant application that Tighe & Bond submitted did not get selected so we have to put some barricades up and a traffic plan to keep vehicles off the garder. We have been in contact with DOT for what they want out there.

Mr. Silva: If there's nothing else, Thank You.

6:00 p.m. – William "Bud" Ellison – To discuss the status of the current Open Space Plan, related to zoning bylaws and strategic plan for Town development.

Mr. Ellison: If you're not familiar, I'm coming off a pretty involved process with the Planning Board for some land that was being sold off of Center Street. Against what a lot of residents wanted to see happen, something happened so they're going to put a storage unit on Sroka Lane. It made me look back at some of the things we've done to try to prevent situations like this from happening. When I spoke w/ the Planning Board during many meetings, it was implied from Mr. Phoenix that they'd like to help us but their hands were tied and they couldn't help us because they didn't have what they needed for tools. With that, the town seal, half of it is a plow shear that is agricultural. Why do you think people want to live in town? Some of the reasons are the flavor & feel of the town. We're not a big city, we're not a tiny town and we want to keep it that way. We have bridges, plowing and insurance and I understand the challenges but there are other ways to come up with funds. We've had Open Space Planning Committees in place twice since 2013 and I was on both of them. Both times we submitted plans to the State looking for it to be adopted. Once they're adopted by the Division of Conservation that loosens up a lot of grant money. Although the money part doesn't solve it, it certainly helps it. The object of this is to look at major parts of the town to either try to improve or maintain the flavor of the town in places like Haviland Pond, the Reservoir, the Bungalow or Facing Rock. Greenways that connect this stuff. This was outlined in these plans. With that said, where do we stand?

Mr. Strange: We were doing great with grants. They're cyclical and some are funded better than others and then Doug passed away. Doug & I had a great partnership. From my previous experience, I knew what grants could fit in town and he knew how to execute it. After Doug passed we were at a standstill. We're administering the grants we have but I don't have capacity myself to go after the grants and administer them. We need somebody in the Planning office to help with that. The Planning Board just appointed a new Town Planner so hopefully we can get back to where we were. There is plenty of money out there so we can submit competitive applications for it.

Mr. Ellison: That's good to hear. Losing Doug was tough. Where do we stand with the 2023 plan? Has that been completed and submitted to the Division of Conservation?

Mr. Strange: I'm not sure. I wasn't involved in that process. I think Doug was the lead on that.

Mr. Rosenblum: A lot of the things we talked about were bike trails, hiking, Haviland Pond and trying to do things with aquatics. There was a 36-page questionnaire that went out from Survey Monkey. Did that get submitted to Doug?

Mr. Ellison: I got an email from Mimi Kaplan from Pioneer Valley Planning Commission. She was our facilitator. That was all submitted and we were waiting for the town and I think that's what Mr. Phoenix was talking about. That and the 2013 one was submitted to you folks. You accept it and from there it goes to the Division of Conservation. They sign off on it and we can get money. The talk about the Community Preservation Act, which we tried many times and that's another way to get funding. Towns like Wilbraham have done a pretty good job with what they've done and I don't see why we can't do the same. We met every month. We went down to the Festa.

Mr. Gennette: Do you know if it ever came out of the Planning Board?

Mr. Ellison: I'm here asking. We did our part. Mimi Kaplan finished it.

Mr. Strange: I assumed it had been submitted to the State and approved. Before tonight's conversation I never had any doubt but I'll double check with Mimi.

Mr. Ellison: I find it hard to believe that we would stop it here.

Mr. Gennette: The only reason it would have stopped was if Doug was in the process.

Mr. Rosenblum: I have an email from Ms. Kaplan and it had to do with the \$500,000 Parkland Grant.

Mr. Gennette: The one Town Meeting tanked.

Mr. Rosenblum: In talking with people, one of the comments was if we packaged it with something else like Whitney and Vets that it might have had a better chance of passing but we were looking at 4 million dollars. We have something we're going to be reviewing later on the warrant, which is capital for parks. We've discussed something similar to a CPA that isn't a tax. As you know, a CPA has been shot down twice.

Mr. Strange: The contact at the State who manages the Park Grant program also manages the open space and recreational OSRP process. If she approved the Park Grant application there's no way she would have done that if we did not have an approved OSRP. The last one was from 2013 and she would have kicked out our application.

Mr. Ellison: We can assume 2023 is all set.

Mr. Strange: That would be my assumption.

Mr. Rosenblum: That's why I went back into my emails. I knew it connected into the Park Grant. Apparently it did get to Doug and we moved with this and it unfortunately it didn't come to fruition. We are discussing something that has to do with parks. I agree with you. Knowing we are a right to farm and we don't know what went on with that parcel that is going to be storage, from what I was told there was an opportunity for people to purchase it. My hope is that he is going to make concessions to the fact and try to work with the neighborhood to make sure it's not an eye sore. In Hartford, there's disk golf within the golf course, they have disk golf in my daughter's campus at college. Sometimes we go to fall festivals in the Berkshires and there is a huge mountain biking community. Even your property, you can use the back end to connect to other areas for bike trails and hiking. A new Planner is going to be thrown headfirst into it.

Mr. Gennette: Pioneer Valley Planning Commission should have a copy of that so we should be able to pick right up where we left off and inform the Town Planner and Planning Board and maybe we can come up with a plan.

Mr. Ellison: If we try little stuff, most of the people are OK with it, and we try to go back to the Community Preservation Act, even if it's a small amount, if we try to move forward and keep chipping away at it at least we're moving in the right direction. We're so busy plugging the leaks in the boat.

Mr. Gennette: That's the point of the Strategic Planning because we're so far behind on everything we're trying to play catch up all the time. By the time we get caught up to where we need to be, everybody else is going to be 20 years ahead of us. We have no plan for the future. We tried going big with the Master Planning Committee. It died on the vine.

Mr. Ellison: Why did it die with the Planning Board?

