



RECEIVED
TOWN CLERK'S OFFICE
2025 NOV 26 A 10: 29
TOWN OF LUDLOW

Town of Ludlow, Massachusetts
Office of the Select Board

AGENDA
SELECT BOARD
Select Board's Conference Room
December 2, 2025
5:30 p.m.

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.

5:00 P.M. – EXECUTIVE SESSION – To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel – Town Administrator.

Board to approve and sign minutes from Executive Session Meeting on October 7, 2025.

Board to approve and sign minutes from Executive Session Meeting on November 4, 2025.

Board to approve and sign minutes from Executive Session Meeting on November 18, 2025.

5:30 P.M. – CALL TO ORDER/PLEDGE OF ALLEGIANCE

5:30 – 5:45 P.M. – PUBLIC COMMENT

VISITATION

5:45 P.M. – **Public Hearing** – Ludlow Elks Lodge #2448 – Amendment for Change of Manager.

5:55 P.M. – **Public Hearing** (continued from November 18, 2025) – Board of Assessors – Tax Classification.



Town of Ludlow, Massachusetts
Office of the Select Board

CORRESPONDENCE

- 25-214 Letter from the Safety Committee recommending “No Parking Signs” and “Do Not Block Driveway” sign on Baker Street.
- 25-215 Letter of Resignation from Sgt. Brian Shameklis from the Safety Committee. Board to appoint Sgt. Brad Tierney, per recommendation of Provisional Chief Michael Brennan.
- 25-216 Ludlow Pond Management Committee End of Year Summary.
- 25-217 Letter from Springfield Water & Sewer Commission – Request for Review of Potential Impact of Proposed Commercial BESS Project Near Cobble Mountain Reservoir Watershed.
- 25-218 MASS DOT – Bridge Inspection West Street/Stony Brook.
- 25-219 MASS DOT – Bridge Inspection Piney Lane/Broad Brook.
- 25-220 Commonwealth of Massachusetts Department of Public Utilities – Petition of Eversource Gas Company of Massachusetts, dba Eversource Energy, for approval of its 2022-2024 Three-Year Efficiency Plan Term Report.
- 25-221 Letter from Ludlow Police Department – Requesting permission from the Board to use any Town owned property located adjacent to the Ludlow High School, including parking lots (Veterans Park & Town Hall), the cross-country course and Town property under the control of the Department of Public Works for the annual Sgt. Joshua D. Desforges Challenge scheduled for Saturday, May 9, 2026.
- 25-222 Commonwealth of Massachusetts Department of Conservation & Recreation – Dam Safety Regulatory Requirement Compliance Report.



Town of Ludlow, Massachusetts
Office of the Select Board

UNFINISHED BUSINESS

Board to permit Firefighter/Paramedic William "Bud" Ellison to hold two paid Town positions, provided that he has met all the requirements of the exemption to the Commonwealth's Conflict of Interest Law set forth in G.L. c. 268A, § 20(b).

NEW BUSINESS

Board to appoint Brian Bylicki to the Insurance Advisory Committee.

Board to discuss and possibly appoint Mike O'Rourke to the Safety Committee.

Board to approve and sign minutes from Select Board Meeting on October 21, 2025.

Board to approve and sign minutes from Select Board Meeting on November 4, 2025.

Board to approve and sign minutes from Select Board Meeting on November 6, 2025.

Board to approve and sign minutes from Select Board Meeting on November 18, 2025.

Board to discuss and possibly approve increase the Common Victualler License fee for 2027.

Board to possibly approve and sign contract with Zencity.

Board to approve and sign Class I, II and III Licenses: The Butler Corp, Red Barn Motors, Roy's Auto Service, Caracas Construction, Joe's Auto Body, Beachside Motors, Deluxe Auto Sales, Robert's Auto Body, Paul's Autoworx, Discount Motor Sales, Matt's Auto Mall, Deluxe Foreign Electric, John Quill Automotive, Lupa's Leasing, Royal Coach, Sewall Street Auto Center, Stingray Motors, JL Massa Collission, Ludlow Motor Sales,



Town of Ludlow, Massachusetts
Office of the Select Board

TOWN ADMINISTRATOR'S REPORT

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.

Event Calendar:

Town Hall will be closed Friday, December 5th for Employee Wellness Day.

Bills for Boat Excise are going out soon with a due date end of January beginning of February.

Visitations for the next meeting on December 16th:

Public Hearing – Eversource Joint Pole Hearing – Kendall Street.

Public Hearing – The Lighthouse – Alteration of Premises.

Quarterly Update – DPW.

Not all topics listed in this notice may actually be reached for discussion. In addition, the topics listed are those which the chair reasonably expects will be discussed as of the date of this notice.

LICENSE

ALCOHOLIC BEVERAGES

THE TOWN OF LUDLOW, MASSACHUSETTS
HEREBY GRANTS A

CLUB LICENSE

License to Expose, Keep for Sale, and to Sell
All Kinds of Alcoholic Beverages
To Be Drunk On The Premises

To BENEVOLENT & PROTECTIVE ORDER OF ELKS LODGE #2448
KENNETH CHAREST, MGR.

Described premises: 69 Chapin St. – One story cinderblock bldg., 12 rooms, one large banquet hall, members lounge, kitchen, walk-in cooler, utility room, two offices, storage room, coat room, two restrooms. Outdoor pavilion.

This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires December 31st, 2025, unless earlier suspended, cancelled or revoked.

**The Hours during which Alcoholic
Beverages may be sold are:**

Monday - Thursday

8:00 a.m. – 1:00 a.m.

Friday and Saturday

8:00 a.m. – 2:00 a.m.

Sunday

12:00 noon – 12:00 midnight

LICENSE 00008-CL-0632

December 2, 2025

SELECT BOARD

Licensing Board

THIS LICENSE SHALL BE DISPLAYED ON THE PREMISES IN A CONSPICUOUS POSITION WHERE IT CAN EASILY BE READ

RECEIVED

NOV 17 2025

SELECT BOARD
LUDLOW, MA 01056

***The Town of Ludlow Massachusetts
Safety Committee***

***488 Chapin Street • Ludlow, Massachusetts 01056
safety@ludlow.ma.us***

***Sgt. Brian Shameklis
Chairperson***

***Jeff Lavoie
Vice Chairperson***

***Amy Kurtz
Secretary***

November 14, 2025

Select Board
Town of Ludlow
488 Chapin Street
Ludlow, MA 01056

To Whom it May Concern:

On Thursday, November 13th, the Safety Committee discussed a request from a resident at 48 Baker Street (see attached email). It was voted 4-0 in favor of recommending "No Parking Signs" on the right side of the street starting at the intersection of Phillip St and Baker St., extending eastbound to the Whitney Park entrance. Additionally, posting a "Do Not Block Driveway" at the end of 48 Baker Street at the discretion of the Department of Public Works.

Please let me know if you have any questions.

Sincerely,



Brian Shameklis, Chairperson

cc: DPW

Safety

From: B Shameklis <bshameklis@Ludlowpolice.com>
Sent: Wednesday, October 22, 2025 9:41 AM
To: D Saraiva; Safety
Cc: D Krok
Subject: EXTERNAL:RE: 48 Baker Street parking complaints

EXTERNAL EMAIL WARNING

This email originated from outside your organization. Please verify the sender's identity before clicking links, downloading attachments, or providing sensitive information. If you were not expecting this email, please call the sender to verify authenticity.

Thank you, Officer Saraiva. We will bring this up at Safety.

Sgt. Shameklis

From: D Saraiva <dsaraiva@Ludlowpolice.com>
Sent: Monday, October 20, 2025 7:50 PM
To: B Shameklis <bshameklis@Ludlowpolice.com>
Cc: D Krok <dkrok@Ludlowpolice.com>
Subject: 48 Baker Street parking complaints

Good Evening,

Today I responded to 48 Baker Street for a parking complaint. The residents at 48 Baker Street (Sarah and Michael) have had an issue with people parking too close to their driveway. There was a vehicle parked there today that was partially blocking the right side of their driveway. The owner did come and move their vehicle while I was on scene. Sarah and Michael stated that this had been an issue all year long with almost every sporting event at Whitney Park. They spoke with the coaches about this issue to pass the message to parents and nothing has changed. Both Michael and Sarah were very pleasant to speak with and did not want to resort to calling the police. I advised them I would contact members of our safety committee to hopefully have some signs put up even if temporary. Michael's brother is living with them as well and he is autistic. Their main concern is being blocked in during an emergency where they need to leave their house but are blocked in. People have also in the past parked on their front lawn. Michael's phone number is (508) 440-9685 and stated we can contact him if needed. Please refer to my incident for further information call #25-15249.

Thank You,
Officer Darian Saraiva

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NOV 17 2025

SELECT BOARD
LUDLOW, MA 01056

Brian Shameklis
Sergeant, Ludlow Police Department
17 November 2025

Ludlow Select Board
Town of Ludlow
488 Chapin St.
Ludlow, MA 01056

Dear Members of the Select Board,

I am writing to formally notify you of my resignation from the Ludlow Safety Committee, effective **11 December 2025**.

Having served on the Safety Committee for the past 11 years, it has been a privilege to work alongside so many dedicated individuals committed to protecting and improving our community. I am sincerely grateful for the opportunity to contribute to making Ludlow a safer place for all who live, work, and visit.

As part of this transition, I would like to respectfully recommend Sergeant Bradford Tierney as my successor on the committee. Sergeant Tierney has been thoroughly trained in the duties and responsibilities of the police department representative and has already taken the lead in writing and managing the Municipal Road Safety Traffic Grant—an initiative through which the Town was awarded its highest grant funding to date.

I also consulted with Provisional Chief of Police Michael Brennan, who fully agrees with and supports the recommendation of Sergeant Tierney for this role. Sergeant Tierney is an outstanding sergeant and leader whose professionalism, initiative, and fresh perspective will be of great value to the committee. I am confident he will continue this work with dedication and integrity.

Thank you again for the opportunity to serve. It has truly been an honor.

Respectfully,

Sergeant Brian Shameklis
Ludlow Police Department

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NOV 17 2025

SELECT BOARD
LUDLOW, MA 01056

Ludlow Pond Management Committee End of Year Summary

2025

The Ludlow Pond Management Committee would like to share a 2025 summary of the work that has been done on some of the Ludlow Ponds and the status of the health of the ponds. Since the re-formed Pond Management Committee began in 2022, the Committee has utilized an external Pond Management company, Water and Wetland, to help identify and treat our local ponds. With the support of the Ludlow Selectboard, the committee has been able to meet our objective of improving and sustaining a healthy ecosystem in Haviland, Harris, Alden and Murphy Ponds. Due to constraints with obtaining appropriate permits for Minechoag, we continue to work to improve this pond as well. Below is more details of the overall health of these ponds as of September, 2025. We are excited to see the amazing results and we look forward to continue to expand our reach to other ponds while maintaining the amazing results in the above ponds.

Haviland Pond

This site visit consisted of a post-treatment survey. Haviland Pond is currently in excellent ecological condition. During the time of the survey, no invasive aquatic plant species or significant algal blooms were observed, indicating a stable aquatic ecosystem. The only notable invasive species present was purple loosestrife (*Lythrum salicaria*), which was confined to the shoreline. A diverse assemblage of native pondweeds were observed throughout the pond. These submerged aquatic plants play a critical role in maintaining the pond's ecological balance. They provide essential habitat and cover for fish, invertebrates, and amphibians, as well as contribute to oxygen production and nutrient cycling. Overall, Haviland Pond is in excellent condition and shows the previous treatment to target filamentous algae, microscopic algae, and pondweed growth was successful.

Harris Pond

A survey was conducted at the time of this visit to Harris Pond. The goal of this survey was to assess previous treatment success, as well as hand-pull and water chestnut observed. We are happy to say that only one water chestnut was observed during this visit (which was hand-pulled and properly disposed of). Nuisance densities of large-leaf pondweed and thin leaf pondweed have been reduced, opening water that was previously overrun by aquatic plant growth. Filamentous algae was present throughout most of the pond along shorelines, with the greatest algae found in the eastern half of the pond in very shallow water. The western half of the lake was found to have small, scattered mats of filamentous algae. Due to the lack of rainfall in recent weeks, water levels were visibly lower than normal. Overall, the pond appeared to be in good health with no more existing invasive water chestnut and reduced densities of nuisance plant growth.

Alden Pond

A survey and an herbicide treatment were conducted at the time of this visit to Alden Pond. The goal was to observe the effects of our ProcellaCor treatment which targeted invasive variable milfoil. Prior to treatment, milfoil covered a vast majority of the pond, forming dense mats from the shoreline and

extending into the middle. This high density of plant growth made recreational activities and navigation of the pond extremely difficult. We are pleased to report that this treatment worked extremely well, with **no variable milfoil found within any portion of the pond**. Water levels remained very low due to the lack of summertime rainfall, but water clarity and dissolved oxygen readings remained on par with our previous visit. A very small trickle of water was noted at the northern end of the pond, but construction barriers in the water impeded most of this movement. A slight algae bloom was visible at the southern end of the pond near the dam. Algae blooms have been very common in this region due to excessive nutrients from springtime rain, lack of water movement, and hot summer temperatures. Overall, management of invasive variable milfoil was extremely successful.

Murphy Pond

The visit consisted of a final post-treatment survey for the 2025 season. Sonar applications were applied previously targeting nuisance densities of aquatic species such as waterlilies. Previously, almost one hundred percent of the pond was covered in waterlilies, with dense bladderwort underneath. This survey revealed the success of our treatments, as **the pond's surface was now entirely open water**. Bladderwort was found in low, scattered densities around the pond with nearly all specimens observed in a state of death or decay. "Floating islands," or clusters of waterlily roots on the surface, were observed scattered around the entire pond. This is a common and natural result of waterlily treatment, as roots will float to the surface after the waterlilies are no longer living. The rhizome (root) mass can float to the surface due to the decomposition process and the plant's built-in buoyancy structures. As a result of the lack of summertime rainfall, water level within was considerably low, as well as water clarity. This lack of rainfall also contributed to the low dissolved oxygen readings, which can be common in shallow, stagnant bodies of water. Overall, management of Murphy Pond in the 2025 season was highly successful at reclaiming the open water.

Minechoag Pond

Minechoag was surveyed in 2022. Documented were waterlilies, watershield, bladderwort, duckweed, and coontail. Waterlilies, watershield, and bladderwort were the most dominant, as these species were noted at dense densities, observed throughout the majority of the Pond. These three species were most problematic from the shoreline extending towards the middle of the Pond and continue to invade the majority of the pond since the survey in 2022.

At the time of the survey, Water & Wetland checked the Natural Heritage and Endangered Species Program (NHESP) database to see if the Ponds falls within either an estimated habitat or priority habitat area of rare species. **Minechoag Pond falls within an area considered as priority habitat of rare species.** Due to this habitat of rare species, the committee has not been able to obtain the required permit to treat Minechoag until a determination can be made if the rare plant species exist. This has been an ongoing priority for the committee and multiple approaches have been researched. The committee continues to work with experts in the field to find a suitable resolution.

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NOV 17 2025

SELECT BOARD
LUDLOW, MA 01056



*Established
1996*

SPRINGFIELD WATER AND SEWER COMMISSION

POST OFFICE BOX 995
SPRINGFIELD, MASSACHUSETTS 01101-0995
413-452-1300

November 12, 2025

Town of Blandford- Selectboard
1 Russell Stage Road
Blandford, MA 01008

RE: Request for Review of Potential Impact of Proposed Commercial BESS Project Near Cobble Mountain Reservoir Watershed

Dear Selectboard:

The Springfield Water and Sewer Commission (Commission) is in receipt of correspondence dated October 21, 2025, from the Town of Blandford. The Commission appreciates the Town of Blandford's concern with regards to Battery Energy Storage Systems (BESS) in the watershed associated with the Cobble Mountain Reservoir. As you know, the Commission is a regional water supplier that provides drinking water to 250,000 customers in Springfield, Ludlow, Agawam, East Longmeadow, and Longmeadow. Source water protection and protecting the public water supply are top priorities for the Commission. The Commission submitted a comment letter on October 30, 2025, to the state Department of Energy Resources regarding the Energy Infrastructure Siting and Permitting Reforms to express our concerns about projects like the referenced projects in Blandford. Please see attached for a copy of this comment letter that details significant concerns with the Draft Guidance of Site Suitability for Clean Energy Facilities.

As a public water supplier, the Commission has a vested interest about any development within the watershed to Borden Brook Reservoir and Cobble Mountain Reservoir. Each specific development project in the watershed is unique and has a variety of benefits and risks depending on the type of development, its size, and location. All developments in the watershed require thoughtful consideration and review. A project that is poorly designed and constructed can pose a variety of concerns related to water quality. These concerns may vary from potential chemical usage or spills, increased risk of wildfire, and sediment and erosion problems that can lead to increase in turbidity and organic matter being discharged into the reservoirs.

Recent fires at Battery Energy Storage Systems (BESS) facilities in California and New York as well as information on EPA website regarding these systems indicate that lithium battery fires have raised safety concerns in many communities and provide unique challenges for host communities and first responders. The Commission's source waters are in rural municipalities served by volunteer fire departments surrounded by forests. In 2024, Massachusetts experienced an unprecedented amount of brush fires across the state exacerbated by drought conditions during the fall months. Large wildfires in a watershed to a public drinking water reservoir would result in vegetation loss, a reduction in nutrient uptake, and could alter the quality of runoff into reservoirs potentially increasing the costs of water treatment and resulting in water quality violations.

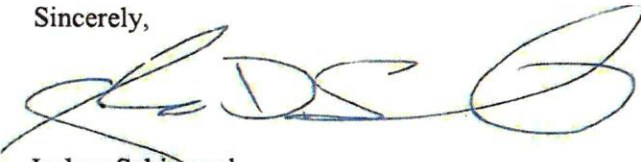
RECEIVED
JUN 10 2019

While the Commission has no formal jurisdiction over development on private property in the watershed, there is an opportunity to collaborate with the Town to develop and implement local zoning controls through adoption of a watershed protection district or health regulations that would impose targeted land use and development regulations to protect the Cobble Mountain Reservoir watershed.

With regards to specific BESS projects within the Town of Blandford, the Commission understands, based on review of proposed energy projects on the Town's website, that there are currently two BESS projects proposed within the watershed; a 4.04 megawatt solar facility and BESS located at 89 Chester Road, and another 200 megawatt BESS located near the existing Eversource Substation at 79 North Blandford Road. The Commission will closely monitor and provide comments with the siting, design, or construction of these and any proposed BESS projects to the extent that the Commission has standing in a regulatory process that the BESS developers are following.

Please contact me at 413-452-1309 if there are any questions regarding this information.

Sincerely,



Joshua Schimmel
Executive Director

Attachment: Comments on Draft Guidance on Site Suitability Assessments for Clean Energy Infrastructure

cc: Senator Paul W. Mark, 24 Beacon Street, Room 504, Boston, MA 02133
Mayor Dominic J. Sarno, 39 Court Street, Room 214, Springfield, MA 01103
Mayor Michael A. McCabe, 59 Court Street, Room 202, Westfield, MA 01085
Mayor John L. Vieau, 17 Springfield Street, Office 17, Chicopee, MA 01013
Mayor William C. Reichelt, 26 Central Street, West Springfield, MA 01089
Mayor Christopher Johnson, 30 Main Street, Agawam, MA 01001
Town Manager, Lyn N. Simmons, 231 Maple Road, Longmeadow, MA 01106
Town Manager, Thomas D. Christensen, 60 Center Square, East Longmeadow, MA 01028
Town Administrator, Marc Strange, 488 Chapin Street, Ludlow, MA 01056



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1996*

SPRINGFIELD WATER AND SEWER COMMISSION

POST OFFICE BOX 995
SPRINGFIELD, MASSACHUSETTS 01101-0995
413-452-1300

October 30, 2025

Energy Infrastructure Siting and Permitting Reforms
100 Cambridge Street, 9th Floor
Boston, MA 02114

Submitted via USPS and to EnergyPermitting@Mass.gov

RE: Comments on Draft Guidance on Site Suitability Assessments for Clean Energy Infrastructure

To Whom It May Concern:

This correspondence details significant concerns that the Springfield Water and Sewer Commission (Commission) has on the Draft Guidance of Site Suitability for Clean Energy Facilities.

Springfield Water and Sewer Commission is a Regional Public Water Supplier

The Commission is a regional water supplier that provides drinking water to 250,000 customers in Springfield, Ludlow, Agawam, East Longmeadow and Longmeadow. The Commission's reservoir system is located about 20 miles west of Springfield in the towns of Blandford, Granville, Russell, and Westfield. The primary source of raw water comes from two surface water reservoirs, with the smaller Borden Brook Reservoir draining into the larger Cobble Mountain Reservoir. Water from Cobble Mountain Reservoir is then moved through a series of two smaller impoundments, before being treated at West Parish Filters Water Treatment Plant and distributed to the service area. The combined watershed of these reservoirs total over 30,000 acres.

The Commission maintains and implements a Source Water Protection Plan, as required by the Massachusetts Department of Environmental Protection (MassDEP) Drinking Water Regulations, the purpose of which is to identify existing and potential threats to the quality and/or quantity of drinking water sources and to propose ways to mitigate or minimize those threats. The watershed is mostly rural forested land, the ideal natural filter/buffer for surface drinking water reservoirs.

Comments on the Draft Guidance on Site Suitability Assessments for Green Infrastructure

The draft Guidance on Site Suitability Assessments for Green Infrastructure does not include any protection of public drinking water supply watersheds as part of the criteria. Energy facilities pose the potential for unacceptable water quality risks if located within public water supply watersheds.

Recent fires at Battery Energy Storage Systems (BESS) facilities in California and New York as well as information on EPA website regarding these systems indicate that lithium battery fires have raised safety concerns in many communities and provide unique challenges for host communities and first responders. The Commission's source waters are in rural municipalities served by volunteer fire departments surrounded by forests. In 2024, Massachusetts experienced an unprecedented amount of brush fires across

the state exacerbated by drought conditions during the fall months. Large wildfires in a watershed to a public drinking water reservoir would result in vegetation loss, a reduction in nutrient uptake and could alter the quality of runoff into reservoirs potentially increasing the costs of water treatment and resulting in water quality violations.

Currently there are six existing and proposed facilities in the Cobble Mountain Reservoir watershed, identified in the attached Figure. Development of the existing facilities has not been without impacts to the watershed. As an example, the Commission was asked to hold a Conservation Restriction on a large wetland on property owned by a solar developer as mitigation required by an Administrative Consent Order issued by the MassDEP due to the discharge of untreated stormwater directly to wetlands or waters of the Commonwealth. The solar developer had self-reported violations related to the discharges to resource areas on at least 29 different days.

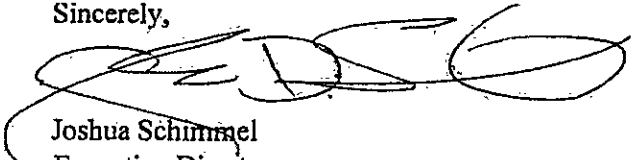
The draft guidance for site suitability assessments does not include water protection zones as part of the site suitability criteria, rather the guidance includes drinking water supply under a section titled "Other Considerations of Note". This section notes that the Mass DEP Drinking Water Regulations, 310 CMR 22.00, regulate public water supplies and water supply protection areas and that municipal public water systems are required to adopt local controls (in the form of zoning or general bylaws/ordinances or health regulations that meet the requirements of 310 CMR 22.00), enforceable by the municipality, to protect these areas. This section assumes that all public water supplies own and operate water supply land and reservoirs within the municipality that they serve, or that municipalities have adopted zoning restrictions for public water supplies that do not serve their municipality. For many public water suppliers, including the Commission's case, water supply reservoirs are in other communities, and the implementation of protective local zoning is not feasible.

We recommend that the draft guidance be revised to prohibit BESS projects from being sited in Zone A or Zone B water protection areas. We also recommend including a water supply category within the site suitability criteria that will trigger a notification to a public water supplier that a facility has the potential to be located within Zone C of a public drinking water reservoir. Accordingly, we recommend that the associated draft guideline on minimization and mitigation measures be revised to include a water supply category that includes qualifying minimization measures such as funding water and watershed land acquisition or infrastructure improvement projects, Emergency Response Plan (ERP) training events, and wildfire training events. Public water suppliers provide essential services, and it is critical that these resources be included in the site suitability criteria for green energy facilities.

The Commission's top priority is protecting the public water supply. While we understand the benefits of green energy and generally support green energy projects, BESS may pose unacceptable water quality risks when located within public water supply watersheds. We strongly request that the Energy Infrastructure Siting Board consider revising the regulations and associated guidelines to include the protection public drinking water.

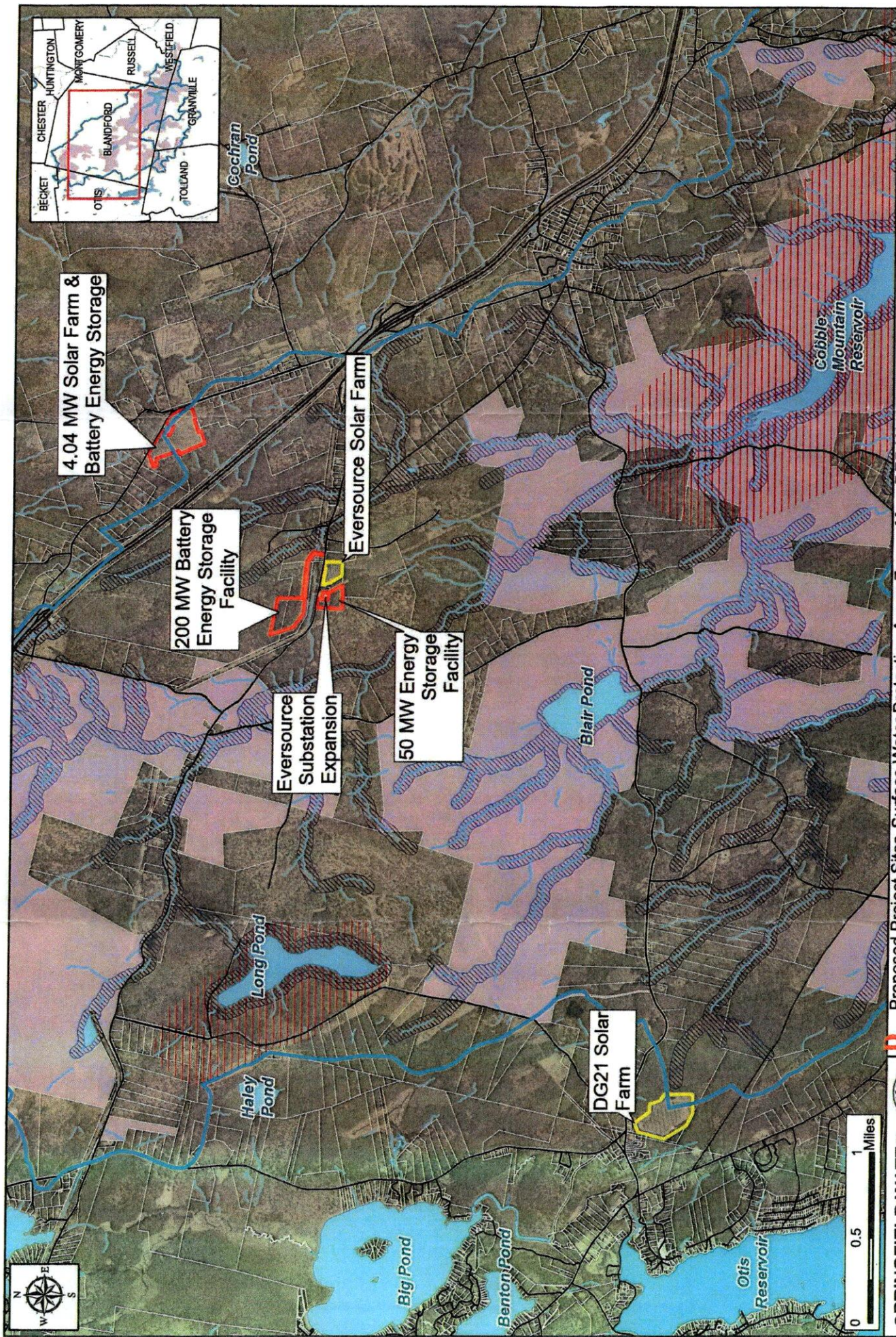
Please contact me at 413-452-1309 if there are any questions regarding this information.

Sincerely,



Joshua Schimmel
Executive Director

Attachment: Proposed and Existing Energy Storage Sites



**SPRINGFIELD WATER
AND
SEWER COMMISSION**

Notes: All infrastructure, easement, and property boundary locations are approximate.
1 inch equals 3,901 feet

- Existing Solar Farms
- Commission Property
- Other Property
- Watershed Boundar

- ZONE A
- ZONE B

- Open Water
- Reservoir
- Streams

Proposed Project Sites Surface Water Protection Areas Zones MassDEP Wetlands

Proposed and Existing Energy Storage Sites

Drawn By: Lauren Perry
Date: September 29, 2025
Draft: Not to be used for public distribution.



Maura Healey, Governor
Kimberley Driscoll, Lieutenant Governor
Phillip Eng, Interim MassDOT Secretary
Jonathan L. Gulliver, Undersecretary and Highway Administrator



November 18, 2025

RECEIVED

NOV 18 2025

SELECT BOARD
LUDLOW, MA 01056

Town of Ludlow
Town Selectboard
488 Chapin Street
Ludlow, MA 01056

Attn: Jamie Tomas, Director

SUBJECT: NATIONAL BRIDGE INSPECTION STANDARDS (NBIS)
BRIDGE INSPECTION REPORT

L-16-012 (5NA)

WEST ST / STONY BROOK

Dated: 09/18/25

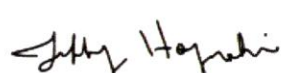
Dear Mr. Tomas:

As part of the Massachusetts Bridge Inspection Program, MassDOT - Highway Division performs the inspection of municipally owned bridges that have a clear span of 20 feet or greater. These bridges are scheduled to be inspected every two years or less.

For your records is a copy of recent bridge inspection field report for the referenced municipally owned bridge. Repair, rehabilitation, or reconstruction of any bridges to address the deficiencies reported is the owner/custodian's responsibility. Chapter 90 funds may be used for these purposes.

Questions regarding the content of the report may be directed to the District Bridge Inspection Engineer, Matthew Barrett, at 857-368-2081.

Sincerely,

 for

Patricia A. Leavenworth, P.E.
District 2 Highway Director

MB/
cc: BIE (2), DHD D-2, DBIE D-2
Enclosure

STRUCTURES INSPECTION FIELD REPORT

BR. DEPT. NO.

L-16-012

2-DIST
02B.I.N.
5NA

ROUTINE INSPECTION

CITY/TOWN LUDLOW	8-STRUCTURE NO. L16012-5NA-MUN-NBI	11-Kilo. POINT 000.000	41-STATUS A:OPEN	90-ROUTINE INSP. DATE SEP 18, 2025
07-FACILITY CARRIED HWY WEST ST	MEMORIAL NAME/LOCAL NAME	27-YR BUILT 1956	106-YR REBUILT 0000	YR REHAB'D (NON 106) 0000
06-FEATURES INTERSECTED WATER STONY BROOK	26-FUNCTIONAL CLASS Urban Minor Arterial	DIST. BRIDGE INSPECTION ENGINEER <i>M. Barrett</i>		
43-STRUCTURE TYPE 101 : Concrete Slab	22-OWNER Town Agency	21-MAINTAINER Town Agency	TEAM LEADER T. P. Penna <i>T. P. Penna</i>	
107-DECK TYPE 1 : Concrete Cast-in-Place	WEATHER Sunny	TEMP. (air) 15°C	TEAM MEMBERS S. R. FINCK <i>Steven R Finck</i>	

ITEM 58		7	DEF
DECK			
1.Wearing Surface	6	-	
2.Deck Condition	7	-	
3.Stay in Place Forms	N	-	
4.Curbs	7	-	
5.Median	N	-	
6.Sidewalks	N	-	
7.Parapets	N	-	
8.Railing	4	S-P	
9.Anti Missile Fence	N	-	
10.Drainage System	N	-	
11.Lighting Standards	N	-	
12.Utillities	7	-	
13.Deck Joints	N	-	
14.	N	-	
15.	N	-	
16.	N	-	

CURB REVEAL
(In millimeters)

E	W
110	180

APPROACHES		DEF
a. Appr. pavement condition	7	-
b. Appr. Roadway Settlement	7	-
c. Appr. Sidewalk Settlement	N	-
d.	N	-

OVERHEAD SIGNS (Attached to bridge)		(Y/N)	N
DEF			
a. Condition of Welds	N	-	
b. Condition of Bolts	N	-	
c. Condition of Signs	N	-	

ITEM 59		7	DEF
SUPERSTRUCTURE			
1.Stringers	N	-	
2.Floorbeams	N	-	
3.Floor System Bracing	N	-	
4.Girders or Beams	N	-	
5.Trusses - General	N	-	
a. Upper Chords	N	-	
b. Lower Chords	N	-	
c. Web Members	N	-	
d. Lateral Bracing	N	-	
e. Sway Bracings	N	-	
f. Portals	N	-	
g. End Posts	N	-	
6.Pin & Hangers	N	-	
7.Conn Plt's, Gussets & Angles	N	-	
8.Cover Plates	N	-	
9.Bearing Devices	N	-	
10.Diaphragms/Cross Frames	N	-	
11.Rivets & Bolts	N	-	
12.Welds	N	-	
13.Member Alignment	7	-	
14.Paint/Coating	N	-	
15.Concrete Slab	7	-	

Year Painted

N

COLLISION DAMAGE: Please explain
None (X) Minor () Moderate () Severe ()LOAD DEFLECTION: Please explain
None (X) Minor () Moderate () Severe ()LOAD VIBRATION: Please explain
None (X) Minor () Moderate () Severe ()

Any Fracture Critical Member: (Y/N)

N

Any Cracks: (Y/N)

N

ITEM 60		7	DEF
SUBSTRUCTURE			
1. Abutments	Dive	Cur	7
a. Pedestals	N	N	-
b. Bridge Seats	N	H	-
c. Backwalls	N	N	-
d. Breastwalls	N	7	-
e. Wingwalls	N	6	-
f. Slope Paving/Rip-Rap	N	N	-
g. Pointing	N	N	-
h. Footings	N	H	-
i. Piles	N	N	-
j. Scour	N	7	-
k. Settlement	N	7	-
l. Embankment Erosion	N	6	-
m.	N	N	-
2. Piers or Bents		N	
a. Pedestals	N	N	-
b. Caps	N	N	-
c. Columns	N	N	-
d. Stems/Webs/Pierwalls	N	N	-
e. Pointing	N	N	-
f. Footing	N	N	-
g. Piles	N	N	-
h. Scour	N	N	-
i. Settlement	N	N	-
j.	N	N	-
k.	N	N	-
3. Pile Bents		N	
a. Pile Caps	N	N	-
b. Piles	N	N	-
c. Diagonal Bracing	N	N	-
d. Horizontal Bracing	N	N	-
e. Fasteners	N	N	-

UNDERMINING (Y/N) If YES please explain

N

COLLISION DAMAGE:
None (X) Minor () Moderate () Severe ()SCOUR: Please explain
None (X) Minor () Moderate () Severe ()

I-60 (Dive Report):

N

I-60 (This Report):

7

93B-U/W (DIVE) Insp

00/00/0000

X=UNKNOWN

N=NOT APPLICABLE H=HIDDEN/INACCESSIBLE

R=REMOVED

CITY/TOWN LUDLOW	B.I.N. 5NA	BR. DEPT. NO. L-16-012	8.-STRUCTURE NO. L16012-5NA-MUN-NBI	INSPECTION DATE SEP 18, 2025
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ITEM 61**6****CHANNEL &
CHANNEL PROTECTION**

	Dive	Cur	DEF
1.Channel Scour	N	7	-
2.Embankment Erosion	N	6	-
3.Debris	N	7	-
4.Vegetation	N	6	-
5.Utilities	N	7	-
6.Rip-Rap/Slope Protection	N	N	-
7.Aggradation	N	6	-
8.Fender System	N	N	-

STREAM FLOW VELOCITY:

Tidal () High () Moderate () Low (X) None ()

ITEM 61 (Dive Report): **N** ITEM 61 (This Report): **6**93b-U/W INSP. DATE: **00/00/0000****ITEM 36 TRAFFIC SAFETY**

	36	COND	DEF
A. Bridge Railing	0	4	S-P
B. Transitions	0	5	M-P
C. Approach Guardrail	0	6	M-P
D. Approach Guardrail Ends	0	6	M-P

WEIGHT POSTING

Not Applicable

X**Actual Posting**

H	3	3S2	Single
N	N	N	N

Recommended Posting

N	N	N	N
---	---	---	---

Valved Date: **06/14/2011** EJDMT Date: **00/00/0000****Signs In Place**

(Y=Yes, N=No, NR=Not Required)

Legibility/
Visibility

At bridge	Other Advance
N S	N S

CLEARANCE POSTING

E

W

Not

X

Actual Field Measurement

Posted Clearance

ft	in	ft	in	meter
0	0	0	0	

Signs In Place

(Y=Yes, N=No, NR=Not Required)

Legibility/
Visibility

At bridge	Advance
E W	E W

ACCESSIBILITY (Y/N/P)

Needed Used

Lift Bucket	N	N
Ladder	N	N
Boat	N	N
Waders	Y	Y
Inspector 50	N	N
Rigging	N	N
Staging	N	N
Traffic Control	N	N
RR Flagger	N	N
Police	N	N
Other:		
	N	N

TOTAL HOURS**12****PLANS**

(Y/N):

Y**(V.C.R.)**

(Y/N):

N**TAPE#:**

List of field tests performed:

RATINGRating Report (Y/N): **Y**Date: **03/01/2011**

Inspection data at time of existing rating

1 58: 7 1 59: 7 1 60: 7 Date :03/04/2010

Recommend for Rating or Rerating (Y/N): **N**

If YES please give priority:

HIGH () MEDIUM () LOW ()

REASON: Active.**CONDITION RATING GUIDE**

(For Items 58, 59, 60 and 61)

	CODE	CONDITION	DEFECTS
	N	NOT APPLICABLE	
G	9	EXCELLENT	Excellent condition.
G	8	VERY GOOD	No problem noted.
G	7	GOOD	Some minor problems.
F	6	SATISFACTORY	Structural elements show some minor deterioration.
F	5	FAIR	All primary structural elements are sound but may have minor section loss, cracking, spalling or scour.
P	4	POOR	Advanced section loss, deterioration, spalling or scour.
P	3	SERIOUS	Loss of section, deterioration, spalling or scour have seriously affected primary structural components. Local failures are possible. Fatigue cracks in steel or shear cracks in concrete may be present.
C	2	CRITICAL	Advanced deterioration of primary structural elements. Fatigue cracks in steel or shear cracks in concrete may be present or scour may have removed substructure support. Unless closely monitored it may be necessary to close the bridge until corrective action is taken.
C	1	"IMMINENT" FAILURE	Major deterioration or section loss present in critical structural components or obvious vertical or horizontal movement affecting structure stability. Bridge is closed to traffic but corrective action may put it back in light service.
	0	FAILED	Out of service - beyond corrective action.

DEFICIENCY REPORTING GUIDE**DEFICIENCY:** A defect in a structure that requires corrective action.**CATEGORIES OF DEFICIENCIES:****M= Minor Deficiency** - Deficiencies which are minor in nature, generally do not impact the structural integrity of the bridge and could easily be repaired. Examples include but are not limited to: Spalled concrete, Minor pot holes, Minor corrosion of steel, Minor scouring, Clogged drainage, etc.**S= Severe/Major Deficiency** - Deficiencies which are more extensive in nature and need more planning and effort to repair. Examples include but are not limited to: Moderate to major deterioration in concrete, Exposed and corroded rebars, Considerable settlement, Considerable scouring or undermining, Moderate to extensive corrosion to structural steel with measurable loss of section, etc.**C-S= Critical Structural Deficiency** - A deficiency in a structural element of a bridge that poses an extreme unsafe condition due to the failure or imminent failure of the element which will affect the structural integrity of the bridge.**C-H= Critical Hazard Deficiency** - A deficiency in a component or element of a bridge that poses an extreme hazard or unsafe condition to the public, but does not impair the structural integrity of the bridge. Examples include but are not limited to: Loose concrete hanging down over traffic or pedestrians, A hole in a sidewalk that may cause injuries to pedestrians, Missing section of bridge railing, etc.**URGENCY OF REPAIR:****I= Immediate-** [Inspector(s) immediately contact District Bridge Inspection Engineer (DBIE) to report the Deficiency and to receive further instruction from him/her].**A= ASAP-** [Action/Repair should be initiated by District Maintenance Engineer or the Responsible Party (if not a State owned bridge) upon receipt of the Inspection Report].**P= Prioritize-** [Shall be prioritized by District Maintenance Engineer or the Responsible Party (if not a State owned bridge) and repairs made when funds and/or manpower is available].

CITY/TOWN LUDLOW	B.I.N. 5NA	BR. DEPT. NO. L-16-012	S.-STRUCTURE NO. L16012-5NA-MUN-NBI	INSPECTION DATE SEP 18, 2025
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REMARKS

BRIDGE ORIENTATION
 Bridge carries West Street, north and south, over Stony Brook, which flows from east to west.
See Sketches 1 - 3.

GENERAL REMARKS
Scour Monitoring:
 Drop line measurements of the channel were taken during this inspection. **See Chart 1.**

ITEM 58 - DECK

Item 58.1 - Wearing Surface
 Hot Mix Asphalt (HMA) Wearing Surface has some minor longitudinal & mapcracking with & without sealer.
See Photo 1.

Item 58.2 - Deck Condition
 Refer to Item 59.15. - Concrete Slab.

Item 58.8 - Railing
 Railing consists of two square shaped concrete rails with concrete posts.

 Several of the concrete rails have cracks and spalls with exposed rusted rebar.

Southeast Endpost has a spall with exposed rebars with no section loss. **See Photo 2.**

East Railing:

- Center post is spalled, 3" wide x 5" high x 1" deep, at the bottom interior west edge.
- Top rail, north end, the concrete is missing with only rebar remaining. **See Photo 2.**
- Bottom rail, north end is spalled, full length x 3" high, x 3" deep with exposed rebar on the lower interior face.
- Remainder of rails have moderate scaling with exposed rebar.

West Railing:

- All horizontal rails have moderate scaling with exposed rebar. **See Photo 3.**

ITEM 59 - SUPERSTRUCTURE

Item 59.15 - Concrete Slab
 18" thick reinforced concrete slab has several random isolated rust stains from the rebar chairs.

Southeast Corner, Underside of Slab has 2 minor delaminations with rust staining 2' long x 7" wide.
See Photo 4.

ITEM 60 - SUBSTRUCTURE

Item 60.1 - Abutments
Item 60.1.d - Breastwalls
 North & South Breastwalls have minor waterline abrasion. **See Photo 4.**

South Breastwall has a small pop-out spall, 3.5" diameter. **See Photo 5.**

CITY/TOWN LUDLOW	B.I.N. 5NA	BR. DEPT. NO. L-16-012	8-STRUCTURE NO. L16012-5NA-MUN-NBI	INSPECTION DATE SEP 18, 2025
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REMARKS

Item 60.1.e - Wingwalls

Northeast Wingwall has an 1/8" wide full-height vertical crack with light efflorescence. **See Photo 6.**

Northwest Wingwall has a 10" diameter x 1" deep spall.

Item 60.1.i - Embankment Erosion

Southeast, & Southwest Corners have minor embankment erosion behind the wingwalls.

ITEM 61 - CHANNEL AND CHANNEL PROTECTION

Item 61.2 - Embankment Erosion

Refer to Item 60.1.i. - Embankment Erosion.

Item 61.4 - Vegetation

Upstream channel has an 10' diameter vegetative island in middle of brook, directing the brook flow against the South Breastwall. **See Photo 7.**

Downstream channel is filled with vegetation growth. **See Photo 8.**

Item 61.7 - Aggradation

North Abutment has silt accumulation up to 8.5' into the channel and up to full width of the breastwall. Brook flow is directed at the South Abutment. **See Photo 9.**

TRAFFIC SAFETY

Item 36a - Bridge Railing

Refer to Item 58.8. - Railing.

Item 36b - Transitions

Transition areas consist of single panel steel W-beam guardrail that abut the concrete railing on the east side, the west side guardrails have terminal ends that abut the railings. **See Photo 2.**

Transitions have minor collision damage.

Item 36c - Approach Guardrail

Approach guardrails consist of steel W-beam guardrail on steel H-posts with steel offset blocks. All railing is covered with vegetation.

Northwest Approach guardrail has moderate collision damage. Guardrail is leaning to the west. **See Photo 10.**

Southwest & Southwest Approach guardrails have been replaced. **See Photo 11.**

Item 36d - Approach Guardrail Ends

All four approach guardrails have terminal ends.

Southeast Approach guardrail end has severe collision damage.

Sketch / Chart / Photo Log

Sketch 1 : Plan

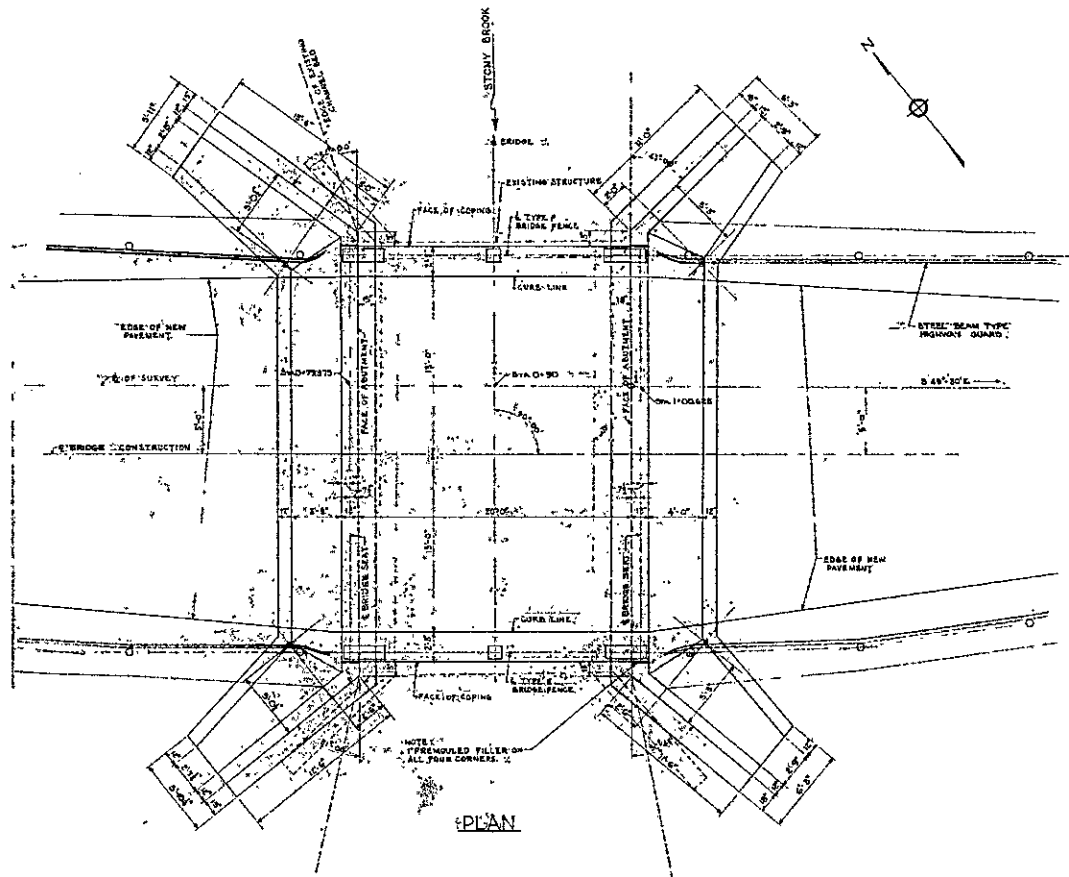
Sketch 2 : West Elevation

CITY/TOWN LUDLOW	B.I.N. 5NA	BR. DEPT. NO. L-16-012	8.-STRUCTURE NO. L16012-5NA-MUN-NBI	INSPECTION DATE SEP 18, 2025
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REMARKS	
Sketch 3 :	Cross Section
Chart 1 :	Drop Line Monitoring Chart
Photo 1 :	Wearing Surface has minor longitudinal & mapcracking with & without sealer.
Photo 2 :	East Railing, Top rail, north end, the concrete is missing with only rebar remaining.
Photo 3 :	West Railing, all horizontal rails have moderate scaling with exposed rebar.
Photo 4 :	Southeast Corner, Underside of Slab has 2 minor delaminations with rust staining.
Photo 5 :	South Breastwall has a small pop-out spall.
Photo 6 :	Northeast Wingwall has an 1/8" wide full-height vertical crack.
Photo 7 :	Upstream channel has an 10' diameter vegetative island.
Photo 8 :	Downstream channel is filled with vegetation growth.
Photo 9 :	North Abutment has silt accumulation up to 8.5' into the channel.
Photo 10 :	Northwest Approach guardrail has moderate collision damage. Guardrail is leaning to the west.
Photo 11 :	Southwest Approach guardrail has been replaced.

CITY/TOWN LUDLOW	B.I.N. 5NA	BR. DEPT. NO. L-16-012	S-STRUCTURE NO. L16012-5NA-MUN-NBI	INSPECTION DATE SEP 18, 2025
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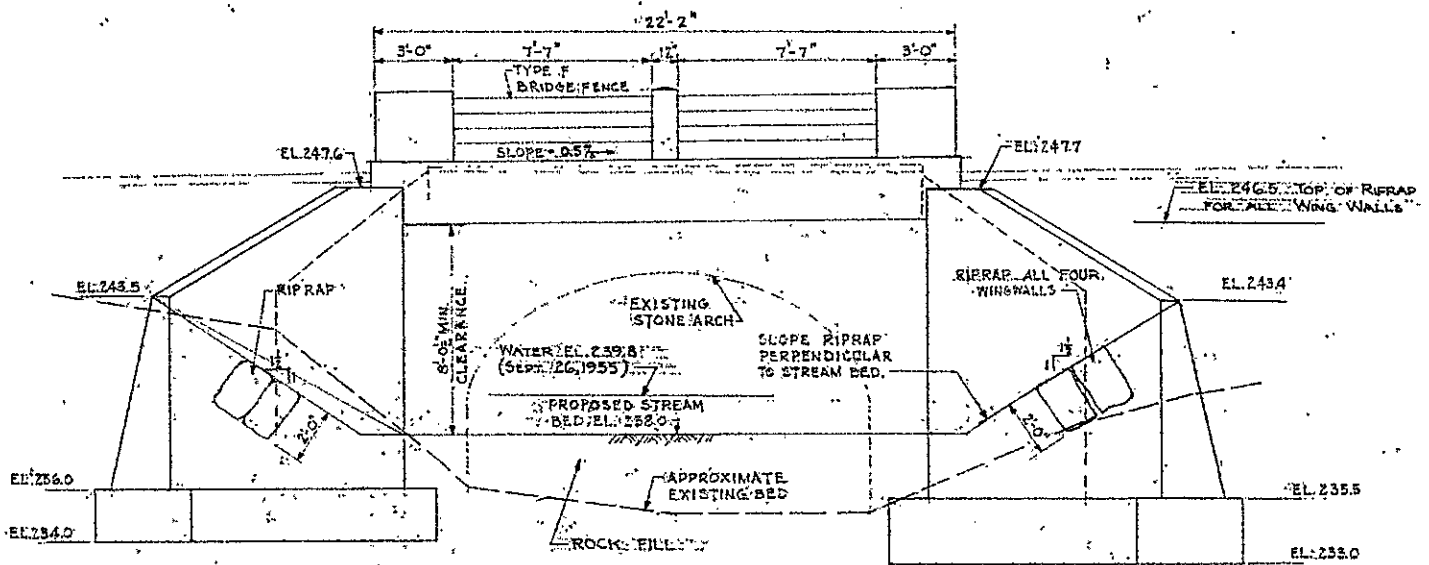
SKETCHES



Sketch 1: Plan

CITY/TOWN LUDLOW	B.I.N. 5NA	BR. DEPT. NO. L-16-012	8-STRUCTURE NO. L16012-5NA-MUN-NBI	INSPECTION DATE SEP 18, 2025
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SKETCHES



WESTERLY ELEVATION

Sketch 2: West Elevation

CITY/TOWN LUDLOW	B.I.N. 5NA	BR. DEPT. NO. L-16-012	8-STRUCTURE NO. L16012-5NA-MUN-NBI	INSPECTION DATE SEP 18, 2025
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CHARTS

Drop Line Monitoring Chart

West Elevation	9/18/2025						
0	12'-6"						
5'	12'-5"						
10'	12'-2"						
15'	11'-5"						
20'	10'-2"						

Measurements were taken from the top of the bridge railing, to the mudline, South to North, every 5'

East Elevation	9/18/2025						
0	12'-4"						
5'	12'-6"						
10'	12'-7"						
15'	13'						
20'	11'-7"						

Chart 1: Drop Line Monitoring Chart

CITY/TOWN LUDLOW	B.I.N. 5NA	BR. DEPT. NO. L-16-012	8.-STRUCTURE NO. L16012-5NA-MUN-NBI	INSPECTION DATE SEP 18, 2025
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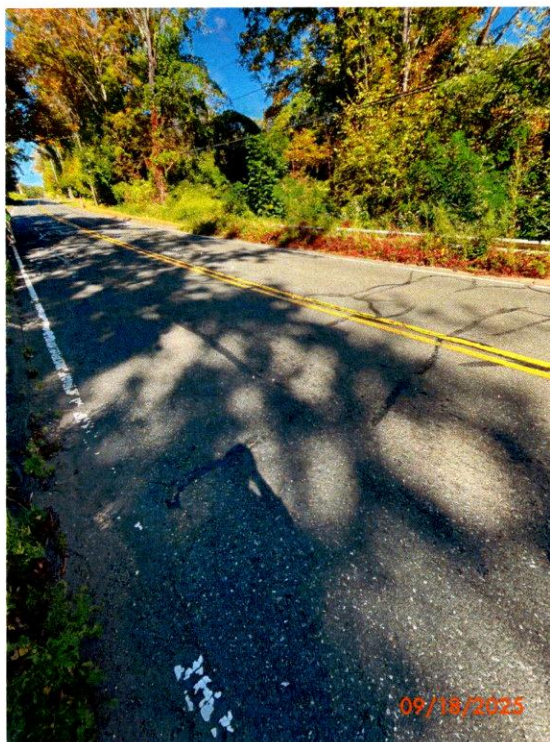
PHOTOS

Photo 1: Wearing Surface has minor longitudinal & mapcracking with & without sealer.

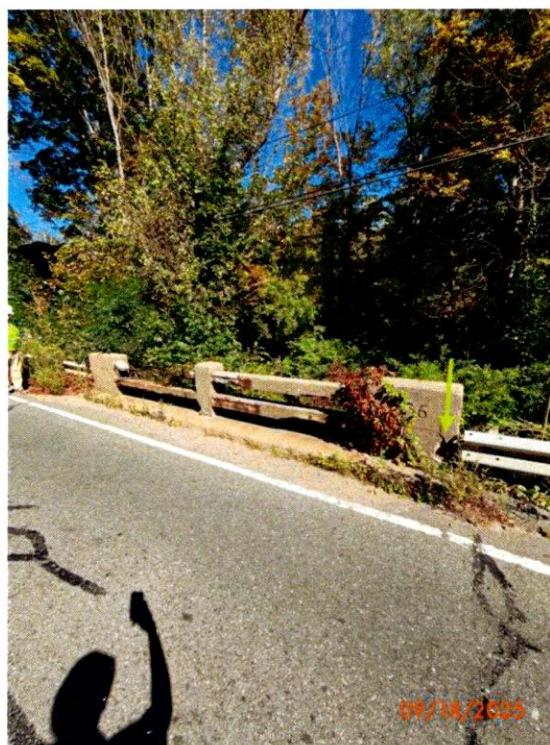


Photo 2: East Railing, Top rail, north end, the concrete is missing with only rebar remaining.

CITY/TOWN LUDLOW	B.I.N. 5NA	BR. DEPT. NO. L-16-012	8.-STRUCTURE NO. L16012-5NA-MUN-NBI	INSPECTION DATE SEP 18, 2025
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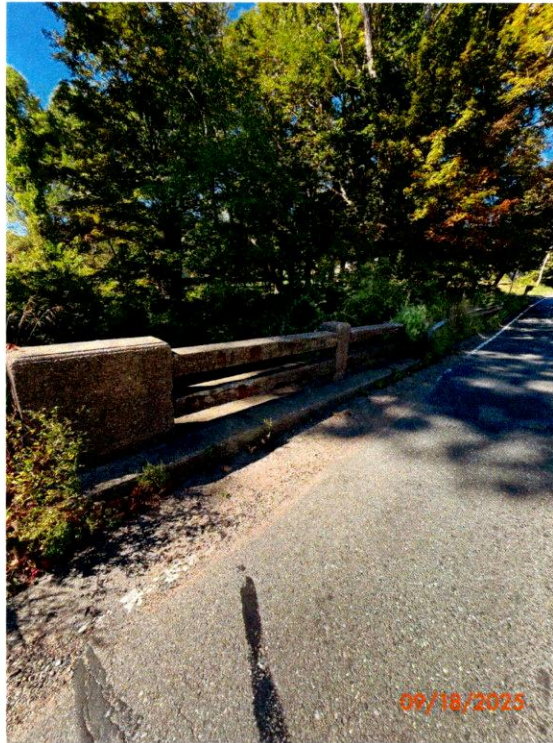
PHOTOS

Photo 3: West Railing, all horizontal rails have moderate scaling with exposed rebar.

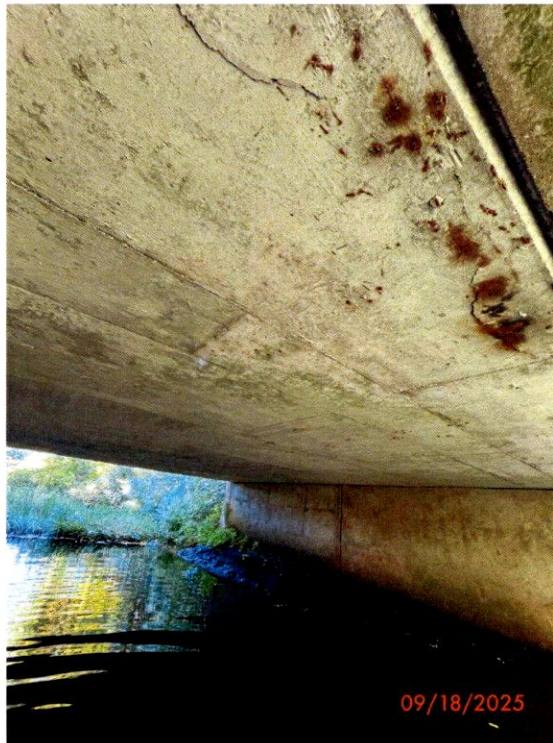


Photo 4: Southeast Corner, Underside of Slab has 2 minor delaminations with rust staining.

CITY/TOWN LUDLOW	B.I.N. 5NA	BR. DEPT. NO. L-16-012	8.-STRUCTURE NO. L16012-5NA-MUN-NBI	INSPECTION DATE SEP 18, 2025
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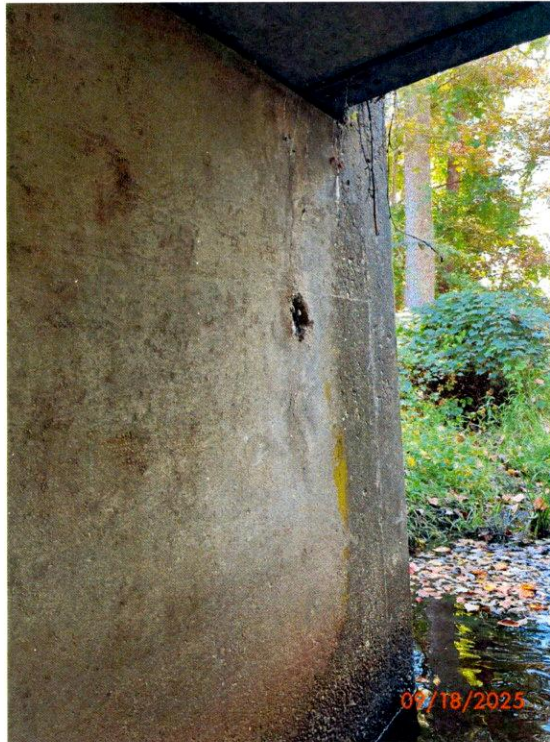
PHOTOS

Photo 5: South Breastwall has a small pop-out spall.

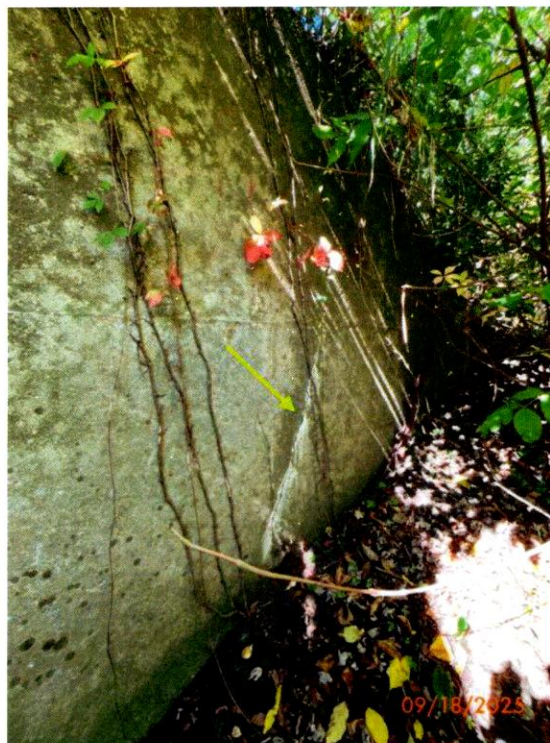


Photo 6: Northeast Wingwall has an 1/8" wide full-height vertical crack.

