



Town of Ludlow, Massachusetts  
Office of the Select Board

**AGENDA**  
**SELECT BOARD**  
**Select Board's Conference Room**  
**May 5, 2026**  
**5:30 p.m.**

RECEIVED  
TOWN CLERK'S OFFICE  
2026 APR 30 P 12:38  
TOWN OF LUDLOW

*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 – Strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel—Police Chief.

Board to approve and sign minutes from Executive Session on April 7, 2026.

Board to approve and sign minutes from Executive Session on April 14, 2026.

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

5:30 – 5:45 P.M. – PUBLIC COMMENT

**VISITATION**

6:00 P.M. – Salman Zahid – Conservation Commission Member Interview.

6:15 P.M. – William “Bud” Ellison – Conservation Commission Associate Member Interview.

6:30 P.M. – Judy Breault – Conservation Commission Member Interview.

**CORRESPONDENCE**

26-68 Chief Brennan – Police Firearms Range Proposal.



Town of Ludlow, Massachusetts  
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26-69 Recreation Commission – Reorganization.

26-70 Finance Committee – Reorganization.

26-71 Our Lady of Fatima Parish and Festa Committee – Request to waive all administrative & permit fees associated with this year's Festa, including but not limited to Fire, Police and Building Department services.

26-72 Robert Haryasz – Request to be appointed to the Celebrate Ludlow Committee.

26-73 Joanna Stoeber – Request to be appointed to the Celebrate Ludlow Committee.

26-74 Cannabis Control Commission – Delivery of Marijuana & Marijuana Products – Municipal Waiver Option.

26-75 NextEra Energy – Massachusetts Disclosure Label, LLC.

26-76 Charter Communications – 2025 Annual Financial Report.

**UNFINISHED BUSINESS**

Board to discuss and possibly revise vote on FY27 CIPC recommendations.

Board to discuss and possibly vote to withdraw support for certain FY27 Free Cash expenditures and the corresponding warrant articles.

Board to discuss and possibly approve Select Board liaison positions.

**NEW BUSINESS**

Board to approve and sign minutes from meeting of April 7, 2026.

Board to approve and sign minutes from meeting of April 14, 2026.



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

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2026 APR 30 PM 2:38  
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Board to approve and sign two (2) one-day permits for Cottage Melts Sip & Shop to be held on Saturday, May 9, 2026, from 10:00 a.m. – 4:00 p.m. and Saturday, June 20, 2026, from 10:00 a.m. – 4:00 p.m.

Board to approve and sign five (5) one day permits for Our Lady of Fatima Parish Festa to be held Thursday, September 3 through Monday, September 7, 2026. Fees to be possibly waived.

Board to recognize May 2026 as Amyotrophic Lateral Sclerosis (ALS) Awareness Month.

Board to approve and sign Extension to Operation, Maintenance & Management Services Agreement between Veolia and Town of Ludlow dated January 1, 2026.

Board to approve order for four (4) new streetlights on existing poles on Lawton Street and Szlosek Road.

Board to approve and sign the contract between the Town of Ludlow (DPW) and Dennis K. Burke, Inc. for FY27 Gas Agreement.

Board to discuss and possibly vote to appropriate Building Infrastructure funds for carpeting in Town Hall.

Board to approve and sign Union Contract for Police Patrol & Supervisors.

Board to approve and authorize e-signature of the Memorandum of Agreement for Entry Level Local Register Appointments for the Police Department.

Board to approve and sign agreement between the Town of Ludlow and Springfield Water & Sewer Commission for Wastewater Services.

Board to discuss and possibly approve creating a Public Safety Building Planning Committee.



Town of Ludlow, Massachusetts  
Office of the Select Board

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TOWN SELECTMAN'S OFFICE  
2026 APR 30 P 12:38  
TOWN OF LUDLOW

**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:

May 11<sup>th</sup> – Annual & Special Town Meeting.

May 25<sup>th</sup> – Town Hall Closed in observance of the Memorial Day Holiday.

*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.*

**EXTERNAL:Ludlow Selectman Board member**

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**From** Salman Zahid <salman.zahid018@gmail.com>

**Date** Thu 3/19/2026 1:18 PM

**To** Select Board <Selectboard@ludlow.ma.us>

You don't often get email from salman.zahid018@gmail.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.

Dear Members of the **Conservation Commission,**

I am writing to express my interest in serving on the Conservation Commission. As a civil engineer with 5 years of hands-on experience in construction oversight, site inspection, and environmental compliance, I bring a practical understanding of how development and environmental protection must work together.