Mr. Gennette: The Planning Board didn't adopt the plan. I'm trying to put forth a lot smaller committee where other departments like the Open Space Committee can come in and we can have a conversation about parcels or large projects with a long-term plan. We need that central hub where we can bring in all of these departments as they have different effects on different things. Like the Agricultural Committee, I didn't know there was one until somebody was arguing about a rooster at Town Meeting.

Mr. Ellison: There's people out there that would volunteer their time. I'm putting myself out there if there's anything I can do. I know people in town and I can help to do that if we're serious about it. In a conversation with the Planning Board, we talked about zoning. If we

work with the Planning Board we can take a lot of the problems and have them taken care of. For instance, certain kinds of businesses cannot be north of the Fire Station in these areas that are sensitive to open space. It means we're going to be more cognizant of what goes there, to push that theme. I see the Planning Board as a bunch of people on point for us that could help us with this too.

Mr. Gennette: Not to take away from the Planning Board. I think they have the best interest of the community in mind and they want to do good things, but in the last couple of years they've focused more on revenue generation than planning. The Planning Board needs to focus on planning. For battery storage, we have 500 acres in the MMWEC lot so it's a perfect place for battery storage and we don't need to put it in people's backyards and farms. We should have a whole section of Town for industrial. Until the Planning Board shifts their focus I think we're going to see a lot of the same issues. That comes down to the people we've elected.

Mr. Ellison: If we have a strategic plan is there anything that binds the Planning Board to follow it?

Mr. Gennette: They have a member on the board of the Strategic Planning Committee. I'm going to hold off on pushing Strategic Planning Committee until May Town Meeting because a lot of the other boards are not understanding what's going on but everybody needs to participate equally. They think the Board of Selectmen has power over the Strategic Planning Committee because FinCom and Board of Selectmen has 2 members. FinCom is on there because they're the representative governed at Town Meeting. The Board of Selectmen has to put the warrant together. We don't appoint FinCom members. That comes from the Town Moderator. Outside of those 4 members we need a resident, a member from the Planning Board and the School Committee. We have to be able to create systems now that will be around going forward forever. That's the point of the Strategic Plan. Everybody will have their moment to be a part of what's going on.

Mr. Ellison: If there's money out there and we're not going for it, we're missing it. I think it's a great idea and I hope it goes. Hopefully we can check with Mimi and the group or the Community Preservation Act. I think there's things we're missing out on and maybe we can delegate it to get it done.

Mr. Rosenblum: Has Planning identified areas similar to that of Sroka Lane and making sure the right thing goes there? There might be something near you that you don't own that's an open space.

Mr. Ellison: The storage area we're talking about was identified in 2013. It's on the map and was identified as an area of interest to preserve as conservation. It was done in 2013 and 2023 and I don't think the Planning Board and these documents have had a chance to talk. If the Planning Board was on board with this and knew there was a bunch of people who have come up with a plan for open space, wouldn't that make sense. When I walked away from the meeting that night, the sense I got from Mr. Phoenix was that they'd love to help but everything got shot down. I don't know how much they know about this stuff.

Mr. Rosenblum: We have a new Planner and maybe present that to him.

Mr. Gennette: Marc, reach out to the Pioneer Valley Planning Commission and see if she can forward what our current progress is.

Mr. Strange: I made a note.

Mr. Ellison: That's a start.

CORRESPONDENCE

25-168. Request from Josue Irizarry, Ludlow Boys & Girls Club – requesting approval of facility use for LYSA Monday/Thursdays 5:30-8:00 p.m. from August 25th through October 25th and Saturdays from 9:00 a.m.-3:00 p.m. And WUP Fridays 6:00-7:00 p.m. from

September 5th through October 3rd. Also, IFA Wednesdays 5:00-6:00 p.m. from September 9th through November 11th.

Mr. Irizarry: We met with LYSA and Pioneers and then it was opened up to IFA.

Mr. Silva: If that works I haven't seen any other requests.

Mr. Rosenblum: If you're good with it we'll rubber stamp what works for you. Our department heads know best.

Mr. Irizarry: It does work for us.

Motion made by Mr. Rosenblum to approve the request from the Ludlow Boys & Girls Club for facility use for LYSA, Western United and IFA as stated. **Mr. Alves second. All in favor. Motion passed 4-0.**

25-158. Letter of resignation from Joy Williams, Election Officer, effective August 21, 2025.

Mr. Rosenblum: Thank you to Joy for her service to the Town as an Election Officer.

Motion made by Mr. Rosenblum to accept her resignation effective August 21, 2025. **Mr. Alves second. All in favor. Motion passed 4-0.**

25-159. Letter of resignation from Donna Andre, Election Officer, effective August 16, 2025.

Mr. Rosenblum: Thank you Donna for her service to the Town as an Election Officer.

Motion made by Mr. Rosenblum to accept her resignation effective August 16, 2025. **Mr. Alves second. All in favor. Motion passed 4-0.**

25-160. Mass DOT – Underwater bridge inspection May 13, 2025 – Piney Lane/Broad Brook.

Motion made by Mr. Gennette to file. **Mr. Alves second. All in favor. Motion passed 4-0.**

25-161. Mass DOT – Small bridge inspection June 11, 2025 – Rte. 21 Center Street/Higher Brook.

Motion made by Mr. Gennette to file. **Mr. Alves second. All in favor. Motion passed 4-0.**

Mr. Gennette: We just had conversation with the DPW about these, that's why we're not having conversation now.

25-162. Letter from Carmin Moutinho, requesting to be appointed to the Ludlow Cultural Council.

Motion made by Mr. Alves to appoint Carmin Moutinho to the Ludlow Cultural Council. **Mr. Gennette second. All in favor. Motion passed 4-0.**

25-163. Chief Pease – Request to charge off medical expenses and lost wages to Chapter 41, Section 111F for a Firefighter/Paramedic for an injury sustained while on duty on August 10, 2025.