CITY/TOWN LUDLOW	B.I.N. 5NA	BR. DEPT. NO. L-16-012	8.-STRUCTURE NO. L16012-5NA-MUN-NBI	INSPECTION DATE SEP 18, 2025
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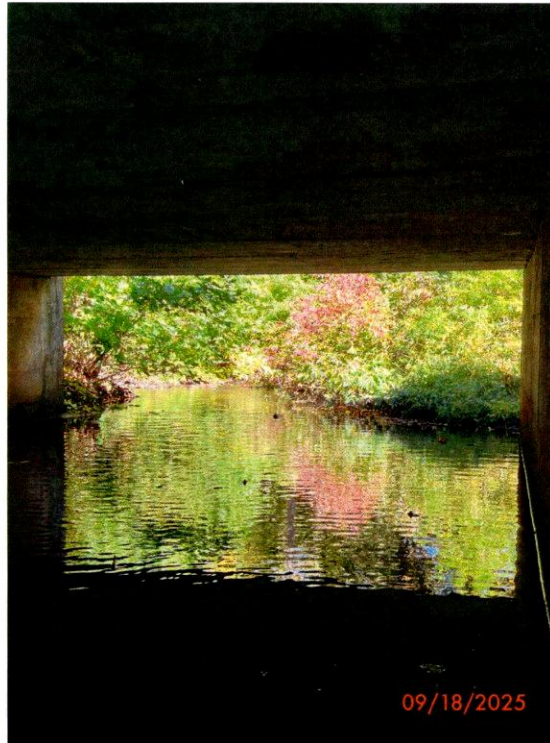
PHOTOS

Photo 7: Upstream channel has an 10' diameter vegetative island.

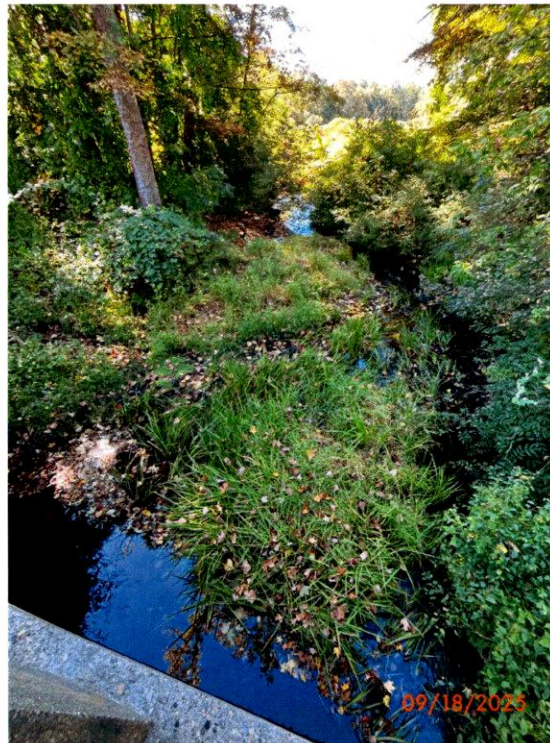


Photo 8: Downstream channel is filled with vegetation growth.

CITY/TOWN LUDLOW	B.I.N. 5NA	BR. DEPT. NO. L-16-012	8.-STRUCTURE NO. L16012-5NA-MUN-NBI	INSPECTION DATE SEP 18, 2025
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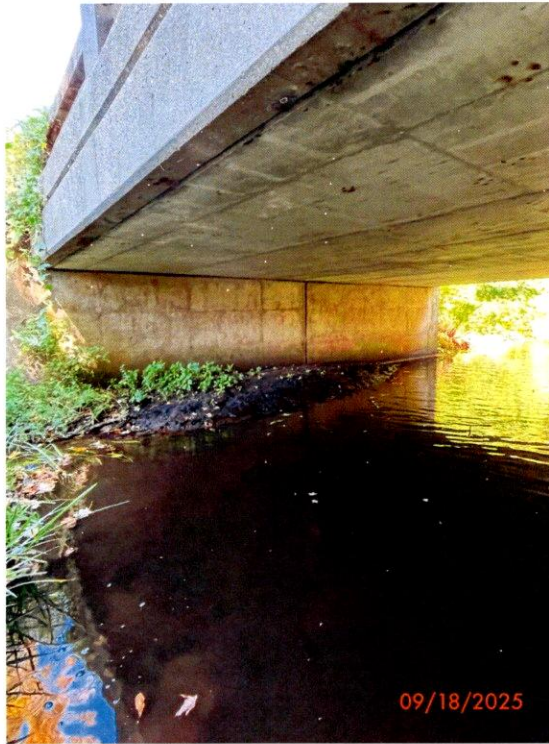
PHOTOS

Photo 9: North Abutment has silt accumulation up to 8.5' into the channel.



Photo 10: Northwest Approach guardrail has moderate collision damage. Guardrail is leaning to the west.

CITY/TOWN LUDLOW	B.I.N. 5NA	BR. DEPT. NO. L-16-012	8.-STRUCTURE NO. L16012-5NA-MUN-NBI	INSPECTION DATE SEP 18, 2025
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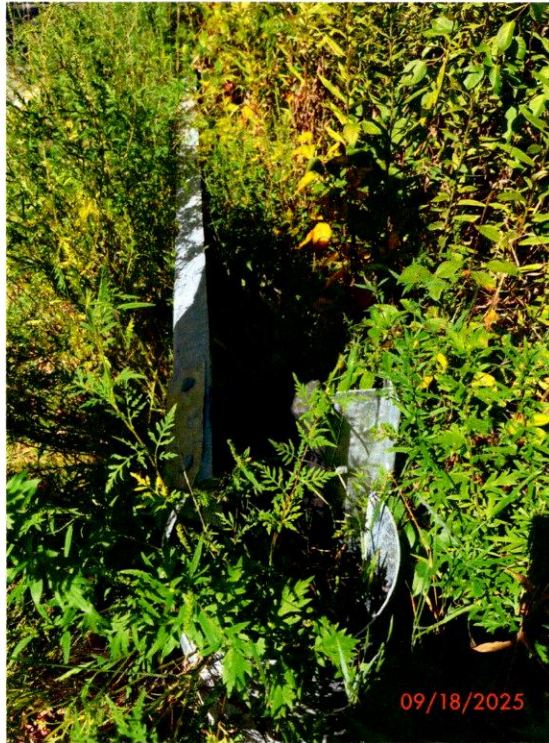
PHOTOS

Photo 11: Southwest Approach guardrail has been replaced.



Maura Healey, Governor
Kimberley Driscoll, Lieutenant Governor
Phillip Eng, Interim MassDOT Secretary
Jonathan L. Gulliver, Undersecretary and Highway Administrator



November 25, 2025

Town of Ludlow
Town Selectboard
488 Chapin Street
Ludlow, MA 01056

Attn: Jamie Tomas, Director

SUBJECT: NATIONAL BRIDGE INSPECTION STANDARDS (NBIS)
BRIDGE INSPECTION REPORT

L-16-026 (0QX)

PINEY LN / BROAD BROOK

Dated: 08/28/25

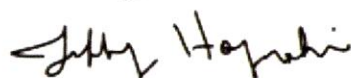
Dear Mr. Tomas:

As part of the Massachusetts Bridge Inspection Program, MassDOT - Highway Division performs the inspection of municipally owned bridges that have a clear span of 20 feet or greater. These bridges are scheduled to be inspected every two years or less.

For your records is a copy of recent bridge inspection field report for the referenced municipally owned bridge. Repair, rehabilitation, or reconstruction of any bridges to address the deficiencies reported is the owner/custodian's responsibility. Chapter 90 funds may be used for these purposes.

Questions regarding the content of the report may be directed to the District Bridge Inspection Engineer, Matthew Barrett, at 857-368-2081.

Sincerely,

 for

Patricia A. Leavenworth, P.E.
District 2 Highway Director

MB/
cc: BIE (2), DHD D-2, DBIE D-2
Enclosure

2-DIST
02B.I.N.
0QXSTRUCTURES INSPECTION FIELD REPORT
CLOSED/REHABILITATION INSPECTIONBR. DEPT. NO.
L-16-026

CITY/TOWN LUDLOW	8.-STRUCTURE NO. L16026-0QX-MUN-NBI	11-Kilo. POINT 000.129	90-ROUTINE INSP. DATE FEB 10, 2025	93*- INSPECTION DATE AUG 28, 2025
07-FACILITY CARRIED HWY PINEY LN	MEMORIAL NAME/LOCAL NAME	27-YR BUILT 1952	106-YR REBUILT 0000	YR REHAB'D (NON 106) 0000
06-FEATURES INTERSECTED WATER BROAD BROOK	26-FUNCTIONAL CLASS Urban Local	DIST. BRIDGE INSPECTION ENGINEER M. Barrett <i>M. Barrett</i>		
43-STRUCTURE TYPE 319 : Steel Culvert	22-OWNER Town Agency	21-MAINTAINER Town Agency	TEAM LEADER J. Roy <i>J. Roy</i>	
107-DECK TYPE N : Not applicable	WEATHER Clear	TEMP. (air) 16°C	TEAM MEMBERS Tony Mazzaferro <i>T. Mazzaferro</i>	

ITEM 58 DECK

N

ITEM 59 SUPERSTRUCTURE

N

ITEM 60 SUBSTRUCTURE

N

ITEM 60 - (From U/W Report)

N

ITEM 61 CHANNEL

3

ITEM 61 - (From U/W Report)

N

ITEM 62 CULVERT

2

ITEM 62 - (From U/W Report)

N

ITEM 41 STRUCTURE OPEN, POSTED OR CLOSED

K:CLOSED

Date : 08/25/2025

ITEM 36 TRAFFIC SAFETY

TOTAL HOURS 10

	36	COND	DEF
A. Bridge Railing	0	N	-
B. Transitions	0	N	-
C. Approach Guardrail	0	N	-
D. Approach Guardrail Ends	1	N	-

PLANS (Y/N) N

(V.C.R.) (Y/N) N

TAPE#:

Pedestrian Access (Y/N) N
(If YES please explain)

Barricades In Place (Y/N) Y

Roadway Abandoned (Y/N) N

TYPE: JERSEY BARRIERS AND FENCING

SIGNS

Not Applicable

Legend:

Dead end road, East Advanced not required.

Signs In Place
(Y=Yes, N=No,
NR=Not Required)
Legibility/
Visibility

At bridge		Advance	
E	W	E	W
Y	Y	N	Y
7/7	7/7	7/7	7/7

To be filled out by District Bridge Inspection Engineer

1) This bridge is scheduled for:

Replacement (X) Rehabilitation () Repair () Removal () Unknown ()

2) If under construction please answer the following:

Contract Number: 128033	Amount: \$5,290,800	Completion Date: 10/31/2027
Contractor: Tully Construction	Resident Engineer: Adrian Richmond	
Scope of Work: Structure Replacement		
Remarks:		

ACCESSIBILITY (Y/N)

Needed Used

Lift Bucket	N	N
Ladder	N	N
Boat	N	N
Wader	Y	Y
Inspector 50	N	N
Rigging	N	N
Staging	N	N
Traffic Control	N	N
RR Flagger	N	N
Police	N	N
Other:	N	N

X=UNKNOWN

N=NOT APPLICABLE

H=HIDDEN/INACCESSIBLE

R=REMOVED

CITY/TOWN LUDLOW	B.I.N. 0QX	BR. DEPT. NO. L-16-026	8.-STRUCTURE NO. L16026-0QX-MUN-NBI	INSPECTION DATE AUG 28, 2025
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REMARKS

BRIDGE ORIENTATION

Culvert carries Piney Lane, east and west, over the Broad Brook which flows north to south.

The 3 barrels are numbered west to east. The man made Alden Pond is on the downstream end of the culvert.

GENERAL REMARKS

Structure BIN 0QX is closed to highway and pedestrian traffic. An adjacent ACROW panel bridge with a pedestrian way now carries Piney Lane.

At the time of this inspection Broad Brook still flows through the pipes. **See Photos 1 & 2.**

Pedestrian and Highway traffic is blocked by fencing, jersey barriers and signage.

SI&A Notes:

The following items apply to the ACROW panel:

- Item 51 - Bridge Roadway Width Curb to Curb = 4.1m
- Item 32 - Approach roadway width = 4.1m
- Item 47 - Inventory Route Total Horiz. Clear = 4.1m
- Item 102 - Direction of Traffic = 1 Lane Alternating, 3

Traffic Management:

Piney Lane is a dead end; a detour is not required.

Alden St has 2 VMBs.

- The south board states "BRIDGE WORK PINEY LN & USE CAUTION". **See Photo 3.**
- The north board is not functioning.

East & West Advanced signage states speed limit (25mph), one lane road ahead, and speeding fines doubled. **See Photo 4.**

East & West At-Bridge signage states road closed with barrels and ladder barriers. **See Photo 5.**

Access:

Wintertime, Dam Control Downstream keeps the stream level low and water velocity higher, from the November Inspection to the February inspection. Both ends of the pipes can be accessed with chest waders.

Summertime, Dam Control Downstream keeps the stream at a higher level and water velocity slow, from the May inspection to the August inspection. Water level is too high for the chest waders and a boat would not be helpful to inspect the floor of the pipes.

Inspection of ACROW panel:

Report is an initial inspection. **See Photos 9 - 12.**

ACROW panels are labelled south and north trusses, panels are numbered west to east. Abutments are labeled west and east.

Overall Rating of Items 58, 59 & 60 is **7 - 7 - 7**. Item 61 is **7**.

CITY/TOWN LUDLOW	B.I.N. 00X	BR. DEPT. NO. L-16-026	8.-STRUCTURE NO. L16026-00X-MUN-NBI	INSPECTION DATE AUG 28, 2025
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REMARKS

ITEM 58 - DECK 7:

Item 58.1 - Wearing Surface 7:

Wearing surface consists of Epoxy Aggregate Non-Skid Coating on the 24 steel prefabricated deck units.

Wearing surface has minor sand and debris. **See Photo 13.**

Item 58.2 - Deck Condition 7:

Deck consists of 24 prefabricated deck units. **See Photo 10.**

Item 58.6 - Sidewalks 7:

The sidewalk is cantilevered off the south side of the bridge. **See Photo 14.**

Item 58.8 - Railing 7:

Railing consists of square steel tubes on t-beams.

APPROACHES

Approaches a - Appr. Pavement Condition 8:

East & West Approaches, Hot Mix Asphalt (HMA) is new.

Approaches b - Appr. Roadway Settlement 8:

ITEM 59 - SUPERSTRUCTURE 7:

Item 59.5 - Trusses - General 7:

Item 59.5.a - Upper Chords 7:

Upper Chords throughout have minor surface corrosion.

Item 59.5.b - Lower Chords 7:

Lower Chords throughout have minor surface corrosion.

Item 59.5.c - Web Members 7:

Web Members throughout have minor surface corrosion. **See Photo 7.**

Item 59.5.d - Lateral Bracing 7:

Item 59.5.e - Sway Bracings 7:

Item 59.5.g - End Posts 7:

End Post throughout have minor surface corrosion.

Item 59.7 - Conn Plt's, Gussets & Angles 7:

Connection Plates have minor surface corrosion

Item 59.9 - Bearing Devices 7:

Bearings are comprised of 3 rocker bearings, one for each of the 3 courses of web panels.

East Bearings (expansion) do not have anchor bolts. **See Photo 15.**

CITY/TOWN LUDLOW	B.I.N. 0QX	BR. DEPT. NO. L-16-026	8.-STRUCTURE NO. L16026-0QX-MUN-NBI	INSPECTION DATE AUG 28, 2025
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REMARKS

West Bearings (fixed) have anchor bolts.

Item 59.13 - Member Alignment 7:

No misalignment or settlement was noted.

Item 59.14 - Paint/Coating 7:

Item 59.15 - Transoms 7:

Transoms have minor corrosion. **See Photo 10.**

ITEM 60 - SUBSTRUCTURE 7:

Item 60.1 - Abutments 7:

Item 60.1.b - Bridge Seats 7:

East & West Bridge Seats consist of reinforced concrete.

Both seats, at the centerline, have timber cribbing. Per the plans these act as "bolsters," a material is not called out.

East Bridge Seat has sand accumulation. **See Photo 16.**

Item 60.1.c - Backwalls 7:

Backwalls consist of reinforced concrete.

Item 60.1.f - Slope Paving/Rip-Rap 7:

East Slope is behind sheet piles.

West slope consists of sand and clay.

Item 60.1.i - Piles H:

Each abutment has 8 micropiles.

Item 60.1.k - Settlement N:

ITEM 61 - CHANNEL AND CHANNEL PROTECTION 7:

Item 61.1 - Channel Scour N:

At the time of inspection, Alden Pond was drained to winter levels. The 3 pipes have been disturbed during construction, slowing water velocity. Sand and silt are filling the previously noted scour downstream of the pipes. **See Photo 17.**

Item 61.3 - Debris 7:

Upstream of the ACROW panel is the remnants of the 3 barrel culvert. **See Photo 17.**

Item 61.4 - Vegetation N:

TRAFFIC SAFETY

Item 36a - Bridge Railing 7:

See Item 58.8 - Railing.

CITY/TOWN LUDLOW	B.I.N. 0QX	BR. DEPT. NO. L-16-026	8.-STRUCTURE NO. L16026-0QX-MUN-NBI	INSPECTION DATE AUG 28, 2025
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REMARKS

Item 36b - Transitions 8:

Transitions consist of a 3 barrel Sentry Longitudinal Energy Dissipater (SLED) system. **See Photo 18.**

Item 36c - Approach Guardrail 8:

North Approach guardrail consists of sidewalk handrail and chain-link fence.

South Approach guardrail consists of sidewalk handrail and jersey barriers.

See Photo 19.

Item 36d - Approach Guardrail Ends N:

Approach guardrails have no end treatments.

Photo Log

- Photo 1 : Pedestrian and Highway traffic is now directed onto and ACROW panel. The culvert and construction site are wrapped in fencing and jersey barriers.
- Photo 2 : Broad Brook still flows through the pipes at the time of this inspection.
- Photo 3 : Advanced Signage, Alden St has 2 VMBs, the north one is not functioning.
- Photo 4 : East Advanced Signage, typical condition.
- Photo 5 : West At-Bridge signage, typical condition. Currently under active construction.
- Photo 6 : East Approach.
- Photo 7 : West Approach.
- Photo 8 : North Elevation.
- Photo 9 : South Elevation.
- Photo 10 : Typical Underside.
- Photo 11 : Looking Downstream.
- Photo 12 : Looking Upstream.
- Photo 13 : Wearing Surface has minor sand and debris.
- Photo 14 : Sidewalk is cantilevered off the ACROW panel.
- Photo 15 : East Bearings (expansion) do not have anchor bolts. Each of the 3 web panels rest on an individual bearing.
- Photo 16 : East Bridge Seat has minor sand accumulation. Both seats have timber blocks that act as bolsters per the plans.
- Photo 17 : Scour, 0QX has been disturbed during sheet pile installation, down stream water velocity and scour has reduced significantly.
- Photo 18 : Transitions consist of a 3 barrel Sentry Longitudinal Energy Dissipater (SLED) system.
- Photo 19 : South Approach guardrail consists of sidewalk handrail and jersey barriers.

CITY/TOWN
LUDLOWB.I.N.
0QXBR. DEPT. NO.
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L16026-0QX-MUN-NBIINSPECTION DATE
AUG 28, 2025**PHOTOS**

Photo 1: Pedestrian and Highway traffic is now directed onto and ACROW panel. The culvert and construction site are wrapped in fencing and jersey barriers.



Photo 2: Broad Brook still flows through the pipes at the time of this inspection.

CITY/TOWN LUDLOW	B.I.N. 0QX	BR. DEPT. NO. L-16-026	8.-STRUCTURE NO. L16026-0QX-MUN-NBI	INSPECTION DATE AUG 28, 2025
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PHOTOS

Photo 3: Advanced Signage, Alden St has 2 VMBs, the north one is not functioning.

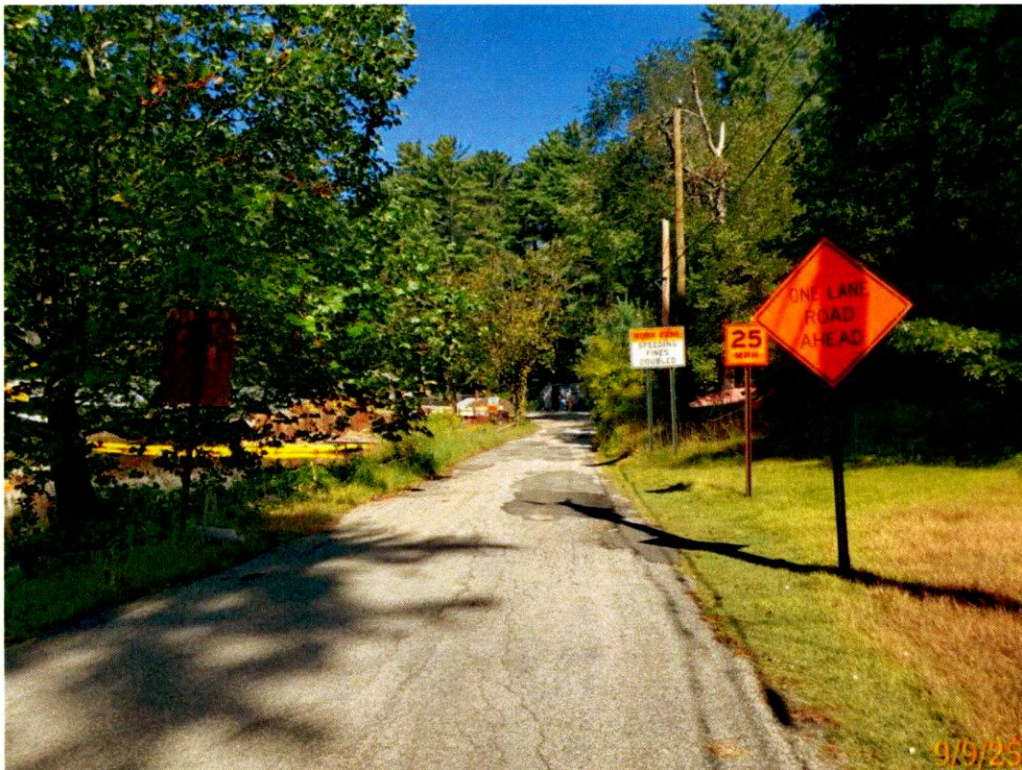


Photo 4: East Advanced Signage, typical condition.

CITY/TOWN LUDLOW	B.I.N. 0QX	BR. DEPT. NO. L-16-026	8.-STRUCTURE NO. L16026-0QX-MUN-NBI	INSPECTION DATE AUG 28, 2025
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PHOTOS

Photo 5: West At-Bridge signage, typical condition. Currently under active construction.



Photo 6: East Approach.

CITY/TOWN
LUDLOWB.I.N.
0QXBR. DEPT. NO.
L-16-026S.-STRUCTURE NO.
L16026-0QX-MUN-NBIINSPECTION DATE
AUG 28, 2025**PHOTOS**

Photo 7: West Approach.



Photo 8: North Elevation.

CITY/TOWN
LUDLOW

B.I.N.
0QX

BR. DEPT. NO.
L-16-026

8.-STRUCTURE NO.
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INSPECTION DATE
AUG 28, 2025

PHOTOS



Photo 9: South Elevation.



Photo 10: Typical Underside.

CITY/TOWN
LUDLOWB.I.N.
0QXBR. DEPT. NO.
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Photo 11: Looking Downstream.



Photo 12: Looking Upstream.

CITY/TOWN
LUDLOWB.I.N.
0QXBR. DEPT. NO.
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Photo 13: Wearing Surface has minor sand and debris.

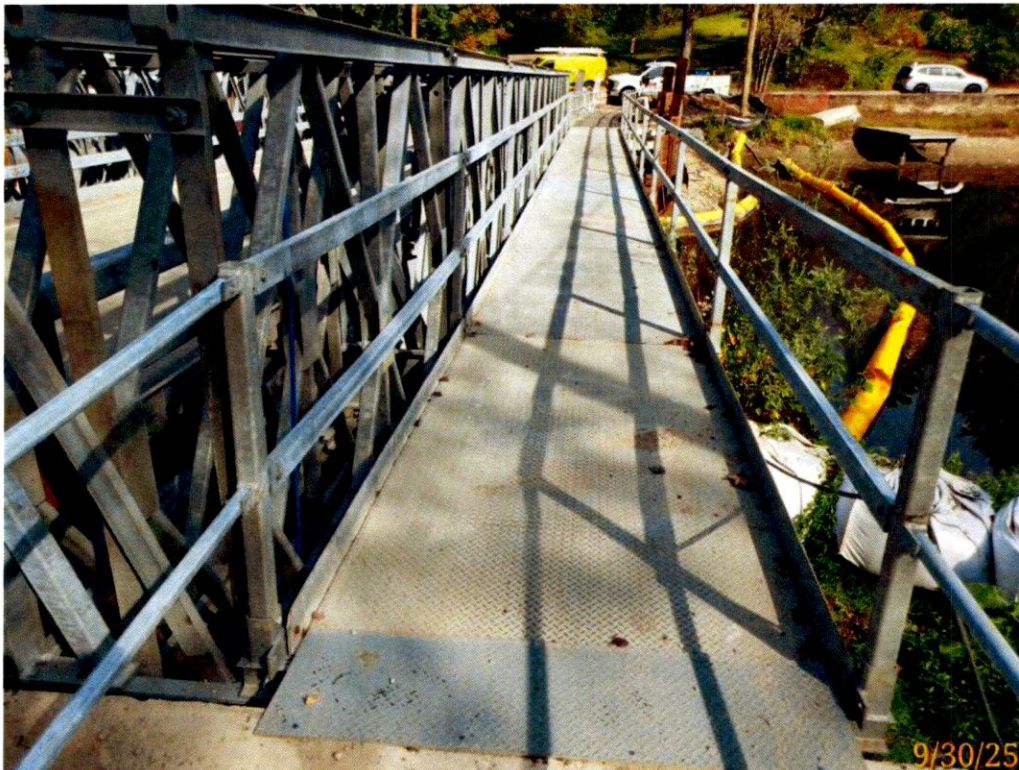


Photo 14: Sidewalk is cantilevered off the ACROW panel.

CITY/TOWN
LUDLOWB.I.N.
0QXBR. DEPT. NO.
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L16026-0QX-MUN-NBIINSPECTION DATE
AUG 28, 2025**PHOTOS**

Photo 15: East Bearings (expansion) do not have anchor bolts. Each of the 3 web panels rest on an individual bearing.



Photo 16: East Bridge Seat has minor sand accumulation. Both seats have timber blocks that act as bolsters per the plans.

CITY/TOWN
LUDLOWB.I.N.
0QXBR. DEPT. NO.
L-16-0268.-STRUCTURE NO.
L16026-0QX-MUN-NBIINSPECTION DATE
AUG 28, 2025**PHOTOS**

Photo 17: Scour, 0QX has been disturbed during sheet pile installation, downstream water velocity and scour has reduced significantly.



Photo 18: Transitions consist of a 3 barrel Sentry Longitudinal Energy Dissipater (SLED) system.

CITY/TOWN LUDLOW	B.I.N. 0QX	BR. DEPT. NO. L-16-026	8.-STRUCTURE NO. L16026-0QX-MUN-NBI	INSPECTION DATE AUG 28, 2025
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PHOTOS

Photo 19: South Approach guardrail consists of sidewalk handrail and jersey barriers.

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NOV 18 2025

SELECT BOARD
LUDLOW, MA 01056



The Commonwealth of Massachusetts

DEPARTMENT OF PUBLIC UTILITIES

NOTICE OF FILING, PUBLIC HEARING, AND REQUEST FOR COMMENTS

D.P.U. 25-121

November 14, 2025

Petition of Eversource Gas Company of Massachusetts, d/b/a Eversource Energy, for approval of its 2022-2024 Three-Year Energy Efficiency Plan Term Report.

On August 1, 2025, Eversource Gas Company of Massachusetts, d/b/a Eversource Energy ("Company"), filed with the Department of Public Utilities ("Department") its 2022-2025 Three-Year Energy Efficiency Plan Term Report ("Term Report"). The Term Report documents actual energy savings, benefits, and expenditures resulting from the implementation of the Company's 2022-2024 three-year energy efficiency plan approved by the Department in Eversource Gas Company of Massachusetts, D.P.U. 21-121 (2022). The Department has docketed this matter as D.P.U. 25-121.

The Department will review the Term Report to determine, among other things, whether the Company: (1) reported its program savings, benefits, and costs accurately and reliably; and (2) implemented its energy efficiency programs in a manner that was consistent with statutory requirements and the Department-approved Three-Year Plan. See G.L. c. 25, § 19(d)(2); G.L. c. 25, § 21(b)(3); G.L. c. 25, §§ 19(a) and (c). Based on the results of the investigation, the Department will approve final recovery of costs incurred during the three-year term, including performance incentive payments. G.L. c. 25, § 19.

The Department will conduct a public hearing to receive comments on the petition using Zoom videoconferencing on **December 18, 2025, at 2:00 p.m.** Attendees can join by entering the link, <https://us06web.zoom.us/j/87598803443>, from a computer, smartphone, or tablet. No prior software download is required. For audio-only access to the hearings, attendees can dial in at + 1 305 224 1968, (not toll free) and then enter the Meeting ID# 875 988 03443. If you anticipate providing comments via Zoom during the public hearing, please send an email by **December 16, 2025**, to krista.hawley@mass.gov with your name, email address, and mailing address. If you anticipate commenting by telephone, please leave a voicemail message by **December 16, 2025**, at 617-305-3620 with your name, telephone number, and mailing address.

Alternately, any person interested commenting on this matter may also submit written comments no later than the close of business (5:00 p.m.) on **December 19, 2025**. The Department strongly encourages public comments to be submitted by email. If, however, a member of the public is unable to send written comments by email, a paper copy may be sent to

Peter A. Ray, Secretary, Department of Public Utilities, One South Station, 5th Floor, Boston, Massachusetts, 02110.

Any person who desires to participate otherwise in the evidentiary phase of this proceeding shall file a petition for leave to intervene no later than the close of business (5:00 p.m.) on **December 11, 2025**. A petition for leave to intervene must satisfy the timing and substantive requirements of 220 CMR 1.03. Receipt by the Department constitutes filing and determines whether a petition has been timely filed. A petition filed late may be disallowed as untimely, unless good cause is shown for waiver under 220 CMR 1.01(4). To be allowed, a petition under 220 CMR 1.03(1) must satisfy the standing requirements of G.L. c. 30A, § 10. All responses to petitions to intervene must be filed by the close of business (5:00 p.m.) on the second business day after the petition to intervene was filed.

All documents must be submitted to the Department in **pdf format** by e-mail attachment to dpu.efiling@mass.gov and krista.hawley@mass.gov. In addition, all documents should be emailed to the Company's attorneys, John K. Habib, Esq. at jhabib@keeganwerlin.com, and Ashley Marton, Esq. at amarton@keeganwerlin.com. The text of the e-mail must specify: (1) the docket number of the proceeding (D.P.U. 25-121); (2) the name of the person or company submitting the filing; and (3) a brief descriptive title of the document.

All documents submitted in electronic format will be posted on the Department's website through our online File Room as soon as practicable (enter "25-121") at: <https://eeaonline.eea.state.ma.us/DPU/Fileroom/dockets/bynumber>. Please note that in the interest of transparency any comments will be posted to our website as received and without redacting personal information such as addresses, telephone numbers, or email addresses. As such, consider the extent of information you wish to share when submitting comments.

To request materials in accessible formats for people with disabilities (Braille, large print, electronic files, audio format), contact the Department's ADA coordinator at eeadiversity@mass.gov or (617) 626-1282. For further information regarding the Company's filing, please contact the Company's attorneys, John K. Habib, Esq. at jhabib@keeganwerlin.com, and Ashley Marton, Esq. at amarton@keeganwerlin.com. For further information regarding this Notice, please contact Krista Hawley, Senior Counsel, Department of Public Utilities, at krista.hawley@mass.gov.



Ludlow Police Department

612 Chapin Street, Ludlow, MA 01056



Michael N. Brennan
Provisional Chief of Police

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Phone: (413) 583-8305

Fax: (413) 583-8283

NOV 18 2025

November 18, 2025

SELECT BOARD
LUDLOW, MA 01056

Mr. Manuel Silva, Chairman
Ludlow Select Board
488 Chapin St. 3rd Floor
Ludlow, MA 01056

Dear Chairman Silva,

The committee for the Sgt. Joshua D. Desforges Challenge, which includes members of the Ludlow Police Department, are working together to host the annual Sgt. Joshua D. Desforges Challenge, which is scheduled for **Saturday, May 9, 2026**. The annual race consists of a trail run (and/or walk), with a twist of U.S. Marine Corps inspired obstacles meant to challenge participants of all fitness levels.

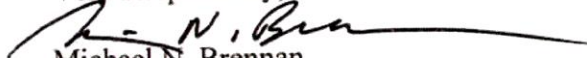
The Sgt. Joshua D. Desforges Challenge is a 5K race inspired by the life of Sgt. Joshua D. Desforges, a United States Marine who was killed in combat on May 12, 2010, during Operation Moshtarak, also known as the Battle of Marjah (Helmand Province, Afghanistan). Josh had chased his dream to become a U.S. Marine and "lived life full throttle" every day.

The full proceeds of this event go directly towards the Sgt. Joshua D. Desforges Scholarship Fund. This unique scholarship is awarded to Ludlow High School students who are planning on following their dreams; just as Josh did, when he joined the United States Marine Corps. Since the inception of this award, over \$100,000 dollars have been awarded to Ludlow High School Seniors.

All arrangements/logistics will be coordinated directly with the Ludlow Public School officials for use of their facilities/property for this year's annual event. **We are also seeking permission from the Ludlow Select Board for the use any Town owned property located adjacent to the Ludlow High School. This includes parking lots (e.g., Veterans Park, Town Hall), the Cross-Country course and Town property under the control of the Ludlow Department of Public Works.** The Ludlow Police Department will plan to assist with all traffic control concerns, which will have minimal impacts to community inconvenience (e.g., traffic, parking, etc.).

If you have any questions or concerns please feel free to contact Provisional Chief Michael Brennan at mbrennan@ludlowpolice.com. Thank you for your consideration!

Very Respectfully,


Michael N. Brennan
Provisional Chief of Police



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SELECT BOARD
LUDLOW, MA 01056

The Commonwealth of Massachusetts
Department of Conservation and Recreation
Office of Dam Safety | 180 Beaman Street | West Boylston, MA 01583
mass.gov/office-of-dam-safety | Tel: 617-620-8583

Maura T. Healey
Governor

Kimberley Driscoll
Lieutenant Governor

Rebecca L. Tepper
Secretary

Nicole LaChapelle
Commissioner

November 20, 2025

Town of Ludlow, Board of Selectmen
488 Chapin St
Ludlow, MA 01056

Town of Ludlow, DPW
198 Sportsmen Rd
Ludlow, MA 01056

Subject: Dam Safety Regulatory Requirement Compliance Report

National ID Number (NATID):	MA00549; MA01269
Dam Name:	Harris Pond Dam; Wade Lake Dam
Town:	Ludlow; Chicopee
Dam Registration Status:	Registration Certificate Recorded (Registration Process Complete)
Hazard Potential Classification:	Significant
Current Known Condition:	Fair
Date of Last Phase I Inspection:	2023/04/03
Phase I Inspection Frequency (Years):	5
Next Phase I Inspection Due Date:	2028/04/03
Date of Last Follow-Up Inspection:	Not applicable
Follow-Up Inspection Frequency (Months):	Not required
Next Follow-Up Inspection Due Date:	Not required
Date of Phase II Investigation Report:	Not applicable
Phase II Investigation Status:	Not required
Date of Most Recent Emergency Action Plan:	2022/07/01
Emergency Action Plan Status:	OVERDUE FOR YEARLY REVIEW AND UPDATE
Ch. 253 Dam Safety Permit Status:	Not applicable

Dear Dam Owner(s)/Caretaker(s):

Above, please find a report detailing the status of Dam Safety regulatory requirements pertaining to your dam(s). Please note that all above listed dates are in the format of Year/Month/Day.

A complete copy of the Dam Safety regulatory requirements 302 CMR 10.00 is available on the Department of Conservation and Recreation (DCR), Office of Dam Safety (ODS) website at the following link: <https://www.mass.gov/doc/302-cmr-10-dam-safety>. **Please be advised that you, as the dam owner, are responsible for ensuring compliance with all applicable regulatory requirements.** If you find that your records reflect a different status than what is noted above, please contact Dam.Safety@mass.gov or 617-620-8583 to update the official record.

Dam Registration (302 CMR 10.05)

All dams regulated by the ODS must be registered to create a public record of ownership.

The first step in the Registration process is to complete and submit a Dam Registration Form (DRF) to ODS. If you have not yet completed and submitted a DRF (Dam Registration Status = DRF OVERDUE), please find one enclosed for your use. Please complete, sign, and return the DRF to: Office of Dam Safety, Attn: Registration, 180 Beaman Street, West Boylston, MA 01583.

In order to complete your DRF, you will need to know the Parcel ID and Registry of Deeds reference for the property on which the dam is located. Oftentimes, you can call or visit the Assessors Department website of the municipality in which the dam is located for assistance in determining this information. Additional information that you will be required to include on the DRF can often be found in your most recent dam safety Phase I Inspection report or you can call or email ODS for assistance in locating this additional information.

The Registration process is complete when, after you have submitted a DRF to ODS, ODS issues you a "Certificate of Registration," which then needs to be recorded at the Registry(ies) of Deeds in the County(ies) in which your dam parcel(s) is (are) located, and return proof of recording to ODS (Dam Registration Status = Registration Certificate Recorded). Until you return proof of recording of the "Certificate of Registration" to ODS, you are out of compliance with the Dam Registration requirement.

If you were issued a Certificate of Registration and did not record at the time of receipt (Dam Registration Status = Registration Certificate Issued), you will need to contact the ODS and request a re-issue. If you have recorded your Certificate of Registration and have not yet forwarded a copy to ODS, please forward a copy to update the official record.

For questions related to Dam Registration or to request a re-issue of a Certificate of Registration, please contact Korina Senior at Korina.L.Senior@mass.gov or 857-276-1879.

Ch. 253 Dam Safety Permit (302 CMR 10.09)

It is the obligation of a dam owner to contact and notify all applicable local, state, and/or federal permitting agencies prior to conducting any work at a dam, including manipulation of water levels. Additionally, any dam owner planning to conduct any material alterations or repairs to a dam is obligated to file a Ch. 253 Dam Safety Permit Application with the Office of Dam Safety. Please be advised that no work can begin until the dam owner/project proponent is issued a Ch. 253 Dam Safety Permit, or ODS issues a written determination that no Ch. 253 Dam Safety Permit is required for the proposed scope of work, and also obtains all other applicable local, state, and/or federal permits.

For questions related to an open Ch. 253 Dam Safety Permit or questions related to submitting a Ch. 253 Dam Safety Permit application, please contact Bryan Carignan at Bryan.Carignan@mass.gov.

Other Local, State, and/or Federal Permits

In order to maintain compliance with the Commonwealth's Wetlands Protection Laws, you may have to seek requisite approval from your local Conservation Commission in accordance with G.L. c. 131, §40. You are obligated to contact and maintain communication with your local Conservation Commission and any other local, state, and/or federal permitting agencies to ensure compliance with the Wetlands Protection Act and any other regulatory requirements, which may include, but not be limited to, Department of Environmental Protection, Wetlands and Waterways Program, whose website can be viewed at the following link: <https://www.mass.gov/topics/wetlands-waterways>, the Massachusetts Environmental Policy Act (MEPA) Office, whose website can be viewed at the following link: <https://www.mass.gov/orgs/massachusetts-environmental-policy-act-office>, and the US Army Corps of Engineers Regulatory/Permitting Division, whose website can be viewed at the following link: <https://www.usace.army.mil/missions/civil-works/regulatory-program-and-permits/>.

You may also need to seek requisite approval from MassWildlife's Natural Heritage and Endangered Species Program, whose website can be viewed at the following link: <https://www.mass.gov/orgs/masswildlifes-natural-heritage-endangered-species-program>.

The above reference to other local, state, and/or federal permits is meant to be a reference guide for informational purposes only. Each project and property are unique. The permits required for any project will be project specific and site specific and will require due diligence on the part of the property owner and/or project proponent. ODS recommends you consult with your chosen dam engineering consultant to determine all of the local, state, and/or federal permits that may be applicable to your proposed project.

Phase I Inspections (302 CMR 10.07)

Owners of dams are required to hire a qualified engineer to complete a Phase I Inspection and report results every 2 years for High Hazard Potential dams, every 5 years for Significant Hazard Potential dams, and every 10 years for Low Hazard Potential dams. Phase I Inspections must be conducted by a Professional Engineer registered in Massachusetts with dam engineering experience.

Condition Compliance (302 CMR 10.08)

High Hazard Potential and Significant Hazard Potential dams with condition ratings that are Poor or Unsafe are considered to be out of compliance with dam safety regulations and posing a heightened, unacceptable risk to downstream public safety. Such dams are required to be brought into compliance with Dam Safety regulations by either being repaired, adequately breached to prevent re-impoundment to a jurisdictional threshold, or completely removed. The choice of which alternative to pursue is for a dam owner to make in conjunction with their chosen engineering consultant and in consideration of any other applicable stakeholders and regulations.

Please be advised that this requirement is not applicable to dams classified as Low Hazard Potential.

Follow-Up Inspections (302 CMR 10.07(2)(a))

In addition to the periodic Phase I Inspections required of all regulated dam owners, owners of High Hazard Potential and Significant Hazard Potential dams with condition ratings that are Poor or Unsafe are also required to submit Follow-up Inspection reports once every six (6) months for Poor condition dams, or once every three (3) months for Unsafe condition dams. Follow-up Inspections are to be conducted by a Professional Engineer registered in Massachusetts with dam engineering experience at the frequency stated above until the dam is

brought back into compliance with dam safety regulations by either being repaired, adequately breached, or completely removed.

Please be advised that this requirement is not applicable to dams classified as Low Hazard Potential.

Phase II Inspections and Investigations (302 CMR 10.08(3))

High Hazard Potential and Significant Hazard Potential dams with condition ratings that are Poor or Unsafe are also required to have a Phase II Inspection and Investigation completed to prepare for design and permitting of a repair, adequate breach, or complete removal project that will bring the dam into compliance with dam safety regulations.

Additionally, dam owners with dams of any Hazard Potential Classification or condition rating may choose to complete a Phase II Inspection and Investigation to prepare for design and permitting of a proposed dam construction project that will maintain a dam in a condition that is protective of the public.

Emergency Action Plans (302 CMR 10.11)

All owners of dams classified as High Hazard Potential and Significant Hazard Potential, regardless of condition rating, shall submit an Emergency Action Plan (EAP) to the ODS, the Massachusetts Emergency Management Agency (MEMA), and your local Emergency Management Director (EMD). Please be advised that there are two different EAP templates available on the ODS website. One template is required for High Hazard Potential Dams and the other template is required for Significant Hazard Potential dams. Please ensure that you and your engineering consultant are using the correct template.

Annually, the owner shall review the EAP, update it, and provide the updated EAP to all involved agencies.

EAPs and annual updates shall be provided by the owner in both hard copy and electronic format to the ODS. MEMA currently requests only electronic copies of EAPs/updates be submitted to their general inbox at TechHazards@mass.gov. You will need to inquire directly with your local EMD for their preference of submittal format. A directory of EMDs is available at the following link: <https://www.mass.gov/find-your-local-emergency-management-director-emd>.

Any GIS based inundation map shapefiles are to be forwarded to ODS electronically along with the copy of the completed EAP.

Please be advised, the Executive Office of Energy and Environmental Affairs (EEA) will shortly be announcing that their “Dam Owners Technical Assistance Program” is again accepting applications. Please be on the lookout for that letter with instructions on how to apply for assistance completing the EAP review and update at no cost to the dam owner. Please visit EEA’s website at the following link for more information: <https://www.mass.gov/info-details/dam-owners-technical-assistance-program>.

Please be advised that this requirement is not applicable to dams classified as Low Hazard Potential.

For questions related to Phase I Inspections, Condition Compliance, Follow-Up Inspections, Phase II Inspections and Investigations, or Emergency Action Plans, please contact Emily Caruso at Emily.Caruso@mass.gov or 617-620-8583.

Templates for the above referenced Dam Registration Form, Ch. 253 Dam Safety Permit Application, various Inspection/Investigation reports, and EAPs are available on the ODS website at the following link:
<https://www.mass.gov/office-of-dam-safety>.

Please contact Dam.Safety@mass.gov if you would like to have ODS email you a copy of this letter, any of the referenced templates, website links, or regulations, or if you have any questions. Please also feel free to call the office at 617-620-8583.

Thank you for your cooperation in ensuring dam safety in the Commonwealth.

Sincerely,

A handwritten signature in blue ink, appearing to read "William C. Salomaa".

William C. Salomaa, Director
Office of Dam Safety

cc: Ariana Johnson, Assistant General Counsel, DCR
Rob Lowell, Deputy Chief Engineer, DCR
Dam Safety File

EMERGENCY ACTION PLAN

for

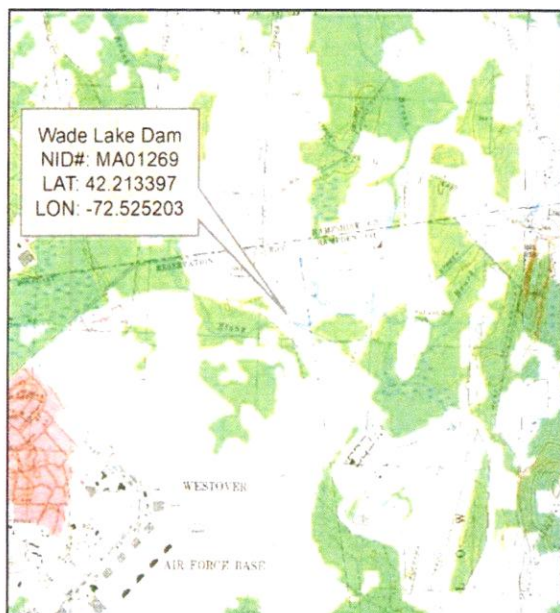
Wade Lake Dam

Chicopee, Hampden County, Massachusetts

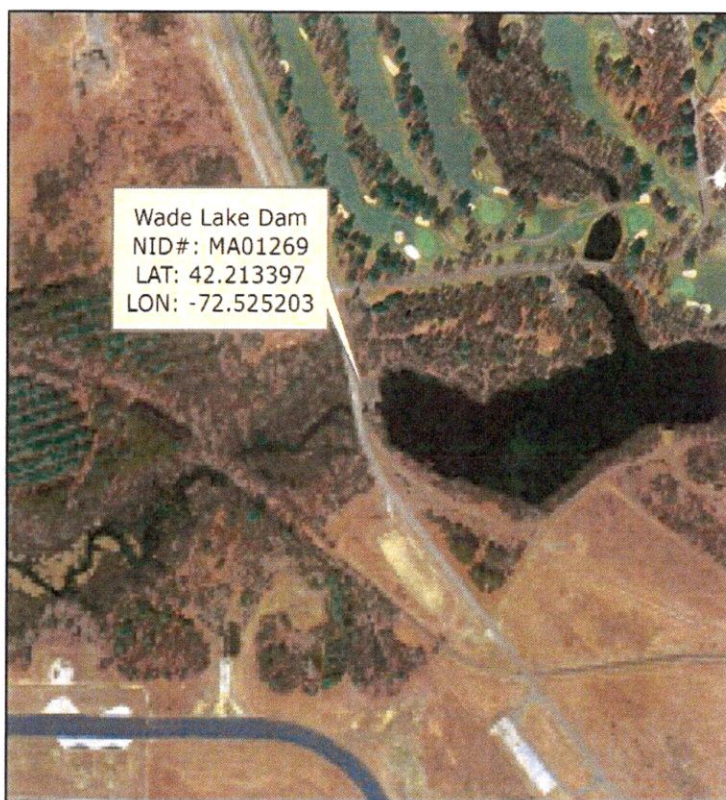
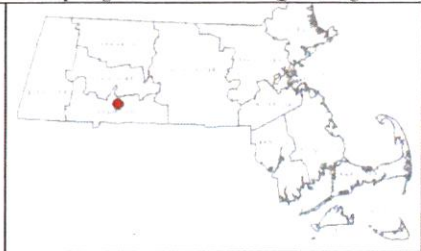
National I.D. Number: MA01269

State ID Number: 2-7-61-9

Dam Location: 42.213397 ° N / 72.525203° W



Springfield North USGS Quadrangle



Dam Owner:

Town of Ludlow
Town Hall
488 Chapin Street
Ludlow, MA 01056
Daytime Phone: (413) 583-5600

Dam Caretaker:

Town of Ludlow
Jamie Tomas
Director
Department of Public Works
198 Sportsman's Road
Ludlow, MA 01056
Daytime Phone: (413) 583-5625
Emergency Phone: (413) 246-4042

Plan Developed: **2019-12**

Revision Number I _____ July 2022 _____

Update November 2025

Wade Lake Dam

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PREAMBLE

This Emergency Action Plan was prepared for the Town of Ludlow for Wade Lake Dam in accordance with the Commonwealth of Massachusetts General Laws, M.G.L. 253, Section 44, Chapter 302 CMR 10.00, "Dam Safety, dated February 10, 2017" to establish a basic plan of action if conditions at the dam indicate the potential for dam failure or if any individual observes and reports that a dangerous condition is developing at the dam. The development of this EAP has been primarily based on the Federal Emergency Management Agency (FEMA) "Federal Guidelines for Dam Safety: Emergency Action Planning for Dam Owners," dated October 1998, the Federal Energy Regulatory Commission (FERC) "Emergency Action Plan Guidelines," dated November 1998, 2006 NRCS recommendations for developing EAPs, and other publicly available EAP templates from state dam safety programs.

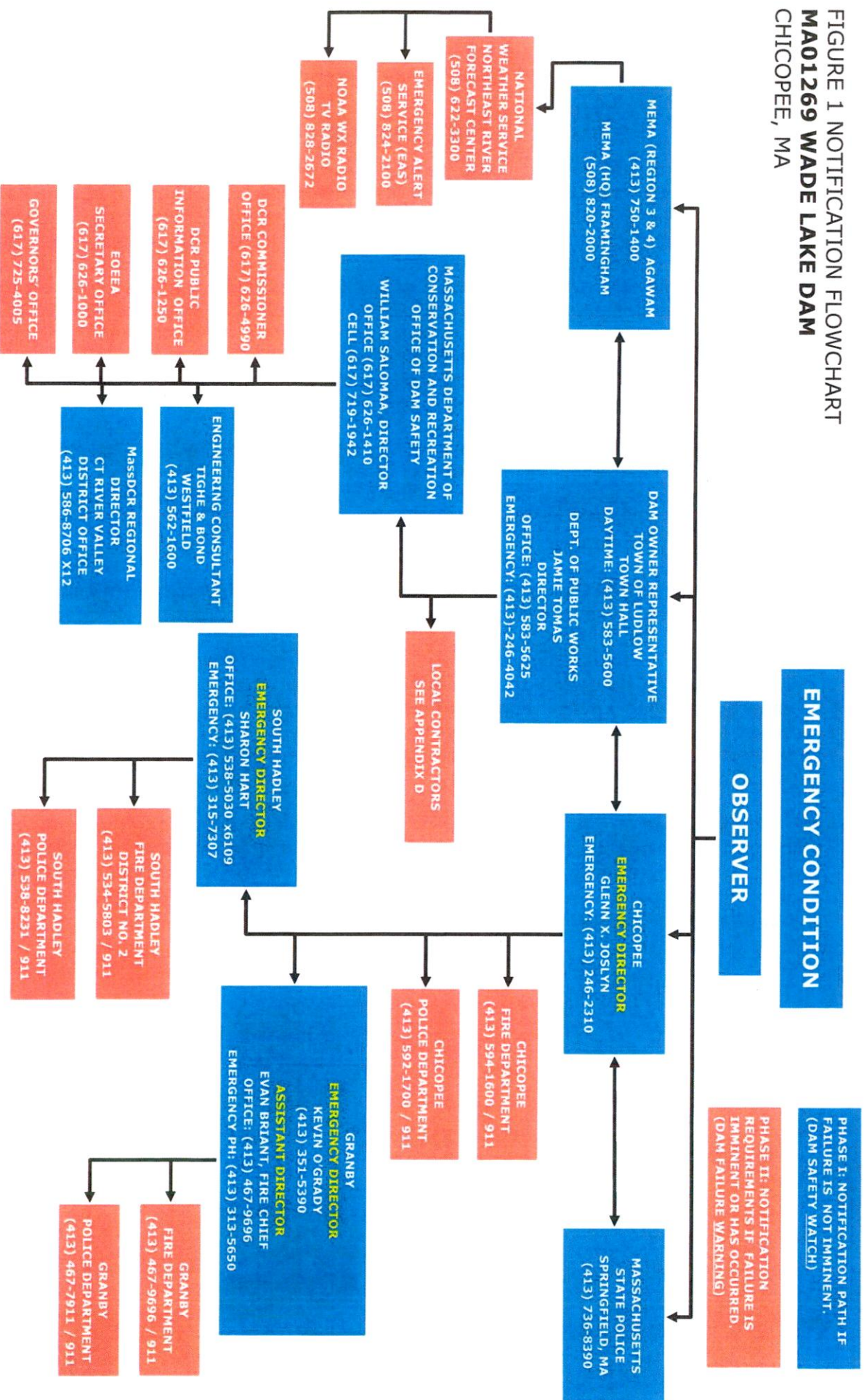
The purpose of this plan is to define responsibilities and provide procedures for identifying unusual and unlikely conditions, which may endanger Wade Lake Dam and infrastructure downstream of the dam, in time to take mitigated action and to notify the appropriate emergency management officials of possible, impending, or actual failure of the dam in order to minimize property damage and loss of life.

This Emergency Action Plan should not be viewed as a substitute for implementing standard dam maintenance, inspections, and repairs in accordance with good dam operations.

It is important to note that the condition of the dam depends on numerous and constantly changing internal conditions and is evolutionary in nature. It would be incorrect to assume that the condition of the dam will remain the same over time. Only through continued care and inspection can there be any chance of detecting unsafe conditions before they result in an emergency condition.

The EAP is housed in a three-ring binder to easily facilitate updates to the plan. The EAP should be updated and exercised annually to ensure that the information is current. Most importantly, the names and telephone numbers of emergency response personnel listed in the Notification Flowchart shall be updated periodically. The general layout of an emergency response is as follows:

FIGURE 1 NOTIFICATION FLOWCHART
MA01269 WADE LAKE DAM
CHICOPEE, MA



1.0 NOTIFICATION PROCEDURES

1.1 Notification Flowchart

The Notification Flowchart indicates the chain of communication to be followed in the event of an Emergency. The Notification Flowchart indicates a Phase I and Phase II type of notification to be implemented depending on the emergency classification level (Dam Safety Watch or Dam Failure Warning) as determined necessary based upon the judgment of the personnel monitoring the emergency condition at the dam (see Section 4 for additional descriptions).

- **Dam Safety Watch: "Potential failure is developing":** This is a situation where a failure may eventually occur if left unattended. This situation will require a Phase I response with continuous monitoring of the situation.
- **Dam Failure Warning: "Failure is Imminent or has occurred":** This is a situation where a failure either has occurred, is occurring, or is just about to occur. This situation will require Phase I and II responses that will proceed with evacuation procedures.

During the highest emergency level (Dam Failure Warning), procedures are to evacuate the downstream residents using a combination of the telephone, augmented by police cruising the area broadcasting the evacuation message and going door to door to homes that cannot be reached by telephone. To ease this burden somewhat, the National Weather Service can be alerted at (508) 622-3302 and they will make a general broadcast about the evacuation over the airways. ***The National Weather Service will call the Fire Department to verify the emergency. Therefore, the Fire Department should be called before the National Weather Service is contacted. MEMA can also be contacted to activate the Emergency Alert Service.***

The flowchart should be updated yearly to account for local or state personnel changes. Any new personnel should be informed and trained to perform their responsibilities under this plan.

This Notification Flowchart is contained within the opening pages of this report.

1.2 Emergency Notification Template

Once the emergency condition has been identified, and the appropriate response level has been determined, the following template can be used as a guide for notification announcements:

"This is (your name, title, affiliation).

You are being contacted per the Emergency Action Plan for Wade Lake Dam.

Please be advised: A Dam (Safety Watch or Failure Warning) condition has been identified at Wade Lake Dam.

The observation was made at (time and date).

The situation is (provide brief description).

It is recommended that you (Remain on alert; Prepare for Evacuation; Evacuate the area and move to higher ground)".

1.3 Impact Summary / Road Closures

Details related to the modelling methodology and assumptions are summarized in Section 4.1 of this report.

It is anticipated that approximately 17 properties may be impacted by a flood wave from a breach at Wade Lake Dam. Table 1 contains a list of potentially impacted areas.

TABLE 1

List of Potential Impacted Properties

House Numbers	Street Name	Municipality	Property Type	Number of Properties
9, 11, 13, 15, 17	Edison Dr	South Hadley	Single Family Residential	5
12, 16, 20, 24, 28, 32, 36	Mary Lyon Dr	South Hadley	Single Family Residential	7
235, 239	Morgan St	South Hadley	Single Family Residential	2
51-53	New Ludlow Rd	Granby	Apartments with Four to Eight Units	1
10, 24	West State St (Route 202)	Granby	Senior Center, Multi-unit Apartments	2

¹Property type based on MassGIS Standardized (Level 3) Parcels Data – South Hadley 2020, Granby 2019.

It is anticipated that 5 roadways may be impacted by a dam breach failure event. The location of the roadways relative to the dam, as well as the approximate peak flow, flood arrival time, and maximum depth are reported in Table 2.

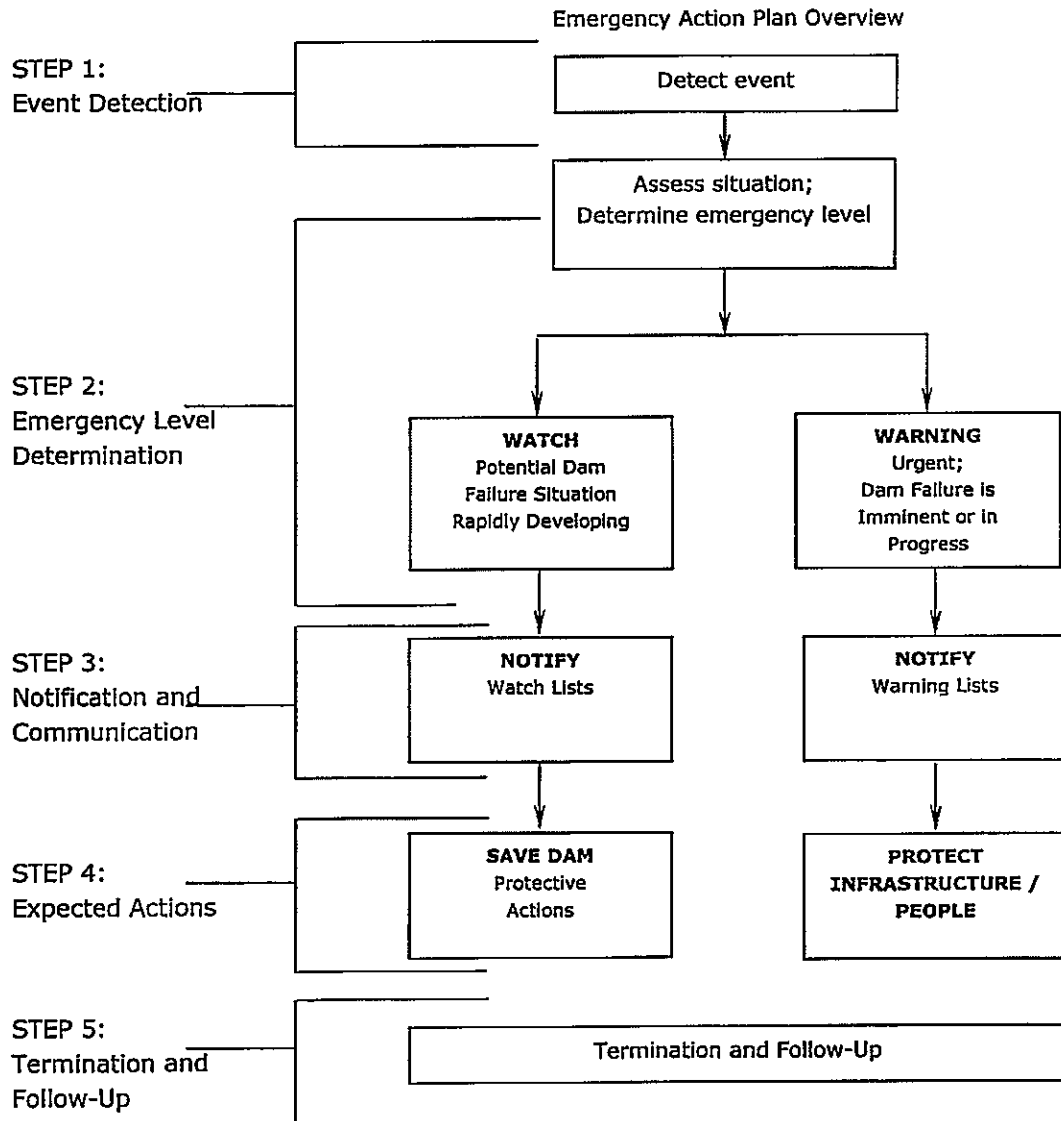
TABLE 2

Floodwater Information for Roads, Railroads and other River Spanning Infrastructure

Location	Distance from Dam, miles	Type	Approx. Peak Flow, cfs	Approx. Flood Arrival Time ¹ , hours	Approx. Maximum Depth, feet
Perimeter Road (No. 1)	0.0	Road/Bridge	588	0.01	4.4
Perimeter Road (No. 2)	1.0	Road/Bridge	206	2.80	2.5
New Ludlow Road	1.3	Road/Bridge	75	4.66	<1*
Morgan Street (No. 1)	1.8	Road/Bridge	40	16.62	0.2
West State Street (Route 202)	3.2	Road/Bridge	28	32.03	<1*
Morgan Street (No. 2)					
Estimated Maximum Limit of Dam Breach Impact	4.1	Road/Bridge	N/A	N/A	N/A

¹ Estimated time for the peak of the breach flood wave to travel from the dam to downstream locations. Breach flooding will occur before the arrival of the peak of the flood wave.