Motion made by Mr. Alves to approve the request to charge off medical expenses and lost wages to Chapter 41, Section 111F for a Firefighter/Paramedic for an injury sustained while on duty on August 10, 2025. **Mr. Rosenblum second. All in favor. Motion passed 4-0.**

25-164. Chief Pease – Request to charge off medical expenses and lost wages to Chapter 41, Section 111F for a Firefighter/Paramedic for an injury sustained while on duty on August 13, 2025.

Motion made by Mr. Alves to approve the request from Chief Pease to charge off medical expenses and lost wages to Chapter 41, Section 111F for a Firefighter/Paramedic for an

injury sustained while on duty on August 13, 2025. **Mr. Gennette second. All in favor. Motion passed 4-0.**

25-165. Provisional Chief Brennan – Request to charge off medical expenses and lost wages to Chapter 41, Section 111F for a Police Officer for an injury sustained while on duty on August 13, 2025.

Motion made by Mr. Alves to approve the request from Provisional Chief Brennan to charge off medical expenses and lost wages to Chapter 41, Section 111F for a Police Officer for an injury sustained while on duty on August 13, 2025. **Mr. Rosenblum second. All in favor. Motion passed 4-0.**

25-166. Provisional Chief Brennan – Request to charge off medical expenses and lost wages to Chapter 41, Section 111F for a Police Officer for an injury sustained while on duty on August 13, 2025.

Motion made by Mr. Alves to approve the request from Provisional Chief Brennan to charge off medical expenses and lost wages to Chapter 41, Section 111F for a Police Officer for an injury sustained while on duty on August 13, 2025. **Mr. Gennette second. All in favor. Motion passed 4-0.**

25-167. Letter of resignation from Melissa Graf, Safety Committee, effective immediately.

Mr. Rosenblum: Thank you Melissa for the time to be on the Safety Committee.

Motion made by Mr. Rosenblum to accept the letter of resignation effective immediately. **Mr. Alves second. All in favor. Motion passed 4-0.**

UNFINISHED BUSINESS

Board to discuss and possibly vote to accept draft Strategic Planning Committee bylaw to be included in October Town Meeting Warrant (tabled from August 19, 2025).

Motion made by Mr. Gennette to table until the May Town Meeting. It needs more understanding from other departments. If there's more discussions that need to be had I would like to make sure we have everybody's comments. I think this is too important to push through without everybody being invested in it. **Mr. Rosenblum second. All in favor. Motion passed 4-0.**

Board to discuss and possibly vote on creating a Ludlow Energy Commission (tabled from August 19, 2025).

Mr. Gennette: At the last meeting it was brought up that we didn't have a charge & charter of the Ludlow Energy Commission. I requested the Board of Selectmen act as the Energy Commission so we could get some things done. Marc saw fit to include the energy and sustainability list of what the duties were for the Energy Commission.

Mr. Alves: You said we need this to get things done. Can you elaborate on that?

Mr. Gennette: I'm running into resistance as an Energy Coordinator without a Commission. Things with the Pioneer Valley Credit Union and that kind of thing. I'm trying to get an Energy Commission page on the website that I can't put up because we don't have an Energy Commission. I want to put a link for people to report their telephone light is off.

Mr. Alves: That is on there.

Mr. Gennette: I will be trying to get us designated as a green community for grant money and I think this committee needs to approve that before I can approach the State with it.

Mr. Alves: Why does a committee need to approve that?

Mr. Gennette: We need an Energy Commission or whoever is acting as the Energy Commission. I tried to do it with just the Select Board's approval to apply for a lot of this. There's a lot of codes and requirements. Manny talked about the Stretch Code.

Mr. Alves: The Stretch Code would be approved by Town Meeting wouldn't it? I tried to read up on the green community grant and involvement and I didn't see any reference to an Energy Commission. I'm hesitant with these committees. Mr. Ellison was just in here talking about committees that have met and things lay stale.

Mr. Gennette: The only thing I'm doing is trying to make this board the official commission. It's the same board making the same decisions, just an official designation. If I had an annual report I was putting forth I would report it to the Board of Selectmen.

Mr. Alves: You've already been designated as that.

Mr. Gennette: I have but for some reason they require that I report it to an Energy Commission.

Mr. Alves: Who is they?

Mr. Gennette: Pioneer Valley Planning Commission, the State DOER. What's the problem.

Mr. Alves: I'm trying to understand the need for this.

Mr. Gennette: Me too. I think it's a little ridiculous. I would love to be able to not have to do this.

Mr. Silva: If it's just a rubber stamp, what does it hurt us?

Mr. Alves: I don't think it's a rubber stamp. We're talking about creating policies, suggest investments to decrease the consumption of energy resources. I'm not saying I'm against this stuff but are you ready to create those policies?

Mr. Gennette: We have to if we're going to move forward. If we feel this is getting too deep and we need an Energy Committee to address these concerns then we can formally create an Energy Committee. I don't think we're at that point until we start getting into some of the bigger stuff. Marc, is that your understanding of an Energy Commission?

Mr. Strange: I don't know that it's a prerequisite. We had an Energy Commission in Agawam but it wasn't necessary to become a green community or to do anything. They would look to me when I was the Planner for information. For reports or for applying for green community grants. I don't think it's necessary, if that's what you're asking me, to get green projects done.

Mr. Gennette: I'm looking for some guidance on where it goes. I'm a new Energy Coordinator and I'm being met with positions where they're asking me about my Energy Commission and approval from the Town. I mentioned before about putting it before the Board of Selectmen because the Board of Selectmen in lieu of this are considered the commission and it's been met with there has to be an official Energy Commission. We're either a Board of Selectmen as an Energy Commission or we have to do an Energy Commission.

Mr. Strange: In my experience, I've never had somebody say that to me. I'm not saying the Town needs an Energy Commission in order to do X, Y & Z.