*Maximum depth output from DSS-WISE Lite does not account for bridges; elevations for top of bridge deck and maximum floodwater were estimated based on the DSS-WISE Lite DEM and Google Earth. A value of less than 1 (<1) indicates the bridge/road is not anticipated to overtop based on model output.

1.4 General Response Flowchart

2.0 PROJECT DESCRIPTION

Dam Name: Wade Lake Dam Hazard Classification: Significant
STATE-ID #: 2-7-61-9 Federal ID (NID): MA01269
City/Town: Chicopee
Size Classification: Intermediate County: Hampden

Location & Access (provide a location map & directions to the dam from a major highway): **Refer to Figure 3: Orthophotograph and Figure 4: Site Sketch. Wade Lake Dam is located east of South Street in Chicopee, MA. To reach the dam from the intersection of Route 202 and Route 33, travel southeast on Route 33 for approximately 350 feet, then turn left onto Old Lyman Road. Travel on Old Lyman Road for 1.0 miles, then turn left onto New Ludlow Road and travel for 1.7 miles to South Street. Turn right onto South Street and travel for 0.5 miles to a parking area. The dam is south of the parking area.**

Parcel ID: 0000W Map No: 00W3
Latitude: 42.213397 Longitude: -72.525203
River/Stream/River Basin: Stony Brook
Quad Sheet: Springfield North Nearest City/Town: Chicopee
Hydraulic/Structural Height (ft): 8/10 Normal Surface Area (ac): 27
Embankment Length (ft): 30 Normal Storage (ac-ft): 108
Dam Type: Concrete dam Maximum Storage (ac-ft): 162
18-foot concrete reinforced masonry
Spillway Type: broad-crested weir Spillway Capacity (cfs): 170
Type Dike: N/A Drainage Area (sq. mi.): 10.1
2 reported sluice openings in spillway (not operable)
Outlet Type (other than spillway): 2 reported sluice openings in spillway (not operable)
Year Built: Unknown Last Rehabilitation: Dec. 1998

Purpose/Operation of Dam (attach additional sheets if necessary):
Wade Lake Dam impounds Wade Lake for recreational purposes.

Instrumentation (if any): N/A
Upstream Dams: Carver Pond Dam (MA01892)
Mt. Holyoke College Upper Pond Dam (MA00583), Mt. Holyoke College Middle Pond Dam, Mt. Holyoke College Lower Pond Dam (MA00584), Marcalus Manufacturing Company Dam (MA00585)
Downstream Dams: Company Dam (MA00585)
Description of Inundation Area and Downstream Hazards: Refer to Section 4.0
Method of emergency drawdown: N/A

3.0 GENERAL RESPONSIBILITIES

3.1 Summary of Responsibilities

Entity	Responsibilities
Dam Owner: Town of Ludlow Department of Public Works Jamie Tomas Director 413-583-5625 (Office) 413-246-4042 (Emergency Ph)	1. Notify local authorities. Upon receiving report of an incident, contact the Emergency Management Director (EMD) and identify the report. 2. Evaluate the extent/nature/severity of the incident. Update the EMD as to the need to implement the EAP. 3. Monitor the situation at the dam for the duration of the emergency. Update the EMD and other local and state authorities of developing conditions at the dam for the duration of the emergency situation.
Chicopee Emergency Management: Glenn X. Joslyn 413-246-2310 (Emergency Ph)	1. Contact and warn population in area of potential impacts; Coordinate efforts with other parties involved in the EAP as necessary. 2. The EMD/Incident Commander will serve as the contact point for disseminating all updates concerning the condition of the emergency.
Chicopee Police Department: Chief Patrick Major 413-592-6341 (Office) 413-592-1700 (Dispatch) or 9-1-1	1. Assist in securing the site and implementing evacuation if necessary (i.e. coordinating barricades, street closures, traffic flow). 2. Utilize appropriate and/or necessary evacuation procedures, which may include but are not limited to, multilingual broadcasts, slow-speed broadcasts, and coordinated efforts with other emergency responders.
Chicopee Fire Department: Chief Daniel P. Stamborski 413-594-1630 (Office) 413-594-1600 (Dispatch) or 9-1-1	1. Assist in the evacuation of special needs and/or elderly citizens. 2. Provide additional evacuation support as needed. 3. Assist EMD as needed.
Granby Emergency Management Agency: Kevin O'Grady Director 413-351-5390 Evan Brjant Assistant Director Fire Chief 413-467-9696 (Office) 413-313-5650 (Emergency Ph)	1. Contact and warn population in area of potential impacts; Coordinate efforts with other parties involved in the EAP as necessary. 2. The EMD/Incident Commander will serve as the contact point for disseminating all updates concerning the condition of the emergency.
Granby Police Department: Chief Kevin O'Grady 413-467-9222 (Office)	1. Assist in securing the site and implementing evacuation if necessary (i.e. coordinating barricades, street closures, traffic flow). 2. Utilize appropriate and/or necessary evacuation procedures, which may include but are not limited to, multilingual broadcasts, slow-speed broadcasts, and coordinated efforts with other emergency responders.

Entity	Responsibilities
Granby Fire Department: Chief Evan Briant 413-467-9696 (Office)	1. Assist in the evacuation of special needs and/or elderly citizens. 2. Provide additional evacuation support as needed. 3. Assist EMD as needed.
South Hadley Emergency Management Agency: Sharon Hart 413-538-5030 x6184 (Office) 413-315-7307 (Cell)	1. Contact and warn population in area of potential impacts; Coordinate efforts with other parties involved in the EAP as necessary. 2. The EMD/Incident Commander will serve as the contact point for disseminating all updates concerning the condition of the emergency.
South Hadley Police Department: Chief Jennifer Gundersen 413-538-5050 (Office)	1. Assist in securing the site and implementing evacuation if necessary (i.e. coordinating barricades, street closures, traffic flow). 2. Utilize appropriate and/or necessary evacuation procedures, which may include but are not limited to, multilingual broadcasts, slow-speed broadcasts, and coordinated efforts with other emergency responders.
South Hadley Fire Department District No. 2: Chief Ryan Moore 413-534-5803 (Office)	1. Assist in the evacuation of special needs and/or elderly citizens. 2. Provide additional evacuation support as needed. 3. Assist EMD as needed.
Commonwealth of Massachusetts DCR ODS William Salomaa, Director 617-626-1410 (Office) 617-719-1942 (Cell)	1. Engineering support and consultation.
Massachusetts Emergency Management Agency (MEMA) Region 3 & 4 Office - Agawam 413-750-1400 Headquarters - Framingham 24 hrs: 508-820-2000	1. Coordinate broadcast notification as <u>requested</u> by the local Fire/Police/EMD. 2. Mobilize necessary equipment as <u>requested</u> by the local Police/Fire/EMD.
Massachusetts State Police Springfield, MA Barracks 413-736-8390	1. Assist in securing the site, implementing evacuation, and controlling traffic flow in and out of the impacted area as <u>requested</u> by the local Police Department.

3.2 Emergency Response Coordination

During an emergency situation, **Emergency Management Director, Glenn X. Joslyn**, will be responsible for the proper organization and operation of the Emergency Action Plan. He will coordinate all activities with state and local authorities.

4.0 INUNDATION MAPS

4.1 Inundation Map Development

An analysis has been performed for Wade Lake Dam to estimate the downstream areas that may be inundated by flood waters in the event of a breach of this structure. The analysis was completed in December 2019 by Tighe & Bond, Inc. The dam breach flood and downstream inundated areas were estimated using DSS-WISE Lite. DSS-WISE Lite is an automated, web-based, two-dimensional dam failure flood simulation model and is a MassDCR approved software.

The potential area of inundation due to a breach of Wade Lake Dam as presented in this EAP and as shown on the "Orthophotograph of Estimated Downstream Breach Extent" map is based on the following assumptions:

1. The pre-breach water level in the impoundment is at the assumed maximum elevation at the dam crest. This breach elevation represents the maximum water surface elevation modeled for this dam.
2. The post-breach water level in the downstream reach is based on routing the dam breach flood through the dam and includes no additional flow, representing a "sunny-day" failure condition.
3. Downstream structures, including bridges/culverts and dams, are not included in the model and are therefore assumed to not have any impact on the downstream flow.
4. The horizontal resolution of the digital elevation model (DEM) used for the model was comprised of 15-foot grid cells.

For the purposes of this EAP, breach initiation is defined as the beginning of rapid uncontrolled growth of the breach, and full formation is defined as the point when significant lateral expansion has stopped. The dam breach parameters were calculated using the Federal Emergency Management Association (FEMA) P-946 "Federal Guidelines for Inundation Mapping of Flood Risks Associated with Dam Incidents and Failures" (July 2013) for a rigid dam. The time from breach initiation to full formation is 0.1 hours. The final breach bottom width is 30 feet, which is the minimum breach width modeled by DSS-WISE Lite. The peak flow through Wade Lake Dam at the time of failure is approximately 663 cubic feet per second.

This analysis provides a rough approximation of the dam breach outflow and the potentially inundated downstream areas. However, the actual magnitude of the flood wave and the resulting downstream flood levels will be dependent on numerous factors that cannot be predicted in advance. For example, the dam breach flood wave would be greater in magnitude if the water level in the impoundment is higher at the beginning of the failure. Furthermore, downstream flood levels could be increased due to conditions such as debris clogging bridge/culvert crossings and others. If these conditions exist, additional nearby properties may need to be evacuated.

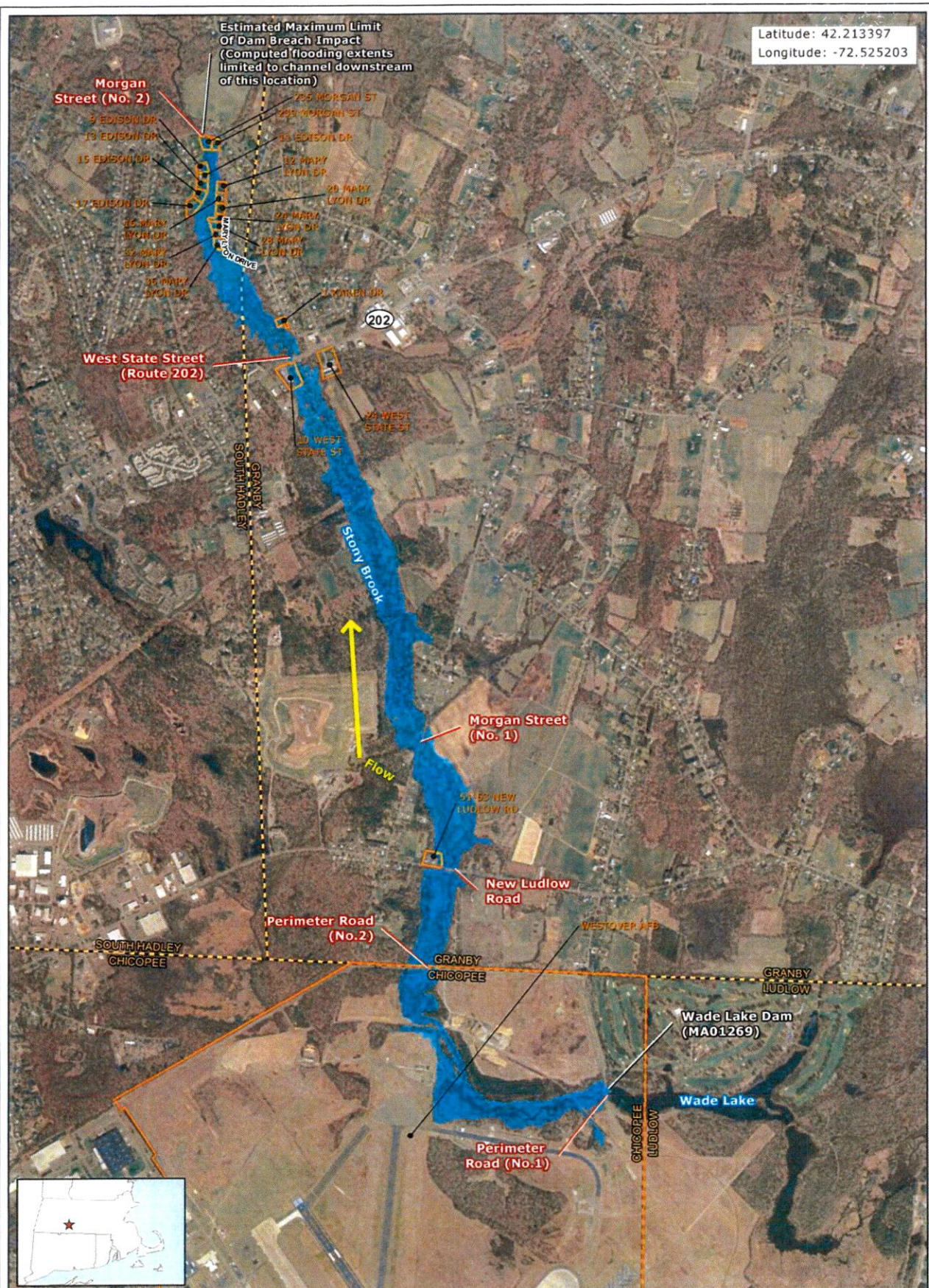
4.2 Impact Area Summary

Wade Lake Dam impounds Wade Lake located on Stony Brook immediately east of Perimeter Road in the City of Chicopee. Discharge from Wade Lake Dam flows west towards the Westover Air Reserve Base and turns right to flow north into the Towns of Granby and South Hadley.

Downstream of Wade Lake dam, Stony Brook flows beneath Perimeter Road located immediately downstream of the dam. Flows then enter the Westover Air Reserve Base to cross a few private road-stream crossings, followed by a second Perimeter Road crossing before entering the Town of Granby. In the Town of Granby, Stony Brook crosses New Ludlow Road, Morgan Street, and West State Street (Route 202) before entering the Town of South Hadley, where Stony Brook crosses Morgan Street a second time.

Model results indicate that floodwaters from a breach of Wade Lake Dam may impact properties adjacent to Stony Brook on New Ludlow Road and West State Street (Route 202) in the Town of Granby, and Edison Drive, Mary Lyon Drive, and Morgan Street in the Town of South Hadley. Floodwaters are expected to attenuate through the wetland areas within the Westover Air Reserve Base property and through the forested areas adjacent to Stony Brook.

It is estimated that the maximum extent of a dam breach event at Wade Lake Dam will be limited to Stony Brook just upstream of Morgan Street in the Town of South Hadley.



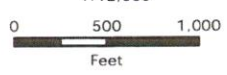
Latitude: 42.213397
Longitude: -72.525203

DAM LOCATION



1 in = 1,000 ft

1:12,000



Tighe & Bond
Engineers | Environmental Specialists

Based on MassGIS Color Orthophotography (2013)

FIGURE 3
ORTHOGRAPH

Wade Lake Dam
Chicopee, Massachusetts
MA01269

October 2019



FIGURE 4 - SITE SKETCH

WADE LAKE DAM
CHICOPEE, MASSACHUSETTS
MA01269

DATE: NOV 2019

SCALE: NO SCALE

APPENDIX A PREPAREDNESS

Preparedness actions are taken to prevent an emergency situation from developing or to minimize the extent of damage caused from a developed emergency situation. The preparedness actions may be by providing response procedures to emergency situations and/or arranging for equipment, labor, and materials for use in emergency situations.

A.1 Surveillance

The most important part of the EAP is the identification of a problem at the dam. If a problem is not identified, the plan cannot be implemented. Problem identification will be much easier if knowledgeable personnel regularly monitor the dam closely.

The dam owner and dam operator must continue to monitor the dam on a regular basis. This is especially important during high rainfall events and during spring runoff conditions when large amounts of snow melting occur. Appendix B identifies some potential hazards that could lead to dam failure.

It is impossible to predict when an emergency situation will develop, therefore it is important that emergency contact information be posted at the site so that a casual observer can contact emergency personnel if they observe an unusual condition.

A.2 Access to Site

Wade Lake Dam is located east of South Street in Chicopee, MA. To reach the dam from the intersection of Route 202 and Route 33, travel southeast on Route 33 for approximately 350 feet, then turn left onto Old Lyman Road. Travel on Old Lyman Road for 1.0 miles, then turn left onto New Ludlow Road and travel for 1.7 miles to South Street. Turn right onto South Street and travel for 0.5 miles to a parking area. The dam is south of the parking area.

A.3 Operations and Maintenance Manual

There is no known formal operations and maintenance plan for Wade Lake Dam. The dam is inspected on a quarterly basis or after severe storm events. Maintenance is generally limited to vegetation removal and debris removal from the spillway as necessary.

A.4 Response during Periods of Darkness

At initiation of any Emergency Condition, the Dam Owner Representative and Emergency Management Authority should discuss options for bringing in artificial lighting in the event that the emergency continues into periods of darkness. The lighting should be used to illuminate the spillway, distressed areas of the dam, and other areas where observation or access may be required based on conditions that arise. In the event of a Failure Warning, such lighting should be brought to the site even if daylight is still available since onset of night could occur before the condition is terminated. In the event that artificial lighting is not yet available, the Dam Owner

Representative, dam observer and other on-site personnel should use flashlights and vehicle headlights to the extent possible.

A.5 Response during Evenings, Weekends, and Holidays

Municipal departments staff can be contacted during weekends and holidays using standard phone numbers and hotlines. The Dam Owner Representative and Emergency Management Authority should ensure that alternate personnel are familiar with the dam and this EAP so that appropriate responses will occur if key personnel cannot be detected.

A.6 Response during Periods of Adverse Weather

Prior to and during storms, municipal personnel will be preparing to respond to adverse situations. Since municipal staff are more likely to be responding to other conditions during these periods, the Departments of Public Works, Police, and Fire from each community will ensure that additional staff are on-call if needed. If trees and/or limbs were to obstruct direct access and crews are occupied with emergency response in other areas, personnel should be equipped with chain saws as a precautionary measure.

A.7 Training and Testing

Training and testing of the EAP is the responsibility of the dam owner. The dam owner should coordinate training and testing with local responders and emergency personnel within the municipalities impacted by a dam failure. Training seminars should be held for all operators, attendants and other personnel (i.e. police and fire) responsible for the implementation of the plan. After the initial training seminar, it is recommended that a special meeting be held to explain the plan to the downstream residents and elected officials. The meeting with downstream residents will be extremely beneficial at a time of emergency.

It is recommended that the EAP or components of the plan be tested periodically. The testing should be conducted through the use of drills and exercises. Testing should include operators, attendants, police, fire and other personnel responsible for the implementation of the plan. Downstream residents shall not be included in the test.

Below is a list of suggested training exercises, the frequencies they should be conducted, and the topics they should cover:

Seminars with Emergency Personnel

- Frequency: As needed
- Topics:
 - New hires should be briefed on their duties during an emergency response.
 - At a minimum, a read through of the EAP and a brief assessment should be conducted.

Emergency Management Workshop

- Frequency: Annually
- Attendees: Emergency Management Director, Fire Department, Police Department, Dam Owner
- Topics:
 - Authorities responsible for executing the EAP should gather to discuss the EAP.
 - Review and updating of the Notification Flowchart, Emergency Contracts, and Emergency Warning systems should be conducted at this time.
 - Parties should discuss the response effort, specifically the Notification Flowchart and the corrective actions to be taken at the dam during various scenarios.
 - Lines of communication should be streamlined such that a developing condition at the dam can be assessed and handled.

Public Meetings

- Frequency: Every 2 Years
- Topics:
 - The public should be educated on the EAP and how they can facilitate the rapid and safe execution of the EAP during an emergency.
 - Evacuation routes should be discussed.
 - Emergency Warning systems (i.e. Chicopee Swift911, Granby CodeRED, South Hadley Emergency Alert E-Notifications) should be discussed and updated.
 - Preparation and situational awareness techniques during an emergency situation e.g., areas of high ground within the town, keeping a cell phone charged, supplies needed for an extended evacuation, navigation of flooded roads.

Table Top Exercise

- Frequency: Every 3-4 Years
- Topics:
 - Emergency management personnel should gather and discuss different emergency scenarios to assess plans, policies, and procedures.

Functional Exercise

- Frequency: Every 5 Years
- Topics:
 - A functional exercise is conducted to test and validate the coordination, command, and control between the EOC, EMD, and all agencies involved with carrying out the EAP.

- o This type of exercise does not include any "boots on the ground".

After each of the tests mentioned above, a "lessons learned" discussion and evaluation should be conducted. The discussions should highlight procedures that work well and those that did not; as well as inaccurate information (within the flowchart, inundation maps, resident contacts, assigned responsibilities, equipment, etc.). Results should be written down and distributed to the associated parties and any corrections and updates should be made.

The training and testing activities should be fully documented.

A.8 Updating and Posting

All aspects of the EAP should be reviewed and updated once per year in accordance with the applicable guidelines. During the review, a determination of any new developments or other changes downstream or elsewhere should be made to determine whether any revisions to the current EAP are necessary. It is imperative that all other holders of the EAP receive updates to the EAP immediately upon becoming aware of necessary changes to keep the EAP workable. This includes revisions when phone numbers and/or names change for notification flow chart personnel and downstream residents.

An up-to-date copy of the flowchart and notification list should be in prominent locations in the offices of the personnel responsible for the EAP Implementation.

A copy of the complete up-to-date EAP should also be available to all operators and personnel responsible for the implementation of the EAP. At a minimum, a full copy of the EAP should be located at the following locations:

- **Owner:** Town of Ludlow, 488 Chapin Street, Ludlow, MA 01056
- **Chicopee Emergency Management Agency:** Emergency Director Glenn X. Joslyn, 15 Court Street, Chicopee, MA 01020
- **Chicopee Fire Department:** Fire Chief Daniel P. Stamborski, 80 Church Street, Chicopee, MA 01020
- **Chicopee Police Department:** Police Chief Patrick Major, 110 Church Street, Chicopee, MA 01013
- **Granby Emergency Management Agency:** Emergency Director Kevin O'Grady, 259 A-East State Street, Granby, MA 01033
- **Granby Fire Department:** Fire Chief Evan Briant, Public Safety Complex, 259-B East State Street, Granby, MA 01033
- **Granby Police Department:** Police Chief Kevin O'Grady, 259 A-East State Street, Granby, MA 01033
- **South Hadley Emergency Management Agency:** Emergency Director Sharon Hart, 41 Bridge Street, South Hadley, MA 01075
- **South Hadley Fire Department District No. 2:** Fire Chief Ryan Moore, 20 Woodbridge Street, South Hadley, MA 01075

- **South Hadley Police Department:** Police Chief Jennifer Gundersen, 41 Bridge Street, South Hadley, MA 01075
- **Massachusetts Emergency Management Agency (MEMA);** Region 3/4: Bonnie Roy, Regional Manager, 1002 Suffield Street, Agawam, MA 01001
- **Massachusetts Department of Conservation and Recreation:** Office of Dam Safety: William Salomaa, Director, 251 Causeway Street, Boston, MA 02114

A.9 Emergency Response Coordination

During an emergency situation, the **Incident Commander** will be responsible for the proper organization and operation of the Emergency Action Plan. He/she will coordinate all activities with state and local authorities.

A.10 Contact Lists

Contact lists should be maintained for facilities, structures, and other properties that may be impacted by a flood wave. Dependent upon the nature of the inundated area, the contact lists may include residents to be evacuated due to shallow flooding, facilities requiring special considerations, and other facilities. Contact lists should also consider special needs in the impacted area such as multilingual communications.

Hard copies of the list should be kept at the EOC and within each EAP binder. At a minimum, annual reviews and updating of the contact list should be completed to keep the list current.

A.11 Alternative Systems of Communication

If there is an interruption in telephone service during an emergency condition, emergency response personnel should broadcast over their radio communications system and cellular phones as necessary. Cell phone/telephone numbers for the emergency responders should be maintained and updated in the notification flowchart on a regular basis.

A.12 Emergency Labor, Supplies and Equipment

Once an emergency condition has been identified, mobilization of the appropriate equipment is key to addressing the situation. The following lists provide partial equipment lists for the conditions described above. This list should be modified as required to address actual conditions at the time of the emergency. Additional equipment not listed below may be necessary. Actual condition and estimated response time versus the rate of deterioration of the dam may preclude the repair of the structure and necessitate full evacuation. The primary goal is to protect human life and minimize property damage.

- Emergency lights and generators for dam work or evacuation
- Construction equipment if the dam is repairable
- Loaders
- Excavators
- Gravel hauling trucks
- High wheel trucks

- Sandbags
- Shovels
- Tree removal equipment
- Barriers, barricades and personnel transportation to facilitate evacuation

The provision of labor, equipment and materials is the responsibility of the dam owner. As such, the following sections provide recommendations for establishing relationships and agreements with local contractors, vendors, and suppliers.

A.13 Subcontractors

The dam owner should develop/maintain open-ended contracts with a number of general contractors and/or suppliers. These contracts allow the dam owner to hire equipment as needed at a set hourly rate. Materials could be purchased from any of the contractors.

A.14 Potential Borrow Areas Around the Town

Potential borrow areas should be identified that could be utilized as sources of fill material in the event of an emergency condition at the dam requiring extra material. The owners of these and any other gravel pits that may be utilized during an emergency should be contacted. Appendix D identifies materials and equipment available within the region.

APPENDIX B

Emergency Detection, Evaluation, and Classification

APPENDIX B EMERGENCY DETECTION, EVALUATION, AND CLASSIFICATION

The detection, evaluation, and classification of a potential emergency situation are crucial in determining the level of response and notification required in order to minimize the response time.

The following emergency classification system is proposed for this site:

- **Dam Safety WATCH: "Potential failure is developing":** This is a situation where a failure may eventually occur if left unattended. This situation will require a Phase I response with continuous monitoring of the situation. This emergency classification level was formerly titled "Condition I".
- **Dam Failure WARNING: "Failure is Imminent or has occurred":** This is a situation where a failure either has occurred, is occurring, or is just about to occur. This situation will require Phase I and II responses that will proceed with evacuation procedures. This emergency classification level was formerly titled "Condition II".

Examples of the preplanned procedures and notifications that should be followed based on the various conditions observed during either storm or fair weather conditions are outlined below. These are examples and are not intended to describe all possible conditions, nor are they intended to limit the actions taken during a given event.

B.1 Dam Safety WATCH Examples

Notify: ALL PARTIES SHOWN IN BLUE ON THE NOTIFICATION FLOWCHART

- Any seismic event regardless of how slight
- Other situations which may lead to damage at the structure
 - Evidence of vandalism
 - Bomb threat
 - A civil disorder near the reservoir
 - Any aircraft accident near the reservoir
- Water level of the impoundment is at an unsafe level and is rising threatening to overtop the dam
- Discharges resulting in significant erosion and/or scour
- Any developing erosion, settlement, or upheaval occurring on the downstream slope or at the toe of the dam that is considered to be controllable
- Any undocumented leakage through any dam structure considered to be controllable

B.2 Dam Safety WARNING Examples

Notify: ALL PARTIES LISTED ON THE NOTIFICATION FLOWCHART

- Water has overtopped or will overtop the dam
- Any uncontrollable erosion, settlement, or upheaval occurring on the downstream slope or at the toe of the dam
- Any uncontrollable leakage through any dam structure resulting in degradation to the structural integrity of the dam
- A dislocation or failure of any structure which allows for an expanding, uncontrollable discharge of water through the spillway or dam indicating a breach is occurring
- Dam is failing, is about to fail, or has failed

A Dam Safety Watch may be declared initially with gradual transition into a Dam Failure Warning or a Dam Failure Warning may be declared immediately, depending on the actual conditions.

While these actions attempt to generalize responses to the observed conditions, the judgment of the primary observer and/or knowledgeable person(s) must be utilized. While some conditions such as breaching, overtopping and severe piping can dictate an immediate evacuation; others will require the observer to determine the extent of the concern and the probability of the concern being addressed within a timely fashion.

B.3 Additional Guidance for Determining the Emergency Level¹**TABLE B.1: Possible Failure Modes**

Event	Situation	Emergency Level
Structural Cracking	New cracking along the concrete structure with radial, transverse, or vertical displacement	--
	New cracks in the concrete with seepage	Watch
	New cracks/old cracks with actively progressing displacements	Warning
Foundation Weakness	New cracks at the abutment greater than ¼-inch wide without seepage	Watch
	Cracks in the abutment with seepage	Watch
	Visual movement/slippage of the embankment slope	Warning
Construction Joint	Cracking at the construction joint	--
Cracking	Cracked construction joint with displacement and seepage	Watch
Sinkholes	Rapidly enlarging sinkhole	Warning
Embankment Cracking	New cracks in the embankment greater than ¼-inch wide without seepage	--
	Cracks in the embankment with seepage	Watch / Warning
	Earthquake resulting in visible damage to the dam or appurtenances	Watch
Earthquake	Earthquake resulting in uncontrolled release of water from the dam	Warning
Security Threat	Verified bomb threat that, if carried out, could result in damage to the dam	Warning
	Detonated bomb that has resulted in damage to the dam or appurtenances	Warning
	Damage to dam or appurtenances with no impacts to the functioning of the dam	--
Sabotage/Vandalism	Damage to dam or appurtenances that has resulted in seepage flow	Watch
	Damage to dam or appurtenances that has resulted in uncontrolled water release	Warning

¹ Based upon the NRCS Recommendations for Developing EAPs, 2006.

B.4 Potential Hazards That Can Lead to Dam Failure

The purpose of the section is to educate the user of the EAP as to some of the common causes of dam instability and possible failure. A short definition of each hazard is listed along with typical causes. This is not intended to be an exhaustive list of all failure mechanisms as each dam has a unique set of conditions which will influence the development of conditions and concerns.

1. Flow Erosion

- Washout of spillways, embankment sections.
- Causes: poor compaction of silt backfill; lack of riprap or concrete protection at interface between soil embankment and concrete structure; erosion by flow over embankment, spillway, or through outlet.

2. Embankment Leakage, Piping

- Excessive seepage resulting in internal erosion followed by formation of a "pipe" through the embankment, which once formed, causes rapid flow erosion and washout of the embankment.
- Causes: poor compaction of soil along interface with concrete structures; lack of seepage control collars around pipe; root and rodent holes; inadequate or nonexistent filters between fine and coarse soils; cracks or voids within the concrete structure.

3. Foundation Leakage, Piping

- Washout of foundation material below dam causing undermining.
- Causes: poor interface with bedrock and concrete structures; excessive seepage at dam toe carrying soil with it.

4. Sliding

- Serious movement in foundation or concrete structure, which either result in dam failure or significantly weaken the dam structure.
- Causes: Foundation material weak; excessive water pressure in structure or foundation.

5. Deformation

- Gross deformation of dam or outlet structures resulting in immediate failure or cracking of the dam, and subsequent washouts.
- Causes: excessive settlement in foundation, ice jacking (Pressure exerted by expending/contracting ice structures).

6. Blowing of Trees from Embankment

- Blowing of trees on and near the embankment would result in substantial cracks and scour of the embankment and subsequent washout of the embankments.
- Causes: heavy rain associated with gusty winds and natural aging and poor root system of the trees on and near the embankments.

7. Reduction of Crest Elevation

- Deterioration or washout of dam crest.
- Causes: poor concrete condition; heavy rain runoff.

8. Dam Overtopping

- Water flows over the crest of the dam causing erosion and subsequent reduced dam height with time. If overtopping continues for any length of time it may lead to a total failure of the dam.
- Causes: Heavy rain; blocked or inadequately sized spillway.

9. Cracking

- Longitudinal cracking can be due to movements and/or settlements of the dam and can allow water to infiltrate the concrete.
- Transverse cracking can be due to horizontal and/or vertical movement and can result in a flow path across the concrete structure.
- Thin cracks can be very deep and intersect the phreatic surface.

APPENDIX C

TERMINATION AND RECOVERY

If the EAP has been placed into action and the event has been deemed to not be an emergency, or the threat has been mitigated, termination of the emergency response under the EAP will be the sole responsibility of the incident commander. Termination process should include, but not be limited to, the following steps:

- Notify all agencies and parties contacted during the response of the situation termination
- Issue public notification
- Complete post-situation dam inspection

Implement post-situation recovery including restoring impacted areas such that they are safe for public use and repairing or otherwise addressing damaged infrastructure

APPENDIX D**AVAILABLE MATERIALS AND EQUIPMENT**

The Town of Ludlow Department of Public Works should be contacted for emergency supplies such as trucks, pumps, sandbags and generators. Additionally, a partial listing of local contractors (with contact information) and the emergency supplies they have available is provided below. If emergency repairs may be warranted, supplies and equipment should be brought to the dam so they are available when needed.

Vendors and Contractors:

Primary Local Repair Contractor Steve Santos Landscaping 16 Palmer Street Ludlow, MA 01056 413-589-9585	Heavy Equipment Service and Rental Gomes Construction 136 Carmelinas Circle Ludlow, MA 01056 413-583-5259
Gravel, Topsoil and Crushing Operation Ginmar Enterprises, Inc. 136 Carmelinas Circle Ludlow, MA 01056 413-583-6020	Pumps United Rentals 562 Holyoke Street Ludlow, MA 01056 413-589-7876
Sand and Gravel Supply Haluch's Landscaping Products 1014 Center Street Ludlow, MA 01056 413-583-6508	Emergency Lighting and Generators United Rentals 562 Holyoke Street Ludlow, MA 01056 413-589-7876
Ready-mix Concrete Supply Banas Concrete Service 246 Fuller Street Ludlow, MA 01056 413-583-8321	Sand Bags Ferguson Waterworks 12 Carmelinas Circle Ludlow, MA 01056 413-593-1219

Record of Revisions and Updates Made to EAP

[illegible]

APPENDIX F

Common Dam Safety Definitions

APPENDIX F COMMON DAM SAFETY DEFINITIONS

For a comprehensive list of dam engineering terminology and definitions refer to 302 CMR 10.00 Dam Safety, or other reference published by FERC, Dept. of the Interior Bureau of Reclamation, or FEMA. Please note should discrepancies between definitions exists, those definitions included within 302 CMR 10.00 govern for dams located within the Commonwealth of Massachusetts.

Orientation

Upstream – Shall mean the side of the dam that borders the impoundment.

Downstream – Shall mean the high side of the dam, the side opposite the upstream side.

Right – Shall mean the area to the right when looking in the downstream direction.

Left – Shall mean the area to the left when looking in the downstream direction.

Dam Components

Dam – Shall mean any artificial barrier, including appurtenant works, which impounds or diverts water.

Embankment – Shall mean the fill material, usually earth or rock, placed with sloping sides, such that it forms a permanent barrier that impounds water.

Crest – Shall mean the top of the dam, usually provides a road or path across the dam.

Abutment – Shall mean that part of a valley side against which a dam is constructed. An artificial abutment is sometimes constructed as a concrete gravity section, to take the thrust of an arch dam where there is no suitable natural abutment.

Appurtenant Works – Shall mean structures, either in dams or separate therefrom, including but not be limited to, spillways; reservoirs and their rims; low level outlet works; and water conduits including tunnels, pipelines, or penstocks, either through the dams or their abutments.

Spillway – Shall mean a structure over or through which water flows are discharged. If the flow is controlled by gates or boards, it is a controlled spillway; if the fixed elevation of the spillway crest controls the level of the impoundment, it is an uncontrolled spillway.

Size Classification

(as listed in Commonwealth of Massachusetts, 302 CMR 10.00 *Dam Safety*)

Large – Structure with a height greater than 40 feet or a storage capacity greater than 1,000 acre-feet.

Intermediate – Structure with a height between 15 and 40 feet or a storage capacity of 50 to 1,000 acre-feet.

Small – Structure with a height between 6 and 15 feet and a storage capacity of 15 to 50 acre-feet.

Non-Jurisdictional – Structure less than 6 feet in height or having a storage capacity of less than 15 acre-feet.

Hazard Classification

(as listed in Commonwealth of Massachusetts, 302 CMR 10.00 *Dam Safety*)

High Hazard (Class I) – Shall mean dams located where failure will likely cause loss of life and serious damage to home(s), industrial or commercial facilities, important public utilities, main highway(s) or railroad(s).

Significant Hazard (Class II) – Shall mean dams located where failure may cause loss of life and damage to home(s), industrial or commercial facilities, secondary highway(s) or railroad(s), or cause the interruption of the use or service of relatively important facilities.

Low Hazard (Class III) – Dams located where failure may cause minimal property damage to others. Loss of life is not expected.

General

EAP – Emergency Action Plan - Shall mean a predetermined plan of action to be taken to reduce the potential for property damage and/or loss of life in an area affected by an impending dam break.

O&M Manual – Operations and Maintenance Manual; Document identifying routine maintenance and operational procedures under normal and storm conditions.

Normal Pool – Shall mean the elevation of the impoundment during normal operating conditions.

Acre-foot – Shall mean a unit of volumetric measure that would cover one acre to a depth of one foot. It is equal to 43,560 cubic feet. One million U.S. gallons = 3.068 acre-feet

Height of Dam – Shall mean the vertical distance from the lowest portion of the natural ground, including any stream channel, along the downstream toe of the dam to the crest of the dam.

Spillway Design Flood (SDF) – Shall mean the flood used in the design of a dam and its appurtenant works particularly for sizing the spillway and outlet works, and for determining maximum temporary storage and height of dam requirements.

Condition Rating

Unsafe - Major structural, operational, and maintenance deficiencies exist under normal operating conditions.

Poor - Significant structural, operation and maintenance deficiencies are clearly recognized for normal loading conditions.

Fair - Significant operational and maintenance deficiencies, no structural deficiencies. Potential deficiencies exist under unusual loading conditions that may realistically occur. Can be used when uncertainties exist as to critical parameters.

Satisfactory - Minor operational and maintenance deficiencies. Infrequent hydrologic events would probably result in deficiencies.

Good - No existing or potential deficiencies recognized. Safe performance is expected under all loading including SDF.

REFERENCES

The following references were utilized during the preparation of this report and the development of the recommendations presented herein:

1. "Design of Small Dams", United States Department of the Interior Bureau of Reclamation, 1987
2. "ER 110-2-106 - Recommended Guidelines for Safety Inspection of Dams", Department of the Army, September 26, 1979.
3. "Guidelines for Reporting the Performance of Dams" National Performance of Dams Program, August 1994.
4. Commonwealth of Massachusetts General Laws, M.G.L. 253, Section 44, Chapter 302 CMR 10.00, Dam Safety, February 10, 2017.
5. "Wade Lake Dam Phase I Inspection/Evaluation Report.", Tighe & Bond, April 24, 2017.

EMERGENCY ACTION PLAN

for

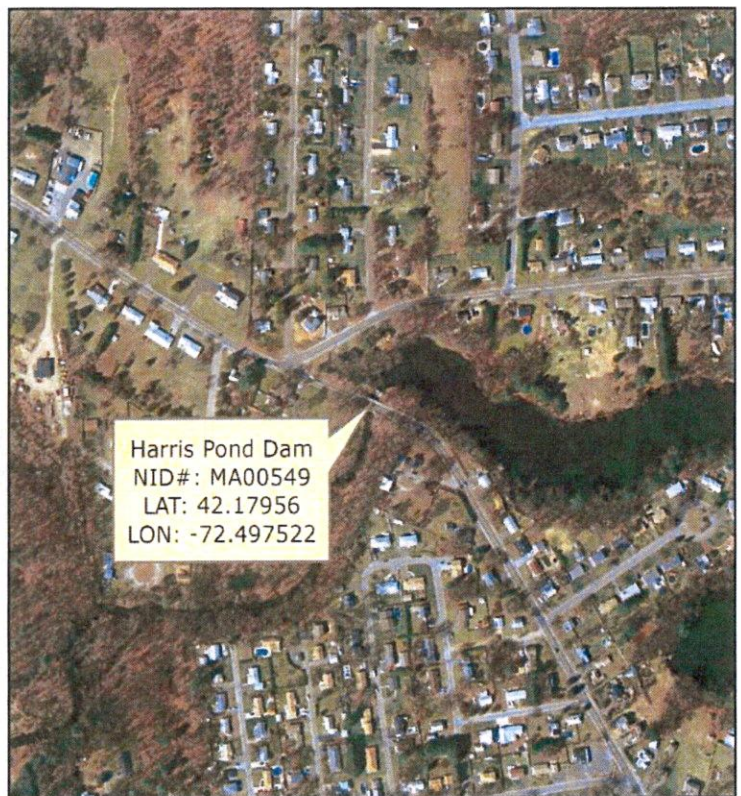
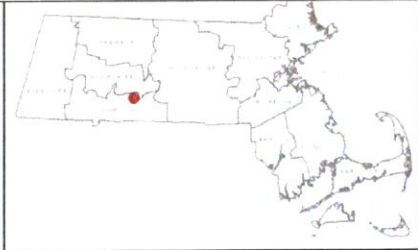
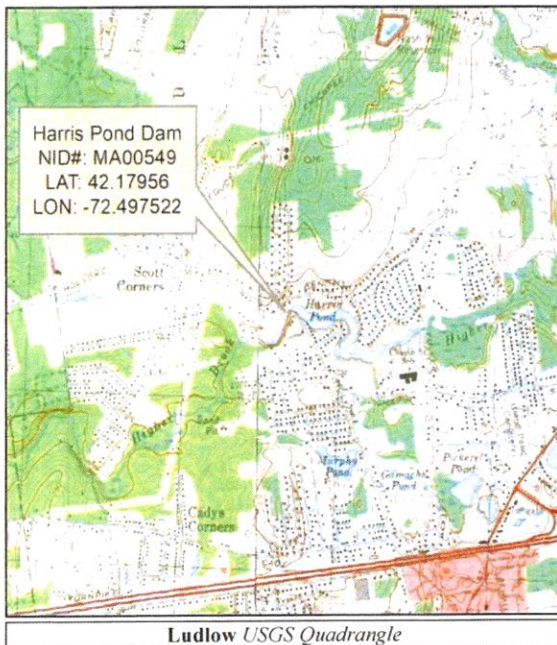
Harris Pond Dam

Ludlow, Hampden County, Massachusetts

National I.D. Number: MA00549

State ID Number: 2-7-161-9

Dam Location: 42.17956 ° N / 72.497522° W



Dam Owner:
Town of Ludlow
Town Hall
488 Chapin Street
Ludlow, MA 01056
Daytime Phone: (413) 583-5600

Dam Caretaker:
Town of Ludlow
Jamie Tomas
Director
Department of Public Works
198 Sportmans Road
Ludlow, MA 01056
Daytime Phone: (413) 583-5625
Emergency Phone: (413) 246-4042

Plan Developed: **2019-12**
Revision Number I _____ July 2022 _____

Update November 2025

Harris Pond Dam

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REFERENCES

PREAMBLE

This Emergency Action Plan was prepared for the Town of Ludlow for Harris Pond Dam in accordance with the Commonwealth of Massachusetts General Laws, M.G.L. 253, Section 44, Chapter 302 CMR 10.00, "Dam Safety, dated February 10, 2017" to establish a basic plan of action if conditions at the dam indicate the potential for dam failure or if any individual observes and reports that a dangerous condition is developing at the dam. The development of this EAP has been primarily based on the Federal Emergency Management Agency (FEMA) "Federal Guidelines for Dam Safety: Emergency Action Planning for Dam Owners," dated October 1998, the Federal Energy Regulatory Commission (FERC) "Emergency Action Plan Guidelines," dated November 1998, 2006 NRCS recommendations for developing EAPs, and other publicly available EAP templates from state dam safety programs.

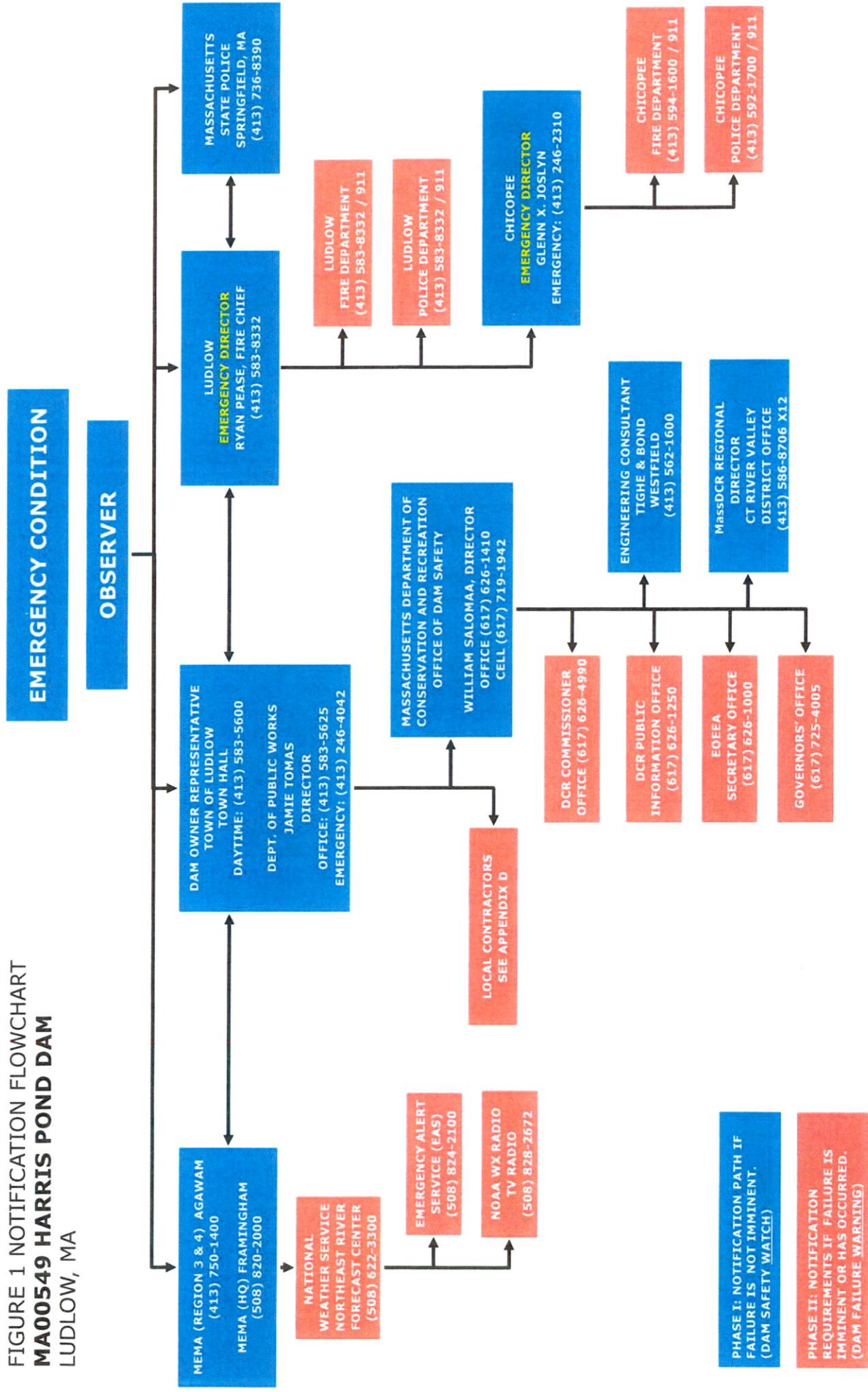
The purpose of this plan is to define responsibilities and provide procedures for identifying unusual and unlikely conditions, which may endanger Harris Pond Dam and infrastructure downstream of the dam, in time to take mitigating action and to notify the appropriate emergency management officials of possible, impending, or actual failure of the dam in order to minimize property damage and loss of life.

This Emergency Action Plan should not be viewed as a substitute for implementing standard dam maintenance, inspections, and repairs in accordance with good dam operations.

It is important to note that the condition of the dam depends on numerous and constantly changing internal conditions and is evolutionary in nature. It would be incorrect to assume that the condition of the dam will remain the same over time. Only through continued care and inspection can there be any chance of detecting unsafe conditions before they result in an emergency condition.

The EAP is housed in a three-ring binder to easily facilitate updates to the plan. The EAP should be updated and exercised annually to ensure that the information is current. Most importantly, the names and telephone numbers of emergency response personnel listed in the Notification Flowchart shall be updated periodically. The general layout of an emergency response is as follows:

FIGURE 1 NOTIFICATION FLOWCHART
MA00549 HARRIS POND DAM
 LUDLOW, MA



1.0 NOTIFICATION PROCEDURES

1.1 Notification Flowchart

The Notification Flowchart indicates the chain of communication to be followed in the event of an Emergency. The Notification Flowchart indicates a Phase I and Phase II type of notification to be implemented depending on the emergency classification level (Dam Safety Watch or Dam Failure Warning) as determined necessary based upon the judgment of the personnel monitoring the emergency condition at the dam (see Section 4 for additional descriptions).

- **Dam Safety Watch: "Potential failure is developing":** This is a situation where a failure may eventually occur if left unattended. This situation will require a Phase I response with continuous monitoring of the situation.
- **Dam Failure Warning: "Failure is Imminent or has occurred":** This is a situation where a failure either has occurred, is occurring, or is just about to occur. This situation will require Phase I and II responses that will proceed with evacuation procedures.

During the highest emergency level (Dam Failure Warning), procedures are to evacuate the downstream residents using a combination of the telephone, augmented by police cruising the area broadcasting the evacuation message and going door to door to homes that cannot be reached by telephone. To ease this burden somewhat, the National Weather Service can be alerted at (508) 622-3302 and they will make a general broadcast about the evacuation over the airways. ***The National Weather Service will call the Fire Department to verify the emergency. Therefore, the Fire Department should be called before the National Weather Service is contacted. MEMA can also be contacted to activate the Emergency Alert Service.***

The flowchart should be updated yearly to account for local or state personnel changes. Any new personnel should be informed and trained to perform their responsibilities under this plan.

This Notification Flowchart is contained within the opening pages of this report.

1.2 Emergency Notification Template

Once the emergency condition has been identified, and the appropriate response level has been determined, the following template can be used as a guide for notification announcements:

"This is (your name, title, affiliation).

You are being contacted per the Emergency Action Plan for Harris Pond Dam.

Please be advised: A Dam (Safety Watch or Failure Warning) condition has been identified at Harris Pond Dam.

The observation was made at (time and date).

The situation is (provide brief description).

It is recommended that you (Remain on alert; Prepare for Evacuation; Evacuate the area and move to higher ground)".

1.3 Impact Summary / Road Closures

Details related to the modelling methodology and assumptions are summarized in Section 4.1 of this report.

It is anticipated that approximately 4 residential properties may be impacted by a flood wave from a breach at Harris Pond Dam. Table 1 contains a list of potentially impacted areas.

TABLE 1

List of Potential Impacted Properties

House Numbers	Street Name	Municipality	Property Type	Number of Properties
224	Garnache Drive	Ludlow	Single Family Residential	1
23, 24	Helena Street	Ludlow	Single Family Residential	2
266	Lombard Rd	Chicopee	Single Family Residential	1

¹Property type based on MassGIS Standardized (Level 3) Parcels Data – Ludlow 2018, Chicopee 2019.

It is anticipated that 4 roadways may be impacted by a dam breach failure event. The location of the roadways relative to the dam, as well as the approximate peak flow, flood arrival time, and maximum depth are reported in Table 2.

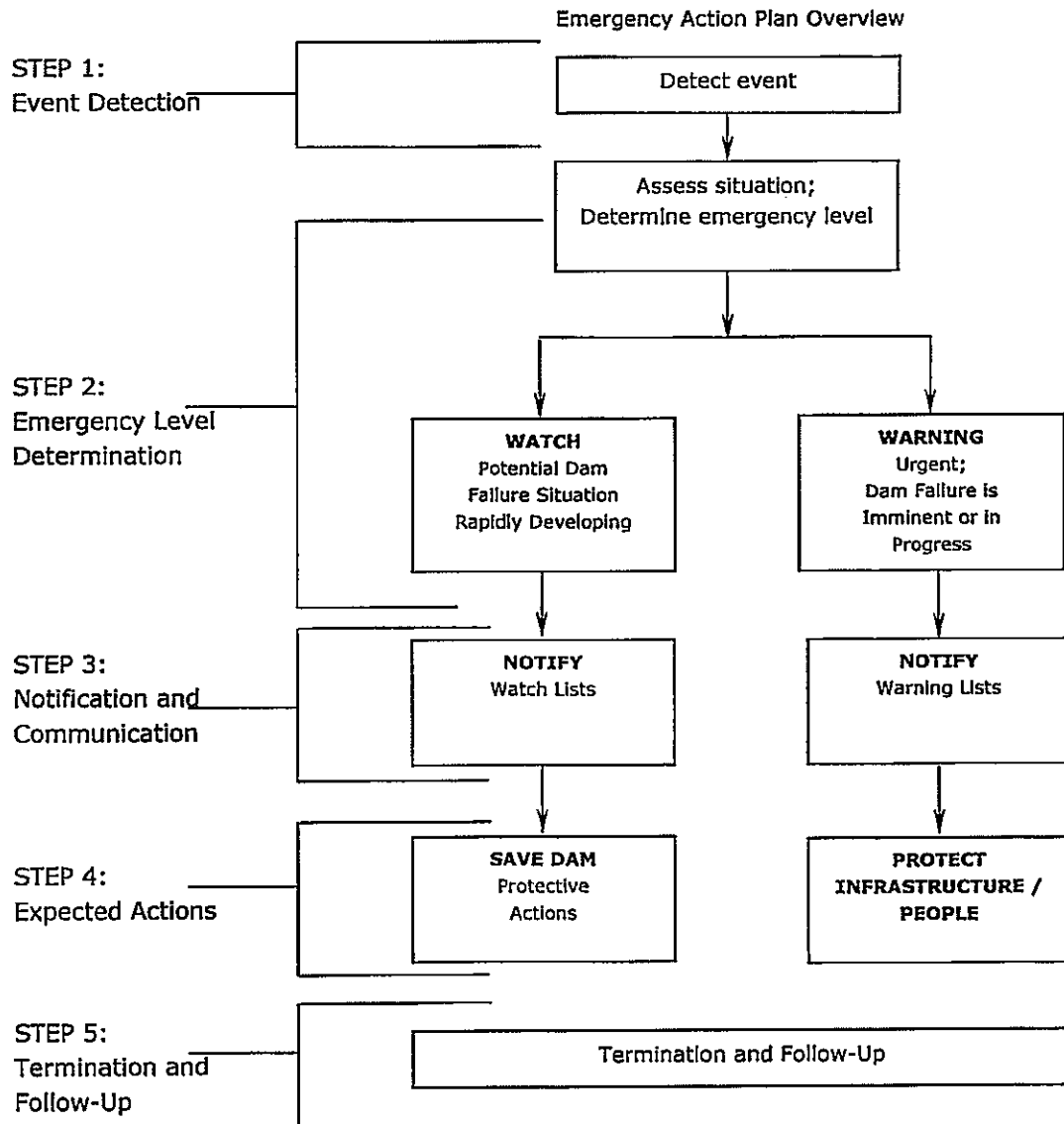
TABLE 2

Floodwater Information for Roads, Railroads and other River Spanning Infrastructure

Location	Distance from Dam, miles	Type	Approx. Peak Flow, cfs	Approx. Flood Arrival Time ¹ , hours	Approx. Maximum Depth, feet
Holyoke Street	0.0	Road/Bridge	490	0.00	<1*
Andrew Street	0.3	Road/Bridge	453	0.22	<1*
West Street	1.4	Road/Bridge	361	1.65	<1*
Lombard Road	3.5	Road/Bridge	146	5.77	3.33
Interstate 90 Estimated Maximum Extent of Dam Breach Impact	3.7	Road/Bridge	N/A	N/A	N/A

¹ Estimated time for the peak of the breach flood wave to travel from the dam to downstream locations. Breach flooding will occur before the arrival of the peak of the flood wave.

* Maximum depth output from DSS-WISE Lite does not account for bridges; elevations for top of bridge deck and maximum floodwater were estimated based on the DSS-WISE Lite DEM and Google Earth. Less than 1 (<1) indicates bridge/road is not anticipated to overtop.

1.4 General Response Flowchart

2.0 PROJECT DESCRIPTION

Dam Name: Harris Pond Dam Hazard Classification: Significant
 STATE-ID #: 2-7-161-9 Federal ID (NID): MA00549
 City/Town: Ludlow
 Size Classification: Intermediate County: Hampden

Location & Access (provide a location map & directions to the dam from a major highway): **Refer to Figure 3: Orthophotograph and Figure 4: Site Sketch. Harris Pond Dam is located northeast of Holyoke Street in Ludlow, MA. To reach the dam from the intersection of Interstate 291 and Interstate 90, travel north onto Burnett Road for 2.1 miles (Interstate 291 becomes Burnett Road). Burnett Road then becomes Holyoke Street, continue onto Holyoke Street for 0.9 miles, the dam will be on the left.**

Parcel ID: 8150-138-0 Map No: 11B
 Latitude: 42.17956 Longitude: -72.497522
 River/Stream/River Basin: Higher Brook
 Quad Sheet: Ludlow Nearest City/Town: Ludlow
 Hydraulic/Structural Height (ft): 8/10 Normal Surface Area (ac): 14
 Embankment Length (ft): 35 Normal Storage (ac-ft): 56
 Dam Type: Concrete reinforced masonry, run-of-river Maximum Storage (ac-ft): 84
 Spillway Type: Concrete broad-crested weir Spillway Capacity (cfs): 230
 Type Dike: N/A Drainage Area (sq. mi.): 8.83
 Outlet Type (other than spillway): 30-inch CMP Low-level outlet discharge of stop log structure
 Year Built: Unknown Last Rehabilitation: 1978

Purpose/Operation of Dam (attach additional sheets if necessary):
Harris Pond Dam impounds Harris Pond for recreation purposes.

Instrumentation (if any): N/A
 Upstream Dams: N/A
 Downstream Dams: N/A
 Description of Inundation Area and Downstream Hazards: Refer to Section 4.0 Removal of stop logs in structure adjacent to spillway
 Method of emergency drawdown: to spillway

3.0 GENERAL RESPONSIBILITIES

3.1 Summary of Responsibilities

Entity	Responsibilities
Dam Owner: Town of Ludlow Department of Public Works Jamie Tomas Director 413-583-5625 (Office) 413-246-4042 (Emergency Ph)	1. Notify local authorities. Upon receiving report of an incident, contact the Emergency Management Director (EMD) and identify the report. 2. Evaluate the extent/nature/severity of the incident. Update the EMD as to the need to implement the EAP. 3. Monitor the situation at the dam for the duration of the emergency. Update the EMD and other local and state authorities of developing conditions at the dam for the duration of the emergency situation.
Ludlow Emergency Management: Ryan Pease, Fire Chief 413-583-8332 (Office)	1. Contact and warn population in area of potential impacts; Coordinate efforts with other parties involved in the EAP as necessary. 2. The EMD/Incident Commander will serve as the contact point for disseminating all updates concerning the condition of the emergency.
Ludlow Police Department: Interim Chief Michael Brennan 413-583-8305 (Office) or 9-1-1	1. Assist in securing the site and implementing evacuation if necessary (i.e. coordinating barricades, street closures, traffic flow). 2. Utilize appropriate and/or necessary evacuation procedures, which may include but are not limited to, multilingual broadcasts, slow-speed broadcasts, and coordinated efforts with other emergency responders.
Ludlow Fire Department: Chief Ryan Pease 413-583-8332 (Office) or 9-1-1	1. Assist in the evacuation of special needs and/or elderly citizens. 2. Provide additional evacuation support as needed. 3. Assist EMD as needed.
Chicopee Emergency Management: Glenn X. Joslyn 413-246-2310 (Emergency Ph)	1. Contact and warn population in area of potential impacts; Coordinate efforts with other parties involved in the EAP as necessary. 2. The EMD/Incident Commander will serve as the contact point for disseminating all updates concerning the condition of the emergency.
Chicopee Police Department: Chief Patrick Major 413-592-6341 (Office) or 9-1-1	1. Assist in securing the site and implementing evacuation if necessary (i.e. coordinating barricades, street closures, traffic flow). 2. Utilize appropriate and/or necessary evacuation procedures, which may include but are not limited to, multilingual broadcasts, slow-speed broadcasts, and coordinated efforts with other emergency responders.
Chicopee Fire Department: Chief Daniel P. Stamborski 413-594-1630 (Office) or 9-1-1	1. Assist in the evacuation of special needs and/or elderly citizens. 2. Provide additional evacuation support as needed. 3. Assist EMD as needed.

Entity	Responsibilities
Commonwealth of Massachusetts DCR ODS William Salomaa, Director 617-626-1410 (Office) 617-719-1942 (Cell)	1. Engineering support and consultation.
Massachusetts Emergency Management Agency (MEMA) Bonnie Roy, Regional Director Region 3 & 4 Office - Agawam 413-750-1400 Headquarters - Framingham 24 hrs: 508-820-2000	1. Coordinate broadcast notification as <u>requested</u> by the local Fire/Police/EMD. 2. Mobilize necessary equipment as <u>requested</u> by the local Police/Fire/EMD.
Massachusetts State Police Springfield, MA Barracks 413-736-8390	1. Assist in securing the site, implementing evacuation, and controlling traffic flow in and out of the impacted area as <u>requested</u> by the local Police Department.

3.2 Emergency Response Coordination

During an emergency situation, **Emergency Management Director, Ryan Pease**, will be responsible for the proper organization and operation of the Emergency Action Plan. He will coordinate all activities with state and local authorities.

4.0 INUNDATION MAPS

4.1 Inundation Map Development

An analysis has been performed for Harris Pond Dam to estimate the downstream areas that may be inundated by flood waters in the event of a breach of this structure. The analysis was completed in October 2019 by Tighe & Bond, Inc. The dam breach flood and downstream inundated areas were estimated using DSS-WISE Lite. DSS-WISE Lite is an automated, web-based, two-dimensional dam failure flood simulation model and is a MassDCR approved software.

The potential area of inundation due to a breach of Harris Pond Dam as presented in this EAP and as shown on the "Orthophotograph of Estimated Downstream Breach Extent" map is based on the following assumptions:

1. The pre-breach water level in the impoundment is at the assumed maximum elevation at the dam crest. This breach elevation represents the maximum water surface elevation modeled for this dam.
2. The post-breach water level in the downstream reach is based on routing the dam breach flood through the dam and includes no additional flow, representing a "sunny-day" failure condition.
3. Downstream structures, including bridges/culverts and dams, are not included in the model and are therefore assumed to not have any impact on the downstream flow.
4. The horizontal resolution of the digital elevation model (DEM) used for the model was comprised of 15-foot grid cells.