Mr. Gennette: I don't mind doing that leg work. We're already responsible for this. We are not obligated to become a green community but anything that happens with energy that come through the Town right now has to go through the Board of Selectmen.

Mr. Strange: The solar came through the Board. I've met with energy consultants who work with municipalities.

Mr. Gennette: Aggregate and it all came through here.

Mr. Strange: It came through here without an Energy Commission.

Mr. Gennette: I'm fine with that but every time I've mentioned to put it before the Board of Selectmen I've been met with you have to have a formal Energy Commission. One way or the other the Board of Selectmen is that body. I can follow up with it but it's coming through here.

Mr. Rosenblum: Is there anything that would not allow us to do that because we're already acting as a Select Board and another board? Google says having an energy committee is a critical step for a Massachusetts town to meet the requirements of a green community. I'm wondering if there is anything that is a grey area for us being the Select Board and this.

Mr. Strange: Coming from a best practice perspective, if there is some sort of statutory requirement that a Town have an Energy Commission to become a green community, then I say yes. If not, this seems like creating a paper street. Just creating a paper committee. The things that are on here are important for towns to do. If the Board is going to create an Energy Committee, they should create an Energy Committee that is going to effectuate the charges that are on this piece of paper. If not, I don't know that it's an Energy Committee unless it's a prerequisite to becoming a green community.

Mr. Gennette: I didn't want this originally at all. I just wanted everything to come before the Board of Selectmen as the acting Energy Committee. I was met with too much resistance to move forward with it to the point where I had to ask for an Energy Committee. So now we're at this stage where we have to do something. I can go back and get a list of names and I can ask why but I'm back at the same place I was before.

Mr. Strange: I don't know who those people are. I've done this in another community for a long time and I don't remember encountering that sort of discussion.

Mr. Gennette: Maybe it's new but this is DOER and the Pioneer Valley Planning Commission that I'm working with on these projects.

Mr. Strange: I can ask Mimi.

Mr. Rosenblum: What are other communities doing? How are they doing it?

Mr. Gennette: This is just a formality.

Mr. Rosenblum: I see conflict popping up.

Mr. Gennette: I'm fine if you want to stay the Board of Selectmen and not do an Energy Committee, when stuff comes through for the Select Board for energy stuff, you are the acting Energy Committee whether you formally adopt it or not. I can't chair a committee as the coordinator.

Mr. Rosenblum: It's the same thing as Ludlow Power Choice. If it has to have a commission or committee of some sort we have to figure out the logistics of it. Maybe we talk to Mimi and figure it out. I'm not against it.

Mr. Gennette: It's a formality as far as I'm concerned. I'm indifferent.

Mr. Rosenblum: Do you want to table?

Mr. Gennette: Yes.

Board to discuss and possibly approve the Town's hiring process (tabled from August 19, 2025).

Mr. Rosenblum: Basically Police & Fire do their own and come to us for approval? They basically vet with HR and hire themselves and come to us for approval. In most cases that's what's happening when we interview them anyway. Select Board, Department Heads, Town

Administrator and anything that's non department head would fall under the Town Administrator and HR.

Mr. Strange: That's the way this is written.

Mr. Rosenblum: I'm fine with that. We put people in place to do their job. We don't do their job. They report to us. If things are going well, they're going well. If there's issues we handle it with them. This makes total sense. Going through 150 pages and doing hours of tests they do, we can't do it better than they do it.

Mr. Ribeiro: It's pretty straight forward. We needed some efficiencies with Police & Fire.

Mr. Alves: I spoke with both Chiefs and they're both in favor of this approach and at the last meeting we talked about it. Do we need counsel to look at this?

Mr. Strange: We can. This was from a town out East. We can always make amendments if need be.

Mr. Alves: Would this govern promotions or just new hires?

Mr. Strange: Promotions too.

Mr. Alves: The way I was reading the language it said vacant positions so that's how it encompasses everything. In section C2 it says selection process. Department Heads are responsible for coordination of all parts of the selection process and the Human Resources Department may be available for assistance upon request. Why isn't HR driving that?

Ms. Ribeiro: That was part of the policy that I questioned. I think it should be working in coordination. We could get 40 resumes and we should be screening those. I think we can change the wording to say in conjunction or in coordination with HR.

Mr. Strange: Human Resources, in consultation with Department Heads, are responsible for the coordination of all parts of the selection process?

Ms. Ribeiro: HR will screen the resumes. We screen them in the sense of if they're completely missing the qualifications they directly go to no. We need to do that because otherwise it's going to get messy.

Mr. Alves: Maybe it's just cleaner to put in conjunction.

Ms. Ribeiro: This is nice to get it in writing.

Mr. Alves: In D1, appointing authority, the emphasis on driving this was related to the Police & Fire Departments. Personally, I would want to keep the authority as it has been with the Select Board for other staff.

Mr. Strange: The Select Board hasn't been appointing. According to the attorney, the Select Board is the appointing authority over everybody. As a practical matter, we'd have people in here every meeting.

Mr. Alves: If they've gone through the process and they're ready for an offer, wouldn't the appointment be just a vote?

Mr. Strange: You can do that. We haven't done it that way and it would elongate the process. Let's say the dispatcher at the Senior Center is open. Carrie and Lisa conducted the interviews with Jodi. Carrie signs the offer letter and sends it to the person.

Ms. Ribeiro: Once the final 1 or 2 are selected, we start doing background checks and reference checks and when we speak to the Department Head then HR reaches out and makes the offer. The Department Heads are more comfortable with us reaching out. Once we have a start date and we negotiate pay then we set up a physical and we complete any other background checks.

Mr. Strange: I'm not involved in any of this stuff.

Mr. Rosenblum: Are you good with how it is?

Mr. Alves: With the edit.

Mr. Strange: There's no rush on it.

Mr. Silva: You need legal.

Mr. Strange: If you want Kate to look at it you should table it.

Mr. Alves: I think it would be wise because it's dealing with the hiring process.

Mr. Silva: I don't think legal is going to say much to say about how we hire. We'll table it.

NEW BUSINESS

Board to discuss and possibly vote on proposal for Civil Service approved assessment center for Police Chief.

Mr. Silva: I think it's foolish to spend money on an assessment center to tell us about the guys we already know.

Mr. Rosenblum: It's not to say somebody won't apply from the outside.

Ms. Ribeiro: This is internal candidates.

Mr. Alves: I don't understand that line of thought. We just talked about this policy that is going to the Police Chiefs to allow them to hire within their department because it's not our expertise and now we're saying we don't need advice on hiring the most important person in that department.

Mr. Silva: If we're in a bind and needed to have an assessment center but I don't feel like we need to have an assessment done at this stage, but I know we're restricted.

Ms. Ribeiro: We are a civil service community. There are only a few ways to promote. One of the ways is an assessment center and you can do different things. You can do a sole assessment center, a test, weighted and graded. There's also the traditional certification or list. We're all familiar with the entry level police officer list, we're all familiar with the sergeant's list, we're all familiar with the lieutenant's list. Civil Service has gotten away from Chief's lists. They don't exist. Most communities that are civil service, because it is such a large position in most towns, municipalities have used assessment centers. There's so much that goes into leading a police department. It's not just taking a test. There's a lot of things to be taken into consideration so municipalities have moved towards assessment centers for that purpose. The assessment centers take specific traits we want and they assess them in different panels. That's how the assessment center works. Going back to the list. If there was a list in the near future, which there isn't, I've been told by Civil Service there is no list in the near future. That leaves Provisional Chief Brennan provisional until there is a list, which isn't ideal. He would have to study for that exam and we would have to have a minimum number of participants sign up for that list in order to establish a list. That's years out. If we weren't Civil Service, we could go out and post the ad. Our only other option is an assessment center. We've used this vendor for the past 2 Police Chief appointments we've had. Public Safety Consultants. I talked to him last week and told him the Board's concerns. We don't need a 3-day assessment center. We want to try to keep it as simple as possible. They understand that and are willing to work with us. There is still a timeframe we have to work with. We have to notify candidates in a certain amount of time. They just extended it out to 90 days. If the Board does approve the contract, they will work with Civil Service to move things along a little bit quicker. I understand you don't want to spend the money.

Mr. Gennette: What's the cost?

Mr. Rosenblum: \$6,500.

Ms. Ribeiro: Only lieutenants are eligible. We have 3. I understand your concerns. This process would be done by November. It would be a one-day assessment. The points are tallied up and results are sent to Civil Service. There's a time frame where they go to the candidates and there's an appeal period. He was confident that by the beginning to early November an appointment can be made. I already have the delegation agreement from Civil Service, which is a requirement. The vendor and Civil Service sign that. Once this is approved I can get the delegation agreement signed by the vendor and Civil Service. If this is approved, Public Safety Consultants will work with Civil Service to move it along.

Mr. Rosenblum: Going to a list we could be looking at 2-3 years.

Ms. Ribeiro: It's unknown.

Mr. Rosenblum: Against your angst, we spent \$25,000 or more on a Charter Committee. \$6,450 for one of the top 2-3 positions in the Town for me is a no-brainer. If we don't want to spend \$6,450 and we wait we could lose some of our candidates. We've grown a lot of our public safety from within. I would hate to see any one of the potential candidates take a job elsewhere when I think we have some of the best candidates. I'm fully in support of spending \$6,450 in order to keep who we have and if I were the Provisional Chief I wouldn't want that hanging over my head for the next 2-3 years. \$6,450 is short money on what we spend.

Mr. Alves: I agree with you completely. If you don't want to go this route, what do you suggest we do?

Mr. Silva: Get out of Civil Service and start the process now. I'm forced to do something I don't want to do.

Mr. Rosenblum: I agree. Police has been talking about getting out of Civil Service but that's through their union.

Mr. Alves: Do you think getting us out is going to be cheaper than \$6,450?

Mr. Silva: It's a problem and we've been talking about it for years.

Mr. Alves: I tend to agree, especially with a new hire. But we have a quality crop to choose from and I don't find that to be a hinderance. We're not waiting for a list. We're using a reputable assessment center.

Mr. Silva: We are spending \$6,500 needlessly.

Mr. Gennette: We would fight the Civil Service fight for years.

Motion made by Mr. Rosenblum to approve the proposal for Civil Service with the assessment center for Police Chief in the amount of \$6,450. **Mr. Alves second. All in favor. Motion passed 4-0.**

Board to discuss and approve reclassification request for DPW LATOSS 3 to LATOSS 4.

Ms. Ribeiro: This request came from Jamie at the DPW. It's in line with the continuous reclassifications we've been doing with LATOSS to try to cross train everybody and have individuals at the same level. There are some positions in offices that have more responsibility but we feel it's been working well and there's not very many 3's left. The admins that are doing true administrative work, there's still a few that need to be reclassified. This one Jamie requested because of the increased work with trash billing, sewer billing, annual meter readings and cemetery paperwork. The individual in that position is in the process of helping Recreation and Golf.

Mr. Rosenblum: What's the dollar amount on the increase?

Ms. Ribeiro: It will depend on the step. Probably \$3,500.

Mr. Gennette: We used to get the reclassification whenever we were going to make a change, for whatever the value was.

Ms. Ribeiro: We're in negotiations with them right now but the bottom scale of the 4's is around \$52,000.

Mr. Gennette: My concern isn't the LATOSS 3 to LATOSS 4, but the next one a NU3 to NU7 and I'm wondering what the value is for that and why we don't have more funding information specifically for that.