For the purposes of this EAP, breach initiation is defined as the beginning of rapid uncontrolled growth of the breach, and full formation is defined as the point when significant lateral expansion has stopped. The dam breach parameters were calculated using the Federal Emergency Management Association (FEMA) P-946 "Federal Guidelines for Inundation Mapping of Flood Risks Associated with Dam Incidents and Failures" (July 2013) for a rigid dam. The time from breach initiation to full formation is 0.1 hours. The final width is 30 feet, which is the minimum breach width in DSS-WISE Lite. The peak flow through Harris Pond Dam at the time of failure is approximately 771 cubic feet per second.

This analysis provides a rough approximation of the dam breach outflow and the potentially inundated downstream areas. However, the actual magnitude of the flood wave and the resulting downstream flood levels will be dependent on numerous factors that cannot be predicted in advance. For example, the dam breach flood wave would be greater in magnitude if the water level in the impoundment is higher at the beginning of the failure. Furthermore, downstream flood levels could be increased due to conditions such as debris clogging bridge/culvert crossings and others. If these conditions exist, additional nearby properties may need to be evacuated.

4.2 Impact Area Summary

Harris Pond Dam impounds Harris Pond located on Fuller Brook immediately north of Holyoke Street in the Town of Ludlow. Discharge from Harris Pond Dam flows southwest along Fuller Brook through the Town of Ludlow and the City of Chicopee.

Downstream of Harris Pond Dam, Fuller Brook travels beneath Holyoke Street, crosses an electrical right-of-way, and flows beneath West Street before entering the City of Chicopee. In the City of Chicopee, Fuller Brook travels through a forested area adjacent to Lombard Road, then crossing Lombard Road just upstream of Interstate 90.

Model Results indicate that floodwaters from a breach of Harris Pond Dam may impact properties adjacent to Fuller Brook on Gamache Drive and Helena Street in the Town of Ludlow, and Lombard Road in the City of Chicopee. Floodwaters are expected to attenuate through forested lands in the area around the electrical right-of-way and in the area between West Street (in the Town of Ludlow) and Lombard Road (in the City of Chicopee).

It is estimated that the maximum limit of a dam breach event at Harris Pond Dam will be limited to Fuller Brook immediately upstream of Interstate 90 in the City of Chicopee. Interstate 90 is not anticipated to be impacted due to a breach of Harris Pond Dam.

Latitude: 42.17956
Longitude: -71.497522



Legend

- Potentially Impacted Properties
- DSS-WISE Breach Inundation Area
- Town Boundary

Tighe & Bond
Engineers | Environmental Specialists

1. Based on MassGIS Color Orthophotography (2013)

1:12,000 1 in = 1,000 ft
0 500 1,000
Feet

FIGURE 2 ORTHOGRAPH OF ESTIMATED DOWNSTREAM BREACH EXTENT

Harris Pond Dam
Ludlow, Massachusetts
MA00549
January 2020

Latitude: 42.17956
Longitude: -72.497522

DAM LOCATION



1 in = 1,000 ft

1:12,000

0 500 1,000
Feet



Tighe & Bond
Engineers | Environmental Specialists

Based on MassGIS Color Orthophotography (2013)

FIGURE 3
ORTHOGRAPH

Harris Pond Dam
Ludlow, Massachusetts
MA00549

October 2019

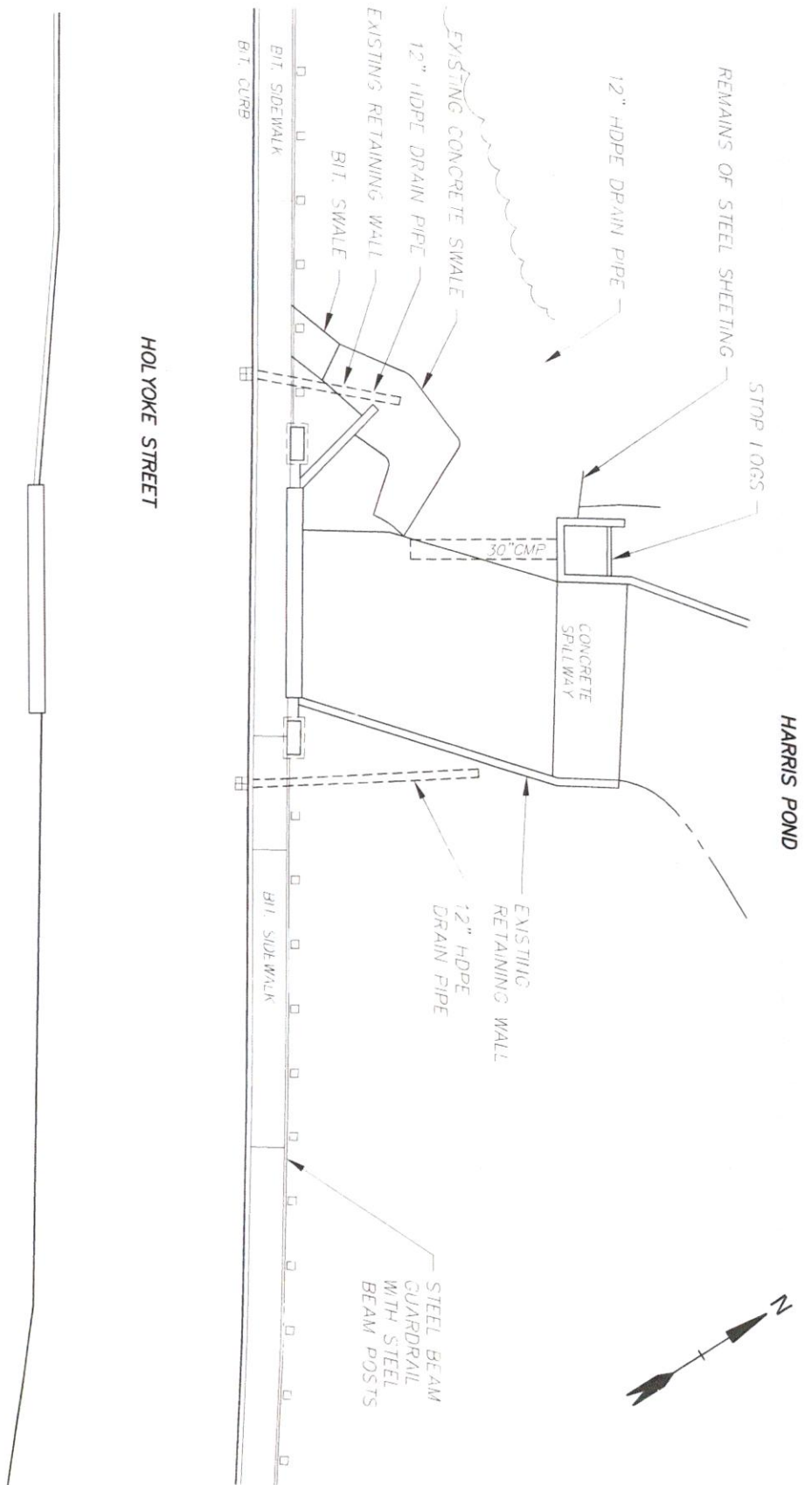


FIGURE 4 - SITE SKETCH

HARRIS POND DAM
 LUDLOW, MASSACHUSETTS

DATE: NOV 2019

SCALE: NO SCALE

APPENDIX A PREPAREDNESS

Preparedness actions are taken to prevent an emergency situation from developing or to minimize the extent of damage caused from a developed emergency situation. The preparedness actions may be by providing response procedures to emergency situations and/or arranging for equipment, labor, and materials for use in emergency situations.

A.1 Surveillance

The most important part of the EAP is the identification of a problem at the dam. If a problem is not identified, the plan cannot be implemented. Problem identification will be much easier if knowledgeable personnel regularly monitor the dam closely.

The dam owner and dam operator must continue to monitor the dam on a regular basis. This is especially important during high rainfall events and during spring runoff conditions when large amounts of snow melting occur. Appendix B identifies some potential hazards that could lead to dam failure.

It is impossible to predict when an emergency situation will develop, therefore it is important that emergency contact information be posted at the site so that a casual observer can contact emergency personnel if they observe an unusual condition.

A.2 Access to Site

Harris Pond Dam is located northeast of Holyoke Street in Ludlow, MA. To reach the dam from the intersection of Interstate 291 and Interstate 90, travel north onto Burnett Road for 2.1 miles (Interstate 291 becomes Burnett Road). Burnett Road then becomes Holyoke Street, continue onto Holyoke Street for 0.9 miles, the dam will be on the left.

A.3 Operations and Maintenance Manual

There is no known formal operations and maintenance plan for Harris Pond Dam. The stop logs within the outlet structure have reportedly not been removed or adjusted since the 1978 rehabilitation. The dam is inspected on a semi-annual basis or after severe storm events. The spillway is cleared of debris as necessary and maintenance is generally limited to vegetation clearing.

A.4 Response during Periods of Darkness

At initiation of any Emergency Condition, the Dam Owner Representative and Emergency Management Authority should discuss options for bringing in artificial lighting in the event that the emergency continues into periods of darkness. The lighting should be used to illuminate the spillway, distressed areas of the dam, and other areas where observation or access may be required based on conditions that arise. In the event of a Failure Warning, such lighting should be brought to the site even if daylight is still available since onset of night could occur before the condition is terminated. In the event that artificial lighting is not yet available, the Dam Owner

Representative, dam observer and other on-site personnel should use flashlights and vehicle headlights to the extent possible.

A.5 Response during Evenings, Weekends, and Holidays

Municipal departments staff can be contacted during weekends and holidays using standard phone numbers and hotlines. The Dam Owner Representative and Emergency Management Authority should ensure that alternate personnel are familiar with the dam and this EAP so that appropriate responses will occur if key personnel cannot be detected.

A.6 Response during Periods of Adverse Weather

Prior to and during storms, municipal personnel will be preparing to respond to adverse situations. Since municipal staff are more likely to be responding to other conditions during these periods, the Departments of Public Works, Police, and Fire from each community will ensure that additional staff are on-call if needed. If trees and/or limbs were to obstruct direct access and crews are occupied with emergency response in other areas, personnel should be equipped with chain saws as a precautionary measure.

A.7 Training and Testing

Training and testing of the EAP is the responsibility of the dam owner. The dam owner should coordinate training and testing with local responders and emergency personnel within the municipalities impacted by a dam failure. Training seminars should be held for all operators, attendants and other personnel (i.e. police and fire) responsible for the implementation of the plan. After the initial training seminar, it is recommended that a special meeting be held to explain the plan to the downstream residents and elected officials. The meeting with downstream residents will be extremely beneficial at a time of emergency.

It is recommended that the EAP or components of the plan be tested periodically. The testing should be conducted through the use of drills and exercises. Testing should include operators, attendants, police, fire and other personnel responsible for the implementation of the plan. Downstream residents shall not be included in the test.

Below is a list of suggested training exercises, the frequencies they should be conducted, and the topics they should cover:

Seminars with Emergency Personnel

- Frequency: As needed
- Topics:
 - New hires should be briefed on their duties during an emergency response.
 - At a minimum, a read through of the EAP and a brief assessment should be conducted.

Emergency Management Workshop

- Frequency: Annually
- Attendees: Emergency Management Directors, Fire Departments, Police Departments, Dam Owner
- Topics:
 - Authorities responsible for executing the EAP should gather to discuss the EAP.
 - Review and updating of the Notification Flowchart, Emergency Contracts, and Emergency Warning systems should be conducted at this time.
 - Parties should discuss the response effort, specifically the Notification Flowchart and the corrective actions to be taken at the dam during various scenarios.
 - Lines of communication should be streamlined such that a developing condition at the dam can be assessed and handled.

Public Meetings

- Frequency: Every 2 Years
- Topics:
 - The public should be educated on the EAP and how they can facilitate the rapid and safe execution of the EAP during an emergency.
 - Evacuation routes should be discussed.
 - Emergency Warning systems (i.e. Ludlow Blackboard Connect, Chicopee Swift911 Emergency ALERT System) should be discussed and updated.
 - Preparation and situational awareness techniques during an emergency situation e.g., areas of high ground within the town, keeping a cell phone charged, supplies needed for an extended evacuation, navigation of flooded roads.

Table Top Exercise

- Frequency: Every 3-4 Years
- Topics:
 - Emergency management personnel should gather and discuss different emergency scenarios to assess plans, policies, and procedures.

Functional Exercise

- Frequency: Every 5 Years
- Topics:
 - A functional exercise is conducted to test and validate the coordination, command, and control between the EOC, EMD, and all agencies involved with carrying out the EAP.
 - This type of exercise does not include any "boots on the ground".

After each of the tests mentioned above, a "lessons learned" discussion and evaluation should be conducted. The discussions should highlight procedures that work well and those that did not; as well as inaccurate information (within the flowchart, inundation maps, resident contacts, assigned responsibilities, equipment, etc.). Results should be written down and distributed to the associated parties and any corrections and updates should be made.

The training and testing activities should be fully documented.

A.8 Updating and Posting

All aspects of the EAP should be reviewed and updated once per year in accordance with the applicable guidelines. During the review, a determination of any new developments or other changes downstream or elsewhere should be made to determine whether any revisions to the current EAP are necessary. It is imperative that all other holders of the EAP receive updates to the EAP immediately upon becoming aware of necessary changes to keep the EAP workable. This includes revisions when phone numbers and/or names change for notification flow chart personnel and downstream residents.

An up-to-date copy of the flowchart and notification list should be in prominent locations in the offices of the personnel responsible for the EAP implementation.

A copy of the complete up-to-date EAP should also be available to all operators and personnel responsible for the implementation of the EAP. At a minimum, a full copy of the EAP should be located at the following locations:

- **Owner:** Town of Ludlow, 488 Chapin Street, Ludlow, MA 01056
- **Ludlow Emergency Management Agency:** Emergency Director Ryan Pease, 574 Center Street, PO Box 382, Ludlow, MA 01056
- **Ludlow Fire Department:** Fire Chief Ryan Pease, 574 Center Street, PO Box 382, Ludlow, MA 01056
- **Ludlow Police Department:** Interim Chief Michael Brennan , 612 Chapin Street, Ludlow, MA 01056
- **Chicopee Emergency Management Agency:** Emergency Director Glenn X. Joslyn, 15 Court Street, Chicopee, MA 01020
- **Chicopee Fire Department:** Fire Chief Daniel P. Stamborski, 80 Church Street, Chicopee, MA 01020
- **Chicopee Police Department:** Police Chief Patrick Major, 110 Church Street, Chicopee, MA 01013
- **Massachusetts Emergency Management Agency (MEMA);** Region 3: Bonnie Roy, Regional Manager, 1002 Suffield Street, Agawam, MA 01001
- **Massachusetts Department of Conservation and Recreation:** Office of Dam Safety: William Salomaa, Director, 251 Causeway Street, Boston, MA 02114

A.9 Emergency Response Coordination

During an emergency situation, the **Incident Commander** will be responsible for the proper organization and operation of the Emergency Action Plan. He/she will coordinate all activities with state and local authorities.

A.10 Contact Lists

Contact lists should be maintained for facilities, structures, and other properties that may be impacted by a flood wave. Dependent upon the nature of the inundated area, the contact lists may include residents to be evacuated due to shallow flooding, facilities requiring special considerations, and other facilities. Contact lists should also consider special needs in the impacted area such as multilingual communications.

Hard copies of the list should be kept at the EOC and within each EAP binder. At a minimum, annual reviews and updating of the contact list should be completed to keep the list current.

A.11 Alternative Systems of Communication

If there is an interruption in telephone service during an emergency condition, emergency response personnel should broadcast over their radio communications system and cellular phones as necessary. Cell phone/telephone numbers for the emergency responders should be maintained and updated in the notification flowchart on a regular basis.

A.12 Emergency Labor, Supplies and Equipment

Once an emergency condition has been identified, mobilization of the appropriate equipment is key to addressing the situation. The following lists provide partial equipment lists for the conditions described above. This list should be modified as required to address actual conditions at the time of the emergency. Additional equipment not listed below may be necessary. Actual condition and estimated response time versus the rate of deterioration of the dam may preclude the repair of the structure and necessitate full evacuation. The primary goal is to protect human life and minimize property damage.

- Emergency lights and generators for dam work or evacuation
- Construction equipment if the dam is repairable
- Loaders
- Excavators
- Gravel hauling trucks
- High wheel trucks
- Sandbags
- Shovels
- Tree removal equipment
- Barriers, barricades and personnel transportation to facilitate evacuation

The provision of labor, equipment and materials is the responsibility of the dam owner. As such, the following sections provide recommendations for

establishing relationships and agreements with local contractors, vendors, and suppliers.

A.13 Subcontractors

The dam owner should develop/maintain open-ended contracts with a number of general contractors and/or suppliers. These contracts allow the dam owner to hire equipment as needed at a set hourly rate. Materials could be purchased from any of the contractors.

A.14 Potential Borrow Areas Around the Town

Potential borrow areas should be identified that could be utilized as sources of fill material in the event of an emergency condition at the dam requiring extra material. The owners of these and any other gravel pits that may be utilized during an emergency should be contacted. Appendix D identifies materials and equipment available within the region.

APPENDIX B

Emergency Detection, Evaluation, and Classification

APPENDIX B EMERGENCY DETECTION, EVALUATION, AND CLASSIFICATION

The detection, evaluation, and classification of a potential emergency situation are crucial in determining the level of response and notification required in order to minimize the response time.

The following emergency classification system is proposed for this site:

- **Dam Safety WATCH: "Potential failure is developing":** This is a situation where a failure may eventually occur if left unattended. This situation will require a Phase I response with continuous monitoring of the situation. This emergency classification level was formerly titled "Condition I".
- **Dam Failure WARNING: "Failure is Imminent or has occurred":** This is a situation where a failure either has occurred, is occurring, or is just about to occur. This situation will require Phase I and II responses that will proceed with evacuation procedures. This emergency classification level was formerly titled "Condition II".

Examples of the preplanned procedures and notifications that should be followed based on the various conditions observed during either storm or fair weather conditions are outlined below. These are examples and are not intended to describe all possible conditions, nor are they intended to limit the actions taken during a given event.

B.1 Dam Safety WATCH Examples

Notify: ALL PARTIES SHOWN IN BLUE ON THE NOTIFICATION FLOWCHART

- Any seismic event regardless of how slight
- Other situations which may lead to damage at the structure
 - Evidence of vandalism
 - Bomb threat
 - A civil disorder near the reservoir
 - Any aircraft accident near the reservoir
- Water level of the impoundment is at an unsafe level and is rising threatening to overtop the dam
- Discharges resulting in significant erosion and/or scour
- Any developing erosion, settlement, or upheaval occurring on the downstream slope or at the toe of the dam that is considered to be controllable
- Any undocumented leakage through any dam structure considered to be controllable

B.2 Dam Safety WARNING Examples

Notify: ALL PARTIES LISTED ON THE NOTIFICATION FLOWCHART

- Water has overtopped or will overtop the dam
- Any uncontrollable erosion, settlement, or upheaval occurring on the downstream slope or at the toe of the dam
- Any uncontrollable leakage through any dam structure resulting in degradation to the structural integrity of the dam
- A dislocation or failure of any structure which allows for an expanding, uncontrollable discharge of water through the spillway or dam indicating a breach is occurring
- Dam is failing, is about to fail, or has failed

A Dam Safety Watch may be declared initially with gradual transition into a Dam Failure Warning or a Dam Failure Warning may be declared immediately, depending on the actual conditions.

While these actions attempt to generalize responses to the observed conditions, the judgment of the primary observer and/or knowledgeable person(s) must be utilized. While some conditions such as breaching, overtopping and severe piping can dictate an immediate evacuation; others will require the observer to determine the extent of the concern and the probability of the concern being addressed within a timely fashion.

B.3 Additional Guidance for Determining the Emergency Level¹**TABLE B.1: Possible Failure Modes**

Event	Situation	Emergency Level
Structural Cracking	New cracking along the concrete structure with radial, transverse, or vertical displacement	--
	New cracks in the concrete with seepage	Watch
	New cracks/old cracks with actively progressing displacements	Warning
Foundation Weakness	New cracks at the abutment greater than ¼-inch wide without seepage	Watch
	Cracks in the abutment with seepage	Watch
	Visual movement/slippage of the embankment slope	Warning
Construction Joint Cracking	Cracking at the construction joint	--
	Cracked construction joint with displacement and seepage	Watch
	Rapidly enlarging sinkhole	Warning
Embankment Cracking	New cracks in the embankment greater than ¼-inch wide without seepage	--
	Cracks in the embankment with seepage	Watch / Warning
Earthquake	Earthquake resulting in visible damage to the dam or appurtenances	Watch
	Earthquake resulting in uncontrolled release of water from the dam	Warning
Security Threat	Verified bomb threat that, if carried out, could result in damage to the dam	Warning
	Detonated bomb that has resulted in damage to the dam or appurtenances	Warning
	Damage to dam or appurtenances with no impacts to the functioning of the dam	--
Sabotage/Vandalism	Damage to dam or appurtenances that has resulted in seepage flow	Watch
	Damage to dam or appurtenances that has resulted in uncontrolled water release	Warning

¹ Based upon the NRCS Recommendations for Developing EAPs, 2006.

B.4 Potential Hazards That Can Lead to Dam Failure

The purpose of the section is to educate the user of the EAP as to some of the common causes of dam instability and possible failure. A short definition of each hazard is listed along with typical causes. This is not intended to be an exhaustive list of all failure mechanisms as each dam has a unique set of conditions which will influence the development of conditions and concerns.

1. Flow Erosion

- Washout of spillways, embankment sections.
- Causes: poor compaction of silt backfill; lack of riprap or concrete protection at interface between soil embankment and concrete structure; erosion by flow over embankment, spillway, or through outlet.

2. Embankment Leakage, Piping

- Excessive seepage resulting in internal erosion followed by formation of a "pipe" through the embankment, which once formed, causes rapid flow erosion and washout of the embankment.
- Causes: poor compaction of soil along interface with concrete structures; lack of seepage control collars around pipe; root and rodent holes; inadequate or nonexistent filters between fine and coarse soils; cracks or voids within the concrete structure.

3. Foundation Leakage, Piping

- Washout of foundation material below dam causing undermining.
- Causes: poor interface with bedrock and concrete structures; excessive seepage at dam toe carrying soil with it.

4. Sliding

- Serious movement in foundation or concrete structure, which either result in dam failure or significantly weaken the dam structure.
- Causes: Foundation material weak; excessive water pressure in structure or foundation.

5. Deformation

- Gross deformation of dam or outlet structures resulting in immediate failure or cracking of the dam, and subsequent washouts.
- Causes: excessive settlement in foundation, ice jacking (Pressure exerted by expending/contracting ice structures).

6. Blowing of Trees from Embankment

- Blowing of trees on and near the embankment would result in substantial cracks and scour of the embankment and subsequent washout of the embankments.
 - Causes: heavy rain associated with gusty winds and natural aging and poor root system of the trees on and near the embankments.
7. Reduction of Crest Elevation
- Deterioration or washout of dam crest.
 - Causes: poor concrete condition; heavy rain runoff.
8. Dam Overtopping
- Water flows over the crest of the dam causing erosion and subsequent reduced dam height with time. If overtopping continues for any length of time it may lead to a total failure of the dam.
 - Causes: Heavy rain; blocked or inadequately sized spillway.
9. Cracking
- Longitudinal cracking can be due to movements and/or settlements of the dam and can allow water to infiltrate the concrete.
 - Transverse cracking can be due to horizontal and/or vertical movement and can result in a flow path across the concrete structure.
 - Thin cracks can be very deep and intersect the phreatic surface.

APPENDIX C

TERMINATION AND RECOVERY

If the EAP has been placed into action and the event has been deemed to not be an emergency, or the threat has been mitigated, termination of the emergency response under the EAP will be the sole responsibility of the incident commander. Termination process should include, but not be limited to, the following steps:

- Notify all agencies and parties contacted during the response of the situation termination
- Issue public notification
- Complete post-situation dam inspection

Implement post-situation recovery including restoring impacted areas such that they are safe for public use and repairing or otherwise addressing damaged infrastructure.

APPENDIX D
AVAILABLE MATERIALS AND EQUIPMENT

The Town of Ludlow Department of Public Works should be contacted for emergency supplies such as trucks, pumps, sandbags and generators. Additionally, a partial listing of local contractors (with contact information) and the emergency supplies they have available is provided below. If emergency repairs may be warranted, supplies and equipment should be brought to the dam, so they are available when needed.

Vendors and Contractors:

Primary Local Repair Contractor Steve Santos Landscaping 16 Palmer Street Ludlow, MA 01056 413-589-9585	Heavy Equipment Service and Rental Gomes Construction 136 Carmelinas Circle Ludlow, MA 01056 413-583-5259
Gravel, Topsoil and Crushing Operation Ginmar Enterprises, Inc. 136 Carmelinas Circle Ludlow, MA 01056 413-583-6020	Pumps United Rentals 562 Holyoke Street Ludlow, MA 01056 413-589-7876
Sand and Gravel Supply Ray Haluch Inc. 1014 Center Street Ludlow, MA 01056 413-583-6508	Emergency Lighting and Generators United Rentals 562 Holyoke Street Ludlow, MA 01056 413-589-7876
Ready-mix Concrete Supply Banas Concrete 246 Fuller Street Ludlow, MA 01056 413-583-8321	Sand Bags Ferguson Waterworks 12 Carmelinas Circle Ludlow, MA 01056 413-593-1219

APPENDIX F

Common Dam Safety Definitions

APPENDIX F COMMON DAM SAFETY DEFINITIONS

For a comprehensive list of dam engineering terminology and definitions refer to 302 CMR10.00 Dam Safety, or other reference published by FERC, Dept. of the Interior Bureau of Reclamation, or FEMA. Please note should discrepancies between definitions exists, those definitions included within 302 CMR 10.00 govern for dams located within the Commonwealth of Massachusetts.

Orientation

Upstream – Shall mean the side of the dam that borders the impoundment.

Downstream – Shall mean the high side of the dam, the side opposite the upstream side.

Right – Shall mean the area to the right when looking in the downstream direction.

Left – Shall mean the area to the left when looking in the downstream direction.

Dam Components

Dam – Shall mean any artificial barrier, including appurtenant works, which impounds or diverts water.

Embankment – Shall mean the fill material, usually earth or rock, placed with sloping sides, such that it forms a permanent barrier that impounds water.

Crest – Shall mean the top of the dam, usually provides a road or path across the dam.

Abutment – Shall mean that part of a valley side against which a dam is constructed. An artificial abutment is sometimes constructed as a concrete gravity section, to take the thrust of an arch dam where there is no suitable natural abutment.

Appurtenant Works – Shall mean structures, either in dams or separate therefrom, including but not be limited to, spillways; reservoirs and their rims; low level outlet works; and water conduits including tunnels, pipelines, or penstocks, either through the dams or their abutments.

Spillway – Shall mean a structure over or through which water flows are discharged. If the flow is controlled by gates or boards, it is a controlled spillway; if the fixed elevation of the spillway crest controls the level of the impoundment, it is an uncontrolled spillway.

Size Classification

(as listed in Commonwealth of Massachusetts, 302 CMR 10.00 *Dam Safety*)

Large – Structure with a height greater than 40 feet or a storage capacity greater than 1,000 acre-feet.

Intermediate – Structure with a height between 15 and 40 feet or a storage capacity of 50 to 1,000 acre-feet.

Small – Structure with a height between 6 and 15 feet and a storage capacity of 15 to 50 acre-feet.

Non-Jurisdictional – Structure less than 6 feet in height or having a storage capacity of less than 15 acre-feet.

Hazard Classification

(as listed in Commonwealth of Massachusetts, 302 CMR 10.00 *Dam Safety*)

High Hazard (Class I) – Shall mean dams located where failure will likely cause loss of life and serious damage to home(s), industrial or commercial facilities, important public utilities, main highway(s) or railroad(s).

Significant Hazard (Class II) – Shall mean dams located where failure may cause loss of life and damage to home(s), industrial or commercial facilities, secondary highway(s) or railroad(s), or cause the interruption of the use or service of relatively important facilities.

Low Hazard (Class III) – Dams located where failure may cause minimal property damage to others. Loss of life is not expected.

General

EAP – Emergency Action Plan - Shall mean a predetermined plan of action to be taken to reduce the potential for property damage and/or loss of life in an area affected by an impending dam break.

O&M Manual – Operations and Maintenance Manual; Document identifying routine maintenance and operational procedures under normal and storm conditions.

Normal Pool – Shall mean the elevation of the impoundment during normal operating conditions.

Acre-foot – Shall mean a unit of volumetric measure that would cover one acre to a depth of one foot. It is equal to 43,560 cubic feet. One million U.S. gallons = 3.068 acre-feet

Height of Dam – Shall mean the vertical distance from the lowest portion of the natural ground, including any stream channel, along the downstream toe of the dam to the crest of the dam.

Spillway Design Flood (SDF) – Shall mean the flood used in the design of a dam and its appurtenant works particularly for sizing the spillway and outlet works, and for determining maximum temporary storage and height of dam requirements.

Condition Rating

Unsafe - Major structural, operational, and maintenance deficiencies exist under normal operating conditions.

Poor - Significant structural, operation and maintenance deficiencies are clearly recognized for normal loading conditions.

Fair - Significant operational and maintenance deficiencies, no structural deficiencies. Potential deficiencies exist under unusual loading conditions that may realistically occur. Can be used when uncertainties exist as to critical parameters.

Satisfactory - Minor operational and maintenance deficiencies. Infrequent hydrologic events would probably result in deficiencies.

Good - No existing or potential deficiencies recognized. Safe performance is expected under all loading including SDF.

REFERENCES

The following references were utilized during the preparation of this report and the development of the recommendations presented herein:

1. "Design of Small Dams", United States Department of the Interior Bureau of Reclamation, 1987
2. "ER 110-2-106 - Recommended Guidelines for Safety Inspection of Dams", Department of the Army, September 26, 1979.
3. "Guidelines for Reporting the Performance of Dams" National Performance of Dams Program, August 1994.
4. Commonwealth of Massachusetts General Laws, M.G.L. 253, Section 44, Chapter 302 CMR 10.00, Dam Safety, February 10, 2017.
5. "Harris Pond Dam Phase I Inspection/Evaluation Report.", Tighe & Bond, April 24, 2017.

Amy Kurtz

From: HR Jobs
Sent: Tuesday, November 25, 2025 8:14 AM
To: Amy Kurtz
Subject: FW: EXTERNAL:Safety Committee vacancy

Good morning,

Here you go,

Anita

From: Mike ORourke <belmontmike@yahoo.com>
Sent: Monday, November 24, 2025 3:10 PM
To: HR Jobs <hrjobs@ludlow.ma.us>
Subject: EXTERNAL:Safety Committee vacancy

You don't often get email from belmontmike@yahoo.com. [Learn why this is important](#)

EXTERNAL EMAIL WARNING

This email originated from outside your organization. Please verify the sender's identity before clicking links, downloading attachments, or providing sensitive information. If you were not expecting this email, please call the sender to verify authenticity.

My name is Mike O'Rourke and I would like to apply for the vacancy on the Safety Committee. I presently serve as an elected member of The Ludlow Board of Assessors as well as serving on the Randall Boys and Girls Club's Safety Committee. Thank you for your time and consideration,
Mike O'Rourke

[Yahoo Mail: Search, Organize, Conquer](#)



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

The Meeting of the Select Board held on Tuesday, October 21, 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.

5:30 p.m. – PUBLIC COMMENT

Mr. Silva: You state your name and address. Thank you

Mr. Leonard: Brian Leonard, 56 Old Coach Circle and this is the first time I've come to a meeting and it's because of the trash bill. And when it first started I was like why are we getting this at all? And my feeling is it should be under the prop two and a half and to have it broken out like this reminds me of King Trump where he just does whatever the hell he wants. And it upsets me every time I see the bill. Never mind having it go up a hundred percent. I made a couple of calls, spoke to, spoke to someone at DPW who told me the Board recommended three hundred not two hundred. To me that is like insanity and like what I just mentioned. There's something wrong with the government in this town. I'm gonna leave it at that. And I'm leaving to go enjoy my supper and I wish you guys the best.

Mr. Gennette: Well before you go Mr. Leonard can I have a comment on it?

Mr. Leonard: No

Mr. Gennette: Okay

Mr. Leonard: I'll watch it on the television.

Mr. Gennette: Sure, that's fine. Thank you

Mr. Rosenblum: Thank you

Mr. Silva: Any further comments anyone?

Ms. Hodgman: Elaine Hodgman, 1475 Center Street. Not the trash talk. No. I'm, I'm here to talk about possibly reinstating the individual little departments with under the DPW, whether it be, cause years ago we used to have a parks department, cemetery department, highway department, forestry department. And those got, those people would actually work in that department. They knew where they were going that day. Cross training is great, don't get me wrong, they need to know when there's absences or vacations, that sort of thing. But you know if you're, if you're going in you wanna know what you expect that day or at least try to and yeah when emergencies happen you gotta pull from other departments. I just wonder if that might help retention in the department and maybe ask the guys what they want to do, if that would work for them. Specializing instead of diversifying everything. Just, just something to think about. My other comment is I know first meeting house is expensive to

fix and get up to code but there's a lot of historical artifacts in town that need a home, and the library just isn't gonna be able to hold everything. What about using the coal building? I know your decommissioning the elevator at the primary building, but at least the coal building is right now, a handicap accessible. We could put some items in, in the coal building for people that not that they necessarily look at but at least have when you are finally able to do something for a historical building. Maybe with the Cultural Council a combination of the two groups get together and make it work for the town cause we wanna see our historical facts of where we started from, from the first, not first meeting house, the one room school houses, maybe old desks, or just any items like that. I don't know. Something for you guys to ponder. I know you've got a lot on your plate but that's my thoughts. Thank you.

Mr. Silva: Some good ideas. Thank you. Anybody else? Seeing none. Is there any, anyone want to comment, want, members want to comment about something, or?

Mr. Gennette: Well, I

Mr. Rosenblum: I'll, we'll wait. I, I wouldn't. I'm gonna wait for closing comments seeing that the public comment is basically exactly that. Is that I'm gonna wait until closing comments. Mr. Silva: Yeah, okay.

Mr. Alves: I agree. Thanks Elaine.

Ms. Hodgman: Thank you for listening.

Mr. Rosenblum: Thank you.

Ms. Hodgman: I'll be back, you know that.

Mr. Silva: We know you are.

Ms. Hodgman: I'd like to just see you guys. You know, I mean I've been visting you here all the time, but.

Mr. Rosenblum: Christmas is coming.

Mr. Silva: I'm, there is one person that likes to visit us? Wow.

Ms. Hodgman: Sure.

Mr. Strange: Biggest fan, Manny.

Mr. Silva: Yeah. Okay, seeing the comments are short, we will on to, we have a visitation at quarter of five, which we have approximately seven minutes. So, lets move on to.

Mr. Gennette: Actually, Kristen.

Mr. Rosenblum: You wanna just do this?

VISITATION

5:45pm- Kristen Ramos – Appointment to Admin Assistant in Treasurer/Collector's Office

Ms. Ramos: Hi, I'm Kristen.

Mr. Gennette: So, she's already here.

Mr. Silva: Oh, so Kristen is here an it, it is not a meeting so we can, we can move on to you.

Ms. Ramos: Okay.

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Mr. Silva: So Kristen, why don't you step up.

Mr. Gennette: Come on up.

Ms. Ramos: Sit in one of the seats?

Mr. Gennette: Yes, sure.

Mr. Silva: So Kristen looks like you are here to be appointed to as an Admin Assistant in the Treasure's Collection Office.

Ms. Ramos: Correct.

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Mr. Silva: Why don't you just tell us a little something about yourself and why you would like to work in there.

Ms. Ramos: Why, oh, so I am currently a office manager for a home care agency. I've been running the agency for about four years. It is located in Rhode Island. So, I've been driving an hour and a half each way every day to get to Rhode Island. When I saw the posting, it's something that I want to branch into. I think that I have a lot of skills that would apply to the post. Yeah. And I talk very fast. I apologize.

Mr. Silva: That's okay. And anybody have a question for Kristen?

Mr. Rosenblum: Mr. Chair, no I don't but I just wanna say I can, I can appreciate wanting to shorten your drive.

Ms. Ramos: Yeah.

Mr. Rosenblum: I had one for three and a half years. It was 82 miles one way and so.

Ms. Ramos: 80 miles on the dot for me so I understand your pain.

Mr. Rosenblum: Yeah. So, but no thank you for wanting to take the leap into working in a municipality.

Mr. Gennette: Are you a Ludlow resident?

Ms. Ramos: Yes, I am.

Mr. Gennette: You are.

Ms. Ramos: I live at 665 Center Street.

Mr. Gennette: Oh, even better. Oh you, just said, you said that. Yeah.

Ms. Ramos: Yeah. A mile away.

Mr. Rosenblum: Really cuts the mileage down.

Mr. Silva: Welcome aboard. Well now you can walk.

Ms. Ramos: Now I can walk.

Mr. Gennette: Straight to work. Well Welcome. Welcome aboard. Glad to have you.

Ms. Ramos: Thank you very much.

Mr. Alves: Welcome and thanks for coming in.

Ms. Ramos: Thank you.

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Motion made by Mr. Rosenblum to appoint Kristen Ramos as the Admin Assistant in the Treasurer/Collector's Office. Mr. Gennette second. All in favor. Motion passed 4-0.

5:50 p.m.-CARES Coalition – Update – Board to declare October 23-30 Red Ribbon Week

Mr. Silva: So, we are here with the CARES Coalition for an update on what is going on, Red Ribbon week and so on and so forth and the wonderful things they are doing.

Ms. Rooney: Thanks for having us. My name is Laura Rooney, I'm president of Ludlow CARES Coalition. I want to welcome my fellow members here, Pete Leonczyk, Ben Bovee, and Acting Chief Lieutenant Brennan. I want to thank them for being here tonight to give us an update not only on Red Ribbon Week but also some of the things that we've been doing since the beginning of the school year. I think we met maybe back in the spring at some point was the last time we were here. We've been doing a few things that you should be aware of. A little bit of information that you may or may not about our financial situation and to give you some general updates. So with that the first thing that I want to talk about is in September CARES once again went to all the open houses. We had our regular meeting. Our meetings are still attended by anywhere between 25 and 40 people from the community. Different representatives from different organizations, the Boys and Girls Club, the Rotary. I know that you've been there too several times to represent the Board of Selectmen, the school committee is represented there. It really brings together a lot of organizations from the community to do something good for the community to sort of build that bridge between different organizations and to also hold events geared toward providing education awareness of the things that might put our kids at risk or might put our community at risk. So, originally again it was drugs and alcohol, the use of drugs and alcohol is really how we started. We've done things about bullying. We've done a lot of work on mental health and bringing that to the forefront. Just different topics just so that you know what we're about. And we continue to do that. That continues to be our mission to find common ground within the community to help our kids. So that's really what CARES is doing. We have, did the open houses. We had a wonderful event at the high school. Selectman Silva you actually came over there to see the, it was called a mental health fair and it was called to catch up or to touch base with the kids, see how they're doing, provide resources, talk about mental health, talk about symptoms of when someone might be in distress or how they can help their friends. Talk a little bit about drugs and alcohol and what impact that might have on them. You visited each booth and went and talked to the kids. I don't know what you thought.

Mr. Silva: Great. It was wonderful. The kids were all involved. I was actually surprised how good it was.

Ms. Rooney: Yeah and actually each booth was run by the kids. So, it wasn't adults telling the kids, it was kids talking to kids. It was really a impressive day. And Ron Hokinson, Lisa Nemeth, there team, LHS CARES, they ran the whole thing and CARES funded it through the fundraising that we do as a community. So our next big thing is Red Ribbon Week and we're here today to talk about Red Ribbon Week and to tell you what's going on. And I'm going to turn it over to Peter Leonczyk to do that.

Mr. Leonczyk: Well, once again, thank you for having us here today. We're here to start the official start of Red Ribbon Week. We're looking for you to declare once again Red Ribbon Week in Ludlow. Every year there's a theme. I wanted to bring you a poster for this year. It's, life is a puzzle, solve it drug free. You might have seen ribbons already hung up around town. This Saturday once again we met at Ludlow High School with the boys soccer team coach Greg Kolodziey has supported this for a number of years. This is our 14th year as Ludlow CARES supporting and promoting Red Ribbon Week in town and really in the schools. So with the entire team, freshmen to seniors, some who've done it before and some newcomers, we painted the town red. The idea behind the ribbons is not only to draw attention to it but to start conversation. And we really try to empower that age group, those young men, those athletes who are often looked up to and role models in the town, in their school, to their peers, to encourage that conversation. So if they're driving around with their friends, their family, their siblings, say, hey I hung up that ribbon. This is what Red Ribbon Week is. So, we're just trying to start a conversation. Following that, we were once again welcomed at the Police and Fire open house. We were part of that group and members of

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LHS CARES sort of supported our table and they're handing out material and you know basically represented Ludlow CARES and LHS CARES. We're really excited about LHS CARES. This has been some, a growing group within the school itself. Very organic with Ron Hokinson there. He's one of the guidance counselors. This year, they sort of do a sign up every year beginning of the semester for groups or organizations they want to take part of and they had 145 students basically sign up to participate in Ludlow CARES or excuse me, LHS CARES with over 60 of them that arrived to the first meeting. So, that's progress you know. That didn't exist a few years ago. Ludlow CARES itself is 14 years old. But to see that commitment in the high school and for the youth and things like the mental health fair comes from that sort of relationship. We're happy to support, happy to promote more things and look forward to LHS CARES continuing to run with their own sort of plans and themes. An exciting event with Red Ribbon Week this year along with it being recognized in the school, so every school was provided a number of handouts, giveaways and things to help support Red Ribbon Week. They've added into their curriculum in sort of age appropriate material for each school. But we are hosting, and I'm sure most of you have heard about this already, I hope, is the Harlem Tricksters versus the Ludlow Dream Team. So this is one week out. This is next Tuesday. Again we're bringing in the Harlem Tricksters as a Red Ribbon Week event. Really designed to be a family friendly, community friendly thing to do in town. We have participation from every school. Dr. Tiano will be the coach. Every principal is playing on the team and numbers of staff and the teachers will be playing against the Harlem Tricksters. The Harlem Tricksters will also be doing a sort of special presentation at the middle school this year. Last year we had them at the elementary schools. And it's a very soft message of kindness, respect to each other, healthy choices, drug free choices. So we're really excited to bring that into the schools and then have that big event on Tuesday night. Get your tickets now, right? Cause we're gonna sell out. So you can find that on our website and we'd love to have you guys there and participate if you'd like. That's Red Ribbon Week. Everyone in attendance at the Tricksters game is going to be obtaining a rally towel. This is to not only spread the message of Red Ribbon Week but help drive a little bit of a membership campaign that CARES is going through, looking to recruit community members, family members, parents, caregivers who wanna get involved. And we're a volunteer based organization, nonprofit. We're not looking for more ways to fundraise, we're looking for new thoughts, fresh thoughts and excited for that. So the rally towel will be given out to everyone. We're asking everyone in attendance to sign a very simple Red Ribbon Week pledge. And basically I pledge to educate my kids about the risks of drug use and make healthy decisions. So, soft messaging there and we hope to pack the gym. Alright I think that's it for Red Ribbon Week.

Ms. Rooney: Okay, any questions on Red Ribbon Week?

Mr. Silva: Nope

Ms. Rooney: All right. I'm gonna ask Ben to talk a little bit. We did do fund raising this spring. Part of what we do, we do a fundraiser once a year and in addition to the funds that are given from the opioid relief funds. A lot of the opioid relief funds will cover a lot of the things from Red Ribbon Week as we give out that information and try to encourage conversations about drug use and handout information at our event. So while we have that, we have a CARES table and we're giving out information and resources at the event. But if you can cover a little bit of the fund raising that would be great.

Mr. Bovee: Yeah, sure. So we had a successful fundraising season. Our fundraising consists of sending out two letters. A main letter of please contribute to CARES and a second letter that says please remember to contribute to CARES. So via that level of effort you know we raised \$16,000 from within the community. That's business and individual members of the community willing to contribute. We also had a one time \$8,000 contribution from the Ludlow United Church of Christ. So we're very happy to have those fundings. Obviously we get the very generous opioid relief funding from ya'll and the town of Ludlow. But we need the additional funding because there are strict guidelines on what that can and can't be spent on. So we have more than just you know the Red Ribbon Week and the recovery related expenditures. We have other things that we do. So it was great to have that level of engagement from the community and you know to keep the CARES functioning and doing what we do.

Ms. Rooney: And year over year it's been the same. You know a lot of our sponsors year over year just it's a repeat thing that they've watched what we do in the community, and they've contributed every year. And that was a great thing. So those sponsors will be recognized at our event and they'll be recognized at every event we do throughout, until next year. So that's how we do our sponsorships. So I asked Chief Brennan to talk a little bit also you know we work closely hand in hand with the police. We get some direction from them. We have two police officers John Weiblad and Isaac Santana that are on our advisory board. So you know that's an important component of information and suggestions on activities. But you know, bringing you here today to talk a little bit about Red Ribbon Week in town but also sort of on the recovery and the outreach that's done through the police department.

Chief Brennan: Thanks Laura. Gentlemen, good evening. When I first started in law enforcement in the late 1990s the drug problem was just seen sort of as a law enforcement and courts issue. Wasn't really looked at as a community type endeavor to you know involve public health and other organizations. Certainly not community organizations. It was just really law enforcement mission. And so what's great about today I think is with respect to the issue is that we're able to bring in community organizations like Ludlow CARES, our own organization with working in concert with the Board of Health, the public health nurse, the fire department, social workers, clinicians, mental health clinicians, we're able to address this problem in a multidisciplinary approach. And it really has to be because what we're really seeing is it's not just always a substance abuse issue but a mental health issue or a behavioral issue. So addressing it, just having a one sort of approach to it, it does not seem to work in and of itself. So that's why it's important to have organizations like this that can one direct, you know families, individuals outside of just the police department. You know where to get resources, where to go when they have these problems, to get out and find the problems before they you know metastasize become more serious. Within the police department I mentioned the multidisciplinary approach. We have a number of different organizations within the police department. We have our LCIT team which addresses, working in concert with the fire department, paramedics from the fire department, the public health, and social workers, clinicians to address some of the behavioral issues. We have the HCAT team in conjunction with the Hampden County Addiction Task Force that work to address the substance abuse issues. We also work with the Veterans Administration. If somebody's a veteran, we direct them to appropriate services with the VA or through our VSO here in town. And then of course for school aged children we have, the school has the behavioral assistance team within the school itself for school aged children. So as you can see it's adults, it's children. It's not just substance abuse but mental health as well.

Ms. Rooney: So when CARES started, thank you for that. CARES started back in 2011. So that's 2012. These resources, all of this wasn't something that was really done. Not just in Ludlow, but really wasn't something that was that active. Ludlow as a community has been wonderful in accepting this and accepting people working together, working a little differently. Getting input from the community members but also the leaders of the community coming into the meetings and giving the input and then having those discussions of how do we help our community face some issues like that we've had with you know there's mental health, there's drug, we've had drug issues in our community, mental health issues. We all know that it's in every community but how do we attack it and how do we do something about it? So CARES has been here and done this with community members with the help of the Board of Selectmen. You know, Marc, anytime we ask for something people are there to help cause they that the intentions are good and that's what we want to continue. You know, the puzzle piece theme, it's at the schools, you'll see it that they're using that theme throughout the schools for different things. But I think that it's really important that everybody's a piece of this puzzle to help our community be stronger. A strong community is a significant protective factor for our kids. You see a lot that's going on, in, all around us, but when we have a strong community that cares about each other, we can somewhat insulate our kids a little bit and know that it's you know things are gonna be okay and you know this is gonna be all right. And when we're all working together and we're all being a piece of that puzzle, that's a really good thing, that strengthens that protective factor for our kids. So that's another thing that CARES has really realized is that's something we're about. We're not just an anti-drug or mental health it's sort of a bigger thing than that. And we're really proud of it. Really, really proud of it. I don't know that there's anything that we've missed in this update. We are going to submit reimbursements for the opioid relief funds.

We like to kind of get all our receipts and get everything together and do it twice a year. It's just easier cause we're all volunteers. It's a lot of work. So that will be coming. And we did apply for the Drug Free Community Grant. I'm not sure if it's the shutdown. I'm not sure what's happening, but it's been radio silent on the result of that grant which was supposed to come out at the end of September. We felt we had a really strong application. If that's not coming through for us, then our plan is to reapply again. But we haven't heard of anyone getting it so they haven't given it to anyone this year and they haven't reupped those that were applying for the sixth year either. So those you know the Belchertown's that have these paid coalitions they're gonna struggle a little bit if they're not getting that grant money pretty soon. But we are still running without the grant money but we're good because we have a lot of longtime volunteers but we're seeing a lot of new parents coming up and seeing that this is important and community members so that's really, really exciting. So with that I would love to see every one of you at this Tricksters event. I think you're a piece of the puzzle to be seen there. To bring your families there. I think it's really important and I think you're going to enjoy it. So we're kind of taking a different, it's not a talk, you know and we're taking a different spin on it. We like to try new things. So I know you've got your tickets, right? You already told me. You gotta have a ticket. Don't show up and ask me to let you in. That's not gonna happen. So I'm gonna be at the door. I told everybody you need a ticket. There are no favors here. So I hope you'll be there. And the tickets and the cost of it is we're not making any money on it. To see the Tricksters at an event is usually \$15 for a kid and \$25 for adults so we are covering the cost and just putting that ticket price out there so that we are able to manage the attendance. It's really a manage the attendance effort. And right now we have over 250 and counting. We've only been selling them for about two weeks. And when we did the dance party we sold about 250 the night before. So you know we are expecting this to go. We have the high school choir who's gonna sing the national anthem. We have the cheerleaders who are gonna perform at halftime. The basketball kids are gonna be helping us out. It's a community event.

Mr. Leonczyk: Boys and Girls clubs involved and of course they participate in Red Ribbon Week. I failed to mention them but yea lot of different groups, different age groups coming together and for a fun time. You can find details on our website, LudlowCARESCoalition.org, on our Facebook, on our Instagram. We call it a hype reel. We have a cool video out there of all the teachers and principals playing. Go to our Facebook and like the video.

Ms. Rooney: Check it out.

Mr. Leonczyk: Yeah. That's our plug, our Facebook, it's a fun video. It's all the principals. Tim Brillo is playing. Like I said Coach Tiano will be there. We're really excited.

Mr. Silva: The Chief playing?

Chief Brennan: I am not playing in the game.

Mr. Silva: Cheering on from the sidelines.

Ms. Rooney: We have our resource officers. The resource officer will be playing. Any questions, comments?

Mr. Silva: Very nice. Nope, other than you guys do wonderful things for the town of Ludlow. Thank you. So I do have a proclamation I guess to read. Okay. Red Ribbon Week Proclamation 2025. Whereas alcohol and drug abuse in this nation have reached epidemic stages. And whereas it is imperative that visible, unified, prevention education efforts by community members be launched to eliminate the demand for drugs and whereas the National Red Ribbon Campaign offers citizens the opportunity to demonstrate their commitment to drug-free lifestyles, no use of illegal drugs, no illegal use of legal drugs, and whereas the National Red Ribbon Campaign will be celebrated in every community in America during Red Ribbon Week, October 23rd through 31. And whereas business, government, parents, law enforcement, media, medical institutions, religious institutions, schools, senior citizens, service organizations and youth will demonstrate their commitment to healthy drug free lifestyles by wearing and displaying Red Ribbon during this weeklong campaign and whereas the community of Ludlow further commits its resources to ensure the success of Red Ribbon Campaign. Now therefore be it resolved, we of Ludlow,
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Massachusetts do hereby proclaim October 23rd through the 31st as Red Ribbon Week and encourages its citizens to participate in drug prevention education activities. Not only during Red Ribbon Week but all year long, making a visible statement that we are strongly committed to a drug free Ludlow. Manuel Silva Chair, William Rosenblum Vice Chair, Anthony Alves, and James Gennette.

Ms. Rooney: Thank you very much.

Motion made by Mr. Rosenblum to accept the proclamation as stated. Mr. Alves second. All in favor. Motion passed 4-0.

6:15 p.m. – Joint meeting with Finance Committee & School Committee – FY27 Budget.

Mr. Silva: Well good evening, everybody. So if the School Committee does have a quorum, we should open your meeting. I believe that the finance does not have a quorum.

Mr. Laing: I would like to call to order the meeting of the Ludlow School Committee. Today's date is October 21st at 6:15 p.m. I'm sorry sir, did you say they did not have a quorum?

Mr. Silva: No. Okay so here to discuss. Who's going to start this off?

Mr. Strange: Thank you Mr. Chairman. Thank you to the School Committee for coming in. It's always good to see you guys and to the FinCom reps who are here. Just quickly, you know, we don't really have too much of an agenda but sort of the order of events will be, I'm gonna go through some projections that we have for revenues, expenditures, things like that. I'm happy to answer any questions along the way. Please feel free to interrupt me and then we'll toss it over to Dr. Tiano and he has some slides as well. We do have printouts down here of the slides of my presentation and Dr. Tiano's presentation. And also we asked departments to put together a level zero budget this year which is essentially any contractually obligated increase from Fiscal 26. So that's what that spreadsheet is for those who are interested. Any questions on any of that stuff? So just a quick agenda. You'll see the slides we go through, we put together a few objectives and goals for Fiscal 27 and put together our revenue projections. We certainly have some economic uncertainties to navigate over the next several months. We'll talk about potential cost saving measures, ways to enhance our revenue, and then take any questions that anybody has.

Mr. Gennette: Marc, can you speak up a little bit when you're talking?

Mr. Strange: Yeah, yeah, sorry. All right so we put together three goals for Fiscal 27. One, first and foremost is to maintain level services and I am gonna read what's on the slides just so we can get it into the minutes. So, town residents enjoy a full complement of municipal services, including a robust public safety function, local dispatch and ambulance services, public works, a leading senior center facility with a full slate of programs, a public library open 6 days a week, a popular municipal golf course, automated trash and recycling service, a transfer station available 4 days a week, local animal control services, a fully programmed veterans service center and so much more. We offer certainly plenty of services here in town hall. And you know we wanted to lay that out to really hit home that I think we take for granted, you know the services that the full complement of services that the town offers to residents. Certainly, in talking to other town managers and administrators who are dealing with budget issues, you know, they're talking about shutting down hours at the library, shutting down hours at the senior center. They don't offer trash services, right. So just to really hit home that you know at this point we really do offer a full gamut of services for our residents. And obviously we want to maintain those services in Fiscal 27. You know on the flip side of that of course we want to minimize financial impact on residents. Everybody's feeling the persistent inflationary pressures along with the universal squeeze in healthcare costs. We just had a meeting with Milla today about our healthcare that we'll get into a little bit later. And everybody's feeling the squeeze on their budget. So we always have in mind minimizing the financial impact of the town's budget on residents. And lastly, position the town government for continued success. I really think discussion makers have done well preparing the town to survive annual budget challenges through creative problem solving and conservative budgeting practices. We can just look at our annual free cash that gets certified every year to point to, sort of our conservative budgeting practices. Okay, I'm going

to try to go relatively slow through this screen and please if anybody has questions please let me know. So we really have three sources of revenue that supports our budget every year. So, we have property taxes and new growth and that's what sort of is constrained or falls under proposition two and a half. So, in looking at our Fiscal 26, levee limit and in anticipating new growth we're looking at about a \$1.9 million increase total in our property tax increases and new growth broken down by about \$1.3 million increase and that's increasing the levy the full two and a half percent. And then we looked at the last five years of new growth, and the average was about \$575,000. So the second sort of you know major source of revenue for the town is local receipts. As you'll see in Fiscal 26, we estimated 10,509,000. We just increased the estimate about \$500,000. I think we could expand, we could increase that estimate a little bit. You know if we do we'll just be hedging against our free cash number in Fiscal 27. But there's a little bit of wiggle room there but we wanted to be consistent with our conservative practices in the past. And then our state aid. State aid has really been a problem spot for all communities. The MMA, the Mass Municipal Association just published a report indicating that I think the state aid when adjusted for inflation cities and towns are down 25%. So you know we assume the 1% net increase in Fiscal 27 and that amount is \$182,171. And down at the bottom here we put together our last five years of net state aid increases. So that is you know our state aid minus our assessments and our charges. Last year it was a 0.2% increase. The year before was 0.5%, the year before that was 3.8%, then 1.2%, 1.6%, for an average of 1.5%. Not sustainable. That is not a sustainable number for communities to not, certainly not thrive, but not to survive. And then by comparison you look at the last five years of inflationary increases, year to date for 2025 is 2.7%, 2.9% the year before, then 4.1, 8.0, 4.7, for an average increase of 2.7. So that state aid isn't even keeping up with inflation for us. And that's for all communities.

Mr. Mullin: Mr. Chair, quick question.

Mr. Silva: Yes, sure.

Mr. Mullin: Marc, question for the local receipts FY27 estimate of 11. So obviously that's not from 26. So my question is, what is the, how did you get to that number? Is there anything in there that you're citing as a specific example?

Mr. Strange: So we, I actually have the numbers and you'll see the increases. Sorry I didn't go over that bullet point. So we don't have Fiscal 25 yet cause we have not closed out Fiscal 25. But the last three years the increase has been 11%, 5%, 12%. So that's like, I think it was like we went up a million, we went up 500,000, we went up a million, which is why I saw there's probably room to increase that estimate and still be safe. You know, again that's why I think we've you know, we've been over \$4 million in free cash. But considering the state of what I'm gonna show you in a minute, we might have to be more aggressive on that.

Mr. Mullin: So at this point it's an assumption, Right? The increase?

Mr. Strange: Correct.

Mr. Mullin: Okay. We haven't identified a tangible, this is what. Okay. Good. Thank you.

Mr. Strange: Correct. Anybody else?

Mr. Silva: So Marc, before you go that was Chad. Do you want to just, we all know each other here. But the public is looking and say, well, who is that guy? So yeah, if you could when you speak.

Mr. Mullin: Sure. Chad Mullin. Member of the finance committee. Thank you.

Mr. Silva: Thank you

Mr. Strange: I'm on a lag tonight. So this slide is actually the one that we should really spend the most time on. If it ever comes up. We sort of laid out, you know, what we're looking at in terms of increases, cost increases, how that compares with our ability to increase revenue based upon the state aid, the local receipts and the property tax increases. I do not know

why it's not working. There we go. Okay, so employee benefit cost increases muddies the waters. So as I said, we had originally budgeted for an eight or 15% increase in health insurance and we had our meeting with MIIA health benefits trust rep today and it was sobering. It was a sobering meeting. So they're looking at, they, we typically put out there, their trust average at the end of January and right now their actuaries are looking at anywhere between a 12 and 21% increase for towns. So I was like, 15% is probably pretty low and she's like yeah. I would you know, I think probably 18% is a good bet. The other factor here is, so try not to get too far into the weeds but MIIA looks at our loss runs. So how much basically you know the insurance services that we're using and they like to see towns at 90% so they can have a 10% margin for profit essentially. And so if you're right around 90% you will, and let's say the trust average they have more than 300 member entities that they aggregate. And for example, last year the trust average was 15%. Our loss runs this year are 95%. So let's say hypothetically that you know the trust average is 18% we're gonna be higher than that. Last year we got away with it. We didn't get away with it but it compelled us to go to the negotiating table with the IEC. So that helped us get it from essentially 15% down to 11%. The year before that we had negotiated a ceiling on our increase. This year we don't have any of those tools in place. So we're budgeting an 18% increase which represents over \$2 million increase. On top of that our retirement assessments have been coming in between 8 and 12% or so. The value of a 10% retirement assessment increase is \$657,000. So just the anticipated increase of those two-line items is \$2.7 million. Below that is the number of, is an aggregation of all of our anticipated revenue increase and it doesn't even cover the health and retirement cost increase, leaves us about \$122,000 short. All told the you know the spreadsheet that we have that shows all the level zero increases, the school budget increase and the employee benefits, the increase is \$6.2 million. Again, we're only looking at a \$2.5 million revenue increase, so, there's quite a gap there. And what's causing that? Certainly again, meeting with MIIA today they sort of hammered home that the Federal Medicaid cuts are trickling down. So providers and carriers are essentially passing down the cost and increasing the cost for cities and towns like us. In terms of the state budget, federal funds account for 26% of the Fiscal 26 state operating budget. We don't know how that's gonna trickle down to cities and towns. The tariffs and there's all this data has come from the Mass taxpayers Foundation, which is a nonprofit organization that does all, you know, all kinds of tax analysis, public tax analysis for the public. Tariffs could cost mass consumers more than a billion dollars. Immigration's a huge driver of the workforce. And Moody's is predicting an 80% decrease in immigration activity in Massachusetts. You know whether that happens or not, it's only time will tell how it impacts cities and towns, time will tell but there's, it certainly has created some uncertainty. And last but not least, there was this article that came out this morning from Fortune and it talks about all these states that are in a recession and Massachusetts is one of them. So not great news but we wanted to be you know very honest about it and put together you know the sort of the best summary that we could for anybody. Everybody. Any questions on that stuff?

Mr. Gennette: Marc, I might be asking the obvious here, but is there any advantage to maybe shopping MIIA at this point? Or can we do that at this point?

Mr. Strange: They're all the same, you know. They're all the same. I tend to, I think I sent a summary email to the Select Board and the Finance Committee and there was a summit where they had the head of the MIIA health benefits trust, the head of GIC, which is the group insurance commission, one of the head guys at Blue Cross Blue Shield. And they essentially said you know the system is broken. You know the way we deliver healthcare in Massachusetts is broken. So cities and towns should be preparing for these types of increases until something happens. They're not quite sure what that is. GIC is getting a \$700 million bailout from the state this year cause they're running short. It's a serious problem. It's a systemic problem. It's not our fault, you know, it's nothing that we have control over. But if we go to, I mean, MIIA has been great to us. They have the deepest pool of members for their trusts. Some of the smaller trusts, like Hampshire County, they're really you know, up against it. They're facing a 38% increase over the past two years. It's just everywhere. You know, we looked at self-insuring. We literally looked at every possibility, they're just, you know, there is just no magic bullet solution to it.

Mr. Gennette: Thank you.