Motion made by Mr. Rosenblum to approve the reclassification request for DPW LATOSS 3 to LATOSS 4. **Mr. Gennette second.**

Mr. Alves: Doing this mid-year, budgetarily, how is this working? Are they absorbing this from somewhere else or is it in that line item?

Mr. Strange: It's the general personnel services and they've had 4 vacancies for 3 months now.

All in favor. Motion passed 4-0.

Board to discuss and approve reclassification request for Facilities Custodian NU3 to NU7.

Ms. Ribeiro: This is for our custodian at Town Hall, Jorge. He is a superior employee. He has been here since 2013. He has worked in the Town Hall. He has gone to the Senior Center. He's helped at the DPW. He's come back to the Town Hall full-time. He came back last year because the Senior Center was a lot of a job and he had some health issues so we felt it was a better fit. We replaced his position at the Senior Center with a great employee who is working out well. He was hired at an NU7, step 4 or 5. That was my base point for reclassing Jorge. Jorge is not only working at the Town Hall, he fills in at the DPW because their custodian who comes in 6 hours a week got in a car accident and wasn't able to come in. Now, since the PD custodian retired, he goes over there and takes care of the PD building too, making \$20.37/hour. This is a much needed, much overdue reclass. I will go to bat for him any day. I don't know anybody that has as much pride in his work and he has never asked for anything. He is saving us in benefits because we haven't hired at the PD. He hasn't complained once. I talked to Chief Valadas when Tammy left. The feedback I've been getting is they love him. He's going to be irreplaceable one day when he leaves. Since I've been here, we've had 3 custodians after Jorge left and went full-time and a cleaning company and no one compares. This man is a hard worker. I know it appears like a large increase but he deserves it. I take accountability because I should have realized that when we hired Dennis at the Senior Center.

Mr. Gennette: This poor guy.

Mr. Rosenblum: He's saving us \$25,000.

Motion made by Mr. Rosenblum to approve the reclassification request for Facilities Custodian from Nu3 to NU7. **Mr. Gennette second. All in favor. Motion passed 4-0.**

Board to approve and sign minutes from Select Board meeting of August 5, 2025.

Motion made by Mr. Rosenblum to approve and sign minutes from Select Board meeting of August 5, 2025, with all members present. **Mr. Gennette second. All in favor. Motion passed 4-0.**

Board to approve and sign minutes from Select Board meeting of August 19, 2025.

Motion made by Mr. Rosenblum to approve and sign minutes from Select Board meeting of August 19, 2025. **Mr. Alves second. All in favor. Motion passed 4-0.**

Board to approve and sign contract between the Town of Ludlow and EJ Prescott for FY26 DPW annual bid.

Mr. Strange: They were the low bidder for sewer line work. We were chasing them for a signature for a long time.

Motion made by Mr. Rosenblum to approve and sign contract between the Town of Ludlow and EJ Prescott for FY26 DPW annual bid. **Mr. Alves second. All in favor. Motion passed 4-0.**

Board to appoint Det. Lt. Sean Knox & Det. Peter Gallagher as License Agents for the Select Board in place of Det. Lt. David Kornacki due to retirement.

Motion made by Mr. Gennette to appoint Det. Lt. Sean Knox & Det. Peter Gallagher as License Agents for the Select Board in place of Det. Lt. David Kornacki due to retirement. **Mr. Alves second.**

Mr. Alves: In this email chain it lists 4 individuals and we're only appointing 2. Are we to assume the other 2 are already appointed?

Mr. Strange: I'm not sure. I can get an answer.

All in favor. Motion passed 4-0.

Board to review and discuss the October Special Town Meeting warrant.

Mr. Strange: Article 1 is the annual unpaid bills from the previous fiscal year.

Mr. Alves: These are all just timing, right?

Mr. Strange: All of these were bills that generated in fiscal 25 and not paid. With respect to the 250th there was an additional wrinkle because the 250th was dissolved. I think we became aware of the invoice before July 1 but there was no more 250th. Legally, the Town could not use the 250th money to pay for it. That 250th money will close out the free cash. Article 2 is the acceptance of Millside Drive. I got the language from Mead, Talerman & Costa today. It's almost identical language to the article for Riverside Drive. Hopefully Town Meeting accepts it as a public way and it will create frontage on the 4 parcels on Millside that have all been sold.

Mr. Gennette: Article 3. Strategic Planning Committee. I think I've covered this quite a bit. I requested that I table this and pull it off of the warrant for October 6th and push it off until May. I want information to go out to other departments. I think it's important we have an inclusive environment around this.

Motion made by Mr. Gennette to table article 3, the Strategic Planning Committee, until the May 2026 Town Meeting. **Mr. Rosenblum second. All in favor. Motion passed 4-0.**

Mr. Strange: Article 4 is requesting that Town Meeting accept the donation of a piece of land located at 319 West Street, which abuts our landfill. The Town has an ongoing obligation with Mass DEP to keep it clean. There is annual reporting and inspections they need to get done. This will make it easier for DEP to do their investigation. At some point in the future, if the Town chose, we could explore expanding the solar array that's located on the landfill.

Mr. Gennette: This property was right behind me at 329 West Street. This is the old Scott's Family property. There is a right of way that comes out on West Street and Holyoke Street too. I'm just wondering what we're going to do with it.

Mr. Strange: We're expanding the footprint of the solar array. DEP has to go in through 319 West Street. There is an access point to get back to the landfill.

Mr. Gennette: We're expecting to expand the solar?

Mr. Strange: There's no expectation but there is a possibility. It's primarily to make it easier to comply with DEP. Article 5. I met with BJ and Paulina trying to figure out ways to enhance our enforceability of unkept properties in Town. Article 5 would amend section 4-35 of the Town bylaw by reducing the time periods associated with identifying a property as unkept. Right now, it's 60 days. With the recommendation of BJ and Paulina this would reduce it to 30 days. It would reduce the time period the Town could take action on a vacant property from 180 days to 45 days. Those changes are also in C5 reducing the time period from 180 days to 45 days.