Mr. Laing: I have a quick question. So am I understanding this that with the 2.5%, plus the new growth, plus the local receipts, and state aid increase does not even cover the increase to the employee benefits costs?

Mr. Strange: Correct. Those are based on assumptions to the best of our ability. But yes, the answer to your question is yes.

Mr. Laing: Thank you.

Mr. Alves: Marc, the 6.2 on the level zero.

Mr. Strange: Yes

Mr. Alves: The bottom of the first section there. That's inclusive of the 2.7?

Mr. Strange: Correct

Mr. Alves: Thank you

Mr. Strange: Any other questions? Okay. What can we do on our end to potentially look at saving costs? And you know some of these are efforts that are already in motion. Some of these are you know potential suggestions. This is a budget year where we're really gonna have to look, think outside the box, not to use that cliché, but we really need to be creative about, you know, how we're spending our money. So you know first and foremost it's attacking you know the health insurance premium splits and plan designs. We did that last year with the IAC. They were, you know operating in a spirit of compromise. They agreed to some plan design changes that saved us about \$400,000 which was terrific. Helped us, you know, nearly balance the budget. You know any change in the split any 1% change in the split is worth about \$110,000 for us. Our client splits are 78 22, which are sort of across the, it's 78 22 for all of our plans which is the most generous split in the region. There are some towns that have an 80 20 but only for certain plans. I would say the average is 70 30. Some of the lows ones, Southwick, is 50 50. I think Longmeadow has a plan that's 50 50, you know, so you know employees have enjoyed the split, these splits for a long time and the town's been happy to pay for but you know we're just not in a situation where we can sustain that type of split in the current environment. So we're meeting with the IAC on November 6th to, we will have, putting together some options for them to consider. MIIA will be there to help educate and you know we'll see where it goes. We'll do what we can. Chief Brennan was in earlier, Chief Brennan and Chief Pease are speaking with some neighbors about creating a regional dispatch where Ludlow would be the host community. Something like that is, I know we've talked about regional dispatch in the past. It's not quite as lucrative as joining an established dispatch practice. But you know, Ludlow has the physical space to host additional dispatchers and we have a state of the art radio communications system so it sort of makes sense for us. Not sure if that would help us in 27 considering we have the infrastructure in place already at May. But we're just in the beginning stages of exploring that possibility. You know I think this year we're gonna hear the word override quite a bit. We're trying to figure out a way to make it strategic. So our trash, our total trash costs are around 2.1 million, I think around 2 million, you know, so my initial thoughts at least we've not spoken to the board about this yet, is to do an override to capture that cost. And what that would do, it would eliminate the \$200 trash fee, which right now is greatly inequitable. So we just got a receive a call from a resident who's a senior who lives alone and it takes her a month to fill up her trash barrel. She just got a \$200 tax bill. Whereas some of the sort of more affluent and more capable households in town are getting that same \$200 bill. So you know the override would do a couple of things. It would increase our ability to balance the budget and it would eliminate the trash fee and make the distribution of the cost for the trash service more equitable. You know another option that we talked about as a team, we had a finance team meeting, a town finance team meeting. One idea that was floated is renegotiating the lease with the Boys and Girls Club, which you know we understand is not a popular option you know but right now the town and the Boys and Girls Club have a 10 year lease and the BGC doesn't pay the town anything for the lease of the building. We provide a full-time custodian and from time to time we also provide capital funding for them. Last but not least certainly is always a possibility of budget cuts, staffing cuts. We're looking at potentially closing the summer camp. There would be more discussion on that coming soon

with the Recreation Commission. Really everything is on the table. You know right now we're at about a \$3 million deficit after our level zero. And so with the level ones that deficit would just increase. So we're really, it's gonna be a challenging year for everybody. So hopefully we can work together on this and try to come up with a solution. I think that's my last slide. Yeah, okay, just quickly a few you know strategies for potentially increasing revenue. We have a DIF in place and we will be starting our DIF funded projects. So you know we have DIF funds that are derived from new development and in and around the mills complex. We will be repaving Stevens Street. We will be redoing the East Street Corridor which should be able to attract more businesses at least you know make it more appealing. We can also put together a TIF policy which is tax increment financing. Essentially it's a tool to incentivize businesses to either stay or come into Ludlow and expand their businesses. It gives them, it forgives their you know a portion of their commercial taxes for a period of time to you know help ease them into the community. We've done that and I did that in Agawam and you know it can certainly be helpful. We recently moved some funds around into higher yield vehicles. So we had a bunch of funds in a money market account that was bringing in I think 1.7%. We moved those funds into, it's MMDT, I'm forgetting what it stands for, but that yields 4.5%. So that'll certainly help us. And we're also moving around some other funds that are eligible into a more aggressive portfolio where it has 80% equity, is 20% bonds. So we're hoping to you know derive some more investment income, which investment income is a local receipt. We've talked about splitting the tax rate this year which would obviously increase the burden on businesses. It would alleviate the burden on residents and it would also, you know, typically what happens is increased costs on businesses as I think we all know that typically trickles down to the patrons of the businesses which is certainly not great for anybody, for the businesses or the patrons but it would increase our local receipts. And last is you know we recently did a fee study but we could do, we can go back to all of our departments and ask them to really take a hard look at you know where we could increase fees. And of course if anybody has any other ideas about how we can raise more revenue we are certainly all ears. That was my last slide. Happy to answer any questions.

Mr. Sanches: So you set up for a level zero, we're about 3 million, right?

Mr. Strange: Yeah

Mr. Sanches: And then each level is another million.

Mr. Strange: So the level zero what we wanted to do this year was we asked departments to put together budgets that are only contractually obligated. You know, obviously mostly salaries and CVAs and whatnot. But there are other contractual obligations. And just to see what the baseline was you know what are we obligated to and then we can see what the delta is between that and when they actually come in with the requests. So yes when the level one comes in with actual requests that number will go up.

Mr. Laing: Mr. Chairman

Mr. Silva: Yes

Mr. Laing: I'm sorry I have a question. So when you said look at the splits between the insurances with the IEC, we recently negotiated with our units so this is something totally different than that.

Mr. Strange: Yeah, no, we're still in negotiation with two of our units too. It would be. It's separate from that.

Mr. Laing: Thank you

Mr. Kelliher: Mike Kelliher Finance Committee, Marc, you had about a \$3.7 million delta between what the 6.3 is and what our increased revenue is. How does that compare to previous years level zero budget? Are we dramatically different, or?

Mr. Strange: This is the first year we've done a level zero. So typically after the level one we're 1.5 million over. That's pretty typical to be 3 million over before we even receive.

Mr. Kelliher: Its 3 7. Lease so that make sure we get that.

Mr. Strange: Yeah. Well there are other sources of revenue in there that aren't captured cause that's just the line item budgets. But yeah, you know to be 3 million over before we even get to level ones, that's significant.

Mr. Alves: Marc, going back to the trash and the override. So the cost of trash is 2.1 you said, right?

Mr. Strange: Round. Yep.

Mr. Alves: And the fee does not cover the 2.1? right?

Mr. Strange: The fee covers about 1.35.

Mr. Alves: So that would essentially be the savings, one. Right? If we did the override, it would provide 1.5 of relief, not 2.1.

Mr. Strange: Correct. So you know there's no way to you know we don't have that many mechanisms to raise revenue, so we're gonna have to look at adding to the trash fee again this year. So instead of you know hitting residents with another hundred dollars, right, we would back out that 1.3 and then add in you know if it's 2.1. I would suggest going above 2.1 so we can you know, it's another tool to bridge the gap. You know again the carrot is you know \$3 million override how much additional would that hit the average household? I don't think it's anywhere near 200. And again, it's far more equitable. So, you know what's the revenue increase with an override anywhere between 700,000 and however high we wanted to go with the override.

Mr. Alves: Okay. Yeah, I was just trying to get towards the real value and I'm glad we did the level zero. I was the one that requested that. And I think it's good that we're facing this earlier rather than getting all those layered requests in up top and then having to have a reality check and pair things back down.

Mr. Strange: Yeah. Agreed.

Mr. Alves: Thanks for that.

Ms. Bowler: So, when do we start looking at the quote unquote amenities that our town has and say we need to start reducing those as opposed to start, instead of adding more taxes onto our residents? Because I already heard at a previous meeting that our taxes are going up. So now we want to look at going above the two and a half percent. You're now talking about if we don't do the two and a half percent we have to raise the trash fee again. I've heard multiple residents say that bills are going out late. There's being assessed fees that are not being waved because of our own town miss on sending out dates so that they're being charged. I mean, I feel like we're just charging more and more to our residents. I've heard you guys in past say we're over, we're making our seniors not be able to afford this town anymore. So when are we going to start looking at the amenities that we're offering and say maybe we can't have a golf course anymore. It's not even, maybe we can't do this you know this service anymore or maybe we cant you know this small town of Ludlow can't do this anymore instead of raising taxes, raising taxes, raising taxes. Because it gets to a point where even the young people can't afford the taxes anymore. It's not just the old people. And I guess that's my questions is when is enough, enough? And I just threw out golf because, that's. I was looking at you Bill.

Mr. Silva: Mr. Rosenblum?

Mr. Rosenblum: Oh no, no, I know. I was gonna say is that the golf is on an enterprise fund, which is self-sustaining, so, it's only on the sheet, you know and the question comes up every time at town meeting, you know, oh my God, wait it's 3 million. What's it costing us? Well, it's, we put it on, it's on the budget just so that people see it. As long as it's self-sustaining because obviously it's the same thing I do down in Hartford. As long as it's self-sustaining then it's fine. If it goes back I know we had a couple years ago where we, they

borrowed 30,000 and about 60,000 so there was a hundred thousand. I actually went to the Chair and asked for when we were negotiating, when we were doing the budget and we were trying to find a little extra money for the school department I think it was, I actually asked for that reimbursed back somehow and I got a no. And that was from the commission because we were trying to find ways to make money. But for that one in particular, like enterprise funds are just basically self-sustaining. The moment they start costing money out of the general fund, yeah, then it's an issue. We are, there is one thing that we're looking at, we have a meeting in a few weeks, you know, some tough decisions on some things, you know summer camp and that, there's things that go with that as to why it's being visited. So, services wise, I think you'd have to I mean, yeah, we do. We offer a lot. We do.

Ms. Bowler: But again sir, camp, you're taking away from the residents at a really low rate.

Mr. Rosenblum: There's reasoning behind it. That, it'll be, it'll come out more in the future as to why, but, and its things that are actually, there's reasons why it would have to be, but other services I mean you know, the nursing program. I mean what other things? The biggest thing is when you sit here and look at a hit that we're getting the state doesn't help us out. They don't help you out. That's for sure. You know, we got 0.8% last year. You get peanuts. It's the municipalities are getting dumped on and it stinks. It really stinks because then what happens we all know it, they come to you guys and they come to us and they sit there and say what are you guys doing with the money? They go well it's going to a \$2 million increase in insurance. Last year was 1.5 million. These are numbers that we can't you know, could we grow revenue in town? It's hard I think it is to grow it. I mean should we go from you know 500 to a million? That's a big nut. It's you know, it also if we're growing revenue in certain areas, where are we gonna put things? Do we fill the pad that's next to Kentucky Fried Chicken? Now we're talking traffic again. You know cause we're dealing with the West Street Bridge and things of that nature. You know we have something apparently it's gonna be going in next to the sushi place, next to Starbucks, so you got more traffic going on. So then its quality of life. I mean, I don't know if we could find a way and maybe it is services but that's gonna be a bigger discussion really for, I mean, I don't think even, I think it's like we did with the town meeting is maybe we open it up to sitting at Ludlow High School again and going what are suggestions? You know if you get enough people that are sitting there to say to cut this one service, you know, then it goes to town meeting. Town meeting also needs to go to their precinct people and ask the questions. And even the precinct members are on town website. Any person, again, we always say the six people that are watching, they can go and see their precinct member's address. Go and email you know, drop a letter in their box or something to that effect and say hey this is what I think, I mean, we need to get more input from the whole town outside of your board, finance, and town meeting. Town meeting is 90 people outside of all the at large. We're getting 65 to 70 people that are showing up so we need to get the input. You know, I think we had it in here is community involvement, right there. Engagement is what do people want? What don't they want? I mean, unpopular thing for me is I said well the contract's five years on the trash. Get rid of trash, it eliminates 2.2 million but then you're gonna go pay 400 to 700 a year instead of paying the 200 plus the 250 or 300 that's baked into your taxes. It's you know, we're gonna pass the buck with trash onto the consumer. So it's, I wish we could find a way. I wish we were at a, I wish we were one of the four or five communities around us that could do a split rate and sustain it like a Holyoke or Chicopee or Springfield because they have a large industrial base. We just don't have that large commercial base. We're like 18% and it shrunk. So passing that on it, all it does is it changes the burden but it doesn't change what's owed.

Mr. Silva: Yeah, you get no revenues by changing rate.

Mr. Rosenblum: No I know. I'm just going all different things that we're trying to alleviate the burden on the burden. And for your instance, I mean special education's going through the roof, you know, and things of that nature. It's just I don't know where you get it. I mean I really don't. If we could find, I know Mr. Mullen always likes to ask about how do we generate revenue and if we generated a million dollars in growth that's like a hundred percent jump but 500,000 isn't gonna help us that much. So I mean I think and I'll tell you straight up is that we've discussed it and I've said it out in public is that we probably get our split down to 70 30. I think as you were saying the loss runs are like 99% on an HMO, which means that that's bad is that if we actually went into the HMO going to 60 40 eventually and staying at a 70 30 for a PPO, those are options, cause I think it comes down to especially for the schools

and anyone in town is we don't want to displace employees. If we don't want to do that then we're gonna have something like the insurance is a big save. We go 70 30 it's about \$880,000. You go 60 40 what was it 1.8 or 1.9 million. So there's savings there. Again you've negotiated. We have to negotiate. So yeah it's, I come from a place where I'm on municipal insurance now, it's different, but in all the years that I've been working it's been regular insurance. And the plan that we have right now is I've talked to other people in other municipalities they go, that's unheard of. I think its Ware is 80 20. But I think that's a driving force right there. It's gonna affect everybody. It's not being singling out one department or anything. It's gonna be a town wide effort. And I would say that we'll probably once again and then I'll stop, once again is that we're probably not gonna be able to approve any new positions which we've done the last two years. We cut 750,000 out a couple of years ago by saying no to any increases in positions. So I mean my stance is openly is that we cant afford it. We, if we're 3 million in the hole, 3 to 3.5 million in the hole. Thank you.

Mr. Silva: Anybody else? Any?

Mr. Laing: I have a comment. So we and Dr. Tiano and his team have done a great job of being very conservative in our, on the school side. We've tried not to have that word override for many years. Like we've done things at the school side to make sure that we didn't need to go to that route. Are other towns are at this point as well? This is not, we're not?

Mr. Strange: No

Mr. Laing: This is?

Mr. Strange: You, Mr. Chairman. You will see a lot of overrides this year. You know, Belchertown is in Hampshire Trust community. They got hit with a big health insurance. So, they did an override last year. South Hadley is doing one in November; they did one last year. They're doing another one. Hadley had one. It got voted down. You know, you're gonna see a lot of overrides this year. A lot. You just, with prop two and a half, right? Unless you have a large commercial base, you're stuck. Right. So if you have a \$2 million increase in your health insurance premiums you can't keep up with it. Like the numbers, you just can't do it without an override, or you know, cutting literally whole departments. Going back to Sarah's question about services. You know, do we close the senior center? Do we close the library, right? What do you, we don't have and I'm sure Dr. Tiano would echo these sentiments, we have skeleton staff on in town hall in our town. So if we have one person out we're you know it's a real burden on that department. Where there's nobody to back up. People you know go on vacation, they get sick, whatever it is, they go out and get another job. It takes us a long time to right that ship. You know it's not like we have a bench, there's no place else to cut unless we're literally cutting departments.

Mr. Rosenblum: Mr. Chair, if I can add one thing to that cause you had made a comment about the bills going out on time. You're absolutely right. So in order to get that needs to be remedied so that the town has more trust in what's going on in town hall. So, I know that there's been texts and calls going back and forth from us into this building saying we need to fix this. Because the first thing that's important to me at least, is being able to service 20 to 21,000 people, 7,300 homes in this town to when you come in here it's interpersonal skills. It's being able to sit here and people are coming in and you're not complaining about \$15, you're complaining about \$3,500, \$6,000. Is that when those people come into this building is that we have an answer and we can fix it. You know, obviously the other thing too is getting the online system going to where it's working. The frustration's with us as well. So it doesn't fall on deaf ears because he's usually getting a text or a phone call at least from, I know he's done it from a couple of us today. So those are things if those things are more seamless it instills trust in the citizens of the town to be able to understand and maybe cope with a little bit of hurt a little bit more if we're taking care of it in the proper manner. And we're sympathetic to everybody.

Ms. Bowler: And again, I think that's where people are gonna come from is like if we're looking for more money, we need to make sure we're using it properly. And we're dealing with it properly because it's you know.

Mr. Strange: Absolutely.

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Mr. Rosenblum: We use it properly most probably all the time. But the thing is it's receiving, is collecting it and receiving it or asking for it and receiving it. It's just that aspect. I think once that cleans up you know, you clean up a few things, what it does is it the citizens will have a little more trust in what's going on.

Mr. Strange: You at least want to know that if you're paying higher taxes, that you're getting services, reliable services for that. Absolutely.

Mr. Lainig: I'm sorry, I got another question. So when you said the increase would be less than \$200 per household, but that would cover the fee. Can you explain that for me, Marc? Like, so it wouldn't even be a 200, \$200 increase to the?

Mr. Strange: Yep. It would be baked into your tax rate.

Mr. Lainig: So someone's family situation would not go up more than the \$200 but we'd be alleviating their trash fee.

Mr. Strange: Right. So you know again if you have someone living in a house that valued at \$185,000 their increase is gonna be baked into what that rate. Right. So that person's gonna be getting their automated trash services without paying a fee. And you know the family that lives in the \$900,000 house is going to be paying you know a proportional amount through their taxes. Right. Also not paying a fee. Right. But there's an equity to putting it in the tax rate. You also don't have to deal with the billing issues that we're having now. And people, we had a gentleman in earlier who has you know spoke out against the fee.

Mr. Silva: The other thing is when you do that and put in a tax rate, right now the trash fee is being, which I had a problem with as we all know, I've always spoke against it because residents are paying that trash fee. Now commercial, yes, they don't use the trash, but they're not paying anything. So you put this into the tax rate now commercial properties are paying the same rate. So they're actually paying for that service, for the trash. Even though they use their own trash because they don't collect, but it actually moves that over a little bit to them. That's a little bit of a help.

Mr. Strange: That's a good point.

Mr. Gennette: And the ancillary cost to that too because we're not chasing billing. There's not unpaid bills. There's not you know somebody wasting their time, you know doing all of that legwork.

Mr. Lainig: Just a scary word. That's it. Trying to avoid that.

Mr. Strange: Well that's why the more you say it the less scarier it gets.

Mr. Rosenblum: We've said it for how many years is I think it's come up twice since the early two thousands. It's been, we know the town would sit, has shot it down and if it was just business as usual when we were going for an override it would get shot down easily. But I think that understanding where we're at and that. Yeah, do we hold some blame? Obviously. Every municipality does. But do we, but can we, \$2 million dollars? I mean last year was about 1.5, this year you know it's just it hits hard because when we found that out because I had asked can we negotiate again for the average like we did before because I think South Hadley got hit with 20 and then 15. We were the average was 14.84, but a lot of municipalities were getting hit with 20 and above. So, I don't think this time we can negotiate that one cause then if we can negotiate the average, we won't see the 20 or 21%.

Mr. Gennette: So, Mr. Chairman, look I mean the whole trash fee is based on us going on a two and a half override. I don't even think we should be talking about a two and a half override until it's an absolutely necessary conversation. Until the Town Administrator has met with the insurance to figure out what the splits are and those kinds of things and we see what kind of numbers are coming in from that, this override conversation is for naught cause we don't even know what the ramifications are of that. As far as cutting services and stuff, our services are heavily used by everybody. So what's important to one group is not

important to another group and the other way around. So who are you gonna tell is not important? That's the problem with cutting the services. I agree with you that we're backed up against the wall, but who decides what services we don't have and what are we not giving the community in a certain area? You know, Marc, you had said that renegotiating the lease for the Boys and Girls Club. My question with that would be is it uncommon for us to have a free Boys and Girls Club?

Mr. Strange: I would say so, yeah.

Mr. Gennette: So what are other towns paying their Boys and or getting for a lease contract?

Mr. Strange: I mean we could you know look at that. I think to get full value going from the Boys and Girls Club not paying anything to getting full value I don't think that's, I think....

Mr. Gennette: Well, I'm not trying to be unfair to the Boys and Girls Club. All I'm saying is if the town is not getting what the going rate is for a lease for a Boys and Girls Club, then it's not fair to us either. So, we can make up those kinds of rooms too. That kind of room too. The other thing was is you can't have attracting new businesses in a diff district and turn around and talk about a split tax rate. We don't have the business size to do a split tax rate. We're gonna drive our small businesses right out. They're done. It's just, it's almost an impossibility. If you did a split tax rate, it's no different than the trash. It's just a lever that you're gonna turn to just get more and more and more and more money. And its just a greedy, greedy little thing that people are just gonna keep gouging the business community to the point that it's not doing anything. So it's the same thing with the trash fee. We're just gonna keep turning up the fee, turning up the fee. So that's a problem too. Although I would love to get rid of the trash fee, but and if we ever talk or decide to go over two and a half that's when the trash fee needs to disappear. I'm not for increasing but until we get some better information about what's going on with MIIA and what we can do as far as the a, what is it AIE? What is it? IAC. Until we do that this is all for nothing. Because that's where it's all, it's all in employee benefits. That's where we're getting hit year over year over year. And the school has cut. I know, I recognized the hard work the school's done over the past three years. I mean we used to come in fighting you know, over money and things like that. And you guys have really I mean you guys have tightened it right down and you know I don't know how we ask you guys to tighten up even more. You know, DPW took zero last year. There was no increase to the DPW last year. So you know I think we have to start at the beginning. That is with the insurance splits.

Mr. Silva: Just wanna say that one other way to get revenue is certainly bringing businesses in. As we know, Millside Drive just got accepted and the lots from what I'm hearing are all sold. And hopefully there's businesses coming in to generate some revenues. But quite honestly Ludlow doesn't have enough industrial, enough commercial places. We're all residential. So we should be looking at it, at places or spots where you, we could actually rezone it and if you rezone it there's a lot of businesses looking out there for that kind of property. We just don't have it. It's and I'm in the real estate business and I have people all the time asking do you have a place I can put this and there just isn't any. So if we could find the spots that we could maybe even put an industrial park or something that would increase revenues. But that's the only way that I see that we can increase revenues really. Now if anybody knows has the number to Amazon and put their big warehouse here. And then the caveat is.

Ms. Bowler: There's a big lot behind here.

Mr. Silva: And then the caveat is that you try to get these businesses and you have a certain business come in and neighbors come in and complain. They don't want em in their backyard. Well, we can have both. We just cant.

Ms. Bowler: Not gonna make everybody happy. We've learned that a long time ago.

Mr. Gennette: So on to the school stuff?

Mr. Silva: Do we really want to?

Dr. Tiano: So, Mr. Chairman, Board of Selectmen, thank you so much for having us all here tonight. Mr. Strange, I appreciate the presentation. Sobering and we've had conversations but just I appreciated how succinct and to the point and forward looking it was. So, thank you. As we were just discussing, it's October. I mean a budget is projections and we don't have all the information now. I share this with you, you know, this is our vision, our mission, our core values as we make decisions, you know, regarding the needs of our students and our families, you know this is what we have as our compass. You folks have seen these slides before. But just as a reminder to the general public, what makes up a school budget. Our operating budget it's composed of two parts. First is the general fund and that's the combination of the town share as well as Chapter 70 aid. And as Mr. Strange was saying you know the Chapter 70 aid for a town like Ludlow has increased insignificantly over the past few years. That goes hand in hand with you know the town's appropriations. And I share with you just the actuals for you folks, just to refresh you. Our operating budget also has alternative funding. And on one side of the ledger, you have grants. You know this is our entitlement grants from IDEA, that's special education to Title One, Title 2A, and there's several other titles as Mr. Strange. These are just some examples there. As Mr. Strange was saying, there's uncertainty at the federal level in terms of revenues that would come in. Some of our revenue was frozen earlier this year before being released. And these are not supplemental funds. These are not an additional nice to have. These are baked into our operating budget. On the right you have our revolving funds, circuit breaker is an example from out of district tuitions. Circuit breaker is a reimbursement four out of district special education tuition. We have school choice for students who choose to come to Ludlow. And another example is Pre-K as we have our gens pops come in and they pay for the services. Same thing for athletic fees and so forth. Mr. Gennette?

Mr. Gennette: Yes, thank you Frank. So I don't mean to come off rude if I do or not but this does nothing for me. There's no numbers associated with this whether they're predictive or anything. This is, we know this stuff's coming out of here, but what is the grant? What amount are the grants?

Dr. Tiano: There's another slide.

Mr. Gennette: Okay, perfect.

Mr. Silva: It's coming, it's coming.

Dr. Tiano: So, in terms of that for FY 26 our current fiscal budget, the general fund appropriation from the town, you know again, combination of Chapter 70 aid and revenue from the town as well as the alternate funding. Our real operating cost is 42,486,000 and you folks know that number there. This is a slide we like to share. We're a service department obviously and this is for FY 26. Almost 74% of our budget is salaries as you would anticipate. The other larger ones, transportation. And this is not just the big yellow buses. This is also for out-of-school, out of district students who we have to transport to their out of district placements. This is also for homeless students in the custody of DCF, this is also for athletics, and so forth. And vocational for LPVEC as well other vocational schools and we provide transportation for student's going to St. John's, you know, within our school district. Our out of school, out of district tuition and this is the most variable number that you'll have in any school district. And I have some numbers to that in a slide or two. We were fortunate in the past year or so in terms of students who move into the school district or students that move out. We were fairly even over the last year which was good. Again, we'll show you where we're at right now. Utilities and other mandatory costs. Leaving us with that slice of yellow is the discretionary non-salary. So as a school district, needs to make reductions. There's only a small part of the budget that we can go through in terms of expenses that are discretionary, that are not contractual. And oftentimes when you have a large deficit it is made up of salaries in terms of where that number comes from. Some projections, you have two little tables here. Expenses and funding known and unknown. Again to the left are three largest budget drivers, our salaries, our transportation, and out of district tuition. Salaries we know for next year, FY 27 is a 3% increase. What we don't know are our student needs. For example, we've had some students move in who are in need of additional support and that may need to be higher. What we're struggling with right now in our special education piece is finding staff members and having special education staff. We still have a position or two to fill in finding paraprofessionals, where they were once plentiful. And so having

students that have recently moved into the district needing support we've actually had to contract out because we can't find folks for those positions. And that's an increase beyond above what a salaried employee would be. Our transportation as I mentioned, that's our regular ed, our special education, our vocational, homeless, DCF. What's known is that we don't know what that number is for next year at this time, it's October. What we do know is that was an 8.36% increase for last year. And we're not done making all of our projections for FY 27. Our out of district tuition you know when we talk about this conversation typically focuses around special education but this is also our vocational LPVEC as well as other vocational schools. We do know what's in the known column. There's a 3.04% increase for FY 27 for private out of district schools that our students attend. That is set by OSD, the Operation Service Division at the state. Similar to the insurance back in 2024, the average increase for years was 1 to 2%, 3%. Surprised every school district in the Commonwealth with a 14% increase that we had to work our way around that fortunately we were able to do. What's known to us right now is the number of current students who require a placement beyond the walls of Ludlow Public Schools. What we do know since the summer we have approximately 640,000 of unanticipated costs. These are students with significant needs who have moved into our district. And I put in parentheses there, this is a combination of an out of district placement or costs that are in district. As I've shared with the committee members many times, you know, this is an unknown for us. It, you know, last year it kind of broke even for us. This year, right now it's 640,000 beyond what we have budgeted. Now we budget contingencies for that because we know that this could happen. What the unknown is, is the number of students needing out of district placement or services and the number of vocational students not only going to LPVEC, but if someone were to go to Smith Voc, for example, a pathfinder, that's an additional cost to use beyond what we pay for LPVEC. In terms of our funding for the last three years for the general fund has been a 3.3 increase and that has been good. And we're appreciative. Over the past two years our grants have decreased by 12.5%. And so when we put together the FY 26 budget, we were conservative in those numbers. Truly as we're budgeting for next year where the title grants are gonna land and again that's about 4 million dollars of our budget. There's a lot of uncertainty you know at the federal level and superintendents' organization, the school committee organization, business management association. You know we have people at the State House who are getting information in real time and disseminating it to us. But again, there's a sort of fickleness if you would at the federal level and moves taken in the Department of Education for example. So, this is where we're at. We've started our budgeting process again projections, our projections, and this is where we are at right now. We want to keep it tight, short, simple and would be happy to take any questions.

Mr. Gennette: Mr. Chairman?

Mr. Silva: Yes, Mr. Gennette

Mr. Gennette: So I see that your alternate funding here, thank you for that 4.4 on this other slide. But this still doesn't break out what the grants are versus your circuit breaker, your school and I know your, a lot of your budget's not done or whatever, when we go through the season or anything like that, I would be really interested to see what those breakouts are.

Dr. Tiano: Sure. Those are currently on our website and if you have specific questions or any member here, if you want to email me directly or funnel them through the Town Administrator. We're very responsive.

Mr. Manfredi: We don't have a lot of details. That one I do. 4.4, 1.3 of that was circuit breaker.

Mr. Gennette: That was circuit breaker?

Mr. Manfredi: Yeah. 1.3 million is circuit breaker. 1.7 are the entitlement grants. And so those are the big drivers. And then the 12.5% drop in the entitlement grants from two years ago to now the grants that we get every year. State.

Mr. Gennette: I remember seeing this same graph last year and I didn't ask what those numbers were then. So I wanted to make sure I asked this time because if we saw what they were last year, we saw what they were this year, it's easier for us to quantify the hit that

you're taking too. You know to your funding. So it just makes it a lot easier to have the conversation.

Dr. Tiano: So, again we provide anything that you would need ... Mr. Gennette.

Mr. Gennette: Thank you

Mr. Alves: Dr. Tiano

Dr. Tiano: Yes sir

Mr. Alves: I feel like I need to raise my hand around you.

Dr. Tiano: Mr. Alves, yes go ahead.

Mr. Alves: I know we've had some of these discussions before you and I have met on occasion. I appreciate that. Going to Chapter 70, I think the last time you and I spoke there was a change in that formula. Has that already been realized?

Dr. Tiano: No. There being the state of legislature is recommissioning a commission if that's the appropriate term to look at it. This is something back in 1993 that was the Ed Reform Act from Massachusetts that really took a good solid look at how schools are funded and for equity purposes so that a student could if a student lived in Brockton or Ludlow, that they would have a chance to have the same educational experience. There are flaws in every funding formula. And you know Mr. Strange and I have talked about that in terms of towns and where Ludlow fits is you know we're not poor enough to get a lot of money and we're not rich enough to sustain and so forth. I know you know this Mr. Alves I'm just walking us through. So, we're a long way away from those changes but they're coming together to do that.

Mr. Alves: Okay. So, they're the change they made was to approve a commission to study it. There's no, nothing's been implemented yet.

Dr. Tiano: Right.

Mr. Alves: Got it. Thank you. Numbers wise, so, well we're not on that slide anymore. That's okay. On the last slide, we have known expenses 3% increase in salaries, right?

Dr. Tiano: Yes

Mr. Alves: And if I go to the pie chart salaries encompass 73.5% of the budget.

Dr. Tiano: That is correct.

Mr. Alves: Firstly, is that inclusive of benefits in that salary factor?

Dr. Tiano: No. The benefits are not in our operating budget.

Mr. Alves: Okay. So 3%, excuse me, 73.5% of 3% is 2.2%. Sounds confusing. Are you with me?

Dr. Tiano: Almost

Mr. Alves: If I look at the budget sheet, right, the level zero, we currently have it plugged at two and a half percent. So in salaries alone, after we applied that increase we'd only have three tenths of a percent to play with.

Dr. Tiano: I trust your math.

Mr. Alves: You wanna check me on it? You follow me? I'm just trying to piece together in my head cause I'm not in this every day. Right.

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Mr. Manfredi: So a 3% increase in that salary would be roughly 840,000.

Mr. Alves: Right, that's what I had. So my numbers here and that makes sense. I had about 114,000 left of wiggle room after that's applied. I think that ties to the 951. Did you say 840 or eight?

Mr. Manfredi: It's a very rough calculation. 840,000.

Mr. Alves: No, we're within 3000. We're good. Okay. I'm tracking. Thank you.

Mr. Manfredi: You're welcome.

Mr. Silva: Anyone? Anything else? We certainly have a lot of work to do and study.

Dr. Tiano: Agreed.

Mr. Sanches: Good to start early.

Ms. Coddington: A lot of variables

Mr. Silva: It's yeah, it's very nice that we're starting early and give us some time rather than all of a sudden crunch time and you have to do, to make decisions that are not very favorable. But as usual I have no doubt that we'll get there. I've been doing this a long time and in different ways and we have to get there one way or another obviously. So we will get there whichever way we'll be and just keep Marc abreast of any changes anything that comes in.

Dr. Tiano: Absolutely. Will do.

Mr. Rosenblum: Does finance have any?

Mr. Silva: Not yet.

Mr. Rosenblum: No. I know, I know. I'm just yeah.

Mr. Sanches: Tony Sanches finance committee. So yeah we appreciate the early alignment, transparency, preview of the fiscal challenges and town wide pressures. But yeah, getting it started early, definitely beneficial for a productive budget season, so thank you.

Mr. Silva: Yeah, and just one more thing, I think we, like Mr. Gennette said, I think the override issue should stay moot for now because as you all know, this community, I've been in this community forever. I don't believe there's ever been one, an override. And various communities have, had two, three overrides already. And this community for some reason just, so we can't bank on that. I really don't think it will, we'll get it through but the way we're looking at it possibly if they get their trash bill maybe they'll come to the table. But I wouldn't look at it in this community. I just wouldn't.

Mr. Gennette: Well, Mr. Chairman, I don't want to you know step over your comment or anything like that but we're really doing the community a disservice if we don't try to stay under two and a half. And that's really kind of the goal. Thank you.

Mr. Silva: Okay. Thank you.

CORRESPONDENCE

25-190 Letter from Andrew Panek – Resigning from Westover Golf Commission effective immediately.

Mr. Silva: Before we go

Mr. Rosenblum: Mr. Chairman, oh, I was just gonna say thank you to Mr. Panek. I know that in reading his letter it had nothing really to do with the position. It's just, it's for his betterment. So, I thank you, I thank him for his service. And also, in the same sense now we'll have to post this position. Probably better now instead of waiting for an election, I guess. So, thank you Mr. Panek. If anyone, I don't know.

Mr. Silva: Yeah. I just, he called me actually yesterday and we had a lengthy discussion and talking about some of things that he's going through and it's really, he's sad that he has to leave but he does because he won't be able to put in the time that's needed. He also had a great two years I guess he was on the board, and he said it was wonderful. He would like to come back and finish his two years. I don't know that there's an avenue for that but as soon as he gets better, he'll be coming back in to get reappointed. So, thank you.

Mr. Gennette: You gonna make a motion Bill, or you?

Motion made by Mr. Rosenblum to accept the resignation of Andrew Panek from the Westover Golf Commission effective immediately and to post the opening for interviews. Mr. Gennette second. All in favor. Motion passed 4-0.

25-191 Eversource – Notice of transmission right of way work at 620 Miller Street, 136 Camellina's Circle, 0 Miller Street and 0 Chapin Street.

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

25-192 Hubbard Memorial Library Youth Services – Request to use the law adjacent to the parking lot from November 1-29 to install a story walk. Plastic corrugated lawn signs will be removed after Thanksgiving holiday.

Mr. Gennette: Mr. Chairman

Mr. Silva: Mr. Gennette

Mr. Gennette: Marc, are we sure the dates available? There's no conflict? I don't think there is. There normally isn't cause they're the only ones that use that side lawn but.

Mr. Strange: I don't. Mr. Chairman, I don't know. We'll double check cause there was a conflict between the Celebrate Ludlow event and an event that they were approved for the library. So we can double check just to make sure.

Mr. Gennette: Oh, alright. Perfect.

Motion made by Mr. Gennette to approve the request for Hubbard Memorial Library Youth Services to use the lawn adjacent to the parking lot from November 1-29 to install a story walk. Plastic corrugated lawn signs will be removed after Thanksgiving holiday provided there is no scheduling conflicts. Mr. Alves second. All in favor. Motion passed 4-0.

Mr. Alves: Second with quick discussion. For the record can you guys read what the story is?

Mr. Silva: Can you read what the story is?

Mr. Alves: I'm just kidding.

Mr. Gennette: Go ahead. You're already there, go ahead.

Mr. Silva: You had the story.

Mr. Alves: I can't pronounce that I was just seeing if any of you could. That's all. Never mind.

Mr. Rosenblum: Go for it. Give it a shot.

Mr. Silva: Now you have to. Everybody out there is anxious.

Mr. Gennette: Now you got them all wondering.

25-193 Eric Segundo – Director of Veteran’s Services – Notifying the Board of the Veteran’s Day Ceremony will take place on Tuesday, November 11th at 10:00 a.m. at Ludlow High School. Veteran of the year is Daniel Valadas. Also requesting approval of ceremony information banners and yard signs.

Motion made by Mr. Rosenblum to approve ceremony information banners and yard signs for the Veteran’s Day Ceremony which will take place on Tuesday, November 11th at 10:00 a.m. at the Ludlow High School Auditorium. **Mr. Gennette second. All in favor. Motion passed 4-0.**

25-194 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 October 15, 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 October 15, 2025. **Mr. Gennette second. All in favor. Motion passed 4-0.**

25-195 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 October 15, 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 October 15, 2025. **Mr. Rosenblum second. All in favor. Motion passed 4-0.**

25-196 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 October 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 October 10, 2025. **Mr. Rosenblum second. All in favor. Motion passed 4-0.**

UNFINISHED BUSINESS

NEW BUSINESS

Board to accept the Justice Assistance Grant in the amount of \$15,070.

Motion made by Mr. Gennette to accept the Justice Assistance Grant in the amount of \$15,070. **Mr. Alves second. All in favor. Motion passed 4-0.**

Board to accept the National Highway Traffic Safety Administration Grant in the amount of \$33,276.21.

Motion made by Mr. Rosenblum to accept the National Highway Traffic Safety Administration Grant in the amount of \$33,276.21. **Mr. Alves second. All in favor. Motion passed 4-0.**

Board to approve and sign amended Liquor License for Jai Umiya Ma, Inc/Ludlow Shell.

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

Board to discuss and possibly vote to authorize \$3,115 in Building Infrastructure funds to decommission the elevator at 54 Winsor Street.

Mr. Rosenblum: I mean it makes sense. Mr. Chairman, it makes sense. Do you have anything? Anyone?

Mr. Gennette: Yeah, I have questions. Did you have questions? You're good? So, I'm just wondering so, if we decommission this elevator what good is the building and what are we gonna have to do with the building after this if we need to occupy it again?

Mr. Strange: So, what happened was the insurance policy for the annual insurance policy was up for renewal. The insurance company sent out an inspector to take a look at the building. There were plenty more repairs that needed to be made, this was one of them because the elevator doesn't work. In terms of you know long term, if by some chance those buildings get redeveloped, we find somebody to redevelop it for a public purpose they would just have to incur the cost of recommissioning I guess for lack of a better term, the elevator.

Mr. Gennette: I think that's going to be a tall order.

Mr. Silva: Yeah. The whole building's gonna be a tall order as we know.

Mr. Alves: So, I'm hearing, sorry Mr. Chairman, they wouldn't insure the building without doing this?

Mr. Silva: Yeah.

Motion made by Mr. Rosenblum to authorize \$3,115 in Building Infrastructure funds to decommission the elevator at 54 Winsor Street. Mr. Alves second. All in favor. Motion passed 4-0.

TOWN ADMINISTRATOR'S REPORT

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.

Mr. Silva: Okay, with that, updates, if anybody has an update or anything.

Mr. Gennette: Yes, Mr. Chairman, The Capital Improvement Planning Committee will be convening soon. The request from departments deadline is, Marc, what November 11th?

Mr. Strange: November 14th.

Mr. Gennette: November 14th. So we're just starting to get geared up and get ready for those. And hopefully we can make short work of that and make our requests to the Board of Selectmen so that we can get those ready for the spring. That's all I have as far as board updates go.

CLOSING COMMENTS

Mr. Silva: So any closing comments?

Mr. Gennette: Mr. Chairman, I would like to follow up on Brian Leonard who was in here for his opening comments. I would've liked to have had a conversation with him. I couldn't agree with him more about the trash bill. I hate the trash bill. I can't stand it. Again, like I said in the meeting with the school department and fin com, it's just a lever to just keep turning it up. It was the worst thing that we ever did. I've been preaching that since I came on the Select Board. The problem with it now that it's already established is getting rid of it. It would take

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a two and a half override to actually get it there. And it, we're, shouldn't be in the habit of two and a half override. So we're put in a pickle because of it. And as far as the DPW saying that we wanted 300, that's a complete, I don't know what they were telling you. This board didn't want to go up at all. Never mind go to 300. So we've been fighting this, we've been really trying to figure it out. I mean you were getting a bill before and it was gonna go up and you were not gonna have automated service if we didn't do the automated service. So at least you're getting something for the money that you are spending on it and it is still cheaper than a private service. I really, I heard you, I sympathize with you, and I'm glad you came in and said something. And you know, I just wanted to say as far as the CARES Coalition goes, you know every year they come in here and what an incredible organization. I have to say that they're probably the one organization that crosses all boards, all boundaries. They said something to that. It's just a homegrown, you know, entity that just, what amazing things they do down there and I'm just so happy to hear that they have so many kids participating in the High School CARES. And I just wanted to commend them on that.

Mr. Silva: Just to go before others, back to your trash thing. Just want to let people know or taxpayers know that there is a discount for seniors, residents. I know that they, it didn't go out with a bill this year. The discount for seniors.

Mr. Strange: Abatement. Yeah

Mr. Silva: The abatement did not go out.

Mr. Strange: It's online. So we put it online now. So it's online for people. If you go, if you are so inclined to go online, it is on the website.

Mr. Silva: Most of them don't go online though. But you certainly can just go to the DPW and fill it out there and do it there. So just wanted them to, people to know that. Okay?

Mr. Gennette: Appreciate that very much Mr. Chairman.

Mr. Alves: It's a good segue to me cause I have some trash discussion too. And some questions. So Marc, where are we with the online?

Mr. Strange: For the trash?

Mr. Alves: And being, not being able to pay online?

Mr. Strange: So the problem was this is the first time we've used our outside vendor to distribute the trash bills. And I believe it's the first time that we've allowed residents to pay the trash bill online. The problem was every other tax bill requires a TXT file that UniPay will upload. The trash bills for some reason of course requires an XML file. So we had to reach back out to our consultant who put it all together and we're working on it. So hopefully tomorrow, I'm not quite sure what if how much progress they made today. But we're aware of why it didn't stick and hopefully it'll be up tomorrow.

Mr. Alves: So why wouldn't it be part of the process to verify that? Because I don't know if it was the trash bill but it was another bill this year, there was the same problem. And I think I had the same I don't know if I did in the meeting but we had some conversations and it was let's ingrain this in the process. Right? And let's verify the features ready before we go live. But now we have the same issue.

Mr. Strange: Totally agree with you. Totally feel your frustration. I'm meeting with Ryan tomorrow. We're creating a checklist. So we're gonna have a checklist of understanding what information we need from the various departments, the timing and getting it to Kirkwood, communicating with the public and making sure that it's online before we actually send the bill out. So and we're gonna create, I want to know what all the dates for all those bills are coming up and we're gonna put those on our calendar and make sure this doesn't happen again.

Mr. Alves: And kind of work the time backwards to build in?

Mr. Strange: Yeah. So, you know, probably a month before the bill's gotta go out. We'll have a meeting to make sure we're on schedule.

Mr. Alves: Okay. And then on the abatement form that Mr. Silva was talking about, why did we make the decision to not include it in the envelope? Because that was happening previously.

Mr. Strange: Right. I don't have a good answer for that. We actually met with the DPW and our town account and the treasurer collector about the whole process and somehow it slipped through the cracks. We actually had the abatement forms here. We talked about having the abatement forms available in the treasure collector's office, at the senior center, at the DPW. The problem in my estimation was that we didn't communicate that, right. So when we didn't put the abatement form in and it's also extra. So if we put enough of another sheet into a bill, we have to pay extra to the third party vendor. We should have told, we should have done a robocall saying this is coming, this is where you can pick up your abatement form.

Mr. Alves: I would still think the value of putting the abatement, so I guess here's where I'm going. The value of putting the abatement form in the envelope at whatever the cost on the back end we're probably gonna save with the cumbersome work that's gonna be inflicted on the department and the public. So I don't think that was wise.

Mr. Silva: Can you just hold on for that, to go along with that Marc in back of that bill, is it blank?

Mr. Strange: Yes

Mr. Silva: I think those, the abatement form should be put in back of the bill just as excise bills.

Mr. Strange: That's a good idea.

Mr. Silva: If excise bills actually come and there's actually an abatement in the back of the bill that you can, so, if we have those that won't cost anything other than maybe the printing, I don't know. But that, right on the back of the bill, there should be the abatement cause it's really not a big abatement form or you know.

Mr. Gennette: It's literally one sentence with a checkmark.

Mr. Silva: Put it right on the back and that'll be over.

Mr. Alves: Or you just shrink the bill to like the first two thirds and you put it on the bottom third. So, continuing there I guess, this isn't the first time we have a trash abatement, right? Are we building a database of people that have filled it out so that we don't have too continuously?

Mr. Strange: Without getting into the details or the weeds too much, the reason that we change this year is because every employee in town has access to all of our information. Right. That's incredibly insecure. So what we're doing is we have plans to do an audit and investigation and overhaul of all those permissions, but in the meantime, we're doing one-offs. So as we're preparing for the trash bill, we realize that the DPW personnel have a lot more permissions than they should have. So the decision was made to you know bring the collections into the treasurer collector's office. Right, cause they have the permissions. We had a back and forth. We had multiple meetings on this. Where we landed was, because it's such a complicated process, is the DPW is really gonna still be the primary, you know, department to collect, but then the information will be transferred over to the treasurer collector so they can physically go into the system and enter it. Right, because right now when you have all kinds of different people entering stuff into Munis, it screws things up. So that's like the weeds, right? So that's what the town is ultimately seeing is what we're talking about. But it was, it's a majorly public symptom of all this other stuff we're trying to do.

Mr. Alves: Okay. I think I just, not to go back again, I just think bottom line, we need to make sure that if we're sending out a bill, people have the capability to pay that bill. Whether it's in person, online. Yeah.

Mr. Silva: And certainly they can come in and pay it.

Mr. Alves: Sure. But people don't have those means and you know if I myself wanna pay my bill today, I couldn't do that today. Right, and I don't think that acceptable. That's it. Same thing with the abatement. We can't ask people to do things and make it difficult for them to do it. Alright. The government should be, you know, if we're sending people bills, it should be something that's almost mindless and timeless. Right? I know I need to pay this. Whats the easiest way to do it? And we should be facilitating the easiest way for the people to do that. Because again, it makes more work for the public and it makes more work for the people here in this building. And I think it would, it adds to a very tense situation in the building because now you have people coming in saying, I'm here. I'm wasting my time. I could have done this at home in 30 seconds. That's all I have on that.

Mr. Gennette: Before you move on, can I comment on that? Mr. Chairman, so real quick, you know, a lot of people coming in saying they've paid bills and everything like that. They've been met with resistance. They haven't been, it doesn't sound like they've been accommodated well. Have we made any advancement on that? So what have you don't to improve that?

Mr. Strange: Yep. Well we addressed it with personnel and we're also scheduling training sessions which have not occurred yet but we're in the process of scheduling them. And I'm also meeting with Ryan every week, Friday mornings to talk about all this stuff.

Mr. Gennette: Because I don't want to, you know, the billing going out and now if they go in late and then they get charged a fee and all of a sudden the treasurer collectors department is like well it's your fault. You know, they're gonna be like, what do you mean? I didn't get, I don't know anything about the bill.

Mr. Strange: Yeah. Well in fairness, two separate issues. The demands that went out were bills that had not been paid previously. There were some residents who did get a demand that had paid. They came in and those situations were rectified. You know, the problem with this situation is, as Anthony said, not being able to pay online and that should be rectified in the next day or two and also the abatement forms.

Mr. Gennette: What about the excise taxes and stuff that we're going after? How is that coming about? A couple of weeks ago, we were talking about excise taxes that were past due. That they were going out, trying to get revenue from that we had not collected in a very long time. I'm just wondering what the status is on that.

Mr. Strange: Like how much we've collected? I can ask.

Mr. Gennette: Yeah. I'd love to know how that's coming along.

Mr. Strange: Yep. I can ask.

Mr. Gennette: Thank you and I apologize for stepping on your closing comments.

Mr. Alves: It's fine, it's on the same topic. Yeah. On a lighter not, I went to the police and fire open house on Sunday. That was a good time. So thank you to the chiefs and the staff involved there. I let the chiefs know that, I don't think they gained a recruit in my daughter, but at least they made her day. We had a good time there. And then just everyone, you know, it's getting darker earlier. The sun's going down earlier. I guess I just said the same thing two different ways. Halloween's coming up. Just be safe driving on the roads because there's children and I guess residents in general popping out of nowhere, trying to recreate and enjoy their evenings. So just be careful on the roads and enjoy Halloween. Thank you.

Mr. Silva: That's it? Mr. Rosenblum, would you like to say something?

Mr. Rosenblum: You guys skated all over what I wanted to say. No, I just want to reiterate it because I said it when we were in our joint meeting is that, you know, obviously this board takes a lot of the heavy weight of anything that goes on in town, and we hear it. We get people that text us, that call us, email us, and you know, yeah, we're a part-time government, but trust me, is that we all work probably seven days a week, multiple times a day with emails and texts, answering, you know, trying to find out information for citizens. I did something for about three or four days with one citizen, extremely happy that it got taken care of. It just took a little bit of digging and things of that nature. The biggest thing is, is that since, what really needs to happen, and you've all said it in one way or another, is that we really need to be customer focused, customer-facing, just interpersonal skills. Just the fact that when someone, like I said, someone comes into town hall, goes to the treasurer collector's office has to pay a \$3,500 bill, you know, or they're looking at a late fee, they're gonna come in with a little steam on em. We have to understand that and unfortunately that's the business that some people are in, is that we need to be better at that. Because what that'll do is if we're better at it and you know we're working through our issues with billing and you know the abatement and all of those things, is that we need to do it right to where people in town will actually trust us. So if they trust us and they see that they can come into town hall, they get an answer. If they don't have a, if they have a question or they're able to pay it quickly or they'll be able to do it online. Like you know, you're saying there's a lot of people, the seniors, they probably would rather just come in and hand it to you. But there's us, I pay 85% of the bills online and my wife walks about three bills in the places, and that's about it. So it's one of these things is that we need to be cognizant of their frustrations and we need to gain probably the confidence and respect back to the point where, when they, we're making these changes or suggestions, they have confidence in us that we're doing the right thing. You know, what we're talking about in our budget, you know, cause we sit here, we're elected officials and you know we take a beating a lot. That's okay cause we wouldn't be here if we didn't want to make things better. So we just need to be better to the point that people and Mr. Leonard came in, there's something wrong with government. Well, there's policies and procedures, there might be something wrong, but trust me, we all have the best interest of everyone. So we just need to be better customer facing, citizen facing, to the point where they trust us. And when we make these suggestions and when we're talking budget, they'll go, yeah, you know, they're doing their job. So, and lastly, rag shag this weekend, this Friday.

Mr. Silva: You dressing?

Mr. Rosenblum: I'm always dressed up. My wife says I'm in a costume all the time. So generally, it starts right here at town hall. There'll be police and fire presence. It'll, they'll come out of the, they usually come out of Town Hall, left on to Center and then left up to the Boys and Girls Club. So just be cognizant that there might be a little traffic delay. Not that there never is a traffic delay in any town. So, you know, and also I'd like to reiterate, the Tricksters that they're doing is October 28th and the tip off is at 6:30. I'm hoping to make it, it's my anniversary and the first time in years I've got jury duty.

Mr. Silva: Great time to take your wife too.

Mr. Rosenblum: Oh yea. I was gonna take her out to dinner at the courthouse.

Mr. Gennette: Before you say anything. Nice job tonight, Marc on the presentation. Greatly appreciated.

Mr. Silva: Speaking of getting ... I got some photos sent to me. So I decided to go out to Whitney Park bleachers, and I cannot believe that honestly that we have bleachers without a step. Somebody misses a step; they're breaking their leg. We have bleachers over there. I have pictures of em. So I went and I looked and I got there and everybody was like, oh my God, what are you doing about, look at this. There's steps there that are bowed. They're like moving and stuff on one side. I mean certainly if need be, we should put some pressure treated wood or something. Anything to alleviate that. I mean, they look terrible. What we, what I think should happen, we should be taking those right down. Totally get those down because they're terrible. Somebody's gonna get really hurt and we're gonna have a big lawsuit on our hands.

Mr. Alves: Like those sectional metal ones that are like four or five rows.

Mr. Silva: Yeah. Just put those sectional ones and or if anything we could just keep a section, take all the parts from the other one and fix em, keep a section so that, I mean, I know it was a JV game going on. And of course JV doesn't get that many fans. And I'm not sure, I remember going to these games and the seats were all full. You know it was pretty busy when the football games. Now I don't think there is, I might be wrong.

Mr. Strange: A lot of people bring their own chairs and sit around the sidelines.

Mr. Silva: But we, I put in, I would suggest that we do something. I mean, it's terrible.

Mr. Rosenblum: So, Mr. Chairman, we actually, remember we discussed this before, I think you and I, is that Tim Brillo gave us some quotes on different size bleachers for that. So I know, if it's within the realm of you know, if it's something that we could afford through capital, but I mean the massive bleachers that are 10 rows high that go.

Mr. Silva: The second step is missing

Mr. Gennette: Yeah these have been, I mean, for a while.

Mr. Rosenblum: Yeah. I mean bleachers that are six, seven rows high that stretch three quarters of the field, we don't need there. If we have a couple smaller ones, section ones, maybe two. Maybe three. And maybe that's something that recreation can come to capital with and maybe we can and I know Tim also has.

Mr. Silva: But in the interim, we need to do something with that step.

Mr. Rosenblum: No, I would take them down.

Mr. Silva: With that step we need to do something with that step or any other step that's loose because.

Mr. Gennette: We'll ask the DPW to take em down and then put in a request for capital to. We could put the small ones up for the spring.

Mr. Silva: I'll tell you, wouldn't be much expensive to take it down because there's an awful lot of aluminum there. Aluminum is pricey right now. There's companies that'll come in and take the aluminum and give you the money for the aluminum or if they take em for the metal and the stuff. I mean, but we have to do something. I was like, and everybody that was there was saying, you kidding me? They're all disgusted. They got their kids playing there and they got their kids running up and down these stairs.

Mr. Rosenblum: So what's the, I know it passed at town meeting stabilization fund for rec. have we, have you tossed around a number yet of what you would want to, the initial deposit into that?

Mr. Strange: It's on my list. Se we have to, I want to do a holistic review of our financial policies, including those two, the capital stabilization and the park and rec to come up with a policy for how, what, you know, what's the minimum amount that we want to see go into those funds every year.

Mr. Gennette: It should be small, so we have room. We can always add more if we have it.

Mr. Strange: Yeah

Mr. Alves: He said a floor.

Mr. Gennette: Well that's an appropriation at town meeting each year anyways, right?

Mr. Strange: Yeah.

Motion made by Mr. Rosenblum to close the Select Board meeting at 7:49 p.m. Mr. Alves second. All in favor. Motion passed 4-0

Chairman

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



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

The Meeting of the Select Board held on Tuesday, November 4, 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.

5:30 p.m. – PUBLIC COMMENT

VISITATION

5:45 p.m. – Karen Blanchard, Michael J. Dias Foundation – Requesting support from the Select Board on a joint grant application for opioid settlement funds.

Mr. Gennette: Good evening. Apologies for the wait.

Ms. Rooney: You know before we start I just wanna say thank you to the board for appropriating money to us. You know, I'm sure as you know we don't accept any state money. A couple reasons why, cause there's tons of state money out there, but when you accept state money you have to do what they say and that's not how we wanna run our houses. So, as a result we have to raise the money or through grants. So again, thank you for appropriating the \$75,000 to us.

Mr. Silva: Excuse me, ma'am. Everyone out there would like to know exactly who you are.

Ms. Rooney: Maureen Rooney.

Mr. Silva: Thank you.

Ms. Blanchard: I'm Karen Balnchard, also with the Michael J Dias Foundation. I work on the grants for them. And I think you've got some preliminary information that I sent through. And basically, this is the Mosaic Rise grant that's coming through. And basically, you just need a municipality to partner with in order to apply for these funds. And it's a match up to \$50,000 for these funds. And since you already gave us the 75, the match is there. And so basically what we're asking you to do is just agree to be a partner with us as a municipality to, so I can submit the grant and hopefully get the \$50,000, you know, matching funds.

Mr. Gennette: Agreed.

Ms. Blanchard: Thank you.

Mr. Silva: I thought you said it wasn't easy.

Mr. Gennette: We like being partners with people.

Mr. Rosenblum: The best thing you can do is find grants. I mean, find free money.

Ms. Blanchard: That's how we survive. You know, I'm sure there's gonna be a lot of competition, but you know, if you don't try, you're never gonna, you know, gonna get the opportunity. So, the only thing is the letter that I sent that I just need on your letterhead and signed, I have to have it in before Friday. So, is there any way I can get this letter from you by Thursday the latest?

Mr. Gennette: Mr. Town Administrator, what do you think?

Mr. Strange: Who has to sign it?

Mr. Silva: Is the official letter before us or?

Mr. Rosenblum: Does it need to be everyone or just the chair?

Ms. Blanchard: I think just the chair is fine.

Mr. Rosenblum: You're retired.

Mr. Silva: Well, finally I have something to.

Ms. Blanchard: To do.

Mr. Silva: No, not to do. That I can hold over your head. Finally, it's always the other way around.

Mr. Rosenblum: No, I'm just saying it's easier to have one do it instead of trying to get all four of us.

Ms. Blanchard: One is fine. I'm sure it's fine. I just need to sign off by, the saying that you know exactly what the letter says and then you know that you're partnering with us and you're supporting our application to go in.

Motion made by Mr. Gennette to approve Michael J. Dias Foundation's request for support from the Select Board on a joint grant application for opioid settlement funds to be signed by the Chairman of the Board prior to Friday at noon. Mr. Rosenblum second. All in favor. Motion passed 4-0.

Ms. Blanchard: Thank you. So just connect with Marc Strange and.

Mr. Gennette: Yeah, he'll facilitate.

Mr. Silva: He'll let you know when I come in and sign it.

Ms. Blanchard: Thank you. Marc, I need it by Thursday.

Mr. Strange: Can you, I know you sent them, can you resend?

Ms. Blanchard: Yes. Absolutely. I can resent it. I actually have it but, yeah.

Mr. Silva: If you have it, is that an official letter?

Ms. Blanchard: No, it's gotta be on your letterhead.

Mr. Gennette: We'll just make it all official

6:00 p.m. – Patrick Griffin – To be appointed the full-time van driver at the Senior Center.

Mr. Silva: Good evening. So, identify yourself. Tell us a little bit and why it is you wanna be a van driver.

Mr. Griffin: My name is Patrick Griffin. I grew up in Belchertown, next town over. I've been driving for a long time, getting a little bit older, so I'm looking for something with less physical activity and still driving and being in the community.

Mr. Silva: Well, hold on second. Did you say you're what? Getting a little older?

Mr. Griffin: Getting a there. Day at a time. You know, I started getting gray hairs this year.

Mr. Silva: Okay. Any questions? Board of members, anything?

Mr. Gennette: I just wanted to welcome your board. Thank you for, for taking the position. I assume you already got it. You know, the chairman likes to bring people in and, and kind of throw 'em to the wolves and make 'em uncomfortable for a little bit, just to make sure we don't shake 'em out. I thank you for the position.

Mr. Silva: Wait until you have my questions. You might not be fine with em. Anybody else?

Mr. Alves: No. Welcome.

Mr. Silva: So, you ready?

Mr. Griffin: Yes, sir. Thank you.

Mr. Silva: Welcome. Hopefully you have a long tenure as the driver.

Mr. Griffin: That's the plan.

Mr. Silva: You were nervous, weren't you?

Motion made by Mr. Rosenblum to appoint Patrick Griffin as the full-time van driver at the Senior Center. **Mr. Gennette second. All in favor. Motion passed 4-0.**

CORRESPONDENCE

25-197 Letter from Sharon martins, Insurance Advisory Committee – Resigning from the appointment and requesting Melissa Graf be appointed as the LATOSS representative.

Mr. Gennette: So, Mr. Chairman, we have, we're gonna do all in one motion for this.

Mr. Silva: Before we do that, do we have anything from Melissa Graf that's, saying she's okay with this?

Mr. Strange: Yeah, Sharon and Melissa work very closely together. So, I think Sharon sent this in on Melissa's behalf.

Mr. Silva: Oh, okay. Good. Thank you.

Motion made by Mr. Gennette to accept Sharon Martins resignation from the Insurance Advisory Committee and approve the request for Melissa Graf to be appointed as the LATOSS representative. **Mr. Alves second. All in favor. Motion passed 4-0.**

25-198 Request from Provisional Police Chief Brennan to appoint Det. LT. Sean Know, Det. Sgt. Stephen Ricardi, Det. Ryan Collette, Det. Jordan Liszka, & Det. Peter Gallagher as Constables for the Town of Ludlow.

Motion made by Mr. Rosenblum to approve appointing Det. Lt. Sean Knox, Det. Sgt. Stephen Ricardi, Det. Ryan Collette, Det. Jordan Liszka, & Det. Peter Gallagher as Constables for the Town of Ludlow. **Mr. Gennette second. All in favor. Motion passed 4-0.**

25-199 Letter from Alan Jeskey – Requesting to be appointed as Constable.

Mr. Strange: Mr. Chairman, we spoke to the Police Chief about this, considering you all just appointed other Constables from the Police Department, he recommends not appointing Mr. Jeskey.

Mr. Gennette: Mr. Chairman, so why wasn't Mr. Jeskey in the original grouping?

Mr. Rosenblum: I would say because generally we, there's a police officer appointed to that position. But he's not a police officer, is he?

Mr. Strange: No.

Mr. Rosenblum: I'm trying, I know I read the letter but I'm just, here we go. No.

Mr. Silva: And how many Constables do we have? Are we full with those members?

Mr. Strange: The responded five.

Mr. Alves: Yeah, and Chief Brennan said we used to only have two and he didn't see a need.

Mr. Gennette: So, Mr. Jeskey apparently has been a Constable for a long time. I honestly, admittedly don't know what the roles of a Constable are. I'm gonna obviously defer to Chief Brennan on this, but it just seems unorthodox that this situation's like this. So, I think that we should probably have a conversation with Mr. Brennan just to clear things up. And I would probably let Mr. Jeskey know that he has to communicate his interest in appointments for Constable to the Chief. I just don't want it to go unattended too. I appreciate Mr. Jeskey's interest in being a Constable.

Mr. Silva: So, with that, Mr. Gennette would you move to table this?

Mr. Gennette: No, no. We've already made a motion and a second for the list for Constables, but I would just really wanna let Mr. Jeskey know that he should communicate with Chief Brennan.

Mr. Silva: Yeah, but we got to either. We got to do something with it.

Mr. Rosenblum: Well, we can always deny it. And then if Chief for some reason sees a reason to say, yes we can do this, we can put it back on the agenda or you table it.

Motion made by Mr. Gennette not to appoint Alan Jeskey as Constable. Mr. Alves second. All in favor. Motion passed 4-0.

Mr. Gennette: Just so the community knows, Mr. Jeskey is not a Ludlow resident, we do appreciate your interest though.

25-200 Letter from Detective Peter Gallagher resigning from the Safety Committee effective immediately. Board to appoint Officer David Krok as replacement.

Mr. Gennette: Mr. Chairman.

Mr. Silva: Mr. Gennette

Mr. Gennette: I wanted to thank Mr. Gallagher for the amount of time that he spent on the Safety Committee. Personally, we appreciate everything that you do for the town.

Motion made by Mr. Gennette to accept the resignation of Detective Peter Gallagher from the Safety Committee and appoint Officer David Krok as his replacement. Mr. Alves second. All in favor. Motion passed 4-0.

25-201 MASS DOT – Bridge Inspection of Pine Lane/Broad Brook.

Mr. Silva: They're busy out there.

Mr. Rosenblum: Yes. So, Mr. Chairman, this is dated from August, which we are already doing the work on this bridge, right?

Mr. Silva: Yeah, they're out there.

Mr. Rosenblum: So, I mean, this inspection was prior to, right? Now the work's actually being taken care of.

Mr. Silva: I think they do timely inspections even as the work goes on.

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

25-202 MASS DOT – Bridge Inspection of West Street/Chicopee River

Mr. Rosenblum: Mr. Chairman, I gotta scroll, cause there's a lot of pictures. I believe this is the same.

Mr. Alves: Yeah, it was done before it was closed.

Mr. Rosenblum: Yeah, it was done before it was closed. It was actually the statement and it was to put a sign up in as the be aware of the bump in the bridge. So, just a clarification. So, I don't know since the last time I read up on it though, that they had done most of the inspection except they needed to get a certain piece of equipment to be able to look at the underside of the deck. That was a few weeks ago. I don't know where it's at, at this point, but I know that basically it is the responsibility of both Springfield and Ludlow for the repair of it. However, I believe that there might be an opportunity that DOT will take care of it, but it's gotta be after the total inspection's done. So they're just waiting on this one portion of it to be done, then the decision can be made and then obviously we're at the mercy of political movement and when it gets done and when DOT can get in there and everything.

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

25-203 Chief Brennan – Request to charge off medical expenses and lost wages to Chapter 41, Section 111F for an Officer for an incident that occurred on October 19, 2025.

Motion made by Mr. Alves to approve the request from Chief Brennan to charge off medical expenses and lost wages to Chapter 41, Section 111F for an Officer for an incident that occurred on October 19, 2025. Mr. Gennette second. All in favor. Motion passed 4-0.

25-204 Letter from Celebrate Ludlow Committee – Requesting Police invoices for "Falling into Fun" in the amount of \$3,861.34 and "Light up Ludlow" to be held November 30th be covered by the Town.

Mr. Gennette: Mr. Chairman

Mr. Silva: Mr. Gennette

Mr. Gennette: Where, Marc, where would these funds come out of?

Mr. Strange: Police, OT.

Mr. Gennette: Police, OT.

Mr. Rosenblum: And we already, we upped it, but then cut it, didn't we in the last, in the Fiscal 26?

Mr. Strange: No, it's yeah, it increased by a hundred thousand for the share.

Mr. Rosenblum: Yeah. We had done like one fifty or something, hadn't we? And then we cut it back, I can't remember.

Mr. Strange: It was 300 and we upped it to 400.

Motion made by Mr. Gennette to approve the police invoices for "Falling into Fun" in the amount of \$3,861.34 and "Light up Ludlow" to be held November 30th be covered by Police OT. **Mr. Rosenblum second. All in favor. Motion passed 4-0.**

Mr. Rosenblum: Second, discussion. So just so everybody knows, this is originally out of the again, this is out of the 250th Celebration. The money, once that was closed out, had to go into Celebrate Ludlow. So, their funding for any expenses come through Celebrate Ludlow. From my understanding is that they were not aware of the exorbitant cost of the OT and could have similar amount for Light up Ludlow, which is the tree lighting. So I think we need to consider is I know that we normally do a 5,000, was it May Town meeting? We appropriate 5,000 to Celebrate Ludlow. We've done it in the past.

Mr. Strange: They already spend the 5,000.

Mr. Rosenblum: Right. But what I'm saying is that if we're gonna end up keeping these two things and we're gonna be my, and the only thing is that we consider in the future that we do an appropriation of 10. That's just my consider, just because I mean, unless they're able to raise more funds, I mean, I don't know if they can't pay this, where's the money coming from down the road?

Mr. Strange: So, Mr. Chairman, so with our USA hauling contract, they give a \$5,000 donation to the town. We use those funds to support Celebrate Ludlow in lieu of putting it into the operating budget. So, we can still use that 5,000 and just add 5,000 to the Fiscal 27 Budget if that's the Board's wish.

Mr. Rosenblum: Which we've always, we've been doing as long as I've been here. I know we've appropriated 5,000, so, okay. I just wanted to get that out there because this expense is something that I personally don't want to keep passing on to or take.

Mr. Silva: I have a problem doing this quite honestly, if you're done, I'm sorry.

Mr. Rosenblum: No, I'm not done. No, no, I mean obviously we all know Linda, she does an amazing job, and her committee's doing an amazing job. But I mean the only thing I would say and to be fair on this side of the table is saying, this is something that should have been probably aware of or budgeted or to the point of knowing what it was gonna be, or at least getting some kind of quote from the Police Department. You know what I mean? Just so you know ahead of time because it's just boom, we're gonna be given like \$8,000 in the OT. Granted you know, who knows, hopefully the OT's managed better that we won't notice this. But I mean again, at Town Meeting, they're gonna be coming, there's gonna be an article for or in the budget for covering x amount of dollars over OT.

Mr. Silva: Yeah. I just have a problem that we're doing something for the community. It's a community event and it's just for the betterment and you know, a better quality of life and we're doing this thing and now we're charging \$3,800 to ourselves virtually.

Mr. Gennette: Yeah, But that's part of their operating budget. The police have to account for the time that their officers spending.

Mr. Silva: Yeah. Yeah, understood. But there's just something some other way that we, I'd like to see us

Mr. Gennette: No, absolutely. If there's gonna be a better structure or process for this in the future, absolutely. But we still have to pay this bill this year. Because I agree with you. I don't think that the Celebrate Ludlow Committee should have to pay for Police OT. They're literally a town entity. It's organizing this for us.

Mr. Rosenblum: Right, it's just being, it's just knowing that the funds are there and not coming to this every time.

Mr. Silva: But this never happened before. I mean, we've been here a long time.

Mr. Rosenblum: Well no, and now we got a different, you know, we've got. So is it something we could make a motion now? Or should it be something that we put on the agenda for a further agenda?

Mr. Strange: For which part?

Mr. Rosenblum: Well, we already do it, so, all right. Forget it. Anthony, did you have anything?

Mr. Gennette: Yeah, no. Absolutely. So, let's, you know, let's see if we can't, Marc, improve the process for next year. That's all.

Mr. Strange: I would just say the process has been the same. It's just they hadn't budgeted for the Police OT. So typically, they would just have the event and then we would charge it to the Police OT without it coming to the Board. So, now you've just seen the process.

Mr. Rosenblum: That's why I would be questioning it is cause I haven't seen the process. So now I see it and then that's the process.

25-205 Chief Pease – Request to increase the Ambulance billing rate effective January 1, 2026.

Mr. Silva: So I have a question on it, is this the rate, is that the rate that they charge or is this the annual membership rate?

Mr. Alves: That's what they charge.

Mr. Silva: Yeah, it's what they charge right now. Okay.

Mr. Strange: It's not the subscription.

Mr. Silva: I think that subscription is quite honestly very low. That's an avenue that we could recoup some funds. I think it's still \$40, if I'm not mistaken.

Mr. Rosenblum: No, I think it's up to 50. I think it went up there, but, in relation to that fund, I mean, think about one ambulance trip. I mean, I did it years ago and it was like the one year that we didn't use it and it was a \$650 bill. And I'm guessing now it's closer to 12 probably. So the fact that you could, I mean I wouldn't have, again, it's something, it's a voluntary payment, right? So, I, for the sake of them, I think it should be higher than, I think it's like 50 or 60.

Mr. Gennette: Mr. Chairman, I know we're trying to really kind of move through because we're a little late, but if you, do you mind if I read this letter from the Fire Chief? I think it's probably good for the community to hear.

Mr. Silva: Yes I do.

Mr. Gennette: Dear Mr. Silva, I respectfully request that the Board of Selectmen approve an increase to the Town of Ludlow's Ambulance billing rates effective January 1st, 2026. Attached is a survey conducted by the Western Massachusetts Fire Chiefs Association outlining the current rates across our region. The data clearly shows that Ludlow's current rates remain below those of many neighboring communities. To maintain consistency and fiscal responsibility, I recommend that our rates be adjusted to align with the average rates of our community surveyed. The last rate adjustment occurred in February of 2023. And since then, the cost of operating and maintaining our ambulance service, including equipment, fuel, and medical supplies, has continued to rise significantly. Updating our rates will help offset these operational increases and reduce the financial impact of the town's budget. It is important to note that the Ludlow residents who participate in the ambulance subscription program will continue to be protected from any increase in ambulance fees, ensuring that this adjustment does not create an additional burden for those residents. Please feel free to contact me if you have any questions or additional

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information regarding this request. I appreciate the Board's continued support of the local, of the Fire Department and its emergency medical services to our community. Respectfully Chief Ryan M. Pease. Thank you for letting me read that. So I think it was very clearly detailed there. As always, Chief Pease is very upfront and direct.

Motion made by Mr. Rosenblum to approve increasing the Ambulance billing rate effective January 1, 2026. Mr. Gennette second. All in favor. Motion passed 4-0.

25-206 Letter from Town Clerk notifying Board that Audrey Polmanteer from the Ludlow Housing Authority has passed away. Vacancy will be placed on March 2026 ballot.

Mr. Silva: Sad news.

Mr. Rosenblum: Yes, and condolences to any family and we'd like to thank you for the service.

Mr. Gennette: Yeah, I'm sorry to hear Mrs. Polmanteer has passed and you know for the time that she has spent on the Ludlow Housing Authority and the good work she did down there. We commend you and thank you for your opportunity and condolences to your family.

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

25-207 Letter from Town of Blandford – Request for review of potential impact of proposed commercial BESS project near Cobble Mountain Reservoir Watershed.

Mr. Alves: Mr. Chairman, motion to file.

Mr. Silva: Before we do that, is that a request for us to review or anything? Or just?

Mr. Rosenblum: I think it's just basically for us to review. It's basically the same thing that we were gonna have here, is the battery storage unit. Right? And it's near a water source again.

Mr. Gennette: So, it was literally sent to everybody as a notice.

Mr. Rosenblum: I just think is that they want to get it out there, that they're probably obviously not in favor of this, as many communities in the state aren't, unless. I've actually just side note, I've done a little research on the battery storage units and I think it's called like 85 something and I sent this to the Chief, is that, I don't think that the way that the battery storage units are covered under a certain size, like the ones that they're proposing, it's like to a certain kilowatt, but the ones that they're proposing in these communities wouldn't be covered under those guidelines. So I don't even know if its something that it's, I sent it to him and I gotta find it. But it was informative. It was like a 20-minute video and I watched it.

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

25-208 Letter from Erin McMurray, MPH Shared Services Coordinator for Mill Towns Public Health – PHE Statement of Commitment Annual Notification

Mr. Gennette: Mr. Chairman, sorry I should have said discussion. There's nothing, Marc, there's no action on this, right?

Mr. Strange: No

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

25-209 Letter of resignation from Darlene (Dolly) Cincone from the Finance Committee.

Mr. Rosenblum: Mr. Chairman, if you don't mind, I'd like to read this. It's only because Dolly, I call her Dolly because I think it's appropriate because of the time that she's held multiple positions in this town over a long commitment to the town. So, Dear, Mr. Szlosek, It is with deep regret that I must leave my position as a member of the Town of Ludlow Finance Committee. This town has been of interest and concern to me since my teenage years at Ludlow High School. I have served this town in many positions and committees for years, but I believe it is time for the next group of voters and residents to become part of the process. This town has changed over time and for the most part, I'm very proud of what it has become, my involvement in it and what this town has become. Sorry. It'll always be a continuing interest to me. Thank you for the opportunity to serve my hometown. Sincerely. I'm not saying Darlene, I'm saying Dolly. Dolly Cincone. Dolly, thank you so much. We've had several conversations and I'm sure that I'll bend your ear again. Thank you.

Mr. Gennette: Mr. Chairman. So, I want to thank Dolly personally. You know, when I ran for office, it was against Dolly and I won by 50 votes. So, it was very close. And since that time, she has always been very amicable with me. I've reached; I've asked her for some advice in a couple of instances and she's always been right there to help regardless. And she's been an absolute stoic. So, I really do appreciate everything that you've done from my seat for the town. We will sorely miss your guidance.

Motion made by Mr. Rosenblum to accept the resignation from Darlene Cincone for the Finance Committee. Mr. Gennette second. All in favor. Motion passed 4-0.

UNFINISHED BUSINESS

Board to approve and sign amended Liquor License for Jai Uniya Ma, Inc/Ludlow Shell. (Tabled from October 21, 2025).

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

NEW BUSINESS

Board to approve and sign one day permit for Hubbard memorial Library Open House on November 13, 2025, from 5:00-8:00 p.m. and waive the fee.

Mr. Gennette: Mr. Chairman?

Mr. Silva: Yes, Mr. Gennette

Mr. Gennette: I only have one question here and it's probably just because this is a boilerplate at one-day permit application, but it mentions liquor in here. We're not expecting the library to have liquor on premises, right?

Mr. Alves: Beer and wines checked off. I have a discussion. So on the form it says all forms must be completed and submitted at least four weeks prior.

Mr. Gennette: And it came in October 22nd.

Mr. Alves: Do we have the ability to waive that requirement or, I'm not trying to cancel the party, I'm just, that's what it says on the form.

Mr. Silva: Yeah, but that's quite honestly, I think that's on there just in case we don't have, we have an issue or the time to do it, then we'll, but right now if we, there's no issue or time.

Mr. Strange: Just the guidance to give the Board enough time to review.

Mr. Alves: Just pointing that out, that's all.

Mr. Rosenblum: But to your point too is.

Mr. Gennette: I amend the motion to supersede the time restriction.

Mr. Rosenblum: And second discussion is that to that point too, is that we did go over a whole, you know, restrictions and steps for parks and everything. I understand this might, but I know where you're going with it is that we have, because I just asked this one is not part of that one that we just did.

Mr. Alves: No, I'm not against this event at all. But as soon as you start waiving requirements like that, then the next one, he's gonna want the same leniency.

Mr. Rosenblum: That's why I'm making the statement, it's different than the one that we just did. So this might be something that we.

Motion made by Mr. Gennette to approve and sign one day permit for Hubbard Memorial Library Open House on November 13, 2025, from 5:00-800 p.m. and waive the fee. **Mr. Alves** second. All in favor. Motion passed 4-0.

TOWN ADMINISTRATOR'S REPORT

Thank you, Mr. Chairman. Just a few things tonight, reporting that I was at the ICMA Conference from October 25th to October 29th. My first time, for those who don't know, who may care, ICMA is an annual gathering of municipal management professionals from around the country and around the world. There were representatives from Africa, from New Zealand. It was really interesting. Sessions were really engaging and helpful, but the biggest take away for me is the proliferation of AI tools for local government. The trade show floor was just full of AI companies and we're meeting with some providers over the next couple of weeks to explore ways that AI can help us be more efficient. Things are really in the early stages right now, so that, you know, not every company has their tool totally flushed out. So we wanna do some demons and see where we might be able to get some help. On Thursday, there's a joint meeting with the Planning Board and the Select Board where the two boards will be interviewing for candidates for the vacant Planning Board seat. One candidate will be appointed and seated until the next town election in March of 2026. Just another note on the Fiscal 27 budget, we're gonna have to keep on being consistent with our messaging here to make sure that the public is aware of our situation. So, balancing the Fiscal 27 budget is shaping up to be one of the most challenging Ludlow has faced in recent years. We'll be exploring all available ways to cut costs and raise revenue. We plan to present multiple budget options for the public and town meeting members, which will likely include a strategic prop, two and a half override proposal that would eliminate the trash fee. And in addition, we're looking at health insurance plan changes for employees. Alternatively, if these options are not approved or sufficient to close our anticipated \$3 million budget deficit, we will have to consider budget cuts, including personnel and services. Once again, the cause of these budget woes is almost exclusively due to the exponential rise in the cost of health insurance and the limitations on towns to raise revenue to keep up with those rising costs. We are anticipating an 18% increase in health insurance premiums for Fiscal 27, and we will certainly talk more about that in the coming weeks. On a happier note, with the uncertainty caused by the government shutdown, we know many in our community may be feeling stressed or unsure. This year, the town has decided to launch an Angel Tree Program to help Ludlow residents in need, can apply for a gift card while residents and businesses who wish to help can donate gift cards to support their neighbors. Applications are available on our website and the Facebook page. Donation boxes are set up in the Town Hall Hearing Room on the first floor and in the Select Board's Office on the third floor. And our hope is to bring the town together to support those in need this holiday season. Just one more item of note. So, Anita Gonzales came up today to let me know that yesterday property taxes were due and Mita Rega was the only person in the Collector's Office and she single-handedly collected \$541,000 yesterday by herself.

Mr. Alves: I got some questions. Marc, where are we with the Police Chief search?

Mr. Strange: November 20th is the assessment center.

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Mr. Alves: Okay and then compile whatever they've done, and we'd get that and do interviews. What's the turnaround between?

Mr. Strange: I'm not sure. Probably looking with holidays, we might be looking at January.

Mr. Alves: Okay, and then weren't we supposed to do at our next meeting in November, tax classification?

Mr. Strange: Yep.

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.

Mr. Silva: Let's go to the events calendar. I just want everybody to note November 11th is Veteran's Day and that the Town Hall will be closed and that's on a Tuesday. And I believe that day that Mr. Segundo is having a

Mr. Rosenblum: Ludlow High School Auditorium

Mr. Silva: The Ludlow High School Auditorium will be honoring obviously Vets and like in this year, the Veteran of the Year, I believe he has proposed Mr. Daniel Valadas. So those that can attend will be nice. And the Town Hall closed Thursday and Friday November 27th, 28th, in observance of Thanksgiving.

CLOSING COMMENTS

Mr. Rosenblum: Mr. Chair, I did wanna say, I know that it came up in an email to us. We're gonna have an open meeting with the public for Fiscal Year 27 budget. Discussion.

Mr. Silva: Is it planned already? Date and all of that?

Mr. Strange: February 11th at 6:00.

Mr. Rosenblum: So, February 11th at 6:00, the Ludlow High School Auditorium, similar to what we did with Town Meeting, is we did a pre-meeting for the articles to kind of get people up to speed. So, it kind of helps with the process at Town Meeting, but also with this in particular for the budget, is that people get to really understand the contributing factors to where we are right now. So, February 11th 6:00, Ludlow High School Auditorium. Also, I just wanted to clarify something because when we did that one, just because I know I was in contact with Linda, is that now that I know that the process was, is that we never saw the process, but what the process had just happened where we approved the OT was usually something we didn't see and now we see it, so it makes it clearer to me. So, I did not know that. I just wanted to, cause I know you said it's usually something we didn't see, now we see it. Cause that's why I questioned what are we doing? We have done it in the past. Oh, Saturday night, right? Saturday night, Night in Portugal. I had the pleasure of attending and I know some of our other Board members attended. Yeah. One of the organizers or Chairs of the Night in Portugal said, I'll sit you next to your best friend Mr. Silva. I go, I sit next to him on the right all the time and Saturday I sat on your left. But I'll tell you what, it's the first one I've gone to and I'm gonna continue to go because it's impressive to see, and God rest his soul, Mr. Tony Goncalves was a big part of this and help start this 36 years ago. And he would be right now, singing the praises of it because that night there was 12 freshmen in college cause they had committed to being in school, continuing their education, that each received a thousand dollars plus another \$5,000 from what was it the Diocese? It was a total of a \$6,000 scholarship to 12 kids for \$72,000. Prior to those scholarships, I believe it was just short of a million dollars and after that night I believe now it's over a million dollars of scholarship money given out in 36 years. And I joke about it because I went up, I said thank you to, I said hi to a lot of people and said thank you because it's in this community there's such a sense of community and that the fact is, as I said to Mr. Alves before the meeting, is that you see a lot of these people see each other seven days a week. You still walk in there,

there's a hug, there's a handshake, there's a dance. The dancing I got to get lessons because everyone else is dancing. But what a great night. Congratulations to all the students, the recipients that received the scholarships. And there was only one because he said his Portuguese wasn't that good, but pretty much everybody in one way or another spoke a portion of their. David Costa's son did it all in Portuguese and then pushed for Sporting. But it's a testament to the community and I really enjoyed it.

Mr. Alves: I'll piggyback off that. I was at that event. I make it a point to go there every year as being a past winner of that. It wasn't \$6,000 at the time but I will highlight one of the winners was my cousin Ryan. So, congratulations to him. And he is the 10th member, we did the math, 10th member of my family that's received that award. Proud of that.

Mr. Gennette: Mr. Chairman. So, Marc, let's schedule an IT Steering Committee meeting sometime before the end of the year. I wanna make sure we get one in. So, whatever best suits your schedule let's put that on there. If you want, I can send you an email tomorrow just as a reminder. We're waiting on a Green Communities Energy Audit because I'm gonna try and convince Mr. Silva that a green community's designation is a good thing. So, it's gonna happen at some point. I'm still working on the Strategic Planning Committee, that's going well. I'm hoping to have some better support for that soon and hopefully we can move forward with it. That would be great. Marc, as far as the insurance goes, and you keep mentioning FY 27, which obviously that's the budget that's coming up, but aren't we expecting 28 to be almost just as bad, aren't they forecasting 28 to be?

Mr. Strange: In terms of the industry? Yes. They're not anticipating a slowdown. The one change would be or could be that MIIA has a vote this week to vote on whether or not to continue to cover GLP ones. So, if they vote to stop covering GLP ones, that will help. I just don't know how much it will help.

Mr. Rosenblum: Well, to that point isn't Blue Cross Blue Shield stopping that coverage?

Mr. Strange: It is, but MIIA is such a big entity that MIIA makes their own decisions.

Mr. Gennette: Okay. That's all I have for now.

Mr. Silva: And all I have as well is the Night in Portugal, which was the scholarship event, I just wanted to add one thing to that is that there's several businesses that actually as well present checks to these students. And quite a few, most of them I believe were in town businesses that were actually donated. Such as Joseph Dias Foundation and you had various visitors not to mention em all, but it's unbelievable event and wonderful things that businesses do.

Motion made by Mr. Rosenblum to close the Select Board meeting at 7:32 p.m. Mr. Alves 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.



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

The Meeting of the Select Board, held on Thursday November 6, 2025, began at 6:00 p.m. in the Select Board's Conference Room.

Members Present: James Gennette, William Rosenblum, Anthony Alves (via phone), Also present: Kathy Houle, Chris Coelho, Ray Phoenix, and Joel Silva

Motion made by Mr. Gennette to open the meeting at 6:00 p.m. **Mr. Alves second. All in favor. Motion passed 3-0.**

First order of business: Pledge of Allegiance

VISITATION

Joint meeting with Planning Board – To interview and possibly appoint candidate to fill the current vacancy for a Member.

6:00 p.m. – Haley Rivers

Mr. Phoenix: This is a joint meeting. So, it's Planning and the Select Board all together, at least for the first part of the evening. We have several candidates that have come in for interviews to join us on our Board and fill our empty seat. We have four in the lineup. I believe we got confirmation from three. Maybe the fourth is here or will show up. We'll see as time goes by. The 6:00 we have Haley Rivers, who's in the room already. Did you wanna come on up to the table? And just by way of saying the things that shouldn't need to be said but we say them anyway, there are cameras and microphones in the room, doing the things that cameras and microphones are known to do. You are being recorded for posterity, the internet, and everybody else. That said, Mr. Vice Chair, I guess we've got home court over here. You want to start off as visitors? Or would you like me to start off?

Mr. Rosenblum: No, you guys can go ahead.

Mr. Phoenix: So, Haley, we met with you previously. You were ... enough to come in when we're looking to fill the Town Planner spot. We are now looking to fill a Planning Board Member spot. So, it's nice to see you coming back especially as one of the only people in that pool before that was a resident, so, it's nice to see you coming back. I'd like to start by just asking how familiar you think you are with the responsibilities that we have as Planning Board Members, as opposed to the responsibilities we were talking about the last time you were here.

Ms. Rivers: Yes. I'd like to start by apologizing for the state of my voice. I'm recovering from a cold, so if I need to take a second to cough or collect myself, I apologize in advance. But I still wanted to come and represent myself at the meeting today. But to answer your question, I know the Town Planner in and of itself, acts on behalf of the town and interfaces with the Board. But the Board itself has responsibilities where you are elected to the position. So, the public actually has to accept you as the candidate rather than the Town Position, which is appointed. I am also aware that as members of the Board you advise, you make recommendations, but it's not quite as you work as a collective rather than just the individual planner.

Mr. Phoenix: And are you aware of what our normal meeting schedule looks like?

Ms. Rivers: Yeah. From what I've seen on the website it looks like you meet twice a month, Thursday's, typically at 7:00. I know that you're meeting a little bit earlier this week.

Mr. Phoenix: And that's a timeframe that does work for you?

Ms. Rivers: Yes

Mr. Phoenix: We do sometimes meet on other nights of the week or on off weeks depending on what's going on. Tonight is not normally one of our regular meeting nights. So that does happen occasionally. Are there any particular parts of the position of being a Planning Board Member that are particularly appealing to you?

Ms. Rivers: Yeah, and I actually want to state that while I am very interested in being a Planning Board Member, I also know that there's an associate position available and I know that I have about four years of experience on the corporate side of the private side and so I admittedly am a little bit more interested in the associate position. I have a lot of technical experience, but I know I'm a little bit lacking on the political side. But other than that, I really see the Planning Board position or the associate member position as just a wonderful possibility to get involved with the town. To apply my skills and give back and also just be more involved in how the town continues to develop.

Mr. Phoenix: I think I could ask some more questions or say some more things, but I'd like to see if any of the other members of either Board have anything they would like to add or ask before I keep going.

Mr. Silva: Yes. Describe a time that you had to make a difficult decision and how did you handle the situation.

Ms. Rivers: Sure. I know that it's probably listed within my resume which I believe you have access to or reviewed previously but I am a member of the DEI Committee at my company. And in certain circumstances we have to take feedback from our employees on different policies that our company needs to stand behind, and we need to be able to hear their side and their complaints but also know that a lot of those policies are in place to protect other employees or to protect the company in and of itself. And so, I know back in February we had an issue where we have different adoption benefits and the way that we were trying to represent those adoption benefits to the company as a whole, some people had issues with the adoption system as a whole and how we were representing it as you know, paying into a system and then essentially receiving a child in response or people who go into the system to get paid to care for children without actually doing it to provide them a loving home. And it became a very serious point of contention and as the leader of that meeting I needed to deescalate and try to remind everyone that that really wasn't like the point of company policy. The point of company policy was just to allow people to plan their families in any manner that made sense for them and that we weren't trying to judge the larger ethical system because that's not something we have any control over. So, it was really more just trying to let everybody say their piece, let everybody feel heard but then also reminding them of the reason why we were there in the first place.

Mr. Coelho: I've heard a lot from Ms. Rivers between her other interview and this, so I'll yield my time to maybe the people who haven't had as much experience.

Mr. Rosenblum: Thank you for having interest in the position. If selected, would you be looking to run for another consecutive term?

Ms. Rivers: Honestly at this time I am not certain. I am really interested to get involved politically and to make a difference in the town, but I also know that I am young and there are a lot of options available to me so I don't know that I would necessarily want to commit to two terms. But it is something that I would definitely be interested in for this term.

Mr. Rosenblum: And just one other question. With your background what would you recommend for development that encourages growth?

Ms. Rivers: Interesting question. I feel like there are a lot of different things. Sorry that one's really throwing me for a loop. Honestly, I haven't been necessarily thinking as much on the economic but more on how we can better the infrastructure that we currently have. I know I've done a lot of work under the MVP program and the types of grants and projects that are available under that program. I know I've also had a lot of experience under things like Complete Streets and so while it wouldn't necessarily be like a tax incentive or anything to fully build corporate growth or industrial growth, I think that focusing on those types of programs makes the town a little bit more inhabitable. It makes people want to engage with other aspects of the town and it also allows them better transportation and pedestrian, bicycling. I feel like all of those recreational activities tend to inspire people to be more active and I think if we start to appeal to that side of things it will appeal to the younger generation and it will bring more ideas to the town, that would lead to further development.

Mr. Rosenblum: I know that's kind of like a cross-section question between planning and our end too. No, I'm good. Thank you very much.

Mr. Gennette: Mr. Chairman, Haley it's nice to see you. I just want to ask about some of your experience at Tighe and Bond. You've been there a little while now and I think you're pretty successful down there. The MVP grant you got multi awarded there, how many towns were you overseeing as far as the MVP grant went?

Ms. Rivers: Over the past 3 and a half years I've worked with probably seven or eight different towns for MVP action grants. I've also helped on the HNP front where I worked for a county in New York, so, it was 23 additional towns. So, for the grants in and of themselves I think I've been successfully awarded four different grants and that was the Town of Harwich, Kingsborough, Westfield, and Northampton.

Mr. Gennette: Excellent. I like your diversity of experience with different towns. That's pretty much all I have. I think a couple of other questions were already answered.

Mr. Phoenix: Kathy, anything? Anthony, did you want to add or ask anything?

Mr. Alves: Yeah, I have just one. Haley, thanks for your interest. Thanks for coming in. The one question I have is what would you say whether personal or professional the most applicable trait you have is that could be a positive for this Board in the town?

Ms. Rivers: Honestly, I think I'm just a very enthusiastic person and I tend to be very optimistic and I try to handle everything with as positive an attitude as I possibly can. I know that, especially in some of these political situations where tensions run really high, I think the ability to remain cool under pressure and keep in mind that anybody that comes to the town with any kind of issue or if there is any kind of drama people really are here representing themselves because they care about the Town of Ludlow and they want something better for it. And I think that attitude and a willingness to learn and try to accept all these different points of view and try to find a better path forward is what would make me a good candidate for this position where to continue involvement in Ludlow and find a way to give back.

Mr. Alves: Great. Thank you.

Mr. Phoenix: Just to close the loop on the timeline of things, for the regular Board Member spot this would be to fill the empty spot until the spring election, which if you are looking to run for that, the time to pull papers is going to be coming up real soon. And that would then be to run for the remainder of the unexpired term. Which that's what, two years that would be left on that one?

Mr. Carpenter: It would be four years. Yeah, cause it was reelected in March.

Mr. Phoenix: So, it would be appointed until the spring election and then running for that remaining four years. So that's what that would look like. So, I know you were talking about possibly not going beyond one term. When you're talking about that are you talking about not going beyond the spring or are you talking about not going beyond that full term if you were to run? Or have you even thought about it that far out?

Ms. Rivers: I really haven't thought about it that far out. I really want to see what the dynamic becomes between us or what opportunities there are. But it would really depend on what kind of difference I can make in that role or if there are other roles that would make more sense.

Mr. Phoenix: Okay. Do you have any questions for any of us from either Board?

Ms. Rivers: Yeah. What would your expectations be of me on either a monthly or yearly basis?

Mr. Phoenix: Generally, the expectation would be for a regular Board Member, attending the meetings. Paying attention. We like to see people that are willing to go to some of the training classes that the Community Planning Training Collaborative puts on but it's not required. But they do give some good insight into things that are going on. Some of the classes have been around for a while. Some are newer. I'm sure some of the older ones have been updated with recent changes to the law. But basically, the requirements are showing up and participating and trying to be as fair and impartial as you can and try to follow what it says in the bylaws. And sometimes that is easy and sometimes it's incredibly difficult. But that's basically the expectation, is best effort.

Ms. Rivers: Secondary question, what traits are you looking for in a candidate that would make someone stand out or that would make someone the exact type of person you want to work with on this Board?

Mr. Coelho: I think somebody with a fresh perspective would be nice.

Mr. Gennette: Mr. Chairman, I don't like these situations only because I don't think elected officials should be appointing elected officials and that's what this is. It happens in our town when there's not other Board Members. So, expectations as far as people that are already on Board's, I don't know that we really, we don't run into these situations all the time. The expectation is the community elects somebody that they want. So, much to the Chairman's questions about your commitment towards running again in the spring are very important because the community needs to be able to make that decision. So this is kind of unorthodox, but this is how we do it in Ludlow.

Mr. Phoenix: I think it's not just Ludlow, this is kind of the practice in a lot of places. It's also how I got involved back in 1998 when Bill Mahoney switched from being on the Planning Board to the Board of Selectmen. I went from being the associate member getting hall passes to go from Town Hall, from study hall to Town Hall and back. I went to being a full board member when Bill got elected and then I ran again the following year to take the remainder of the term and I've been here since. So, it's a long-standing process that's definitely not unique to Ludlow. It is a weird system. I definitely agree with that. But ultimately, it's just trying to fill that gap cause what we end up with are situations where it's hard to have a quorum. It's difficult to have a meeting, especially when we have votes where we need to have a super majority. Things like special permits, things like that. We need to have enough members present to hold those meetings. It's also why we have an associate member for our Board, which some others don't, is to be able to try and make sure that we're able to keep things moving forward. As it stands, you know we're starting to recover from being down a Planner, a Planning Board Member, and an associate. So, we've had a number of times within the last nine months where we've had to cancel meetings because we just haven't had enough warm bodies to show up because people are ill or whatever. So, we're trying to fill that spot until we can get to the election and let the people decide then. So we don't end up having people waiting for us to be able to get enough people here for a meeting. That's the reality of it.

Ms. Rivers: Thank you

Mr. Phoenix: So, if nobody has anything else, I think we do have somebody else we need to speak to. A few somebody's. So, thank you for coming in and I think we'll probably be looking to make a decision after we talk to everybody.

Ms. Rivers: Thank you for having me and thank you for your consideration.

November 6, 2025

Mr. Phoenix: I think we do have at least one more of our candidates has come in. Want to come forward and tell us who you are.

Mr. Ender: My name is David Ender. I'm not a forever resident of Ludlow. Moved here 20 years ago and I responded to your ad in the paper. My background. Excuse me. I don't know all these gentlemen, but I wanted to say thank you so much. Hi Josh. Thank you for your kind invitation. I appreciate that. I've been living here for 20 years. My background. You have my resume. Academically when I was at Boston University, I took numerous courses in urban planning. I'm not an expert at it but I do have some knowledge of it. And here's something tonight that really impressed me, the fact that you have to have community involvement. My background, just as a quick summary to you is after I graduated from college, briefly, I was in sales and sales management. I climbed up the ladder like you typically would here and I oversaw teams locally, regionally, nationally. Anyway, I know how to work with teams. I like Ludlow. It's a great town but any organization that wants to get somewhere has to have short term and long-term goals. You need a mission. You have to have a vision. Where you going with this. The thing that I look at all my life is that towns, cities, states, federal governments, there's a lot of bureaucracy. It's not on purpose but a lot of things don't get done because they get caught up in committee. You need to have a thing where you have to say, listen, we need to get some stuff done. Let's not try to eat an elephant. Do a piece at a time. Know where you're going with it. The people in this town are very eager for progress but if you get caught up into many committees nothing gets done. Not just here, anywhere. So, you need to decide what do we wanna accomplish. So, you set that out and then you start achieving those goals. As I said, you involve the community. It would be a part of this. When I studied in college in looking at urban planning HUD was a big thing. They were big at bringing in the community and say, what's important to you? And as they involve them in a more powerful approach to everything. And the more they had the support of the community, the more it grew. So, when I saw this ad, I said this is interesting. This is something that I have background in. I never worked in urban planning, but I know what it's about and I said Well I live here. Currently, as you know, I told you Josh in my letter, that I am a substitute teacher here. I work in four different communities. Palmer, Wilbraham, Hamden, and here and I have excellent references which I'm proud of, but I really enjoy what I do. Prior to that I owned my own company, and I trained over 100,000 adults in 25 years. Most important thing is you have to have a team approach otherwise there not gonna learn. So, in working with the Planning Committee you can't get anything done if you're not working as a team. You know that. And the important thing is that you all have to be on the same page. And it's nice to have great dreams and which you want to do but the thing is, the reality is what can you do, and I heard this earlier tonight when I walked in, well what's within the budget? You got to work within practicalities. So, you say, what can we accomplish? And when you do that, things get done. And since I'm a novice here with this group, cause I don't know exactly everything that you've been doing obviously, the more I would learn the more I could offer as far as suggestions, ideas, or what have you. Beyond that I put my candidacy in because I thought I could do something here for you. I hope to help you out.

Mr. Phoenix: Thank you for that. So we do have just to give you information, we do have both the Planning Board and the Select Board represented here this evening. Select Board partially in person and partially virtually. So we had a number of people here looking to speak to you this evening. As far as the position of a Board Member, we're currently looking to fill that spot. There's also an associate member spot that we will be looking to fill after this one's taken care of. I guess my first question would be if you're not selected for this position would you be looking to possibly fill that slot?

Mr. Ender: Let me ask you a question in direct. All I would say to all of you is that I've heard the word volunteer. I'm not a volunteer. I applied for as a per diem or as an associate or what have you. That's my only piece there. Beyond that I'd be.

Mr. Phoenix: So, the regular Board Members spots we do get a yearly stipend that's broken down into monthly payments. The associate member is a non-compensated position. So, from what I'm hearing is that then mean you would not be interested in that position?

Mr. Ender: That is correct.

Mr. Phoenix: Okay. Also, we are currently looking to fill the spot until the spring election and then that would be going on the ballot so you would need to pull papers and run if you wanted to continue past that. Is that something you were already aware of? Is that something you were planning to do?

Mr. Ender: If you took me on until that time, I would be more than welcome to go run for office, that's not a problem. I've already run a couple of campaigns in this town and vote for my people that I ran for. One. I won't get into it. In either case, I do know how to run a campaign. But the most important thing is the reason that I'm here is that I like to contribute to do something for Ludlow. I like this town.

Mr. Phoenix: Anybody else want to add or ask anything?

Mr. Gennette: Mr. Chairman, Mr. Ender, thank you for coming in. I appreciate your ability, not your ability but your eagerness to wanna be a part of what's going on here. Do you have any, and I kinda briefed your resume as you were kinda talking there, do you have any grant writing experience?

Mr. Ender: Yeah

Mr. Gennette: You do. Are you familiar with terms like the Municipal Vulnerability Program?

Mr. Ender: Do you know who the Commonwealth Corporation is?

Mr. Gennette: No

Mr. Ender: There a big grant offering organization in Massachusetts. I've written numerous grants for them, and I can give you information on that if you want.

Mr. Gennette: Perfect. Excellent. So, did you have an average number of towns that you've worked with before on stuff like that?

Mr. Ender: Not towns. What I did was I wrote grants for financial institutions and I won them. These grants were in excess of \$100,000 each.

Mr. Gennette: Perfect. Excellent. That's my question. Thank you.

Mr. Ender: And I have won them.

Mr. Gennette: I'm not saying that that's what we're gonna do here, it's just, if information is put in front of you that is going to get forth that you could probably offer insight as a Board Member to say, you might not get that if you push this.

Mr. Ender: Right. I know how to write the grants. I'm familiar with what goes on behind the grant writing.

Mr. Gennette: I apologize Mr. Chairman, I don't mean to speak on your behalf on anything like that, the Board oversees the Town Planner. So, he's actually responsible for writing that stuff. So, if you get into day-to-day stuff then you're micromanaging and it's a bad situation. Are you aware of that as far as an Elected Position goes?

Mr. Ender: Well, I never held an elected position so I can't speak directly to that. But I have as a business owner written grants and I've had great success doing that. But if you look up Commonwealth Corporation in the State of Massachusetts, they have a lot of grants that they offer.

Mr. Gennette: I will. So, basically what I'm asking, I don't mean to be upfront, but do you understand the role of a person on a Board vs. being the president, owner of a company, vs. being a grant writer? If you had a company, then you had a Board?

Mr. Ender: No, I didn't. I'm an independent entrepreneur.

Mr. Gennette: So, do you understand the role of a Board Member?

Mr. Ender: Yes, I do.

Mr. Phoenix: Did you have anything that you wanted to ask of any of us while you're here?

Mr. Ender: Well, let me ask you a question in going forward now, Josh, I know you're new, am I correct?

Mr. Carpenter: Mmhm

Mr. Ender: Going forward as I said is important that you have a vision for what you wanna accomplish. Next 5 years. 10 years. And I heard this earlier, 20 years. What do we want to accomplish here? And how does that mesh with what the residents of Ludlow want for direction for them? This is their town. The question is with that vision, now you have to have a mission statement, what's gonna happen daily and then going forward? What are you gonna accomplish annually? Everything can die in committee, true? Unless you have a commitment to making incremental accomplishments. My major in college was Political Science. I know a lot about state, local, city, and federal politics. It is bogged down in bureaucracy. You know it's happening now in Washington. Get nothing done. That is not the purpose of government. It's to serve the people. question is, for the Town of Ludlow what do you see of where you want this town to go? I've looked at your videos of the history of this town going way back when. It's had an interesting history, but the question is you need a 21st century and 22nd century vision of what you want this town to be going down. The young people today are not like me. Or you guys, you're not that old. I'm 72 years old. I teach young people. They're totally different than we are. You've had kids, you know. My point is where do you wanna go with your planning? What do you want to accomplish? That's my question. Anybody wants to answer that question I'd love to hear it.

Mr. Gennette: Well, that's why I'm proposing the Strategic Planning Committee. Because we have to get cross department you know conversations not just the Planning Board. Planning Board's a very important piece but in the Town Planners focusing on his duty's day to day. Town Administrator is focusing on his duty's day to day. And who are we as residents who have to come up with what the future is gonna look like in Ludlow. You know, where are we? Cause we're very reactive. You know, we're not proactive and we need a plan.

Mr. Ender: Well, I like the fact that you said reactive and proactive. I'm a fan of proactive. Let's get involved and find out exactly what this community wants to be. Then you fashion your planning around that. I love participation by the residents. Find out what's important to them and then you build your plan there. You can't help but succeed like that.

Mr. Coelho: I just want to say that initially either of these spots is gonna be more reactive right now because we're running into roadblocks for not having enough people on the Board.

Mr. Ender: I understand that. And understand this gentleman, I am not involved in your group. So, I'm coming in looking in through a window right now. I'm just going on my experience of what I know works from a plan where people that come together to try to put something that is meaningful that's gonna happen. But you have differing opinions, the question is can you get consensus. That's really important.

Mr. Phoenix: I think for my answer to the question, I think my vision is something where our interface with people is more clear and more accessible. A lot of the things that we're currently dealing with, whether it's in the zoning bylaw or sub rules and regulations that are an accumulation of changes that have happened over decades and decades of changes. Which makes for a very muddy system. So, we're currently engaged in trying to overhaul the zoning bylaw and bring that into one cohesive document and I really want to see that happen. I want to see more accessibility to the public both in the way the document is structured as well as the language that's used. There are times in legal documents where you need to have specific language but a lot of the time you can much more clearly state what you're saying using plain language that everyone can understand. Similarly, I had worked before on trying to overhaul the subdiv rules and regulations that was difficult. At that point we had a different setup with the Board of Public Works. That might be something

we can look at picking up again after we're done with the zoning bylaw now that we have some different people at the helm for that. Similarly, our guiding thing right now is we've got our zoning set up in town and we've got some things that work, some things that don't. A lot of what we have to do is by its very nature and the way the state law is set up very restricted. So, we have to be very reactive, which stinks. But we have to work with what we have. A lot of the time I've heard the Zoning Enabling Act be referred to as the Zoning Disabling Act because it tells you all the things that you can't really do. But along those lines this Board is currently looking to change the way that the Center Street corridor is handled so that there is more oversight on how those businesses are coming in because it's only been getting more and more overburdened over the years. Ever since the Turnpike went in it's been getting busier and busier and busier. There's been a lot of effort that's been put in not just by Planning but by Town Meeting by the Select Board and a lot of other groups in town. The strategic plan that UMASS did, I think back in the 70's predicted that with the influence of the Turnpike coming into town, Ludlow would be a major metropolitan area by the year 2000. I think that was the way they put it together and that's been held at bay. We've been able to keep a lot of our rural character, a lot of our industrial and agricultural roots. I think that's something that's valuable that needs to be preserved so we need to keep moving in that direction. We'll still be able to build the tax base and be able to provide opportunities for people to have affordable homes. In a system that is increasingly becoming difficult for young families to be able to find housing that they can actually afford to have. So, we're working on a number of initiatives along those lines currently. So, that's my vision for what I want to see and what we're already kinda working toward a bit.

Mr. Ender: Well, I like what you said, and you have to have Ludlow a place that people want to come to, not leave. The young people are saying it, even in this country, okay it's our turn. What do you have for us? From what I hear they can't buy a home until they're 40 cause the thing isn't structured for them. They're losing faith or interest. Now if you have a enterprise, a township, that basically said you are gonna wanna live here cause here's why. It has a lot to offer you. Parts of the country, you know this, people flee certain parts cause there's nothing there for them. There are many places like that, that are dead zones. Now, Ludlow has done really well over the years, but it needs to look focused future wise in terms of what can they offer young people coming up. And when they are here in this town the question is, what's here for me? And if you have a really good planning program and they find it attractive that's only going to grow the town in a way that's planned. Question is, what's the plan?

Mr. Phoenix: So, with that, unless somebody has anything else to bring up, I'd like to thank you for coming in. Thank you for your time and your interest and I'm gonna ask if you can step away and we can bring in the next person to interview.

Mr. Ender: That's quite alright. So, I guess we're concluding right now? I thank you for your time. I appreciated meeting all of you and look forward to hearing back from you. And if I understand, if I am selected, I would need to run in the spring?

Mr. Phoenix: Yes.

6:45 p.m. – Bud Ellison

Mr. Phoenix: Mr. Ellison. Want to join us up at the table.

Mr. Ellison: Absolutely. How are you, fellas?

Mr. Phoenix: Welcome. So, to kinda kick us off, kinda set the baseline here, we're interviewing to fill the spot for a full Board Member. We also do have an open spot for an associate member which would be a non-compensated spot that only votes on specific issues under certain circumstances. Both of those are currently vacant and the Board Member seat we'd be looking to appoint up through the spring election and then somebody would need to run for the remainder of the unexpired term. Is that something you were already aware of?

Mr. Ellison: Yes

Mr. Phoenix: If you were not selected to fill the spot up until the spring election, would you be interested in the associate member spot or are you solely interested in the Board Member seat?

Mr. Ellison: What is the associate member? I am not aware of that, so what does that entail?

Mr. Phoenix: So, the associate member functions as a voting member of the Planning Board in the case of special permits when we don't have enough members to be able to have the special permit hearing. Isn't able to act on really anything else, but allows us to have a voting quorum on those matters. So, if we don't have anybody coming in for a special permit there's really no need for the associate to come in but they're certainly welcome too so they can stay involved and everything and speak their mind on any issues that are coming up. Anything like that. It's actually the doorway that I took to getting involved with the Planning Board and a number of other members over the last couple of decades have done the same. I don't think even the majority but it's not unheard of. And Kathy actually, briefly went from being a full member to being the associate member and now she's back and she thought she was out, we dragged her back in. So, it is something we're, it's a way to be involved and be able to make a difference but it's a little bit more limited. And because of that, I think that's part of the reason why that's not considered as a compensated position. Not that the stipends huge to begin with but there's a difference between not huge and zero. So, with that do you think you have any inclination one way or another on the associate spot?

Mr. Ellison: Sure. I might be open to that.

Mr. Phoenix: Now I know you've come in. You've been involved with some of our processes before. You've seen our meetings. You've been involved in the Open Space Plan I believe. So, you're familiar with a lot of the processes and how we do things. What do you feel you'd be bringing to the table that would be unique, beneficial, that would be a benefit to the town and to the Planning Board?

Mr. Ellison: Well, I've been, 4th generation, my son's 5th generation town residents. We operate our small business. All of my relatives prior have worked for the town in one way or another. I currently am employed by the town. I know the town pretty well from a lot of angles. My industrial background, 23 years as a plant maintenance supervisor and then engineer for a major industrial corporation nearby, gave me a lot of background when it came to everything from operating a 4 million dollar budget to 23 employees to many, many technical certifications, municipal water treatment, hazardous materials, industrial refrigeration, electrical engineering, machine design, all of that and more. So, I built buildings and multiple plants throughout the Northeast, so I had to deal with local commissions that kind of thing, so I understand what it takes to do that. In terms of the town itself, I was a charter member of the Agricultural Commission. I currently operate a small business here in town. I bought 150 acres and pretty much if it was an open space I planted corn or hay on it prior to it being a development. So, I know the town in that regard in terms of the landscape. The demographics, having spent a long, long time, now coming on 39 years as a firefighter and paramedic here in town so I know what's going on in town. I've seen a change by the way. I also know the children and the youth. I've coached football for over 10 years up through the high school level and I've also coached hockey. Both championships by the way Chris. In addition to that I was a precinct member prior and I'm currently a precinct member, so I understand the voting process, and I understand what goes on with that. I've written grants, successfully, over a million dollars for that major corporation. I've also written grants for my farm successfully every year. And I've assisted the Chief with some of the grants that we've gotten through the Fire Department. So, I understand the grant process and what it takes to do that. So, I'm kinda well rounded let's just say that. I think I bring a lot in terms of a lot of areas, and I've been involved enough in the town now where you know, I think like Mr. Coelho said, you might as well come down and help out if somebody wants to help us out, we're under the gun here, sure, I'll pitch in.

Mr. Phoenix: I will say too, you brought up the small business, it doesn't go unnoticed. I think it was as recently as today people were throwing your name out there online for if people are in need of some product to throw the business your way because people have had good luck with ya. The thing is I know that doesn't necessarily go to the stuff that we do specifically here, but it does go to people having faith in somebody to be able to deliver on what they say

they are gonna do and be a reliable source that people can have faith in. So, you know, that was something that just came up and I thought it was worth mentioning. With that I want to open it up to everybody else. Anybody have anything they'd like to jump in with?

Mr. Coelho: With your background would you be able to point out fresh green Town Planner and the direction of where to find grants?

Mr. Ellison: I think I could assist him. Yeah, I think I could and I'm excited about being able to do that.

Mr. Coelho: That's a big part of it, I think.

Mr. Ellison: I really just to dovetail into that Chris, I really enjoyed both of my stints on the Open Space Planning Committee. I think it was a lot of fun and again if you didn't know what the town was like and you served on a committee you should know it by then. And you know I haven't, obviously worked with his predecessor, that was an honor, and I would look forward to being able to work with Josh.

Mr. Gennette: Mr. Chairman, just for the community, cause I asked everybody kinda the same questions they were both, do you understand your role on the Board, what that would be? Obviously, Mr. Ellison, being on the Open Space Planning Committee, is very close to the Planning Board so he's completely aware of that. And the other one was for grants, and he just attested to that so, I don't have any questions for Mr. Ellison at this time.

Mr. Rosenblum: Mr. Chairman, I worked on Open Space with you so, my question would be because these are things that we kind of discussed in it, in a round about way is and this kind of intertwinings between our Board and Planning is what would you recommend for development that encourages growth in town?

Mr. Ellison: You know we've talked about this a couple of times, I mean past Select Board members have talked about this, I think that incentive programs a great idea. With that to be frank don't let the tail wag the dog. There's a lot of things we've all talked about in various meetings here whether it's 40b or any of that stuff, right, I think it's a great opportunity for us when you continue to be adversarial or we can start working or try to work better with all the Board's to develop incentives whether it's 40b, whether it's heavy industry, whatever jobs to give them incentives in different areas to be able to come in, high speed permitting, whatever we can do to really entice them. You know, I think we should have a huge charter commission, not charter commission, a commercial salesman if you will to bring people into the town. Not just residents but also with some business. You know, one of the things I like to keep my focus on is the town seal on the side of the firetruck cause I look at it all the time. But if you guys look at that and ladies, if you look at that, half of its industry and half of its agriculture. And that really is why the town is a great place and why people continue to come here. Cause we haven't you know just gone one way. So, to get back to your question to be able to get industry in here, why would they want to come to Ludlow? Well let's give em incentives. Let's entice them in. Why do people want to live in Ludlow? Well, a lot of people want to live here now. We have great services. But we also want them to feel good that they're gonna be able to come in, build a million-dollar home on a \$200,000 lot maybe and not have things go south because something else just happened next to them. We want to give them a good feeling. That they're safe in that regard. As best as you can. I think, quite frankly, I think the Planning Board are the gatekeepers. They're the gatekeepers for a town this size anyway. You folks have a tremendous responsibility because the people here, the town, residents, myself included, you know, we look to you folks. The Selectmen, sure, but when it comes to what kind of businesses, where they're gonna go, all that, it's you folks and man that's important. And so, yeah, I think that incentives, things like that, to make the right kind of businesses that fit the town well come in and operate that would be something that I would like to see.

Mr. Rosenblum: Thank you.

Mr. Phoenix: Anything else? Kathy? Joel? Anthony?

Mr. Silva: If elected and at a Planning Board Meeting presentation, you face a lot, you see a lot of positions how would you react? What steps would you take? If a meeting gets a little, you know? How would your reaction be?

Mr. Ellison: I think I know what you mean. Well luckily, I have spent a long time in management positions. Both at an industry, again 23 employees, male and female, and at the Fire Department I'm a company officer, a Lieutenant on Charlie group. So, we've had to go through quite a bit of training in order to deal with that kind of thing, try to manage that. I'm pretty confident about being able to deal with that in a professional manner and hopefully calm everybody down and get where we need to go.

Mr. Phoenix: We have had some, not just heated, but some odd meetings over the years. Without getting into the details now and getting to far off course we've had some odd situations. Kathy? Anthony? I don't think I've heard from either of you on this one.

Mr. Ellison: I know Bud's been very active in a lot of things. He's also attended several of our meetings and expressed interest on what's going on.

Mr. Phoenix: Anthony, anything from you?

Mr. Alves: No thanks, Mr. Phoenix. I think my question overlapped with yours. And Bud thanks for your interest.

Mr. Ellison: Thank you, sir.

Mr. Phoenix: With that, the thing that I have been asking everybody is, do you have any questions, comments for us?

Mr. Ellison: About the only thing that really I don't have an answer to is explain not only as a Board Member but as the associate, what happens when you're a precinct member and all of that?

Mr. Carpenter: You can no longer be elected to two. So, are you elected or appointed?

Mr. Ellison: Elected

Mr. Carpenter: So, you're elected precinct member, so you can stay on as a precinct member until the election. It's how it worked with me.

Mr. Ellison: Okay.

Mr. Phoenix: We can get clarification on that cause it's not gonna come up until Town Meeting anyway and May Town Meeting is going to be after the election anyhow. So, it's largely I think a moot point on that aspect. We can double check just in case there's a surprise special somewhere along the line. But, yeah, the two elected doesn't work. I believe if you're the associate, because that is appointed, I think that could be still Town Meeting Member. That's at least my understanding.

Mr. Carpenter: So, when I was appointed to the full-time seat, I was on Housing Authority and it was an un stipend position so I had to go through ethics and have the sign off saying that I could be both, but I held both until the election. And then when I won the Planning Board seat I immediately resigned from Housing.

Mr. Phoenix: And then just to cover this base too, since we're kinda in the neighborhood, number of years ago when we were going through and doing things the Planning Board was designated as Special Municipal Employees. So, that does allow you to be on the Board while also still being an employee of the town.

Mr. Rosenblum: That was just what I was going to say because knowing that he's a compensated employee already, you guys already have that status then?

Mr. Phoenix: Yes. So, with that, I thank you for coming in. I think we're gonna have to have a little bit of conversation and see where everything lands but I appreciate you coming in. Appreciate the interest and the conversation. So, with that, we can start with conversation, we can start with somebody making a motion. I'm open to either approach.

Mr. Rosenblum: Mr. Chairman, I'll make a statement and just go from there. Going through the interview process, I mean I do like as you had said Mr. Coelho, is about a fresh perspective. I do like Haley in that aspect but I do see the fact that I think she wants to get her feet wet first and I can see that she's probably not to enthralled with running a campaign or running again. With that, then I would probably recommend her as an associate because I think she offers a lot of qualities that obviously working with Tighe & Bond and things of that nature. Plus, it's a fresh perspective. Obviously as you said we all know Bud. He's been on Open Space, and he's very tied in to the community. That would be my inclination, was if I were to sit here and tell ya to make a motion, I would make a motion to appoint Mr. Bud Ellison and then probably do the associate as Haley. So that's where I'm leaning.

Mr. Coelho: Second

Ms. Houle: Mr. Chairman, I would agree. I think Haley, when she came in and spoke to us for the Planners' position, I was very impressed by her enthusiasm. And she's a new person that moved into the town. She's anxious to learn and I think when she spoke today, I think that makes her a little nervous. I think she'd like to do other things but right now this would be a step forward for her that she could learn more of how Town Government functions.

Mr. Phoenix: She specifically said that she thinks she's more interested in the associate member. I don't want to put something on to her that she's not as enthusiastic about. I'd rather her not get that beaten out of her too quickly.

Ms. Houle: And I think with her, just like when Joel used to come in to all our meetings whether it was necessary, we'd have a five-member Board and Joel would be here learning. I just have this feeling that she'd probably do the same.

Mr. Phoenix: So, we have this set up tonight for just the Board Member's spot. In part and when I was talking with Josh, I wanted to make sure that we weren't necessarily putting people to, too, much on the spot if we were asking people whether they want to take that on as the alternate. I wanted them to not feel like they were being compelled to say yes because they're being interviewed for something else and didn't want to seem adversarial or not wanting to take things on. So, I was hoping that having that be a separate conversation later might be a little bit better for the applicants. But I think based off of what we're hearing tonight, I think my mind is much the same as everybody else's seems to be that I've heard so far. I don't know if we were to go in that direction theoretically assuming that's what happens this evening, if we were to take on Mr. Ellison to fill the spot until the spring, there's still a possibility that somebody else might surprise us and want to take that on but I don't see that the pool is gonna grow all that much. I think it's been tough cause we've been down three and it's trying to prioritize where do we need it the most. And having the full-time person in the office was definitely the biggest bleed. Now getting the full Board Member on is so just trying to triage that stuff the best we can. But it was a number of hits all together. So, unless anybody has something that they want to say that it would be contrary to that which I'd certainly welcome if somebody's got a different opinion.

Mr. Gennette: I'm not contrary to that but I just want to add that I think you had three good candidates and I wouldn't wait to do anything. I think Mr. Ellison is obviously going to do wonderful things for your Board. He's got a good energy to him. He's well known. He's well respected and he brings the experience you need to the table. I don't think you can pass up Mr. Ellison. I think that Haley Rivers is young, she's aspiring and I think as a Ludlow resident in that position is a wonderful thing to have her come in and get her feet wet. And that's not to take anything away from Mr. Ender. I think he's got a good overall view of what's going on. It's just that I think that you've got some pretty good fits for your two positions already.

Mr. Phoenix: I would agree with that. I think we didn't get anybody that put in applications just for associate, correct? So can we put it on the agenda for next weeks meeting to wrap up the associate conversation based off of however things end up disposed tonight?

Mr. Gennette: Can we make the vote today just for both positions?

Mr. Rosenblum: Yeah, you can.

Mr. Carpenter: The only thing is you guys don't vote on the associate.

Mr. Rosenblum: That's fine. Then do two separate motions.

Mr. Phoenix: I'm fine with that. So can I get a motion on who we would be looking to appoint as the regular full Board Member spot.

Motion made by Mr. Coelho to appoint Bud Ellison to the full Member Position. **Ms. Houle second. Motion passed 7-0.**

Motion made by Mr. Coelho to appoint Haley Rivers as the Associate Position. **Ms. Houle second. Motion passed 4-0**

Motion made by Mr. Gennette to close the Select Board meeting at 7:16 p.m. **Mr. Alves second. Motion passed 3-0.**

Chairman

Ludlow Select Board

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



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

The Meeting of the Select Board held on Tuesday, November 18, 2025, began at 5:30 p.m. in the Select Board's Conference Room.

Members Present: 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.

5:30-5:45 P.M. – PUBLIC COMMENT

VISITATION

5:45 P.M. – Board of Assessors – Tax Classification – PUBLIC HEARING

Mr. Silva: We were scheduled to have the Board of Assessors present information for us to decide on the Tax Classification hearing, however the date is not quite ready so we're going to, gentlemen, open the public hearing and then move it to a future date.