Mr. Alves: You said you got some guidance from Paulina and BJ. Is that with all the timelines?

Mr. Strange: Yes.

Mr. Alves: I have some pause because it goes into utilities that have been shut off, removed or cut & capped. What if you're only here 6 months out of the year?

Mr. Strange: As a practical matter, we wouldn't enforce if we knew someone was down South for the winter.

Mr. Gennette: They still have to keep their properties kept up.

Mr. Strange: The only way we would know if a property was vacant was if it became unkept.

Mr. Silva: Technically, that's not a vacant property either.

Mr. Alves: According to this, it is.

Mr. Strange: You have to read it in the context of vacant and unkept.

Mr. Alves: This is with the guise of being able to enforce or follow through. Do we know how many violations we've had in the past calendar year? With this and the signs, I notice we're increasing the value of the fines. What gives it teeth? Does increasing the fine give it teeth? I'd argue no if the enforcement isn't there. If that's not right now and it's something we need to ponder for the next meeting that's fine. For example, Springfield is doing something similar. They have a fine structure. One of the things they're looking at is you're in violation. You start to accumulate fines and if you don't pay your fines in a 6-12 months then it becomes a lien on your property. Whether the fine is \$10 or \$10,000, if the enforcement isn't there is it effective?

Mr. Strange: This is not my area of expertise so I have to rely on BJ and Paulina and they're both very busy right now. We did talk about some samples from Fitchburg that Paulina had. It was more along the line of giving the Town more authority when you can't track down the owner. That's been a source of delay and frustration for both departments. The process to lien is a very long process, which is why they wanted to start earlier. If we want to dig a little bit deeper I'm going to have to rely on them. I don't know if we'll get there for October.

Mr. Alves: I'd rather do it right once than piece meal it.

Mr. Gennette: I agree with Mr. Alves. We're really crossing the boundary between vacant and abandoned and I think we need to clarify what the 2 are.

Mr. Alves: All these need to be used with judgement too. If there's a situation where you see an unkept property and it's an elderly person that's ill we're not going to start hammering them with fines. You need to understand each situation as it comes in. In my dealings with Paulina and BJ they would probably be the main people enforcing these things. They're very attuned to understanding the situation at play as well.

Mr. Gennette: I think this article gives Paulina and BJ teeth in being able to enforce whatever it is. They're looking for clarity so they can do their job.

Mr. Alves: That bylaw is there. All this is doing is cutting down those timelines.

Mr. Gennette: We do need to table this. I love the idea of being able to improve our ordinances.

Mr. Alves: I think we need something like Springfield is looking at now.

Mr. Gennette: If this went forward at Town Meeting, would Paulina or BJ be there to talk about it?

Mr. Strange: I would ask them.

Mr. Alves: My mindset is see where you can get, because we don't need to finalize this for 2 weeks. If you're not comfortable or you think you need more time, I'm ok with it being a May item. I have similar comments with the signs.

Mr. Strange: Article 6 would create a Department of Municipal Finance and create a Finance Director. We talked about this a few years back when Kim Collins was here. According to Mass laws, Town Meeting has to create this department and position. It consolidates responsibility in one person, who is the Director of Finance. That person would be an existing employee. It would be Accounting, Treasurer/Collector, Assessor would all be reporting to the Finance Director. Right now, they report to me. It's another effort to centralize operations and increase accountability.

Mr. Silva: How would you choose?

Mr. Strange: We already have an idea.

Mr. Silva: If somebody is taking on that responsibility, won't it cost dollars?

Mr. Strange: Probably have to give them a raise.

Mr. Gennette: Is this standard throughout towns?

Mr. Strange: This was one of the recommendations in the financial management review? Article 7 would create a Capital Stabilization Fund which would create additional transparency and predictability on how much the Town has available for Capital funds. We've been relatively consistent with how much we get certified in free cash every year; however, there is no guarantee. As a practical matter, what would happen is the Select Board would allocate a certain amount of money from free cash every year to set aside into the Capital Stabilization Fund, which Capital would use as a basis for their recommendations to the Select Board and Town Meeting.

Mr. Rosenblum: I like this. We've always waived on what the process is. Do we approve or not approve things in Capital. If we know how much we can do and we see a dollar amount going forward. I like this because it's a little bit clearer where it's going.

Mr. Gennette: I was looking for a building fund. Can this be used for that? If we run into a situation where we have to replace a building and we've been building this building infrastructure fund we may be able to offset the cost of some of those bonds necessary to be able to do that. For example, let's pick up some of the savings interest instead of the bond debt. We have a stabilization fund. We don't have a building infrastructure fund.

Ms. Strange: We have a building infrastructure fund that gets funded \$100,000 every year.

Mr. Alves: Would this give us flexibility? If money is in a reserve fund do we still need to wait for annual?

Mr. Strange: Town Meeting is the only body that can appropriate funds from a stabilization fund by a 2/3 vote.

Mr. Rosenblum: Stabilization is the savings; free cash is the checking.

Mr. Strange: Article 8 would create a Parks & Recreation Capital Stabilization Fund specifically for the parks. This is an additional layer of transparency and predictability for getting our parks back up to where we know they need to be.

Mr. Rosenblum: This has a better chance of being a yes over saying we want a CPA. In the future I would like to see more input from Recreation. We're creating funds that can help towards rainy day or bonding.

Mr. Alves: I agree but I don't think it's the answer to a CPA, it's a band-aid.

Mr. Strange: Article 9 would create a development program fund for our DIF District. We're at the point now where we're accumulating funds from growth in the DIF district and we need a fund to segregate those so they don't get closed out to free cash. We can also use those funds to pay down debt service. Previously, Town Meeting approved the financing plan for certain things in town. This creates the fund where the money would live. Article 10 is the sign bylaw enforcement that Anthony was referencing. The State maximum fine is \$300/violation which is essentially \$300/day. This bylaw would increase the fine from \$100 to \$300 as a method of enhancing enforcement.