Motion made by Mr. Rosenblum to open the public hearing for the Board of Assessors Tax Classification at 5:57 P.M. **Mr. Gennette second. All in favor. Motion passed 3-0.**

Motion made by Mr. Rosenblum to continue this meeting until the Board of Assessors Tax Classification Public Hearing to December 2nd. **Mr. Gennette second. All in favor. Motion passed 3-0.**

6:00 P.M. – Richard Flebotte – To Discuss 82 Cady Street – Sun Splash Pools

Mr. Silva: Sir, my understanding is, I did see some of the pictures, if you would like to first of all for the people that are watching identify your name and also your address for the record.

Mr. Flebotte: My name is Richard Flebotte, and I own the property at 22 Wilno Avenue right next to it. My medically disabled son is living there right now. So, basically two reasons that I am here. Number one, the parking lot seems to be being used as a construction dumpsite. It's a constant turnover of trash on a daily basis or a couple of days. Trucks, panel trucks are pulling in and out. They drop off all kinds of debris and then the owners out there with the bobcat and he's moving debris around, putting it in metal piles, putting it into open, he has four open panel vans that sit out there with no plates on them. They move their trash back and forth and I'm not really sure what it is they have going on there. Other than I would say that it doesn't seem to be anything to do with pools. It seems to be more of a construction thing. In the beginning when they first opened it was definitely pools. I do know that the owner has construction licenses in Connecticut and runs construction businesses so, I really feel that's where the problem lies with that. The second problem is with the noise. He's out there all hours of the day and night. If you see the videos, you can see that he's out there late at night with the bobcat. We have him taped at midnight out there, moving stuff out of their trailers with his little hat. And when my son goes out to ask him about him, telling him he's late the guy will make comments to him and just be generally rude. And then the last thing was after I filed the complaint last week, I go over to visit my son and now I'm in a

situation where he's got guys out there that work for him that all stop and trying to intimidate me and scare me. That wasn't my purpose. My purpose was to try and get the noise under control and maybe fence it off or just get it cleaned up. First time I went last year, it's been over a year, and they fined him a year ago and it just continues. That's about it.

Mr. Silva: Okay. Thank you. Gentlemen, any questions that you might have?

Mr. Gennette: Yeah, Mr. Chairman, Mr. Flebotte thank you for coming in. So, there's a new noise ordinance in Ludlow that I'm sure I saw Marc writing down that probably fits whatever this noise ordinance is. But have you made any complaint to the police department?

Mr. Flebotte: I have and they've told me the last few times that I went about the noise, one night the police officer came out and shut him down. Asked him to stop doing what he was doing. But they both told me there was no noise ordinance in Ludlow.

Mr. Gennette: When was that?

Mr. Flebotte: In fact, I went last Friday to the police department, and they said there's no noise ordinance in Ludlow. That there's nothing they can do about it.

Mr. Gennette: It just passed. Last October, it just passed.

Mr. Flebotte: I thought I saw something about the Chief passing something last year.

Mr. Gennette: Town Meeting passed it.

Mr. Flebotte: That's another reason that I was looking for that cause if nothing else, every other business in town, even our recycle center, doesn't have the type of trash that they have out there. They just don't have it. There's no other business in town that has that type of trash. So, I just don't understand.

Mr. Gennette: You're saying it's not pool material like above ground

Mr. Flebotte: No, there's all kinds of material out there. This is Teddy Bear Pools & Spas, and this is what a reputable pool place looks like. There's no trash. There's no garbage. Nothing like that. This other gentleman also lives on the street, and he took some pictures just from today.

Mr. Silva: Certainly, looks like a lot of stuff out there.

Mr. Flebotte: Those are over a whole year. If you look, it's the same area but over a whole year. So, they find em, he goes out, he picks it up, two days later it's right back out there. And like I said it's a lot of metal so, I don't know if he's recycling metal but there's a lot of metal open. There's just general construction. Doors laying there. Casings, door casings, stuff like that.

Mr. Gennette: You said he was fined a year ago? Who fined him? What department?

Mr. Flebotte: The Building Department.

Mr. Gennette: The Building Inspector did? Because I'm seeing the Board of Health here. That's why I'm asking.

Mr. Flebotte: I spoke to the Board of Health last week and she, and the other one had a complaint last week she said from somebody else in the neighborhood. The Planning Board I believe. Not the Planning Board, the Building Department just had a complaint last week from another neighbor cause there's a new section that's just been built with half a million-dollar homes at the end of the street and they're sick of driving by it. He just had some pictures just from today. This is after I'm sure he was notified that I was coming before the Board tonight.

Mr. Gennett: Well, I certainly would hope if this guys paying attention that he's not going to try to use intimidation. It would probably be the worst mistake he could make.

Mr. Rosenblum: Thank you for coming in for bringing this to us. I would say, only because I did look through a lot of these, I would say a lot of the metal is motors for pools. Some of the plastic there I saw, and I'm not discounting the mess, and I'm not discounting the late hours and everything, but I don't know about door frames, why those would be there, unless he's doing outhouses too. But looking at a lot of stuff here, that's a filter guard, it goes around the filter, and some of these are the tops for filters and cartridge filters and things, only because I have a pool and I maintain it myself, so I recognize a lot of this. However, the time of day yes, it's 10 o'clock on that for the noise.

Mr. Gennette: I think first offense is a warning and then they get a \$350 fine or something.

Mr. Rosenblum: The fines, obviously, the Building Inspector. I did drive by it today. The pavers are for around inground pools and stuff but just the mess in general I agree with you. And the fact that there is noise to all hours of the night, I think there was one that said about midnight. We got paint cans that are outside, things like that. And I just think in reference to Teddy Bear, they're much bigger and they have all the storage. And again, I'm not discounting it and that's why his stuff is all outside. In the very least if there was a vinyl fence around it to at least cover it up or if it's going to be out in the open like this. He's got pool shock bottles sitting out in the open outside. This stuff should either be in cannisters or there should be something there. We do have the right, I think it's with the Board of Health with unkempt properties.

Mr. Gennette: It's right here. Board of Health town bylaw Chapter 4, Section 35, unkempt property. Any residential or commercial property that has any type of overgrown vegetation or plantings that have overgrown to a point that rodents, animals, or vermin can dwell within. Any property of which debris, trash, junk, or garbage has accumulated on the ground, driveway, sidewalks, etc. for longer than 60 days shall be determined as unkempt. And they were issued that. That was to Gundam Realty, LLC and there out of Monson.

Mr. Silva: It looks like you've gone to all the channels that you should go to, and it looks like some of them are following through. Just like this letter just sent November 12th. So, they do have this letter, and the next step would be the Building Commissioner, which is the zoning enforcer. There is violations there so she would have to step in and mandate certain things and I'm sure she's been also notified.

Mr. Gennette: Well, if she's fined him a year ago, if the Building Inspector fined him a year ago there's already precedence set.

Mr. Rosenblum: And there was also I think, going back to 22, some of the things back to 2022. Mr. Chairman, again, I think this is where BJ follows up on this a little bit harder because it sounds like he's slapped on the wrist, cleans it up, and then right after that it's a mess again. Also, notifying him of, I think it's 8 o'clock on Sundays and 10 o'clock Monday through Saturday. I see it's a little different during the winter when it's darker earlier, so it seems like 5 o'clock seems like 9 o'clock.

Mr. Flebotte: Is that for construction equipment? Bobcats?

Mr. Rosenblum: Actually, Sundays is a no because construction on Sundays is zero. But construction kinda falls still I believe into the same timeframe, as it's loud noise.

Mr. Flebotte: Okay, I wasn't sure on that cause I thought the backup beepers from construction are usually 8 o'clock in most towns.

Mr. Gennette: That's not in this ordinance.

Mr. Silva: We have to differentiate that because we're saying construction and maybe he does have construction, but this is a pool place so they may even be open on Sundays which a lot of the construction companies won't be allowed to be open on Sunday. So, they may

be allowed and have some of these things but certainly they should abide by the laws and all we can do is maybe let the officials know that they have to move forward a little stronger.

Mr. Rosenblum: Yeah, it's an eye sore.

Mr. Gennette: I was gonna say it sounds like you're not really clear on the sound ordinance so if you don't mind sending in an email. Can you provide him a copy of the ordinance? Email Marc in the morning and he'll give you a copy of what the sound ordinance is. I would also send a message over to the police department and notify them of this that's going on because if there's a potential of intimidation, I want to make sure that the police are well ahead of that. And I would make sure that you would file your complaint with necessary.

Mr. Flebottle: They actually told me to go to Palmer District Court.

Mr. Gennette: Who did? Our police department?

Mr. Flebottle: The police department, yes, told me to go to Palmer District Court and file a complaint.

Mr. Gennette: Why don't we get the Chief on the phone and find out what's going on over there. Why would we do that? It's in our town. We'll talk to the Chief and figure out what's going on. We'll let him manage the department.

Mr. Rosenblum: One more question. Are these trucks, the backs of these box trucks open at night?

Mr. Flebottle: All the time.

Mr. Rosenblum: That's what I'm saying is these things here. I'm looking at the pictures that you sent in. I mean these things shouldn't be open at night, cause first of all it's a safety hazard and second of all, safety hazard for children and second of all it's for rodents. So, things go back there, and you know when you leave your back garage door open, something scurries up in the attic. Like I said, I recognize a lot of the materials there and in essence he is doing construction, he or she, but it's unkempt. So, it's either clean it, keep it kept, move it behind the building, cause that's out to the side of the building too, cause that's where his trucks are and in the same sense is either put up a vinyl fence or put in some pods.

Mr. Flebottle: That would be great. Even there was a vinyl fence there when the bar was there. And I thought when the bar left it would be better and it's actually worse, if that's imaginable. Cause the bar was contained to Thursday, Friday, Saturday night. I knew when it was coming. Now I just never know. Thank you, gentlemen.

Mr. Gennette: Yeah, I would be really interested to know why the police department deferred him. Well hopefully ... sees this and just cleans it up. Hopefully they just remedy this situation. It doesn't go any further, that would be best.

6:30 P.M. – Police Officer Candidate – Quashawn Branch

Mr. Silva: Chief, are we appointing two or one officer?

Chief Brennan: We're appointing two to two vacancies, and I'll be requesting a third as an alternate.

Mr. Gennette: I'm sorry Chief. I didn't mean to talk over there. What was it?

Chief Brennan: We have two vacancies currently, so I'm requesting to appoint two to two vacancies and also a selection of an alternate appointment.

Mr. Silva: The first candidate before us at 6:30 is Quashawn Branch. So, Quashawn, we called you in and we somewhat changed the interview process, but we just want to meet the candidates. At least I do. I wanted to have everybody that we appoint; we meet them and at

least I have a face to see out there. So, if you could just give us a brief or comments about yourself, identify yourself, and let us know why it is you want to be a police officer in Ludlow.

Mr. Branch: So, I want to thank you guys for having me here. Taking the time to meet with me. A little bit about myself, currently I am a 10-year veteran at Baystate Medical Center. I'm a supervisor there. I am a special police officer there currently. I've been there for about 10 ½ years, somewhere around there. I am currently a special police officer here in Ludlow also. Why I'd like to be a police officer here in Ludlow? As soon as I came here as a special police officer it was like I was home. Literally the people in the town were welcoming. The department was welcoming and I enjoyed everything that I do here. I've always wanted to be part of a community where I could help keep it safe and secure. I feel this place in Ludlow would be home for me. It's an amazing feeling and I'm not just saying that it really is.

Mr. Rosenblum: I don't really have any questions. I would make more of a comment of saying I'm glad that you find Ludlow in the way that you do and that you like being here. And also thanking you for already 2 ½ years. I appreciate your service to the Town. Thank you.

Mr. Branch: Thank you

Mr. Gennette: Are you a Ludlow resident?

Mr. Branch: Not currently.

Mr. Gennette: I love to see your interest in it. I'm just looking at your scoring here, which exceeded all others. Which I think is awesome and I'm happy to have ya. So I appreciate you coming in.

Mr. Silva: Closing comment

Mr. Branch: I look to have a great future here. I really do. Thank you, guys, for having me.

Chief Brennan: I'll just add a little bit on our selection process really quick and this sort of applies to all three candidates. So, we had originally sent out our Civil Service list, using the Civil Service list of candidates. We had I believe 100 notices that went out to both residents and nonresidents to essentially fill two vacancies. According to the rules of Civil Service we looked at five possibly candidates and we were very fortunate in the sense we hit the jackpot because we got qualified candidates that were not just qualified but their also Certified Police Officers as Mr. Branch is. He's a Certified Police Officer. Ms. Rivera who you're going to meet after is also a Certified Police Officer.

Mr. Gennette: Does that mean they can start working immediately?

Chief Brennan: They can start. Well, a couple of things and I'll go over that really quickly. You will have to pass a medical screening. You'll have to pass the PAT. That's the obstacle course according to the Massachusetts HRD requirements. You'll have to complete the field training. You won't have to go to the academy because you're a Certified Police Officer. Once completed the field training process, which will probably be modified because you've been with us for 2 ½ years but we'll go over things that you may not have gotten as a Special Officer. Once that's completed, you'll be either assigned to the patrol shift either on midnight shift or 4-12 on a four and two schedule which includes weekends, holidays, overtime, including mandatory overtime for either shift coverage, overtime for training, and court testimony. Which you're all familiar with and I'm sure expect. And as far as the residency goes you just have to maintain residency within 10 miles of the border. We'd love to have you in town, obviously. That's basically the expectations and obviously you got to maintain your post certification, driver's license and Massachusetts license to carry, which will be issued by the PD.

Ms. Ribeiro: Mr. Chairman, just for a little clarification for the candidate, once he's appointed this evening, you can go ahead and work with the Chief as far as giving your notice and a start date. In the meantime, you're going to get an appointment letter from us which details all the contingencies in the offer that you'll need to do. So, you'll have something in writing explaining everything that's been mentioned.

Mr. Silva: Desiree you can relax, breathe easy. This is very informal. What we generally do, and I like to have people come in, I like to meet, greet, and at least put a face to who it is we're hiring and so on and so forth. And I also like you to give us a little about yourself and why it is you want to become a police officer in Ludlow.

Ms. Rivera: Yes. As you guys know, my name is Desiree Rivera. I attended Nichols College. Graduated there in 2020. Graduated there within 3 years with my bachelor's degree in criminal justice and my minor in sport management. During my time there I also participated in the women's basketball team as well as the track and field team. From there, once I graduated, I knew I wanted to get into the police field. A little too young at the time so I decided to expand my knowledge kind of behind the screen with dispatching. So, I worked for the City of Springfield, broadened my knowledge there, worked at towns like Southbridge and then college environments as well. And that translated to where I'm at now with the Town of Pelham. I've been a police officer for almost two years now, full-time. And the reason I'm looking to work with Ludlow is, there's a bunch of experience to learn. There's a bunch of diversity in town and it's completely different from Pelham. There's work to do and just work with a good community.

Mr. Gennette: Mr. Chairman, Desiree, thank you for coming in and trying to be a part of Ludlow community and everything. Do you live in Ludlow?

Ms. Rivera: I do not live in Ludlow.

Mr. Gennette: Any plans too?

Ms. Rivera: So, December 1st I am moving to Feeding Hills.

Mr. Gennette: A little bit of a ride.

Ms. Rivera: Right now, it is, yes. But, once I move, it should be within the requirements.

Mr. Gennette: Perfect. Excellent. Well look I love to much like Mr. Branch's score I love seeing you so high, especially already skilled and can move right into the job. That's super exciting. Chiefs got to love that too.

Chief Brennan: But we can't get to use to this too because it doesn't always happen. Especially coming through Civil Service lists because we don't always get people who are Post Certified already ready to start.

Mr. Gennette: Yeah. This is nice for us. We don't usually get this, so, thank you so much.

Mr. Rosenblum: Mr. Chair, where do you see yourself in 5 to 10 years?

Ms. Rivera: In 5 to 10 years, I look at myself being here, working wherever the department needs me, to fill whatever vacancy it is. Like when I said in my interview, I love going to trainings, sexual assault investigator, already certified in that, FTO certified, so wherever the department needs me is where I'm looking to go. So, in 5 years if that's the role that's open, I'm looking to fill that.

Mr. Rosenblum: Thank you.

Mr. Gennette: Bilingual as well. I know that's a big thing for you, you usually ask that.

Mr. Silva: Thank you. I always ask that. You always need a second language from time to time. It's always great. I don't really have much else for you. You kind of told me why it is and look forward to maybe working with you sometime. The Chief here might have a couple things for you.

Chief Brennan: Like all candidates I just brief them real quickly some expectations in the immediate sense. You have to complete a medical screening to the Civil Service specifications. You'll also need to pass the PAT. I'm sure you're familiar with what that is. That's the obstacle course. That's a requirement with Civil Service. You may have to pass a psychological screening. I know you passed one in the past. It depends on how old it is, you may have to pass that. You will not need a ROC academy because you've obviously a Certified candidate and passed a full-time academy. There will be a field training program. I know you're familiar with that. You're a field training officer I believe. So, that's typically 10 to 12 weeks. It may be modified as you have some experience in those roles. Once you've completed the field training, if you're able to complete that successfully, you'll be assigned either on the midnight shift or possibly the 4-12 shift on a four and two schedule. You'll be expected to work most weekends, holidays, overtime, including mandatory overtime for training, the courtroom testimony, and even shift coverage from time to time. So, I know you know what to expect in terms of busy we have plenty of work, so I think you're gonna like it. So, as far as the residency, you know that you're gonna have to establish a residency within the first 9 months within 10 miles of where I believe Feeding Hills should be within that proximity, so that shouldn't be an issue. Finally, you'll have to maintain your post certification, go to all in-service and trainings, maintain your driver's license, and you will get your Massachusetts license to carry will be issued by the Ludlow Police Department.

Mr. Gennette: Thank you so much. It's nice to bring some skilled officers into town.

Ms. Rivera: Thank you. I appreciate it.

6:40 P.M – Police Officer Candidate – Michael Medina

Mr. Silva: Michael, welcome. Thank you for coming in. I like to put a face to people that we hire and at least greet and meet them and just get to know a little about yourself. So, if you could, just let us know a little bit about yourself and why it is you would like to come and be a police officer in Ludlow.

Mr. Medina: Michael Medina obviously that's my name and I've grown up in Ludlow my whole life. I've lived in the same house for 24 years now. I'd like to be a police officer because I would like to serve the town that I grew up in and protecting it as best as I can and helping out people in any way that I can. And coming from a family of people that are in law enforcement, following in their footsteps and really making them proud being in law enforcement as well.

Mr. Silva: Thank you. Gentlemen, anything? Remarks? Anything?

Mr. Gennette: Mr. Chairman, so Michael thank you again for coming in. Really appreciate your interest in being a Ludlow police officer, especially a townie, that's nice. We've been asking everybody else if there from town, you just kinda lit the whole thing up. So, I'm gonna get off base a little bit here. It looked like you were previously employed at Great Horse Country Club.

Mr. Medina: Yes, I was

Mr. Gennette: I don't know if that carries any weight for you

Mr. Silva: Just because he's employed at the country club doesn't mean he's a good golfer. Are you?

Mr. Rosenblum: He's not bad. He's not bad.

Mr. Silva: What do you mean? Coming from a pro. He's got his pro card over here.

Mr. Rosenblum: I probably play less golf than he does.

Mr. Gennette: That's about it. I just wanted to say hello.

Mr. Silva: Mr. Rosenblum?

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Mr. Rosenblum: Mr. Medina, how are you?

Mr. Medina: Good. How are you?

Mr. Rosenblum: It's a neighbor. Same neighborhood. Where do you see yourself in 5 or 10 years?

Mr. Medina: Hopefully I can do good in Ludlow PD and get promotions and be the best policeman I can be.

Mr. Rosenblum: Thank you.

Mr. Silva: Okay. That's basically it. We met you. The Chief has his recommendations and he's gonna have some things for you that you might want to listen to.

Chief Brennan: Michael, I'm gonna recommend that you be appointed as an alternate tonight, an alternate candidate. If a space does open up and it's very likely to, we'd be probably getting you ready in the interim to go to an academy which would start as soon as March, once that position opens up if you're appointed. So, if you are you'll have to pass a medical screening according to the Civil Service requirements. You'll also have to pass a PAT test. Unlike the PT test that you took with us that is an obstacle course, it's less stringent. If you can pass that PT test you took with us, you're gonna pass that PAT. You will have to complete a ROC academy. We just discussed that. So, that's five months in the academy. You'll have to successfully complete that. If you do, you'll come to the Ludlow PD and begin a field training process. That's anywhere from 10 to 12 weeks. You'll have to complete that successfully. If you do, you'll then be assigned to a patrol shift, most likely on the midnight or the 4-12 shift. You're required to work most weekends, holidays, you have to include overtime, including mandatory overtime for shift coverage, mandatory trainings, and courtroom testimony. You also have to maintain your post certification. That's every 3 years. It comes up, you have to make sure that you attend all the in-service trainings and requirements, maintain a drivers license of course, and your Massachusetts LTC. If you haven't got that already, I suggest you get started on that. So, other than that...

Mr. Gennette: Anything to follow up?

Chief Brennan: No, I would just say we were fortunate to have qualified candidates, and I think alternately it's hitting at a right time. We're having, you know we obviously have promotions coming up, the permanent Police Chief, it's gonna create a ripple effect within the department in terms of promotions to Lieutenant, promotions to Sergeant. It's gonna leave additional patrol officer vacancies, which are gonna create overtime. So, having these officers come in and be able to fill those roles the timing really couldn't be better. To send an officer to an academy, that's five months as you heard me talk to Michael. That's 10's of thousands of dollars in salary, while it's an investment while they're going to the academy but not really seeing the patrol benefits on the street. They're not responding to calls. They're not assisting citizens for service. It's just we get the immediate benefit that we don't usually get.

Mr. Gennette: Mr. Chairman

Mr. Silva: Mr. Gennette

Mr. Gennette: I move

Mr. Silva: So, just before you go, I'm sorry to make a motion, Chief, your recommendation is the two candidates Quashawn Brand and Desiree Rivera with Michael Medina as the alternate.

Chief Brennan: Correct

Mr. Silva: Just wanted to make sure

Chief Brennan: Yes, and in that order.

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Mr. Rosenblum: And you're seeing, just cause I know that we've done alternates, we do it pretty much every time, and knowing the ripple effect and I know that we're not too far from getting into the Chief process too is knowing that there's a very good chance that the alternate is gonna be appointed.

Chief Brennan: We're anticipating another vacancy at the end of January.

Motion made by Mr. Gennette to appoint Quashawn Branch to the first police officer position, Desiree Rivera to the second police officer position, and Michael Medina to the alternate position to begin there service as soon as they meet all requirements. **Mr. Rosenblum second. All in favor. Motion passed 3-0.**

7:00 P.M. – Heather Jolicoeur & Becky Basch – Final Action Plan for Age Friendly Ludlow. Board to sign pledge.

Mr. Silva: Ladies, go right ahead and give us a spiel about this.

Ms. Basch: I'm Becky Basch from the Pioneer Valley Planning Commission and we helped work with the Council on Aging and Age and Dementia Family Working Group to do some community engagement and develop a community assessment and action plan to make Ludlow an Age and Dementia friendly community. You actually already received designation. The process is for Age Friendly Community you apply for designation, then you create this assessment and action plan and then you submit the report to AARP and for Dementia Friendly designation you submit the report and this pledge which has to be signed by an elected official and then members of the working group and that gets submitted to Mass Councils on Aging who do the Dementia Friendly designation. So, we are looking to you for approval to submit the report to AARP and Mass Councils on Aging and to sign the pledge for final designation. So, and the process, I believe you received the report maybe a month ago. So, the process involves you know engagement a couple of listening sessions where we had almost 50 people at each one. It was a really great turnout. We did a table survey at the listening sessions and then we worked with a diverse working group which included several members of the Councils on Aging, someone from the Fire Department, library, Peoples Bank, Berkshire Bank, Health Department. So, they reviewed the report and action plan and then we sent the report and action plan to others who we listed as potential partners on individual actions and asked for comments. And we didn't get any comments back. I just got one comment from Access Care Partners who used to be West Mass Elder Care that they reviewed the report and looked good.

Mr. Silva: Nice. Gentlemen, any questions? Anything you got?

Mr. Gennette: Mr. Chairman, no, I mean I was on the Alzheimer's Association as a volunteer there and it was a lot of conversations about getting this going and I knew it had to go through the Senior Center, and I think they were actually trying to reach out to you previously. So, I'm happy to see that we are here now. I think it's almost mandatory that something like this should be put in place. We have a large senior as attested in here, we have a large senior population and to not pay attention to dementia is just a mistake. I'm happy to sign and make a motion whenever the other gentlemen are.

Mr. Rosenblum: Mr. Chairman this is great. It's very well detailed the whole process, the whole action plan and we have a large aging population in town.

Ms. Jolicoeur: Do you know the percentage?

Mr. Rosenblum: I think we're close to 60.

Mr. Gennette: 65 and over is 21, right?

Ms. Jolicoeur: So, 60 and over is 30% and then the next set of 55 and over is going to be 40%. So, that's a huge population coming up.

Ms. Basch: And also, people are living longer and having fewer kids.

Mr. Rosenblum: Did you say 55 and older? I'm in there. I have AARP now. I haven't looked into all the benefits of it yet though.

Mr. Silva: It's certainly a great program and well deserving of doing this. I don't think there is anyone nowadays that hasn't gone through it one way or another or knows someone and it's just terrible.

Ms. Jolicoeur: And it does take the whole town though. I mean the Senior Center is a natural lead, but it is gonna take all the departments in town. Becky has brought up that we do need to start looking at a complete streets program but that's not on us. That's not for me to decide. I think it's more on the DPW and some other folks in town, but it is another program that we should start looking at. But like I said that's not something I can do.

Mr. Gennette: So, we have a lot of development stuff going in and ADA compliant and stuff like that is all a part of it. Especially East Street Corridor we've always been very interested in trying to clean up because of a lot of the sidewalks are just not that and some of them are hazardous just walking down East Street. So, I think that everybody kinda has a lot of that in mind, so I think it's a good time that this came through and we'll be able to do quite a bit with it

Mr. Rosenblum: Mr. Chairman, that East Street Corridor we actually have a drawing of all that. We had a design done to basically it was almost contingent on having some parking down there is being able to widen the sidewalks and get some of the parking off the streets. So that it would be more of a walking friendly area. I came up with the idea of a trolley car, but you know whatever. No, going down from the mills all the way down it's kinda, you see a lot of these communities that have done a lot with like their mill projects like in Easthampton and things like that. The pike is a different issue.

Mr. Silva: These days I think we can probably get one of those mechanical amusement rides, you know the kiddie ones, that's your trolley car that we could probably afford cause that's about it.

Mr. Gennette: So, you need a vote for the final action plan adoption, and you need a vote for a signature on the pledge? Those are the only two.

Ms. Basch: Yes

Motion made by Mr. Gennette to approve Age and Dementia Friendly Ludlow Community Assessment and action plan and that the Chairman of the Board sign the Pledge as the elected official. Mr. Rosenblum second. All in favor. Motion passed 3-0.

CORRESPONDENCE

25-210 MASS DOT – State & Local Partnership for National Bridge Inspection Standard.

Mr. Rosenblum: Mr. Chairman, so seeing that we have a bridge issue, I ask for an update. So, basically what this does is DOT, and Marc, you can correct me if I'm wrong, but DOT when we look at the West Street Bridge, DOT is doing the inspection. The inspections complete and now what they're doing is their working their report and then would come back to Springfield and Ludlow. So, right now all this says here, it's really the state and the local partnership which we are actually in the middle of right now. The state has completed it but they're just doing their summary of what needs to be done. So, that's an update on that.

Motion made by Mr. Rosenblum to file. Mr. Gennette second. All in favor. Motion passed 3-0.

25-211 Buckeye Partners, L.P. – Upcoming Geological Survey – Buckeye Pipeline Right of Way – 0 Center Street

Mr. Silva: Before we do that, and it's too bad that Joe isn't here, we have an awful lot of properties that are zero and the street. What I did when I was over in Wilbraham, I took all those zeros, and I just numbered them according to the street location. That way when you

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have this, people actually know, including me, exactly where it is. Because you go down Center Street you have probably, I don't know, Center Street you probably have 20 zero. And it would also help the police department, fire department to at least they get a number for zero Center you know there it is. That's a subject to see if Joe or the Assessors can actually start labeling these and how much problems that would cause for tax purposes and all that.

Mr. Gennette: Mr. Chairman, we don't need to let the DPW know that this is going on, do we? It's just a survey. They're not gonna be blocking traffic or need anything from the police department, right?

Mr. Silva: No.

Mr. Rosenblum: Mr. Chair, it's just inspection.

Motion made by Mr. Gennette to file. Mr. Rosenblum second. All in favor. Motion passed 3-0.

25-212 Verizon – Change to Joint Pole Ownership in Massachusetts

Mr. Rosenblum: Since we actually get a lot of people in here for this, I'm just gonna read the little bullet points they had if you don't mind. What's gonna happen with this new agreement, this is effective November 12th is Eversource is responsible for all jointly owned pole replacements, relocations, and new installations. Verizon will be responsible for removing the remaining jointly owned poles once a new pole has been installed and all equipment transfers are complete. Eversource will continue to respond to emergency situations involving damage to jointly owned poles from motor vehicle accidents or urgent public safety concerns. Each party will continue to be responsible for maintenance, repair, and inspections within their currently assigned municipalities. Cause I know that we usually have pole hearings, probably 6, 7, 8 of them a year. Cause I know that in our town and I haven't really recognized it, cause when I'm driving out it's dark out in the morning. Have you noticed we've had a lot of pole replacements, are the old poles coming out? Have they been pulled out? But they are coming out though.

Mr. Gennette: So, collaboration is designed to improve coordination and response times, streamline pole replacements and removal processes, enhance public safety, service reliability, and customer service while aligning with municipal efforts. So there's your replacement.

Mr. Rosenblum: Yeah, I just didn't know if a lot of them had been coming out but I still had recognized some. So, that's basically what's happening now. So, this is something they can refer back to in the minutes of our meetings when we come forward with other, if there's any concerns with new poles being placed in.

Mr. Gennette: Well, I appreciate them actually saying something because it always comes up. I mean they still have poles up East Street. So, they took care of Hubbard finally. I think there's one pole left. Most of them are done. They got that box tied down but I mean they just start a new project and just put poles in and just have to wait for everybody to come back around.

Motion made by Mr. Gennette to file. Mr. Rosenblum second. All in favor. Motion passed 3-0.

25-213 Kim Batista, Town Clerk – Notifying Board of opening in Precinct 2 (2027 term) for a one-year unexpired term.

Motion made by Mr. Rosenblum to accept Kim Batista, Town Clerk recommendation of the opening in Precinct 2 (2027 term) for one-year unexpired term to be placed on the ballot. Mr. Gennette second. All in favor. Motion passed 3-0.

UNFINISHED BUSINESS

NEW BUSINESS

Board to discuss and possibly accept a gift of \$73,000 to the Ludlow Police Department K9 Unit from the Mary C. Cleary Revocable Trust.

Motion made by Mr. Gennette to accept a gift of \$73,000 to the Ludlow Police Department K9 Unit from the Mary C. Cleary Revocable Trust. Mr. Rosenblum second. All in favor. Motion passed 3-0.

Board to discuss and possibly accept a Sustainable Materials Recovery Program Municipal Grant from the Massachusetts Department of Environment Protection in the amount of \$5,390.

Mr. Gennette: So, is this for like having a program for waste materials to be returned at the transfer station, i.e. electronics, paints that kind of thing? And it's a Green Communities Initiative.

Mr. Strange: I know we get this grant pretty much every year.

Mr. Silva: It sounds like it's a grant for us to continue recovering these materials at whatever means that we can.

Mr. Rosenblum: Mr. Chair, it directs a portion of the proceeds from the sale of waste energy certificates to recycling programs approved by MassDEP.

Motion made by Mr. Gennette to accept a Sustainable Materials Recovery Program Municipal Grant from the Massachusetts department of Environment Protection in the amount of \$5,390. Mr. Rosenblum second. All in favor. Motion passed 3-0.

Board to approve and sign contract with Tighe & Bond extending annual GIS Web Hosting Services for FY26.

Motion made by Mr. Gennette to approve and sign contract with Tighe & Bond extending annual GIS Web Hosting Services for FY26. Mr. Rosenblum second. All in favor. Motion passed 3-0.

Board to approve and sign minutes from Select Board meeting of October 7, 2025

Motion made by Mr. Rosenblum to approve and sign minutes from Select Board meeting of October 7, 2025. Mr. Gennette second. All in favor. Motion passed 3-0.

Board to appoint William Peterson as an Election Worker.

Motion made by Mr. Gennette to appoint William Peterson as an Election Worker. Mr. Rosenblum second. All in favor. Motion passed 3-0.

Board to appoint Marc Strange as the Interim Treasurer/Collector.

Motion made by Mr. Gennette to appoint Marc Strange as Interim Treasurer/Collector. Mr. Rosenblum second. All in favor. Motion passed 3-0.

Board to appoint Marc Strange as the Custodian of Insurance Records and Custodian of Tax Possession.

Motion made by Mr. Gennette to appoint Marc Strange as the Custodian of Insurance Records and Custodian of Tax Possession.

Board to permit Firefighter/Paramedic William "Bud" Ellison to hold two paid Town positions, provided that he has met all the requirements of the exemption to the Commonwealth's conflict of interest Law set forth in G.L. c. 268A § 20(b).

Mr. Silva: The thing that I would like to do is table this until Anthony comes in because I might not vote on this since I unfortunately ran into an issue and couldn't attend a meeting. And I didn't get to hear a lot of the information so, is that a problem just letting it move forward?

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Mr. Rosenblum: Would it still be a majority with him abstaining? It would still be a majority with you abstaining.

Mr. Silva: No, it's not a majority. We have a 5-member board. We have to have 3. You have to have 3 votes. We can have a vote 2-1 and it would be a majority, but you'd still pass 2-1 but we can't unfortunately do that.

Mr. Rosenblum: If you feel more comfortable with that, that's fine.

Mr. Strange: Kick it to December 2nd?

Mr. Rosenblum: Yeah. We did have the discussion during that meeting, is that the Planning Board does have special Municipal Employee included in their Board. So, he just has to disclosure with the state.

Mr. Silva: Paid by the town though. Is that one paid also by the Planning Board? I don't think so. There's two pays on there already?

Mr. Strange: Yeah he gets paid as an ...

Mr. Rosenblum: No. So that's the other thing is so Municipal Employee is

Mr. Silva: That's a very fine line.

Mr. Rosenblum: I think when we did it with Board of Public Works is that either forgo the pay or everyone has to forgo the pay.

Mr. Silva: Yeah, and I read that Marc did go to Town Council. He has all kinds of stipulations that must be met.

Mr. Rosenblum: Right. I saw that in an email

Mr. Strange: There's two different ways to do it.

Mr. Rosenblum: I did read that. I was just saying is that I know that we did it last time and we allowed a special Municipal Employee after an election and what we did with that was I think it came down to that point is that everyone would forgo their pay so that there wasn't a second pay for someone.

Mr. Silva: Yeah, we ran into that before. Anyways.

Motion made by Mr. Rosenblum to table to December 2nd. Mr. Gennette second. All in favor. Motion passed 3-0.

Board to discuss and possibly approve inserting a buck slip into Q3 & Q4 property tax bills with a QR code for residents to pay bills online.

Mr. Rosenblum: Mr. Chair, is this working? Is the QR code gonna work?

Mr. Strange: Yeah, it will work

Mr. Rosenblum: Okay, is there other ways that say someone that wants to pay online, trouble with a QR code and say or you can go to this website to pay online?

Mr. Strange: It'll just bring them to our website, to the UniPay.

Mr. Rosenblum: And what was the thing we were gonna talk about that we wanted to put on the back of it?

Mr. Gennette: The abatement or the rebate.

Mr. Rosenblum: That was for the trash

Mr. Silva: That was for the trash bill getting the actual abatement for seniors on the back.

Mr. Rosenblum: So, if we can make a note of that too is if we're gonna be able to. Well, the trash bills went out but the next time that we do a trash bill is if there's a note on that. Well we can still do one sheet of paper if we just use the back of it for the abatement part of it for barrel size. Do we actually have a policy of how that's gonna be?

Mr. Strange: How the new barrels are gonna be distributed?

Mr. Rosenblum: If you're getting an abatement down to a smaller barrel. There's a senior abatement. Okay. Forget that.

Motion made by Mr. Rosenblum to approve inserting a buck slip into Q3 & Q4 property tax bills with a QR code for residents to pay bills online. **Mr. Gennette second. All in favor. Motion passed 3-0.**

Board to discuss and possibly approve up to \$3,000 in Building Infrastructure funds to install electrical for the property between Town Hall and LHS.

Motion made by Mr. Gennette to approve up to \$3,000 in Building Infrastructure funds to install electrical for the property between Town Hall and LHS. **Mr. Rosenblum second. All in favor. Motion passed 3-0.**

Board to discuss and possibly approve closing Town Hall on Friday, December 26.

Mr. Gennette: Mr. Chairman, Happy Birthday number 1 and I don't have any problem with this.

Mr. Rosenblum: Yeah and Mr. Chairman I would say this is based on annually as a one off at this point because of where Christmas falls on a Thursday this year. Just because I know everyone is going to say okay now you get this day and this day and considering that day is a half day anyways, I don't have a problem when traditionally it happens in other communities as well.

Motion made by Mr. Gennette to approve closing Town Hall on Friday December 26. **Mr. Rosenblum second. All in favor. Motion passed 3-0.**

TOWN ADMINISTRATOR'S REPORT

Mr. Strange: Thank you Mr. Chairman. So, I wanted to follow up on the last TA report where I talked about some of the things we took back from ICMA and Brittany Beaumier who's now the Project Coordinator. We've had so many meetings with different AI companies and some of the technology is just really cool, and I think it can be really helpful for the town. So, I just want to give a quick update sort of like the types of programming we're looking at and some of the names of the companies. So, we just had another meeting with Poco. And Poco their product improves the town's community engagement tools through surveys. And it's just a really cool way to do it. You can scan a QR code or you can go onto the site and I'm thinking about using this specifically for the budget, considering there's gonna be a lot of different options for the budget this year. This we'll be able to get input from the whole community. I mean, a sampling of the community but you know just beyond us and town staff and town meeting members. You know, I think it's gonna be important to get you know feedback from the whole community in terms of you know, what their priorities are. And I'll send you guys a link to the product so you can kind of see what it looks like. It's really, really cool. And all these are very, very, very affordable. We're also looking to partner with Zen City. And what Zen City does is they have an AI bot that scans the internet both sites that we give, that we provide and then just in general. And it sort of aggregates and collaborates all of the mentions, right. So instead of just seeing what the same 10 people quote unquote say on Facebook you know, which is a very small percentage of what people are actually talking about. And in our experience with some of the demos that Zen City showed us, it's overwhelmingly positive you know that people talk about towns on the internet, but we focus

on the negative. That's one that allows us to be responsive. There's a couple more as we, there's a newsletter function that we'll be able to use. It's kind of like they also have a function like a tweet deck or a hoot suite where you can aggregate all of your social media posts and track engagement. And we can also write our own press releases using AI. I mean, it's amazing how prolific and accurate AI can be for stuff like that. And then lastly, we're looking at chat bots for the website and also voice bots. So, you know, I think one of the biggest complaints we've heard with the website, both this one and previous is you can't find anything. And really the problem is the lay resident doesn't know what they're looking for. Like we can go in and we know what department, you know, certain that maybe to answer questions. With a chat bot they can just type in a question, and it'll direct them where they need to go. Instead of the burden on the resident, they have to hunt and pack and try to find where they gotta go. Same thing with the voice bot. It's amazing how they can, we could have one of you read like three or four sentences and then they can use your voice to answer the questions. And it's really intuitive. It's sensitive to if somebody says that they're upset that their trash didn't get picked up. It's really intuitive about how it communicates. So, the goal there is to limit the amount of customer service calls that our departments are receiving but also after hours. So, if somebody is sitting at home and you have a question and instead of emailing it through the website you can actually go on the website or call, type it in, you can get your answer right then and there. This is sort of where a lot of towns are trending too. And again, all these solutions are very affordable. And I'm excited to see how we can expand our communications particularly like I said around the budget process for this year. Speaking of the budget, we have another IAC meeting tomorrow which is Insurance Advisory Committee to continue discussions on how we can navigate through this Fiscal Year 27 crisis that we're anticipating resulting from our health insurance increases. And, you know, everybody's been really very open and understanding that we're in sort of this situation together and we're looking forward to continuing to negotiate with them and try to find a reasonable solution that works for everybody. And then lastly, I just want to remind people that town is sponsoring an angel tree program this year and Ludlow residents in need can apply for a gift card while residents and businesses who wish to help can donate gift cards to support the neighbors. Applications are available for those in need on our website and the Facebook page. There's a donation box in the town hall on the third floor in the Selectmen's office and also on the first floor in the hearing room. Donations will be accepted until this Friday, November 21st and our hope is to bring the town together to support those in need this holiday season, which is really what it's all about. That's all I got.

Mr. Silva: Thank you. Marc, I just wanted to go back to the website. Were you talking about doing something with that search part? Cause that search part does not work quite great. I put in GIS; you don't get anything that's.

Mr. Strange: So, the thought is like, if you have a question like you're going to the website for a specific reason, instead of typing it into the search bar, you type it into the chat bot, and the chat bot will give you a link to where you need to go. If there's no link then it'll give you the number to the department to call, it can also send you a text message with whatever document you need.

Mr. Silva: Right. Good cause yeah that search bar just didn't, I don't know, didn't work quite right.

Mr. Gennette: Mr. Chairman

Mr. Silva: Yes, Mr. Gennette

Mr. Gennette: The IAC meeting, I was just following up with a conversation that we had had before about maybe what a five-year plan is gonna look like with insurance and everything. I understand that obviously negotiation for this year takes precedence, but have we made any headway on being able to establish with the IAC, what that might look like?

Mr. Strange: So, this is just our second meeting. The first meeting didn't have the schools in it, so we called relatively quickly another meeting so the schools can participate. We sort of have two high level options as to what we're gonna pitch and so getting to whatever option is chosen will be part of the negotiation and the discussion.

BOARD UPDATES/MISC

Mr. Gennette: Perfect.

Mr. Silva: Thank you

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.

Mr. Silva: Okay, with that anyone got any updates, closing comments, anything?

Mr. Gennette: Marc, did we settle on an IT steering date?

Mr. Strange: I think it's December 3rd.

Mr. Gennette: That sounds right actually. So, we have a IT steering date set so we can plan our infrastructure a little better coming up into the next year. I'm not expecting that we're gonna have any major build outs although there is some considerations for the police department that are behind the times. So, if there's a security concern or an issue then we'll have to address those. But we'll talk about that at IT steering and I'd be more than happy to follow up with you guys afterwards. That's my only board update.

Mr. Silva: Great. Okay, thank you.

Mr. Rosenblum: No, I don't have any board updates.

Mr. Silva: So, I do have something. I just been getting a lot of comments about our people's visits to the town hall and employees. I just want people to realize that we are right now in a desperate need of employees. We are short employees. Everybody's doing all they can to accommodate and work with taxpayers. They're all here to work with you. And I just would like people to realize and have some patience when you come in and they're stressed. Employees are stressed right now, most of them that I talk to and well deserved quite honestly, being so short. So if taxpayers, residents could be a little more sympathetic of the issues, I'm sure that at some point they'll take care of your issues, your bills, your whatever it is that you need to do. And if you need to vent, I would prefer you vent through Mr. Marc Strange rather than in an employee that's just trying to do a little thing.

Mr. Strange: Absolutely. I know you're kidding but absolutely call me anytime with a complaint.

Mr. Gennette: You can always talk to the Chairman of the Board as well. He's apparently available.

Mr. Silva: That too. I talk to everybody and I've always said give him my number. It doesn't matter to me. I'll talk to anybody and try to appease them. And secondly, I just wanna go over some of the things. I know that town hall will be closed Thursday and Friday of next week, the 27th and 28th in observance of the Thanksgiving holiday. And I wanna wish everybody a nice holiday, which probably one of the best holidays that we have. There's no gifts. There's nothing much other than getting together and enjoying. We also have the Light up Ludlow Sunday November 30th, right? That's new. It's an expanded tree lighting that we've developed and we're gonna go through. We have a new pad and it's gonna be a lot of fun, a lot of things that we're gonna be doing. So please, come down, join us, come sing. We're gonna have singers. And then the town hall will also be closed Friday December 5th for employee wellness program. And again, it's a well-deserved thing. They've been working hard. Anything else?

Mr. Rosenblum: Mr. Chairman?

Mr. Gennette: Mr. Chairman? Oh sorry, go ahead Bill.

Mr. Rosenblum: No, just what is this closing comments?

Mr. Silva: I think that's what we've been doing. But, anyway, go ahead.

CLOSING COMMENTS

Mr. Rosenblum: Mr. Chairman?

Mr. Silva: Yes, Mr. Rosenblum

Mr. Rosenblum: Look at that nice stack you get to sign. I just wanted to mention we had the Veteran's Day Ceremony. That was last week, wasn't it? Yeah, each day melts into the next. So, last week was Veteran's Day. That's right, it was on Tuesday the 11th. We had the contest with the middle school students for a competition and we also had another one for the high school students which was, oh I forget, what's the name of that one? I can't remember but congratulations to all the winners. And we also were able to recognize the Veteran of the Year, and that's our recently retired Police Chief now special police officer Daniel Valadas. So, congratulations to him. It's always a great day and very well attended. I mean pretty much two thirds of the auditorium at the high school was filled. It was a very good day. And also recognizing some community partners that do a lot for the veterans in town. So, thank you for that. That's one of the ones I try not to miss every year. Also, the Chairman already said it. Light up Ludlow and that's when we're gonna go ahead and we have a new exciting tree that we're gonna be able to use each year. I won't give out too many details I think some people might know but just kind of be surprised when you see it's gonna be kind of nice. And as we were saying the elect, I came in yesterday, into town hall yesterday for a meeting and I remembered they were out there putting the electrical out. So, we're wired for success. And lastly the only reason they came up is because I heard cheering behind me and what's great is that we have that brand new sports complex behind us that is hosting a state division two boys semi-final game right now with Northampton and West Springfield. So, I've been following it obviously between the different teams that I follow from where my daughter goes to school and stuff. So, I just heard a big roar and that game started at six, so it's coming down to crunch time right now. But thank you to the ARPA funds to make that possible otherwise we wouldn't be having something like that here. And now our kids are better served which were hoping to do more and more. Besides that, we won't be back on until December 2nd so I just wanna say Happy Thanksgiving to everybody. Enjoy your family. Again this is a time of year to enjoy people. Take a break from politics and just enjoy family, enjoy friends, have some turkey or whatever you eat and god bless y'all and Happy Thanksgiving.

Mr. Gennette: Mr. Chairman

Mr. Silva: Mr. Gennette

Mr. Gennette: Yeah, so, congratulations to Chief Valadas for his Veteran's Day, for his award and everything and I apologize that I couldn't make that meeting. I did have to work. So, anyways, I was really sorry that I missed it. I don't miss many Veterans Day's events, but it was a good one and I just wasn't able to be there. So, as far as the tree, you know, I have to tell you, we're doing a lot of good things in Ludlow. I mean, between the tree, you look at the dementia friendly thing that we did tonight, we got a couple of grants, you know, I mean, there's a lot of good things that are happening and it's just good to see the community doing good things. And you know Mr. Chairman I think you're right, we have a lot of vacant positions that need to be filled and if you're looking for work, I know that's starting to become a thing for some people, get your application in to our HR department they would love to be able to try and find a spot for you. If you need work, come on down and hopefully we can fit you in. Yes, I'm definitely gonna be at the tree lighting. We'll definitely be there but I also wanted to congratulate our police officers again of Quashawn Branch, Desiree Rivera, and Michael Medina who are going to be, well hopefully Mr. Medina is, but it's nice to bring in officers that are prepared to or pick up the position almost immediately. So, congratulations to them and I think that's all I have Mr. Chairman other than a big Happy Thanksgiving to everybody. Stay Safe.

Motion made by Mr. Rosenblum to close the Select Board meeting at 7:21 P.M. Mr. Gennette second. All in favor. Motion passed 3-0.

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

Chairman

Ludlow Select Board

Part I

ADMINISTRATION OF THE GOVERNMENT

Title XX

PUBLIC SAFETY AND GOOD ORDER

Chapter 140

LICENSES

Section 2

ISSUANCE OF LICENSE TO BE INNHOLDERS OR COMMON
VICTUALLERS; SIGNING; REFUSAL; FEE; RECORD; PENALTY

Section 2. Licensing authorities may grant licenses to persons to be innholders or common victuallers. Such license shall not be issued or be valid until it has been signed by a majority of the aldermen in cities where the license is to be granted by the aldermen, by a majority of the licensing board in other cities or by the selectmen in towns. An alderman, any member of the licensing board or a selectman may refuse to sign a license for a person who, in his opinion, has not complied with this chapter. This section shall not require the licensing authorities to grant either of said licenses if, in their opinion, the public good does not require it. Unless otherwise established in a town by town meeting action and in a city by city council action, and in a town with no town meeting by town council action, by adoption of appropriate by-laws and ordinances to set such fees, a fee of not more than twenty-five dollars may be charged for either of said licenses, but in no event shall any such fee be greater than \$100. The licenses shall be recorded in the office of the licensing

authorities. An alderman, member of a licensing board or selectman who signs a license granted contrary to this chapter shall be punished by a fine of not more than fifty dollars.

Amy Kurtz

From: Amy Kurtz
Sent: Thursday, November 20, 2025 4:22 PM
To: Marc Strange
Subject: FW: Common Vic Fees

One last thing for today ...

Currently, we charge \$25 for Common Vic license. Below are some surrounding community's fees
(Thanks Brittany for your help 😊)

I couldn't find anything in our bylaws, but here is MGL stating it cannot be more than \$100.

[General Law - Part I, Title XX, Chapter 140, Section 2](#)

What do you think about thinking about a fee increase if we're in need for a little more revenue? (We have about 90 licenses that renew every year)

Amy Kurtz

Executive Assistant
Town of Ludlow
Select Board
488 Chapin Street
Ludlow, MA 01056
(413) 583-5600 Ext. 1202

From: Brittany Beaumier <BBeaumier@ludlow.ma.us>
Sent: Thursday, November 20, 2025 3:35 PM
To: Amy Kurtz <akurtz@Ludlow.ma.us>
Subject: Common Vic Fees

East Longmeadow, MA \$50 [eCode360](#)

Wilbraham, MA \$25 [Wilbraham Civic Center](#)

Longmeadow, MA \$100

Northampton, MA \$50 annually [Northampton+1](#)

Amherst, MA \$50 annually [Town of Amherst+1](#)

Westfield, MA \$100 annually [City of Westfield+1](#)

Springfield, MA \$125 for a new license, **\$100** for renewal

Brittany Beaumier

Project Coordinator
Town of Ludlow
Select Board
488 Chapin St
Ludlow, MA 01056
413-583-5600 Ext. 1298



11-13-2025

Proposal For: Ludlow, MA

Proposal Expiration: 11-25-2025

ZENCITY ORDER FORM

Order form #: Q-10969

Order form prepared for: Town of Ludlow, MA

Order form expiration date: 11-25-2025

This Order Form ("**Order Form**") is entered into between the Zencity entity detailed below ("**Zencity**"), and the entity identified below ("**Customer**", and jointly with Zencity the "**Parties**")), as of the Effective Date (as defined below) which shall remain in effect for the duration of the Initial Term as defined below and any renewal term (the "Term") unless agreed otherwise explicitly and in writing between the Parties. This Order Form includes and incorporates the Zencity Terms and Conditions attached hereto as Appendix A (the "**T&Cs**"). In the event of any conflict between this Order Form and the T&Cs, the terms of this Order Form shall prevail. All prices are quoted in USD.

ZENCITY	
Entity (legal) name:	Zencity Technologies US Inc.
Full address:	1313 N Market St, Suite 5100 Wilmington, DE 19801
Contact:	Noa Fishman
Phone:	(314)207-9106
Email:	noafishman@zencity.io

CUSTOMER	
Entity (legal) name:	Town of Ludlow, MA
Full address:	488 Chapin Street Ludlow, MA 01056
Contact:	Marc Strange
Phone:	413-583-5600
Email:	mstrange@ludlow.ma.us

SKU	Item Name	Description	Yearly List Price	Term	Discount	Yearly Discounted Price
ZC-ORG	Zencity Organic	Community Engagement SaaS Platform for cities with up to 50,000 residents Organic - Processing organic feedback on various channels, including • Unlimited full track of official sources and limited coverage of leading unofficial channels (40 unofficial sources) • Unlimited anomaly highlights, automated reports, digests and media mentions • Limited projects [10] • Publishing and scheduling to social media accounts and collecting engagement analytics on official (agency operated) social media channels	\$18,000	18 months	55%	\$8,500

Total Billed for Entire Term	\$12,750
Total Billed Yearly	\$8,500

Any additional modules, quantity increases or other custom development and integration work requested by Customer during the Term shall require an Order Form executed by the Parties, and shall be subject to the prevailing Zencity rate card subject to amendment from time to time.

ORDER FORM TERMS

Effective Date:	12-8-2025
Initial Term:	12 Months commencing on the Effective Date
Fees:	The initial payment of US \$4,250 shall be due within thirty (30) days of the Effective Date. Subsequent annual payments of US \$8,500 shall be due on or before July 30th of each applicable year for the remainder of the Term + the option to renew at the same cost for an additional 12-months.
Payment Terms:	The Fees shall be payable on an annual basis within 30 Days of the Effective Date and on each anniversary thereof.
Customer Billing Contact:	Marc Strange 413-583-5600 mstrange@ludlow.ma.us
Customer PO # (if applicable):	

Appendix A

Zencity Terms and Conditions

1. SOFTWARE LICENSE & SUPPORT SERVICES

1.1 Subject to the terms and conditions of these Zencity Terms and Conditions and of the applicable Order Form (collectively, the "**Agreement**"), Zencity hereby grants to Customer a personal, non-exclusive, non-transferable limited license to use the products and services licensed by Zencity to Customer (the "**Licensed Program**") identified in the applicable Order Form entered into by Zencity and Customer and the documentation and user manuals for the Licensed Program supplied by Zencity to Customer throughout the Term (the "**Documentation**").

For the purposes of this Section 1.1, the term "use" shall be only in accordance with the confidentiality provisions of this Agreement and shall include the rights to use the Licensed Program only for the use of the Customer's organization, company or institution.

For the purposes of this Section 1.1 the term "use" shall not include: (i) the right to make, use, or sell products incorporating the Licensed Program, or (ii) the right to sub-license the Licensed Program.

No right is granted to the source code of the Licensed Program or to create derivative works thereof or to transfer ownership of the media containing such software except as a part of, or with, or for use in the equipment with which it operates.

1.2 Routine customer support is available via email. Any claim will be answered within 24 hours of the report. On or before the Effective Date, Customer and Zencity shall each designate a liaison as a respective point of contact for technical issues. Each party may change such liaison upon written notice from time to time at reasonable intervals. Zencity will not be obligated to provide support to any person other than the Customer's designated liaison.

1.3 During the Term, Customer may have access to Updates upon request at no additional cost. "**Updates**" shall mean certain new features as determined by Zencity, or fixes of minor errors in the Licensed Program which are incorporated in a new release of the Licensed Program.

1.4 Certain upgrades can be delivered to Customer upon commercial terms and conditions to be agreed upon. "**Upgrades**" shall mean enhancements, new functionalities that are added into the Licensed Program.

2. RESTRICTIONS AND RESPONSIBILITIES

2.1 Customer agrees not to, directly or indirectly: reverse engineer, decompile, disassemble, or otherwise attempt to discover the source code, object code, or underlying structure, ideas, or algorithms of the Licensed Program, Documentation or data related to the Licensed Program, except to the extent such a restriction is limited by applicable law; modify, translate, or create derivative works based on the Licensed Program; or copy, reproduce, rent, lease, distribute, assign, sell, or otherwise dispose of the Licensed Program, in whole or in part, or otherwise commercially exploit, transfer, or encumber rights to the Licensed Program; or remove any proprietary notices.

2.2 Customer will use the Licensed Program only in compliance with all applicable laws and regulations (including, but not limited to, any export restrictions, surveillance and monitoring restrictions, and any privacy and data protection requirements).

2.3 Customer shall be responsible for obtaining and maintaining any equipment and other services needed to connect to, access, or otherwise use the Licensed Program and Customer shall also be responsible for (a) ensuring that such equipment is compatible with the Licensed Program, (b) maintaining the security of such equipment, user accounts, passwords and files, and (c) for all uses of Customer user accounts with or without Customer's knowledge or consent. To the extent Customer provides any Personal Data (as defined below) of personnel for registration purposes, Customer represents and warrants that it has any right, license, consent, and power and it has provided any notice, all as required under applicable law, to provide Zencity with such Personal Data and will be fully and solely responsible for providing only Personal Data of personnel related to the Customer. Zencity will handle such Personal Data in accordance with its Privacy Policy available at: <https://zencity.io/privacy-policy/>.

3. PROPRIETARY RIGHTS. Zencity retains all right, title, and interest in the Licensed Program, Documentation and any future modifications and enhancements thereof, and all intellectual property rights (including all past, present, and future rights associated with works of authorship, including exclusive exploitation rights, copyrights, and moral rights, trademark, and trade name rights and similar rights, trade secret rights, patent rights, and any other proprietary rights in intellectual property of every kind and nature) therein. Customer is granted only a limited right of use to the Licensed Program and Documentation as set forth herein, which right of use is not coupled with an interest and is revocable in accordance with the terms of this Agreement.

4. CONFIDENTIALITY. Each party (the "**Receiving Party**") agrees not to disclose (except as permitted herein) any Confidential Information of the other party (the "**Disclosing Party**") without the Disclosing Party's prior written consent. "**Confidential Information**" means all confidential business, technical, and financial information of the disclosing party that is marked as "Confidential" or an equivalent designation or that should reasonably be

understood to be confidential given the nature of the information and/or the circumstances surrounding the disclosure (including the terms of the applicable License Agreement). Zencity's Confidential Information includes, without limitation, the software underlying the Licensed Program and all Documentation. The Receiving Party agrees: (i) to use and disclose the Confidential Information only in connection with this Agreement; and (ii) to protect such Confidential Information using the measures that Receiving Party employs with respect to its own Confidential Information of a similar nature, but in no event with less than reasonable care. Receiving Party shall, before receipt or usage of such Confidential Information inform its personnel of Receiving Party's confidentiality obligations under this Agreement. Notwithstanding the foregoing, Confidential Information does not include information that: (i) has become publicly known through no breach by the Receiving Party; (ii) was rightfully received by the Receiving Party from a third party without restriction on use or disclosure; or (iii) is independently developed by the Receiving Party without access to such Confidential Information. Notwithstanding the above, the Receiving Party may disclose Confidential Information to the extent required by law or court order, provided that prior written notice of such required disclosure and an opportunity to oppose or limit disclosure is given to the Disclosing Party.

5. DATA AND MATERIALS LICENSE.

5.1 Customer grants Zencity a non-exclusive, transferable, perpetual, worldwide, and royalty-free license to use any data or information provided by Customer for use in, by, or in connection with the Licensed Program, any information collected, and/or any analysis of any such information conducted by the Licensed Program.

5.2 Any content created by Customer and provided to Zencity for use in connection with the Licensed Program or other services provided by Zencity ("**Customer Materials**") shall be the sole property of the Customer. Customer hereby grants Zencity and its successors and assigns a perpetual, irrevocable, transferrable, worldwide, royalty-free, fully paid-up, and non-exclusive license under any of Customer's intellectual property, moral or privacy rights to use, copy, distribute, display, modify and create derivative works of any Customer Materials for the provision of the services in accordance with the terms of this Agreement. The parties acknowledge that Zencity does not require any Personal Data to be provided in order to provide the Licensed Program and Customer undertakes that it shall not provide Zencity with any Personal Data as part of the Customer Materials. To the extent the Customer Materials shall include any Personal Data it shall be incidental and Customer shall be fully liable for such Personal Data in accordance with the terms of this Agreement and applicable law.

6. FEES.

6.1 The fees for the Licensed Program ("**Fees**") are set forth in the applicable Order Form. Properly submitted invoices for which payment is not received within fourteen (14) days of the invoice due date shall accrue a late charge of 1.5% interest per month, compounding annually. The Fees are exclusive of any applicable taxes, which, if payable by Zencity, shall be billed to and paid by Customer, including any bank fees related to the Customer's wire transfer. Customer may not withhold or set-off any amounts from the Fees. For the avoidance of doubt, discounts or credits relating to any term defined in any Order Form shall apply to said term only and shall not carry over to any Renewal Term.

7. TERM & TERMINATION

7.1 This Agreement shall commence on the Effective Date and continue for the period of the Licensed Program purchased pursuant to any applicable and outstanding Order Form, including any renewal term, unless earlier terminated in accordance with this Section 7. In the event of any Renewal Term, the Fees payable for the Licensed Program shall be updated as specified in the Order Form. Either party may terminate this Agreement immediately by giving written notice to the other party if: (i) the other party breaches a material provision of this Agreement and fails to cure the breach within seven (7) days after being given written notice thereof; or (ii) the other party is judged bankrupt or insolvent, makes a general assignment for the benefit of its creditors, a trustee or receiver is appointed for such party; or any petition by or on behalf of such party is filed under any bankruptcy or similar laws.

7.2 The Initial Term shall be automatically extended for successive renewal terms of 12 months each (each, a Renewal Term and collectively with the Initial Term, the Term) unless either party provides written notice of non-renewal to the other party at least 90 Days before the end of each applicable term.

7.3 Upon termination, Customer will pay in full for the Licensed Program up to and including the effective date of termination. Upon any termination of this Agreement: (a) the license of the Licensed Program hereunder shall immediately terminate; and (b) each party shall return to the other party or, at the other party's option, destroy all Confidential Information of the other party in its possession.

7.4 All sections of this Agreement which by their nature should survive termination will survive termination, including, without limitation, accrued rights to payment, confidentiality obligations, warranty disclaimers, and limitations of liability.