Mr. Gennette: This is enforced by the Building Inspector.

Mr. Strange: Yes. Article 11 would create an unreasonable noise bylaw defining noise standards for exterior for construction for maintenance and provide exceptions for town approved events, transportation infrastructure like the Pike, public utility work and operations at Westover Air Force Base. It also gives the Ludlow Police Department discretion when situations arise that don't fall within the bylaw. I did send this to Provisional Chief Brennan and he had some changes to it which were incorporated.

Mr. Rosenblum: Looking at daytime level and EPA suggestions of 55-70, I'm not saying go in the middle but maybe move it to 60. 70 is usually around the max of daytime. I have no problem with 7:00 a.m. – 10:00 p.m. but I would rather see that number go from 55 to 60.

Mr. Strange: The responsibility would fall to the property owner.

Mr. Gennette: If you're telling me the federal requirement is 55-70 I think we should find the median. When I go to Town Meeting, I want to be able to tell Town Meeting members that the median range by the EPA is 62.

Mr. Strange: In order to find a median, you'd have to find actual data points. What about the nighttime.

Mr. Rosenblum: I've seen 45 as the norm.

Mr. Alves: Do the police have these machines?

Mr. Gennette: The police have them and when they respond to a noise complaint I believe they bring it with them.

Motion made by Mr. Rosenblum to amend the daytime level from 7:00 a.m. – 10:00 p.m. from 55 to 60 decibels. **Mr. Gennette second. All in favor. Motion passed 4-0.**

Mr. Alves: This governs Monday – Saturday. I'm talking about construction and maintenance. If it's inclusive of those dates, we're not allowed to do construction on Sunday without a permit? In maintenance noise standards, is this going to get into a neighborhood tiff if someone is mowing their lawn on Sunday? Let's see what a range is for this and make sure it's tailored.

Mr. Gennette: I think specification for Sunday would be good.

Mr. Strange: Article 12 would adopt the newly passed MGL Chapter 138 Section 12D which allows towns to convert on premises beer & wine liquor licenses to all alcohol. We have 4

beer & wine on premises: the Tennis Club, TCO Party Occasions, the pizza place near the mills and Barburrito.

Mr. Rosenblum: We could be basically eliminating beer & wine.

Mr. Strange: The licenses are beer & wine and if you convert it you still keep it if you don't have a full on-premises quota you can go above and beyond that. If that establishment closes it reverts back to a beer & wine. Of all the types we have 1 opening.

Mr. Gennette: This is to get in line with Mass General Law.

Mr. Strange: It was a compromise at the local level because there has been a movement to allow cities and towns to determine how many liquor licenses they want. Articles 13 & 14 are Planning Board.

Mr. Rosenblum: Can we make a note to look into the process again of applying for more all liquor?

Board to discuss implementation date for bi-weekly payroll.

Mr. Strange: We wanted to make you aware of what's going on with the bi-weekly payroll. We were pursuing automating our payroll and our HR functions with ADP. It didn't work out. There were too many workarounds. We thought it would be an automated process from Munis to ADP and we thought they would talk well with each other, but they don't. We told ADP we were not going to go forward with them. It's delayed our bi-weekly payroll. We wanted to roll it out in October but it's going to be November 13th. We vetted through the Treasurer's office if they wanted to do both Town and School payroll on the same week and they chose to stagger them. We are distributing information on things employees need to do.

Board to discuss and possibly approve an additional \$2,100 in Building Infrastructure funds to retrofit Town Hall office space.

Mr. Strange: This is the retrofit of the current HR office. Mountford, who did our roof project, is going to be installing an ADA accessible counter. They're going to take out the door that faces Lisa's office and make it solid.

Motion made by Mr. Gennette to approve the additional \$2,100 in Building Infrastructure funds to retrofit Town Hall office space. **Mr. Alves second. All in favor. Motion passed 4-0.**

BOARD UPDATES/MISC

Chairman to approve and sign all bills, warrants and abatements. A record of all warrants is in the Select Board's office for perusal until provided to the Town Accountant's office.

TOWN ADMINISTRATOR'S REPORT

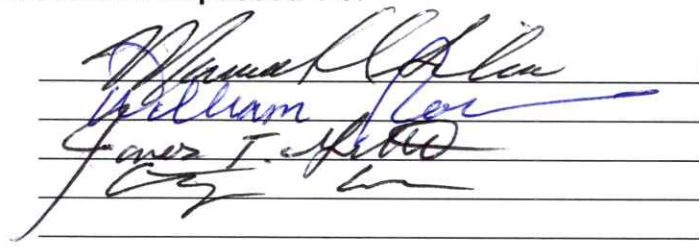
Mr. Strange: The fiscal 26 trash fee will be sent out around October 1st and payment will be due by December 1st. It is \$200 this year. The HR office is moving up to where the Treasurer/Collector is and the Collector staff predominately is moving down to HR on the first floor. That will make it easier for residents to pay their bills. It also creates some operational efficiencies for the Human Resources office. Special Town Meeting is October 6th at Ludlow High School. We're doing a pre-meeting for that to preview the articles for Town Meeting members Monday September 29th at 6:00 p.m. We're sending out letters to Town Meeting members this week to invite them.

Mr. Gennette: Can we get a copy of the Police Chief's contract so we know what we're looking at? Festa outside of Lusitano was super active this year. The partying in the streets has been insane. I don't know if we need to talk to the police about it.

Mr. Rosenblum: I do not have any closing comments.

Mr. Alves: I don't have anything.

Motion made by Mr. Rosenblum to close the Select Board meeting at 8:46 p.m. **Mr. Gennette second. All in favor. Motion passed 4-0.**



Chairman

Ludlow Select Board

All related documents can be viewed at the Select Board's Office during regular business hours.