8. WARRANTY AND DISCLAIMER

8.1 Zencity represents and warrants that: (i) it has all right and authority necessary to enter into and perform this Agreement; and (ii) the Licensed Program shall perform in accordance with generally prevailing industry standards.

8.2 Customer represents and warrants that (i) it has all right and authority necessary to enter into and perform this Agreement; (ii) it owns all right, title, and interest in and to all data, including without limitation, any Personal Data that may be included therein, provided to Zencity (if any) for use in connection with this Agreement, or possesses the necessary authorization thereto; and (iii) Zencity's use of such data or materials including Customer Materials as contemplated hereunder will not violate the rights of any third party; (iv) it has all right, license and consent required to provide Zencity with the Customer Materials, including Personal Data contained therein, if and to the extent provided in accordance with Section 5.2 above; (v) the Customer Materials and Zencity's use thereof in accordance with the terms of this Agreement does not and will not infringe upon any third party's right; and (vi) it shall at all times use the Licensed Program in compliance with applicable law. "**Personal Data**" have the definition ascribed to it by the General Data Protection Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 ("**GDPR**") or any parallel term in the jurisdiction in which the Licensed Program is being used.

ZENCITY DOES NOT WARRANT THAT USE OF THE LICENSED PROGRAM WILL BE UNINTERRUPTED OR ERROR-FREE; NOR DOES IT MAKE ANY WARRANTY AS TO THE RESULTS THAT MAY BE OBTAINED FROM USE OF THE LICENSED PROGRAM. EXCEPT AS SET FORTH IN THIS SECTION 8, THE LICENSED PROGRAM IS PROVIDED "AS IS" AND ZENCITY DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, IMPLIED WARRANTIES OF MERCHANTABILITY, TITLE, FITNESS FOR A PARTICULAR PURPOSE, AND NON-INFRINGEMENT. ZENCITY DOES NOT WARRANT THAT ANY OR ALL FAILURES, DEFECTS OR ERRORS WILL BE CORRECTED, OR WARRANT THAT THE FUNCTIONS CONTAINED IN THE LICENSED PROGRAM WILL MEET CUSTOMER'S REQUIREMENTS.

8.3 To the extent the Licensed Program or any services provided by Zencity hereunder are provided through or in connection with any third-party services, Zencity shall not have any responsibility for any technical issues or limitations resulting from the use of such third-party service, including actions of Zencity on such third-party service taken on behalf of and at the instruction of Customer. Customer acknowledges and agrees that use of any third-party service shall be in accordance with such third party's terms and privacy policy.

9. LIMITATION OF LIABILITY. NEITHER PARTY, NOR ITS SUPPLIERS, OFFICERS, AFFILIATES, REPRESENTATIVES, CONTRACTORS, AND EMPLOYEES, SHALL BE RESPONSIBLE OR LIABLE WITH RESPECT TO ANY SUBJECT MATTER OF THIS AGREEMENT OR RELATED TERMS AND CONDITIONS UNDER ANY CONTRACT, NEGLIGENCE, STRICT LIABILITY, OR OTHER THEORY: (A) FOR ERROR OR INTERRUPTION OF USE OR FOR LOSS OR INACCURACY OF DATA (EXCEPT AS OTHERWISE SET FORTH IN SECTIONS 2.3 AND 5.2) OR COST OF PROCUREMENT OF SUBSTITUTE GOODS OR SERVICES OR LOSS OF BUSINESS; (B) FOR ANY INDIRECT, EXEMPLARY, PUNITIVE, INCIDENTAL, SPECIAL, OR CONSEQUENTIAL DAMAGES; OR (C) FOR ANY MATTER BEYOND SUCH PARTY'S REASONABLE CONTROL, EVEN IF SUCH PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH LOSS OR DAMAGE. IN NO EVENT SHALL EITHER PARTY'S AGGREGATE, CUMULATIVE LIABILITY FOR ANY CLAIMS ARISING OUT OF OR IN ANY WAY RELATED TO THIS AGREEMENT EXCEED THE FEES PAID BY CUSTOMER TO ZENCITY (OR, IN THE CASE OF CUSTOMER, PAYABLE) FOR THE LICENSED PROGRAM UNDER THIS AGREEMENT IN THE 12 MONTHS PRIOR TO THE ACT THAT GAVE RISE TO THE LIABILITY.

10. MISCELLANEOUS. Capitalized terms not otherwise defined in these Terms and Conditions have the meaning set forth in the applicable License Agreement. Neither party shall be held responsible or liable for any losses arising out of any delay or failure in performance of any part of this Agreement, other than payment obligations, due to any act of God, act of governmental authority, or due to war, riot, labor difficulty, pandemic, failure of performance by any third-party service, utilities, or equipment provider, or any other cause beyond the reasonable control of the party delayed or prevented from performing. Zencity shall have the right to use and display Customer's logos and trade names for marketing and promotional purposes in connection with Zencity's website and marketing materials, subject to Customer's trademark usage guidelines (as provided to Zencity). If any provision of this Agreement is found to be unenforceable or invalid, that provision will be limited or eliminated to the minimum extent necessary so that this Agreement will otherwise remain in full force and effect and enforceable. This Agreement is not assignable or transferable by either party without the other party's prior written consent, provided however that either party may assign this Agreement to a successor to all or substantially all of its business or assets. This Agreement (including the License Agreement) is the complete and exclusive statement of the mutual understanding of the parties and supersedes and cancels all previous written and oral agreements, communications, and other understandings relating to the subject matter of this Agreement. All waivers and modifications must be in a writing signed by both parties. No agency, partnership, joint venture, or

employment is created as a result of this Agreement and neither party has any authority of any kind to bind the other party in any respect. In any action or proceeding to enforce rights under this Agreement, the prevailing party will be entitled to recover costs and attorneys' fees. All notices under this Agreement will be in writing and will be deemed to have been duly given when received if personally delivered; when receipt is electronically confirmed, if transmitted by facsimile or e-mail; the day after it is sent if sent for next day delivery by recognized overnight delivery service; and upon receipt, if sent by certified or registered mail, return receipt requested. This Agreement shall be governed by the laws of the State of New York without regard to its conflict of laws provisions and the competent courts of New York City shall have exclusive jurisdiction to hear any disputes arising hereunder.

NUMBER
101-26

FEE
\$200

THE COMMONWEALTH OF MASSACHUSETTS
Town of Ludlow

USED CAR DEALER'S LICENSE – CLASS I
TO BUY AND SELL SECOND-HAND MOTOR VEHICLES

In accordance with the provisions of Chapter 140 of the General Laws with amendments thereto **Jacie Mesheu** whose principal business is the sale of new motor vehicles as a recognized agent of **The Butler Corporation** or has a signed contract as required by Section 58, Class I, is hereby licenses to purchase and sell, as incidental or secondary thereto, second-hand motor vehicles at **251 Moody Street, Ludlow, MA 01056** on premises described as follows: For the sale of new vans which have been equipped with carpet and upholstery equipment. Hrs. Mon-Fri 8:00 a.m. – 5:00 p.m. No sales on Sundays or holidays except Washington's Birthday. Must comply with Ch. 14 Town Bylaws regulating M.V.L Class I, II,III licenses.

December 2, 2025

THIS LICENSE EXPIRES JANUARY 1, 2027
THIS LICENSE MUST BE POSTED IN A CONSPICUOUS PLACE UPON THE PREMISES

NUMBER
214-26

FEE
\$200

THE COMMONWEALTH OF MASSACHUSETTS
Town of Ludlow

USED CAR DEALER'S LICENSE – CLASS II
TO BUY AND SELL SECOND-HAND MOTOR VEHICLES

In accordance with the provisions of Chapter 140 of the General Laws with amendments thereto **Red Barn Motors, Inc., Paul Daniele** is hereby licensed to buy and sell second-hand motor vehicles at **473 Holyoke Street, Ludlow, MA 01056** on premises described as follows: Restricted to forty (40) vehicles; 36 on the outside and 4 on the inside. Length of buffer zone will be 20' from pavement and 5' from the front of the boundary line. Hrs: Mon-Fri 9:00am – 6:00pm., Sat 9:00am – 2:00 pm. No sales on Sundays or Holidays except Washington's Birthday. Must comply with Ch. 14 Town Bylaws regulating Class I, II, III MVL. \$25,000 bond required.

December 2, 2025

THIS LICENSE EXPIRES JANUARY 1, 2027
THIS LICENSE MUST BE POSTED IN A CONSPICUOUS PLACE UPON THE PREMISES

NUMBER

216-26

FEE

\$200

THE COMMONWEALTH OF MASSACHUSETTS

Town of Ludlow

USED CAR DEALER'S LICENSE – CLASS II

TO BUY AND SELL SECOND-HAND MOTOR VEHICLES

In accordance with the provisions of Chapter 140 of the General Laws with amendments thereto **Roy's Auto Service, Roy W. Cote, William R. Cote** is hereby licensed to buy and sell second-hand motor vehicles at **935 Center Street, Ludlow, MA 01056** on premises described as follows: No more than 5 cars for sale. No junk cars with missing parts stored outside. All cars to be 20' back from street. No large signs to block visibility, especially on corner. Hrs: Mon-Fri 8:00am – 6:00pm. No sales on Sundays or Holidays except Washington's Birthday. Must comply with Ch. 14 Town Bylaws regulating Class I, II, III MVL. \$25,000 bond required.

December 2, 2025

THIS LICENSE EXPIRES JANUARY 1, 2027

THIS LICENSE MUST BE POSTED IN A CONSPICUOUS PLACE UPON THE PREMISES

NUMBER

221-26

FEE

\$200

THE COMMONWEALTH OF MASSACHUSETTS

Town of Ludlow

USED CAR DEALER'S LICENSE – CLASS II

TO BUY AND SELL SECOND-HAND MOTOR VEHICLES

In accordance with the provisions of Chapter 140 of the General Laws with amendments thereto **Caracas Construction Corp.**, is hereby licensed to buy and sell second-hand motor vehicles at **592 Holyoke Street, Ludlow, MA 01056** on premises described as follows: Restricted to 22 cars on the premises. Hrs: Mon-Fri 8:00am – 5:00pm; Sat 8:00am – 12:00noon. No sales on Sundays or Holidays except Washington's Birthday. Must comply with Ch. 14 Town Bylaws regulating Class I, II, III MVL. \$25,000 bond required.

December 2, 2025

THIS LICENSE EXPIRES JANUARY 1, 2027

THIS LICENSE MUST BE POSTED IN A CONSPICUOUS PLACE UPON THE PREMISES

NUMBER

208-26

FEE

\$200

THE COMMONWEALTH OF MASSACHUSETTS

Town of Ludlow

USED CAR DEALER'S LICENSE – CLASS II

TO BUY AND SELL SECOND-HAND MOTOR VEHICLES

In accordance with the provisions of Chapter 140 of the General Laws with amendments thereto **Joe's Autobody Inc.**, is hereby licensed to buy and sell second-hand motor vehicles at **199 West Avenue, Ludlow, MA 01056** on premises described as follows: Restricted to ten (10) cars. No additional lighting or signs to be placed on property. No flags. Hrs: Mon-Fri 8:00am – 5:00pm. No sales on Sundays or Holidays except Washington's Birthday. Must comply with Ch. 14 Town Bylaws regulating Class I, II, III MVL. \$25,000 bond required.

December 2, 2025

THIS LICENSE EXPIRES JANUARY 1, 2027

THIS LICENSE MUST BE POSTED IN A CONSPICUOUS PLACE UPON THE PREMISES

NUMBER
201-26

FEE
\$200

THE COMMONWEALTH OF MASSACHUSETTS
Town of Ludlow

USED CAR DEALER'S LICENSE – CLASS II

TO BUY AND SELL SECOND-HAND MOTOR VEHICLES

In accordance with the provisions of Chapter 140 of the General Laws with amendments thereto **Beachside Motors, Inc.**, is hereby licensed to buy and sell second-hand motor vehicles at **556 Center Street, Ludlow, MA 01056** on premises described as follows: Restricted to 20 vehicles outside and 5 vehicles inside as amended on 5/29/07 for a total of 25 vehicles. Cars to be parked no closer than 5' to sidewalk. Cars are to be parked perpendicular to Beachside Drive. No flags, banners or flood lights will be permitted. Dumpster must be enclosed. Hrs: Mon-Fri 8:00am – 9:00pm; Sat 8:00am – 5:00pm. No sales on Sundays or Holidays except Washington's Birthday. No employee parking on Beachside Drive. No display on Beachside Drive. *Must comply with Ch. 14 Town Bylaws regulating Class I, II, III MVL. \$25,000 bond required.

December 2, 2025

THIS LICENSE EXPIRES JANUARY 1, 2027
THIS LICENSE MUST BE POSTED IN A CONSPICUOUS PLACE UPON THE PREMISES

NUMBER
205-26

FEE
\$200

THE COMMONWEALTH OF MASSACHUSETTS
Town of Ludlow

USED CAR DEALER'S LICENSE – CLASS II

TO BUY AND SELL SECOND-HAND MOTOR VEHICLES

In accordance with the provisions of Chapter 140 of the General Laws with amendments thereto **Deluxe Auto Sales, Manuel R. Coelho** is hereby licensed to buy and sell second-hand motor vehicles at **127 East Street, Ludlow, MA 01056** on premises described as follows: Restricted to 38 vehicles on premises. The doors must be closed on the building if major repairs are being done between 6:00pm – 9:00pm. Hrs: Mon-Sat 8:00am – 9:00pm. No sales on Sundays or Holidays except Washington's Birthday. Must comply with Ch. 14 Town Bylaws regulating Class I, II, III MVL. \$25,000 bond required.

December 2, 2025

THIS LICENSE EXPIRES JANUARY 1, 2027
THIS LICENSE MUST BE POSTED IN A CONSPICUOUS PLACE UPON THE PREMISES

NUMBER

215-26

FEE

\$200

THE COMMONWEALTH OF MASSACHUSETTS

Town of Ludlow

USED CAR DEALER'S LICENSE – CLASS II

TO BUY AND SELL SECOND-HAND MOTOR VEHICLES

In accordance with the provisions of Chapter 140 of the General Laws with amendments thereto **Robert's Auto Body Sales, Inc., Miroslaw Kopec** is hereby licensed to buy and sell second-hand motor vehicles at **345 West Street, Ludlow, MA 01056** on premises described as follows: Restricted to 30 vehicles on the premises. All signs should conform to sign ordinances. Hrs: Mon-Fri 8:00am – 5:00pm; Sat. 8:00am – 12:00noon. No sales on Sundays or Holidays except Washington's Birthday. Must comply with Ch. 14 Town Bylaws regulating Class I, II, III MVL. \$25,000 bond required.

December 2, 2025

THIS LICENSE EXPIRES JANUARY 1, 2027

THIS LICENSE MUST BE POSTED IN A CONSPICUOUS PLACE UPON THE PREMISES

NUMBER

213-26

FEE

\$200

THE COMMONWEALTH OF MASSACHUSETTS

Town of Ludlow

USED CAR DEALER'S LICENSE – CLASS II

TO BUY AND SELL SECOND-HAND MOTOR VEHICLES

In accordance with the provisions of Chapter 140 of the General Laws with amendments thereto **Paul's Autoworx, Inc., dba/Martin's Auto Sales** is hereby licensed to buy and sell second-hand motor vehicles at **146 East Street, Ludlow, MA 01056** on premises described as follows: Restricted to five (5) cars. No additional lighting on property. Hrs: Mon-Fri 8:00am – 5:00pm; Sat. 8:00am – 2:00pm. No sales on Sundays or Holidays except Washington's Birthday. Must comply with Ch. 14 Town Bylaws regulating Class I, II, III MVL. \$25,000 bond required.

December 2, 2025

THIS LICENSE EXPIRES JANUARY 1, 2027

THIS LICENSE MUST BE POSTED IN A CONSPICUOUS PLACE UPON THE PREMISES

NUMBER

212-26

FEE

\$200

THE COMMONWEALTH OF MASSACHUSETTS

Town of Ludlow

USED CAR DEALER'S LICENSE – CLASS II

TO BUY AND SELL SECOND-HAND MOTOR VEHICLES

In accordance with the provisions of Chapter 140 of the General Laws with amendments thereto **Discount Motor Sales, Inc.**, is hereby licensed to buy and sell second-hand motor vehicles at **135 Carmelina's Circle, Ludlow, MA 01056** on premises described as follows: Restricted to twenty-three (23) vehicles on the premises with a three (3) bay garage. Hrs: Mon-Fri 10:00am – 5:00pm & Saturday: By appointment. No sales on Sundays or Holidays except Washington's Birthday. Must comply with Ch. 14 Town Bylaws regulating Class I, II, III MVL. \$25,000 bond required.

December 2, 2025

THIS LICENSE EXPIRES JANUARY 1, 2027

THIS LICENSE MUST BE POSTED IN A CONSPICUOUS PLACE UPON THE PREMISES

NUMBER

210-26

FEE

\$200

THE COMMONWEALTH OF MASSACHUSETTS

Town of Ludlow

USED CAR DEALER'S LICENSE – CLASS II

TO BUY AND SELL SECOND-HAND MOTOR VEHICLES

In accordance with the provisions of Chapter 140 of the General Laws with amendments thereto **Matt's Auto Mall, LLC, Matthew Jensen** is hereby licensed to buy and sell second-hand motor vehicles at **447 Center Street, Ludlow, MA 01056** on premises described as follows: Restricted to twenty-five (25) cars for sale. Hrs: Mon-Sat 9:00am – 5:00pm. No sales on Sundays or Holidays except Washington's Birthday. Must comply with Ch. 14 Town Bylaws regulating Class I, II, III MVL. \$25,000 bond required.

December 2, 2025

THIS LICENSE EXPIRES JANUARY 1, 2027

THIS LICENSE MUST BE POSTED IN A CONSPICUOUS PLACE UPON THE PREMISES

NUMBER

204-26

FEE

\$200

THE COMMONWEALTH OF MASSACHUSETTS

Town of Ludlow

USED CAR DEALER'S LICENSE – CLASS II

TO BUY AND SELL SECOND-HAND MOTOR VEHICLES

In accordance with the provisions of Chapter 140 of the General Laws with amendments thereto **Delta Foreign Electric, Diamantis Tzikas & Tom Tzikas** is hereby licensed to buy and sell second-hand motor vehicles at **296 East Street, Ludlow, MA 01056** on premises described as follows: Restricted to No large for sale/used car signs on the property. No overhead lights on the property. Five (5) cars max to be kept in the middle or to the right of the premises. A fence to be erected in back, to keep out unauthorized persons. No streamers. Hrs: Mon-Sat 8:00am – 5:00pm. No sales on Sundays or Holidays except Washington's Birthday. Must comply with Ch. 14 Town Bylaws regulating Class I, II, III MVL. \$25,000 bond required.

December 2, 2025

THIS LICENSE EXPIRES JANUARY 1, 2027

THIS LICENSE MUST BE POSTED IN A CONSPICUOUS PLACE UPON THE PREMISES

NUMBER

209-26

FEE

\$200

THE COMMONWEALTH OF MASSACHUSETTS

Town of Ludlow

USED CAR DEALER'S LICENSE – CLASS II

TO BUY AND SELL SECOND-HAND MOTOR VEHICLES

In accordance with the provisions of Chapter 140 of the General Laws with amendments thereto **John A. Quill dba John Quill Automotive** is hereby licensed to buy and sell second-hand motor vehicles at **542 Holyoke Street, Ludlow, MA 01056** on premises described as follows: Restricted to ten (10) vehicles. Hrs: Mon-Fri 9:00am – 6:00pm. No sales on Sundays or Holidays except Washington's Birthday. Must comply with Ch. 14 Town Bylaws regulating Class I, II, III MVL. \$25,000 bond required.

December 2, 2025

THIS LICENSE EXPIRES JANUARY 1, 2027

THIS LICENSE MUST BE POSTED IN A CONSPICUOUS PLACE UPON THE PREMISES

NUMBER

211-26

FEE

\$200

THE COMMONWEALTH OF MASSACHUSETTS

Town of Ludlow

USED CAR DEALER'S LICENSE – CLASS II

TO BUY AND SELL SECOND-HAND MOTOR VEHICLES

In accordance with the provisions of Chapter 140 of the General Laws with amendments thereto **Lupa's Leasing Inc.**, is hereby licensed to buy and sell second-hand motor vehicles at **545 West Street, Ludlow, MA 01056** on premises described as follows: License revised 4/15/03 for the sale of 10 construction related equipment and 10 second-hand motor vehicles for a max of twenty (20) vehicles. No signs, flags, additional lighting. Hrs: Mon-Sat 8:00am – 5:00pm. No sales on Sundays or Holidays except Washington's Birthday. Must comply with Ch. 14 Town Bylaws regulating Class I, II, III MVL. \$25,000 bond required.

December 2, 2025

THIS LICENSE EXPIRES JANUARY 1, 2027

THIS LICENSE MUST BE POSTED IN A CONSPICUOUS PLACE UPON THE PREMISES

NUMBER

223-26

FEE

\$200

THE COMMONWEALTH OF MASSACHUSETTS

Town of Ludlow

USED CAR DEALER'S LICENSE – CLASS II

TO BUY AND SELL SECOND-HAND MOTOR VEHICLES

In accordance with the provisions of Chapter 140 of the General Laws with amendments thereto **Royal Coach Sales, LLC, John Garcia** is hereby licensed to buy and sell second-hand motor vehicles at **37 Letourneau Lane, Ludlow, MA 01056** on premises described as follows: Restricted to ten (10) vehicles; five (5) on the outside and five (5) on the inside. Hrs: Mon-Fri 9:00am – 5:00pm. No sales on Sundays or Holidays except Washington's Birthday. Must comply with Ch. 14 Town Bylaws regulating Class I, II, III MVL. \$25,000 bond required.

December 2, 2025

THIS LICENSE EXPIRES JANUARY 1, 2027

THIS LICENSE MUST BE POSTED IN A CONSPICUOUS PLACE UPON THE PREMISES

NUMBER

228-26

FEE

\$200

THE COMMONWEALTH OF MASSACHUSETTS

Town of Ludlow

USED CAR DEALER'S LICENSE – CLASS II

TO BUY AND SELL SECOND-HAND MOTOR VEHICLES

In accordance with the provisions of Chapter 140 of the General Laws with amendments thereto **Sewall Street Auto Center** is hereby licensed to buy and sell second-hand motor vehicles at **330 Sewall Street, Ludlow, MA 01056** on premises described as follows: Five (5) car limit. No illuminated signs, flags or additional lighting. Hrs: Mon-Fri 7:30am – 6:00pm; Sat 7:30am – 3:00pm. No sales on Sundays or Holidays except Washington's Birthday. Must comply with Ch. 14 Town Bylaws regulating Class I, II, III MVL. \$25,000 bond required.

December 2, 2025

THIS LICENSE EXPIRES JANUARY 1, 2027

THIS LICENSE MUST BE POSTED IN A CONSPICUOUS PLACE UPON THE PREMISES

NUMBER

229-26

FEE

\$200

THE COMMONWEALTH OF MASSACHUSETTS

Town of Ludlow

USED CAR DEALER'S LICENSE – CLASS II

TO BUY AND SELL SECOND-HAND MOTOR VEHICLES

In accordance with the provisions of Chapter 140 of the General Laws with amendments thereto **Stingray Motors, LLC, John Medeiros** is hereby licensed to buy and sell second-hand motor vehicles at **264 Moody Street, Ludlow, MA 01056** on premises described as follows: Restricted to fifteen (15) vehicles on the premises. All signs should conform to sign ordinances. Hrs: Mon-Fri 10:00am – 4:00pm or by appointment. No sales on Sundays or Holidays except Washington's Birthday. Must comply with Ch. 14 Town Bylaws regulating Class I, II, III MVL. \$25,000 bond required.

December 2, 2025

THIS LICENSE EXPIRES JANUARY 1, 2027

THIS LICENSE MUST BE POSTED IN A CONSPICUOUS PLACE UPON THE PREMISES

NUMBER

302-26

FEE

\$200

THE COMMONWEALTH OF MASSACHUSETTS

Town of Ludlow

MOTOR VEHICLE JUNK LICENSE – CLASS III

In accordance with the provisions of Chapter 140 of the General Laws with amendments thereto **JL Massa Collision Specialist, Inc** is hereby licensed to buy and sell second-hand motor vehicles for the purpose of remodeling, taking apart or rebuilding the same, or the buying or selling of parts of second-hand motor vehicles or tires, or the assembling of motor vehicle parts at **287 Miller Street, Ludlow, MA 01056** on premises described as follows: No selling of used parts on the premises. Restricted to seven (7) cars. No signs to be erected. Not more than five (5) vehicles to be displayed in front of the building for sale at any one time. Must comply with Ch. 14 Town Bylaws regulating Class I, II, III Licenses. Hrs: Mon-Fri 8:00am – 5:00pm. No sales on Sundays or Holidays except Washington's Birthday.

December 2, 2025

THIS LICENSE EXPIRES JANUARY 1, 2027

THIS LICENSE MUST BE POSTED IN A CONSPICUOUS PLACE UPON THE PREMISES

NUMBER

304-26

FEE

\$200

THE COMMONWEALTH OF MASSACHUSETTS

Town of Ludlow

MOTOR VEHICLE JUNK LICENSE – CLASS III

In accordance with the provisions of Chapter 140 of the General Laws with amendments thereto **Joao Dacruz dba Ludlow Motor Sales** is hereby licensed to buy and sell second-hand motor vehicles for the purpose of remodeling, taking apart or rebuilding the same, or the buying or selling of parts of second-hand motor vehicles or tires, or the assembling of motor vehicle parts at **121 West Avenue, Ludlow, MA 01056** on premises described as follows: No selling of used parts on the premises. Restricted to ten (10) vehicles for sale on premises not including personal or those used for auto parts. No sales on Sundays or Holidays except Washington's Birthday. Hrs: Mon-Fri 8:00am – 5:00pm. Must comply with Ch. 14 Town Bylaws regulating Class I, II, III Licenses.

December 2, 2025

THIS LICENSE EXPIRES JANUARY 1, 2027

THIS LICENSE MUST BE POSTED IN A CONSPICUOUS PLACE UPON THE PREMISES



RECEIVED

NOV 17 2025

SELECT BOARD
LUDLOW, MA 01056

Town of Ludlow, Massachusetts

Office of the Select Board

**APPLICATION FOR/AND RENEWAL FORM
CLASS I, II OR III LICENSE**

Date: 11/12/2025

Please complete the following and return it to the Office of the Select Board, 488 Chapin Street, Ludlow, MA 01056 with the \$200 check made payable to the Town of Ludlow, the Worker's Compensation Insurance Affidavit form, the declaration page of the worker's comp policy and if Class II license proof of \$25,000 bond.

Corporate Name: The Butler Corporation

DBA: _____

On-Site Manager Name & Phone Number: JACIE Mesheu
(Please list ALL names required for your license)

Business Address: 251 Moody 1st, Ludlow, MA 01056

Email Address: DGeorge@ButlerSystem.com

Type of License: CLASS II

Additional Information: _____

Signature of Owner/License Holder _____

04-2709013
Federal ID # or Social Security #

Submit to the Select Board's Office the following:

- Application
- Check for \$200 (payable to the Town of Ludlow)
- Workers Compensation Insurance Affidavit (including copy of declaration page of policy)
- Class II Only: Proof of \$25,000 Bond

◇ 488 Chapin Street Ludlow, MA 01056 ◇ (413) 583-5600 ◇ FAX: (413) 583-5603 ◇
◇ TTY (413) 583-5668 ◇ Email: selectboard@ludlow.ma.us ◇



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NOV 17 2025

SELECT BOARD
LUDLOW, MA 01056

Town of Ludlow, Massachusetts

Office of the Select Board

APPLICATION FOR/AND RENEWAL FORM
CLASS I, II OR III LICENSE

Date: 11-10-25

Please complete the following and return it to the Office of the Select Board, 488 Chapin Street, Ludlow, MA 01056 with the \$200 check made payable to the Town of Ludlow, the Worker's Compensation Insurance Affidavit form, the declaration page of the worker's comp policy and if Class II license proof of \$25,000 bond.

Corporate Name. Red Barn Motors

DBA. _____

On-Site Manager Name & Phone Number: Paul Daniele 413 433-4900
(Please list ALL names required for your license)

Business Address. 473 Holyoke St Ludlow MA

Email Address redbarn 413 @ gmail

Type of License. class II

Additional Information _____

Signature of Owner/License Holder

043393028

Federal ID # or Social Security #

Submit to the Select Board's Office the following:

- Application
- Check for \$200 (payable to the Town of Ludlow)
- Workers Compensation Insurance Affidavit (including copy of declaration page of policy)
- Class II Only: Proof of \$25,000 Bond

◇ 488 Chapin Street Ludlow, MA 01056 ◇ (413) 583-5600 ◇ FAX: (413) 583-5603 ◇
◇ TTY (413) 583-5668 ◇ Email: selectboard@ludlow.ma.us ◇



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NOV 13 2025

SELECT BOARD
LUDLOW, MA 01056

Town of Ludlow, Massachusetts
Office of the Select Board

APPLICATION FOR/AND RENEWAL FORM
CLASS I, II OR III LICENSE

Date: Nov 12, 2025

Please complete the following and return it to the Office of the Select Board, 488 Chapin Street, Ludlow, MA 01056 with the \$200 check made payable to the Town of Ludlow, the Worker's Compensation Insurance Affidavit form, the declaration page of the worker's comp policy and if Class II license proof of \$25,000 bond.

Corporate Name: _____

DBA: Roy W. COTE D/B/A Roy's Auto Service
ROY W. COTE AND WILLIAM R. COTE

On-Site Manager Name & Phone Number: (413) 583-6379

(Please list ALL names required for your license)

Business Address: 935 CENTER STREET LUDLOW, MA 01056

Email Address: _____

Type of License: CLASS II

Additional Information: _____

Roy W. Cote _____

Signature of Owner/License Holder

04-2479319
Federal ID # or Social Security #

Submit to the Select Board's Office the following:

- Application
- Check for \$200 (payable to the Town of Ludlow)
- Workers Compensation Insurance Affidavit (including copy of declaration page of policy)
- Class II Only: Proof of \$25,000 Bond

◇ 488 Chapin Street Ludlow, MA 01056 ◇ (413) 583-5600 ◇ FAX: (413) 583-5603 ◇
◇ TTY (413) 583-5668 ◇ Email: selectboard@ludlow.ma.us ◇

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NOV 03 2025

SELECT BOARD
LUDLOW, MA 01056



Town of Ludlow, Massachusetts
Office of the Select Board

APPLICATION FOR/AND RENEWAL FORM
CLASS I, II OR III LICENSE

Date: 10/31/2025

Please complete the following and return it to the Office of the Select Board, 488 Chapin Street, Ludlow, MA 01056 with the \$200 check made payable to the Town of Ludlow, the Worker's Compensation Insurance Affidavit form, the declaration page of the worker's comp policy and if Class II license proof of \$25,000 bond.

Corporate Name: Caracas Construction

DBA: _____

On-Site Manager Name & Phone Number: Matias Goncalves, Manny Goncalves, Anna Gomes
(Please list ALL names required for your license) (413) 547-6200

Business Address: 599 Holyoke St. Ludlow, MA 01056

Email Address: anna@caracascorp.com

Type of License: CLASS II

Additional Information: _____

Matias Goncalves

Signature of Owner/License Holder

04-2863506

Federal ID # or Social Security #

Submit to the Select Board's Office the following:

- Application
- Check for \$200 (payable to the Town of Ludlow)
- Workers Compensation Insurance Affidavit (including copy of declaration page of policy)
- Class II Only: Proof of \$25,000 Bond

◇ 488 Chapin Street Ludlow, MA 01056 ◇ (413) 583-5600 ◇ FAX: (413) 583-5603 ◇
◇ TTY (413) 583-5668 ◇ Email: selectboard@ludlow.ma.us ◇



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NOV 21 2025

SELECT BOARD
LUDLOW, MA 01056

Town of Ludlow, Massachusetts

Office of the Select Board

**APPLICATION FOR/AND RENEWAL FORM
CLASS I, II OR III LICENSE**

Date: 11-21-25

Please complete the following and return it to the Office of the Select Board, 488 Chapin Street, Ludlow, MA 01056 with the \$200 check made payable to the Town of Ludlow, the Worker's Compensation Insurance Affidavit form, the declaration page of the worker's comp policy and if Class II license proof of \$25,000 bond.

Corporate Name: Auto Body Repair and Car Sales

DBA: Car Sales

On-Site Manager Name & Phone Number: 413 478-4472
(Please list ALL names required for your license)

Business Address: _____

Email Address: JFMurphy59@gmail.com

Type of License: Dealer class II

Additional Information: _____

Josephine Mateus
Signature of Owner/License Holder

042970273
Federal ID # or Social Security #

Submit to the Select Board's Office the following:

- Application
- Check for \$200 (payable to the Town of Ludlow)
- Workers Compensation Insurance Affidavit (including copy of declaration page of policy)
- Class II Only: Proof of \$25,000 Bond



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NOV 12 2025

SELECT BOARD
LUDLOW, MA 01056

Town of Ludlow, Massachusetts

Office of the Select Board

APPLICATION FOR/AND RENEWAL FORM
CLASS I, II OR III LICENSE

Date: 11/11/2025

Please complete the following and return it to the Office of the Select Board, 488 Chapin Street, Ludlow, MA 01056 with the \$200 check made payable to the Town of Ludlow, the Worker's Compensation Insurance Affidavit form, the declaration page of the worker's comp policy and if Class II license proof of \$25,000 bond.

Corporate Name: Beachside Motors, Inc.

556 Center Street

Ludlow, MA 01056

(413) 589-0833

www.BeachsideMotors.com

DBA: _____

On-Site Manager Name & Phone Number: ROBERT KOPEC 413 348 5642

(Please list ALL names required for your license)

Business Address: 556 Center St Ludlow MA 01056

Email Address: BEACHSIDEMOTORS@YAHOO.COM

Type of License: CLASS II

Additional Information: _____

Signature of Owner/License Holder

202225837

Federal ID # or Social Security #

Submit to the Select Board's Office the following:

- Application
- Check for \$200 (payable to the Town of Ludlow)
- Workers Compensation Insurance Affidavit (including copy of declaration page of policy)
- Class II Only: Proof of \$25,000 Bond

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◇ TTY (413) 583-5668 ◇ Email: selectboard@ludlow.ma.us ◇



RECEIVED

NOV 13 2025

SELECT BOARD
LUDLOW, MA 01056

Town of Ludlow, Massachusetts

Office of the Select Board

APPLICATION FOR/AND RENEWAL FORM
CLASS I, II OR III LICENSE

Date: 11-13-25

Please complete the following and return it to the Office of the Select Board, 488 Chapin Street, Ludlow, MA 01056 with the \$200 check made payable to the Town of Ludlow, the Worker's Compensation Insurance Affidavit form, the declaration page of the worker's comp policy and if Class II license proof of \$25,000 bond.

Corporate Name: Deluxe Auto Sales, Inc.

DBA: Deluxe Auto Sales

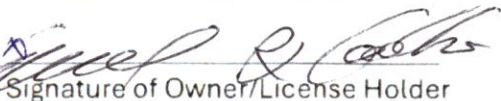
On-Site Manager Name & Phone Number: Manuel Coelho 413
(Please list ALL names required for your license)

Business Address: 127 East St. Ludlow MA. 01056

Email Address: deluxeludlow@gmail.com

Type of License: Class II

Additional Information: _____


Signature of Owner/License Holder

015-54-7894
Federal ID # or Social Security #

Submit to the Select Board's Office the following:

- Application
- Check for \$200 (payable to the Town of Ludlow)
- Workers Compensation Insurance Affidavit (including copy of declaration page of policy)
- Class II Only: Proof of \$25,000 Bond

◇ 488 Chapin Street Ludlow, MA 01056 ◇ (413) 583-5600 ◇ FAX: (413) 583-5603 ◇
◇ TTY (413) 583-5668 ◇ Email: selectboard@ludlow.ma.us ◇



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NOV 17 2025

SELECT BOARD
LUDLOW, MA 01056

Town of Ludlow, Massachusetts

Office of the Select Board

APPLICATION FOR/AND RENEWAL FORM
CLASS I, II OR III LICENSE

Date: 11/7/2025

Please complete the following and return it to the Office of the Select Board, 488 Chapin Street, Ludlow, MA 01056 with the \$200 check made payable to the Town of Ludlow, the Worker's Compensation Insurance Affidavit form, the declaration page of the worker's comp policy and if Class II license proof of \$25,000 bond.

Corporate Name: Robert's Auto Body Sales, Inc.

DBA: _____

On-Site Manager Name & Phone Number: Mimsdale Kopeck
(Please list ALL names required for your license)

Business Address: 345 West St. Ludlow, MA 01056

Email Address: robartsabs@verizon.net

Type of License: Class II

Additional Information: _____

[Signature]
Signature of Owner/License Holder

2746416435
Federal ID # or Social Security #

Submit to the Select Board's Office the following:

- Application
- Check for \$200 (payable to the Town of Ludlow)
- Workers Compensation Insurance Affidavit (including copy of declaration page of policy)
- Class II Only: Proof of \$25,000 Bond

◇ 488 Chapin Street Ludlow, MA 01056 ◇ (413) 583-5600 ◇ FAX: (413) 583-5603 ◇
◇ TTY (413) 583-5668 ◇ Email: selectboard@ludlow.ma.us ◇



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NOV 19 2025

SELECT BOARD
LUDLOW, MA 01056

Town of Ludlow, Massachusetts
Office of the Select Board

APPLICATION FOR/AND RENEWAL FORM
CLASS I, II OR III LICENSE

Date: 11/19/2025

Please complete the following and return it to the Office of the Select Board, 488 Chapin Street, Ludlow, MA 01056 with the \$200 check made payable to the Town of Ludlow, the Worker's Compensation Insurance Affidavit form, the declaration page of the worker's comp policy and if Class II license proof of \$25,000 bond.

Corporate Name: Paul's Autoworx Inc

DBA: Martins Auto Sales

On-Site Manager Name & Phone Number: Paul Chaves 413-237-7511
(Please list ALL names required for your license)

Business Address: 146 East St

Email Address: PJ7597@AOL.com

Type of License: Class II

Additional Information: _____

Signature of Owner/License Holder

510551828

Federal ID # or Social Security #

Submit to the Select Board's Office the following:

- Application
- Check for \$200 (payable to the Town of Ludlow)
- Workers' Compensation Insurance Affidavit (including copy of declaration page of policy)
- Class II Only: Proof of \$25,000 Bond

◇ 488 Chapin Street Ludlow, MA 01056 ◇ (413) 583-5600 ◇ FAX: (413) 583-5603 ◇
◇ TTY (413) 583-5668 ◇ Email: selectboard@ludlow.ma.us ◇

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NOV 14 2025

SELECT BOARD
LUDLOW, MA 01056



Town of Ludlow, Massachusetts

Office of the Select Board

APPLICATION FOR/AND RENEWAL FORM
CLASS I, II OR III LICENSE

Date: 11-13-25

Please complete the following and return it to the Office of the Select Board, 488 Chapin Street, Ludlow, MA 01056 with the \$200 check made payable to the Town of Ludlow, the Worker's Compensation Insurance Affidavit form, the declaration page of the worker's comp policy and if Class II license proof of \$25,000 bond.

Corporate Name: DISCOUNT MOTOR SPARE INC

DBA: _____

On-Site Manager Name & Phone Number: SCOTT STANW 413-279-4379

(Please list ALL names required for your license)

Business Address: 135 CARMELOWS C.A.

Email Address: DISCOUNT135@YAHOO.COM

Type of License: USED CAR

Additional Information: _____

[Signature]
Signature of Owner/License Holder

844065163
Federal ID # or Social Security #

Submit to the Select Board's Office the following:

- Application
- Check for \$200 (payable to the Town of Ludlow)
- Workers Compensation Insurance Affidavit (including copy of declaration page of policy)
- Class II Only: Proof of \$25,000 Bond

♦ 488 Chapin Street Ludlow, MA 01056 ♦ (413) 583-5600 ♦ FAX: (413) 583-5603 ♦
♦ TTY (413) 583-5668 ♦ Email: selectboard@ludlow.ma.us ♦



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NOV 17 2025

SELECT BOARD
LUDLOW, MA 01056

Town of Ludlow, Massachusetts
Office of the Select Board

APPLICATION FOR/AND RENEWAL FORM
CLASS I, II OR III LICENSE

Date: 11-13-2025

Please complete the following and return it to the Office of the Select Board, 488 Chapin Street, Ludlow, MA 01056 with the \$200 check made payable to the Town of Ludlow, the Worker's Compensation Insurance Affidavit form, the declaration page of the worker's comp policy and if Class II license proof of \$25,000 bond.

Corporate Name: MATTS Auto Mall LLC

DBA: MATTS Auto Mall

On-Site Manager Name & Phone Number: Matthew Jensen 413-495-2606
(Please list ALL names required for your license)

Business Address: 447 Center St. Ludlow MA 01056

Email Address: MATTS Auto Mall 777@Gmail.com

Type of License: Class II

Additional Information: _____

Signature of Owner/License Holder

027-74-3094

Federal ID # or Social Security #

Submit to the Select Board's Office the following:

- Application
- Check for \$200 (payable to the Town of Ludlow)
- Workers Compensation Insurance Affidavit (including copy of declaration page of policy)
- Class II Only: Proof of \$25,000 Bond



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NOV 19 2025

SELECT BOARD
LUDLOW, MA 01056

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

**APPLICATION FOR/AND RENEWAL FORM
CLASS I, II OR III LICENSE**

Date: 11/12/2025

Please complete the following and return it to the Office of the Select Board, 488 Chapin Street, Ludlow, MA 01056 with the \$200 check made payable to the Town of Ludlow, the Worker's Compensation Insurance Affidavit form, the declaration page of the worker's comp policy and if Class II license proof of \$25,000 bond.

Corporate Name: _____

DBA: Deeta Foreign Electric 296 East St Ludlow MA 01056

On-Site Manager Name & Phone Number: Danny Tzikas
(Please list ALL names required for your license)

Business Address: 296 East St

Email Address: dannytzikas@yahoo.com

Type of License: Class II

Additional Information: _____

[Signature]
Signature of Owner/License Holder

043403589
Federal ID # or Social Security #

Submit to the Select Board's Office the following:

- Application
- Check for \$200 (payable to the Town of Ludlow)
- Workers Compensation Insurance Affidavit (including copy of declaration page of policy)
- Class II Only: Proof of \$25,000 Bond



Town of Ludlow, Massachusetts
Office of the Select Board

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SELECT BOARD
LUDLOW, MA

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NOV 10 2025
SELECT BOARD
LUDLOW, MA 01056

APPLICATION FOR/AND RENEWAL FORM
CLASS I, II OR III LICENSE

Date: 11-11-25

Please complete the following and return it to the Office of the Select Board, 488 Chapin Street, Ludlow, MA 01056 with the \$200 check made payable to the Town of Ludlow, the Worker's Compensation Insurance Affidavit form, the declaration page of the worker's comp policy and if Class II license proof of \$25,000 bond.

Corporate Name: _____

DBA: John A. Quill DBA John Quill Automotive

On-Site Manager Name & Phone Number: John Quill 413-583-6059
(Please list ALL names required for your license)

Business Address: 542 Holyoke St Ludlow MA

Email Address: clockaholic@yahoo.com

Type of License: Class II

Additional Information: _____

[Signature]
Signature of Owner/License Holder

042 507 905
Federal ID # or Social Security #

Submit to the Select Board's Office the following:

- Application
- Check for \$200 (payable to the Town of Ludlow)
- Workers Compensation Insurance Affidavit (including copy of declaration page of policy)
- Class II Only: Proof of \$25,000 Bond

◇ 488 Chapin Street Ludlow, MA 01056 ◇ (413) 583-5600 ◇ FAX: (413) 583-5603 ◇
◇ TTY (413) 583-5668 ◇ Email: selectboard@ludlow.ma.us ◇



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NOV 21 2025

SELECT BOARD
LUDLOW, MA 01056

Town of Ludlow, Massachusetts

Office of the Select Board

APPLICATION FOR/AND RENEWAL FORM
CLASS I, II OR III LICENSE

Date: 11/20/2025

Please complete the following and return it to the Office of the Select Board, 488 Chapin Street, Ludlow, MA 01056 with the \$200 check made payable to the Town of Ludlow, the Worker's Compensation Insurance Affidavit form, the declaration page of the worker's comp policy and if Class II license proof of \$25,000 bond.

Corporate Name: Lupa's Leasing Inc.

DBA: NA

On-Site Manager Name & Phone Number: Waclaw H. Lupa (413) 478-4662
(Please list ALL names required for your license)

Business Address: 545 West St, Ludlow, Ma 01056

Email Address: wally@niconstruction.com

Type of License: Class II

Additional Information: None

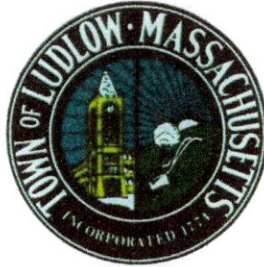
Waclaw H. Lupa
Signature of Owner/License Holder

04-3185629
Federal ID # or Social Security #

Submit to the Select Board's Office the following:

- Application
- Check for \$200 (payable to the Town of Ludlow)
- Workers Compensation Insurance Affidavit (including copy of declaration page of policy)
- Class II Only: Proof of \$25,000 Bond

◇ 488 Chapin Street Ludlow, MA 01056 ◇ (413) 583-5600 ◇ FAX: (413) 583-5603 ◇
◇ TTY (413) 583-5668 ◇ Email: selectboard@ludlow.ma.us ◇



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NOV 18 2025

SELECT BOARD
LUDLOW, MA 01056

Town of Ludlow, Massachusetts

Office of the Select Board

APPLICATION FOR/AND RENEWAL FORM
CLASS I, II OR III LICENSE

Date: 11-17-25

Please complete the following and return it to the Office of the Select Board, 488 Chapin Street, Ludlow, MA 01056 with the \$200 check made payable to the Town of Ludlow, the Worker's Compensation Insurance Affidavit form, the declaration page of the worker's comp policy and if Class II license proof of \$25,000 bond.

Corporate Name: ROYAL COACH SALES LLC

DBA: _____

On-Site Manager Name & Phone Number: JOHN GARCIA 413 246-5287
(Please list ALL names required for your license)

Business Address: 37 LETOURNEAU LANE

Email Address: LIMOTONKAT @ AOL.COM

Type of License: CLASS II USED AUTO

Additional Information: _____

[Signature]
Signature of Owner/License Holder

204559479
Federal ID # or Social Security #

Submit to the Select Board's Office the following:

- Application
- Check for \$200 (payable to the Town of Ludlow)
- Workers Compensation Insurance Affidavit (including copy of declaration page of policy)
- Class II Only: Proof of \$25,000 Bond

◇ 488 Chapin Street Ludlow, MA 01056 ◇ (413) 583-5600 ◇ FAX: (413) 583-5603 ◇
◇ TTY (413) 583-5668 ◇ Email: selectboard@ludlow.ma.us ◇



RECEIVED

NOV 21 2025

SELECT BOARD
LUDLOW, MA 01056

Town of Ludlow, Massachusetts

Office of the Select Board

**APPLICATION FOR/AND RENEWAL FORM
CLASS I, II OR III LICENSE**

Date: 11-18-2025

Please complete the following and return it to the Office of the Select Board, 488 Chapin Street, Ludlow, MA 01056 with the \$200 check made payable to the Town of Ludlow, the Worker's Compensation Insurance Affidavit form, the declaration page of the worker's comp policy and if Class II license proof of \$25,000 bond.

Corporate Name: _____

DBA: _____

On-Site Manager Name & Phone Number: FRANCIS T. FEDERICO
(Please list ALL names required for your license)

Business Address: 330 SEWALL STREET

Email Address: RLOSPEDIC@COMCAST.NET

Type of License: CLASS II LICENSE

Additional Information: _____

Francis T. Federico
Signature of Owner/License Holder

04-3226921
Federal ID # or Social Security #

Submit to the Select Board's Office the following:

- Application
- Check for \$200 (payable to the Town of Ludlow)
- Workers Compensation Insurance Affidavit (including copy of declaration page of policy)
- Class II Only: Proof of \$25,000 Bond

◇ 488 Chapin Street Ludlow, MA 01056 ◇ (413) 583-5600 ◇ FAX: (413) 583-5603 ◇
◇ TTY (413) 583-5668 ◇ Email: selectboard@ludlow.ma.us ◇



Town of Ludlow, Massachusetts

Office of the Selectboard

Marc Strange, Town Administrator

APPLICATION FOR/AND RENEWAL FORM CLASS I, II, OR III LICENSE

DATE: 10-24-25

Please complete the following and return it to the Office of the Selectboard, 488 Chapin Street, Ludlow, MA 01056 along with the \$200.00 check made payable to the Town of Ludlow, the Worker's Compensation Insurance Affidavit form, the declaration page of the workers comp policy, and *if Class II license proof of \$25,000 bond.*

Corporate Name: Stringray Motors LLC

DBA: _____

On-site Manager Name and Phone Number: John Medeiros 413-256-0069
(Please list ALL names required for your license)

Business Address: 264 Moody St Ludlow MA

Email Address: Stringray Motors 1965@gmail.com

Mailing Address: 264 Moody St Ludlow MA 01056

Type of License: Class II Used Vehicle Sales

Additional Information: _____

[Signature]
Signature of Owner/License Holder

83-4423308
Federal Identification No. or Social Security No.

Submit to the Selectboard's Office the following:

1. Application
2. Check for \$200.00 (payable to the Town of Ludlow)
3. Workers Compensation Insurance Affidavit (including copy of Declaration page of policy)
4. Class II Only: proof of \$25,000 Bond



RECEIVED

NOV 17 2025

SELECT BOARD
LUDLOW, MA 01056

Town of Ludlow, Massachusetts
Office of the Select Board

APPLICATION FOR/AND RENEWAL FORM
CLASS I, II OR III LICENSE

Date: 10-31-25

Please complete the following and return it to the Office of the Select Board, 488 Chapin Street, Ludlow, MA 01056 with the \$200 check made payable to the Town of Ludlow, the Worker's Compensation Insurance Affidavit form, the declaration page of the worker's comp policy and if Class II license proof of \$25,000 bond.

Corporate Name: JL Massa Collision Specialist Inc.

DBA: _____

On-Site Manager Name & Phone Number: John Massa 413-583-3674
(Please list ALL names required for your license)

Business Address: 287 Miller St. Ludlow MA 01056

Email Address: mail@jlmassacollision.com

Type of License: Class III Dealer

Additional Information: _____

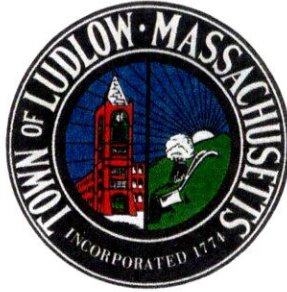
John A Massa President
Signature of Owner/License Holder

01-0853570
Federal ID # or Social Security #

Submit to the Select Board's Office the following:

- Application
- Check for \$200 (payable to the Town of Ludlow)
- Workers Compensation Insurance Affidavit (including copy of declaration page of policy)
- Class II Only: Proof of \$25,000 Bond

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◇ TTY (413) 583-5668 ◇ Email: selectboard@ludlow.ma.us ◇



RECEIVED

NOV 20 2025

SELECT BOARD
LUDLOW, MA 01056

Town of Ludlow, Massachusetts
Office of the Select Board

APPLICATION FOR/AND RENEWAL FORM
CLASS I, II OR III LICENSE

Date: 11-18-2025

Please complete the following and return it to the Office of the Select Board, 488 Chapin Street, Ludlow, MA 01056 with the \$200 check made payable to the Town of Ludlow, the Worker's Compensation Insurance Affidavit form, the declaration page of the worker's comp policy and if Class II license proof of \$25,000 bond.

Corporate Name: _____

DBA: Soao V DA Cruz dba LUDLOW Motor Sales

On-Site Manager Name & Phone Number: Soao V DA Cruz 413-218-3548
(Please list ALL names required for your license)

Business Address: 21 West AVE Ludlow MA 01056

Email Address: Ludlowautobody@icloud.com

Type of License: Class III

Additional Information: _____

Soao V. da Cruz
Signature of Owner/License Holder

27-2273383
Federal ID # or Social Security #

Submit to the Select Board's Office the following:

- Application
- Check for \$200 (payable to the Town of Ludlow)
- Workers Compensation Insurance Affidavit (including copy of declaration page of policy)
- Class II Only: Proof of \$25,000 Bond

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NOV 17 2025

SELECT BOARD
LUDLOW, MA 01056

LUDLOW PLANNING BOARD

488 CHAPIN STREET

LUDLOW, MA 01056

583-5600 Ext. 7

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TOWN CLERK'S OFFICE

2025 NOV 13 P 2:41

TOWN OF LUDLOW

LEGAL NOTICE – SPECIAL PERMIT / HOME OCCUPATION

The Ludlow Planning Board will hold a public hearing in Ludlow Town Hall, Select Board's Conference Room on **Thursday, December 11, 2025, at 7:00 p.m.** on the application of Johnathan Chenier and John Chenier of 335 Munsing Street, Ludlow, MA (Assessors' Map 18, Parcel 44) for: **office for junk removal business.**

If for any reason this hearing is cancelled, it will be rescheduled to Thursday, January 8, 2026.

Raymond Phoenix
Chairman

Register – Please publish as a legal notice in the **11/26/25 & 12/03/25** editions.

cc: Town Clerk – Please post.

Applicant

Abutters

Surrounding Communities

Assessors

Building Department

Conservation Commission

Board of Health

Department of Public Works

Fire Department

Safety Committee

Select Board

38
TOWN OF LUDLOW
PLANNING BOARD
488 CHAPIN STREET
LUDLOW, MA 01056

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NOV 17 2025

SELECT BOARD
LUDLOW, MA 01056

NOTICE OF DECISION
SPECIAL PERMIT

DATE: November 14, 2025
APPLICATION: SPECIAL PERMIT / HOME OCCUPATION
APPLICANT: Joshua Edward Picard
23 Adams Street, Ludlow, MA

Following a duly advertised public hearing held on **October 23, 2025**, and rescheduled to **November 13, 2025**, the Planning Board, acting as the Special Permit Granting Authority, at its meeting on **November 13, 2025**, with the following members present: **Raymond Phoenix, Christopher Coelho, Kathleen Houle, Haley Rivers**, voted **4-0** to GRANT a Special Permit in accordance with Section 7.0 of the Ludlow Zoning Bylaws for: **Home Office – online book sales**.

REQUIRED FINDINGS:

Upon motion duly made and seconded, the Board finds that the Special Permit application as presented meets and/or exceeds all of the requirements imposed under Section 7.0.4 of the Zoning Bylaws:

- a. The Planning Board finds that the proposal is suitably located in the neighborhood in which it is proposed and/or the total town, as deemed appropriate by the Special Permit Granting Authority;
- b. The Planning Board finds that the proposal is compatible with existing uses and other uses permitted by right in the same district;
- c.. The Planning Board finds that the proposal would not constitute a nuisance due to air and water pollution, flood, noise, dust, vibrations, lights, or visually offensive structures and accessories;
- d. The Planning Board finds that the proposal would not be a substantial inconvenience or hazard to abutters, vehicles, or pedestrians;
- e. The Planning Board finds that adequate and appropriate facilities would be provided for the proper operation of the proposed use;
- f. The Planning Board finds that the proposal reasonably protects the adjoining premises against any possible detrimental or offensive uses on the site, including unsightly or obnoxious appearance;
- g. The Planning Board finds that the proposal ensures that it is in conformance with the sign regulations of the bylaw. (See Section 6.5)

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h. The Planning Board finds that the proposal provides convenient and safe vehicular and pedestrian movement within the site, and in relation to adjacent streets, property or improvements;

i. The Planning Board finds that the proposal ensures adequate space for the off-street loading and unloading of vehicles, goods, products, materials, and equipment incidental to the normal operation of the establishment or use;

j. The Planning Board finds that the proposal provides adequate methods of disposal and/or storage for sewage, refuse, and other wastes resulting from the uses permitted or permissible on the site, and methods of drainage for surface water;

k. The Planning Board finds that the proposal ensures protection from flood hazards, considering such factors as the following: elevation of buildings; drainage, adequacy of sewage disposal; erosion and sedimentation control; equipment location; refuse disposal; storage of buoyant materials; extent of paving; effect of fill, roadways or other encroachments on flood runoff and flow;

l. The Planning Board finds that the proposal is in general harmony with the general purpose and intent of this bylaw;

m. The Planning Board finds that the proposed use complies with any and all additional Special Permit Criteria or special use regulations imposed on individual uses in Section VI of this bylaw.

CONDITIONS SEE ATTACHED

VOTED FOR:

AGAINST:

ABSENT:

Raymond Phoenix
Christopher Coelho
Kathleen Houle
Haley Rivers, Associate Member

Joel Silva

ANY APPEAL FROM THE DECISION OF THE PLANNING BOARD CAN BE MADE ONLY TO THE COURT AND MUST BE MADE PURSUANT TO SECTION 17, CHAPTER 40A OF THE GENERAL LAWS OF THE COMMONWEALTH OF MASSACHUSETTS, AS AMENDED, AND MUST BE FILED WITHIN TWENTY (20) DAYS AFTER THE DATE OF FILING OF THE DECISIONS WITH THE TOWN CLERK.

Filed with Town Clerk On: November 14, 2025


Susan Urban, Administrative Assistant

TOWN OF LUDLOW
PLANNING BOARD
488 CHAPIN STREET
LUDLOW, MA 01056

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NOV 17 2025

SELECT BOARD
LUDLOW, MA 01056

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TOWN CLERK'S OFFICE
NOTICE OF DECISION
SPECIAL PERMIT

DATE: November 14, 2025 2025 NOV 14 A 10:39
APPLICATION: SPECIAL PERMIT / HOME OCCUPATION TOWN OF LUDLOW
APPLICANT: Yani Baez de Marichal
61 Homestretch Drive, Ludlow, MA

Following a duly advertised public hearing held on **November 13, 2025**, the Planning Board, acting as the Special Permit Granting Authority, at its meeting on **November 13, 2025**, with the following members present: **Raymond Phoenix, Christopher Coelho, Kathleen Houle, Haley Rivers**, voted **4-0** to **GRANT** a Special Permit in accordance with Section 7.0 of the Ludlow Zoning Bylaws for: **Home Office – facials & lashes**.

REQUIRED FINDINGS:

Upon motion duly made and seconded, the Board finds that the Special Permit application as presented meets and/or exceeds all of the requirements imposed under Section 7.0.4 of the Zoning Bylaws:

- a. The Planning Board finds that the proposal is suitably located in the neighborhood in which it is proposed and/or the total town, as deemed appropriate by the Special Permit Granting Authority;
- b. The Planning Board finds that the proposal is compatible with existing uses and other uses permitted by right in the same district;
- c.. The Planning Board finds that the proposal would not constitute a nuisance due to air and water pollution, flood, noise, dust, vibrations, lights, or visually offensive structures and accessories;
- d. The Planning Board finds that the proposal would not be a substantial inconvenience or hazard to abutters, vehicles, or pedestrians;
- e. The Planning Board finds that adequate and appropriate facilities would be provided for the proper operation of the proposed use;
- f. The Planning Board finds that the proposal reasonably protects the adjoining premises against any possible detrimental or offensive uses on the site, including unsightly or obnoxious appearance;
- g. The Planning Board finds that the proposal ensures that it is in conformance with the sign regulations of the bylaw. (See Section 6.5)

RECEIVED
h. The Planning Board finds that the proposal provides convenient and safe vehicular and pedestrian movement within the site, and in relation to adjacent streets, property or improvements;

- i. The Planning Board finds that the proposal ensures adequate space for the off-street loading and unloading of vehicles, goods, products, materials, and equipment incidental to the normal operation of the establishment or use;
- j. The Planning Board finds that the proposal provides adequate methods of disposal and/or storage for sewage, refuse, and other wastes resulting from the uses permitted or permissible on the site, and methods of drainage for surface water;
- k. The Planning Board finds that the proposal ensures protection from flood hazards, considering such factors as the following: elevation of buildings; drainage, adequacy of sewage disposal; erosion and sedimentation control; equipment location; refuse disposal; storage of buoyant materials; extent of paving; effect of fill, roadways or other encroachments on flood runoff and flow;
- l. The Planning Board finds that the proposal is in general harmony with the general purpose and intent of this bylaw;
- m. The Planning Board finds that the proposed use complies with any and all additional Special Permit Criteria or special use regulations imposed on individual uses in Section VI of this bylaw.

CONDITIONS SEE ATTACHED

VOTED FOR:

AGAINST:

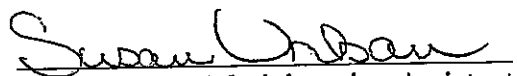
ABSENT:

**Raymond Phoenix
Christopher Coelho
Kathleen Houle
Haley Rivers, Associate Member**

Joel Silva

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Filed with Town Clerk On: **November 14, 2025**


Susan Urban, Administrative Assistant



Town of Ludlow
DEPARTMENT OF
INSPECTIONAL SERVICES

488 Chapin Street, Room 300
Ludlow, Massachusetts 01056

BJ Church
Building Commissioner/Zoning Enforcement Officer

Phone: 413 583-5600 ext. 3
www.ludlow.ma.us

September 10, 2025

Vladimir Sidorovnin
Anna Degtyar
1 Equinox Pass
Ludlow, MA 01056

RE: CHANGE OF ADDRESS

Please be advised that the address known as 1 Equinox Pass, Ludlow, MA 01056, Assessors Map **30-266** has been assigned/reassigned the address of **43 Turning Leaf Road**, Ludlow, MA 01056. This action has been taken in accordance with **Part I, Chapter II, Section 21** of the Town of Ludlow Bylaws:

The Building Commissioner/Inspector may order numbers to be affixed to any dwelling or building, on all streets, at his discretion. The owner of every building shall comply with such order within ten days after notice thereof.

Please take note of this change and address the property accordingly in all future correspondence and related activity including utility connections. If you need any additional information, please do not hesitate to contact our office.

Regards,

BJ Church
Building Commissioner / Zoning Enforcement Officer
BChurch@ludlow.ma.us

cc: **Board of Selectmen**
Police Department
Tax Collector
Town Clerk

Fire Department
Board of Assessors
Department of Public Works
Postmaster, 40 Post Office Park, Wilbraham

Board of Health
Planning Board