My professional work involves evaluating site conditions, ensuring adherence to regulations, and mitigating impacts related to erosion control, stormwater management, and sedimentation. I regularly review plans and field conditions to confirm that best management practices are properly implemented and maintained. This experience has given me a strong appreciation for wetlands protection, water quality preservation, and sustainable land use as well as protecting wildlife.

My goal is to support outcomes that are practical, enforceable, and protective of natural resources.

I would welcome the opportunity to contribute my technical background and field experience to the Commission's work. Thank you for your consideration.

Yours Sincerely,

Salman Zahid

Address: 156 Pinewood Rd, Ludlow, MA,01056

## Amy Kurtz

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**From:** Susan Urban  
**Sent:** Tuesday, April 7, 2026 9:00 AM  
**To:** Amy Kurtz  
**Subject:** Associate member

Hi Amy,

Bud Ellison is interested in becoming an Associate Member for Conservation. Could you add this to the SB meeting when they conduct the ConsCom interviews?

Thank you!

**Susan Urban**  
Ludlow Planning & Conservation  
488 Chapin Street  
Ludlow, MA 01056  
Ph. 413-583-5600 ext. 7

**From:** William Ellison <zbfarms1@charter.net>  
**Sent:** Friday, April 3, 2026 2:41 PM  
**To:** Susan Urban <surban@Ludlow.ma.us>  
**Subject:** EXTERNAL:Con comm

### EXTERNAL EMAIL WARNING

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Hi Sue

I would like to express my interest in becoming an associate member of the Conservation Commission. I believe my background experience would add value and increase cooperation between the various Town Boards and committees :

- \*Member and Chair-Open Space
- \*Member & Vice Chair-Planning Board
- \*Member, charter Agricultural Comm.
- \*Town Precinct Voter & Resident 5 gen.
- \*Licence 2 Municipal Waste Treatment
- \***State Hazardous Materials Team**
- \*Small Business owner -Farmer
- \*State Pesticide Licensed
- \*Community Preservation Committee

Please feel free to fwd this to whomever necessary.

Thank you

William "Bud " Ellison

**EXTERNAL:Conservation Commission**

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**From** Judy Breault <judybreault2@gmail.com>

**Date** Tue 3/24/2026 10:11 AM

**To** Select Board <Selectboard@ludlow.ma.us>

**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.

Good morning

I'm writing to express my interest in being considered for the volunteer vacancy on the conservation commission. Although I do not have experience, I believe my current role as chairman of the pond management committee could benefit both committees as we work closely together with a common goal. I'm confident that I can learn from this role as well as help the residents understand the important role the conservation commission serves.

Please consider me to serve the Ludlow community in this role.

Thank you

Judy Breault

## Amy Kurtz

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**From:** Marc Strange  
**Sent:** Thursday, April 9, 2026 4:34 PM  
**To:** Amy Kurtz  
**Subject:** Fw: EXTERNAL:Police Firearms Training Range Proposal  
**Attachments:** Police Firearms Range Proposal.docx

Can we please add this to the 5/5 agenda for the board's consideration? Thank you.

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**From:** Michael Brennan <mbrennan@Ludlowpolice.com>  
**Sent:** Tuesday, April 7, 2026 1:56 PM  
**To:** Marc Strange <mstrange@Ludlow.ma.us>  
**Subject:** EXTERNAL:Police Firearms Training Range Proposal

### 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.

Mr. Strange,

The attached proposal for a firearms range was prepared by Lt. David Irwin. He supervises all of our Department's firearms instruction and qualifications. This proposal is to develop a firearms range for the Ludlow Police Department, using existing Town property located at the Town's Department of Public Works (area located to the bottom right on the map on page 3 of the attached). In speaking with the DPW Director, Mr. Tomas, he advised that the area would be feasible for these purposes, and could be developed using existing DPW equipment and personnel and primarily involves earthworks (e.g. building berms) and possibly some gravel (example on page 4) . Additionally, the proposed area is also not too far from the Fish & Game Club that also has private outdoor firing ranges.

This is a relatively low cost solution and would put the Police Department in a great position to maintain our training certifications. Fortunately, we have been allowed to use an area of private land for our firearms training with the permission of the landowner (Chenier's Gravel). Prior to that, we had used property owned by the Banas family; however, that land has been sold and no longer able to be used. I think it would be best now to plan for a long term solution that would have minimal cost or noise impacts to the Town.

I am seeking approval with moving forward on this proposal. Please feel free to share with any of the interested parties involved, and please feel free to ask any questions that you or others might have.

Thanks!

Very Respectfully,

Michael N. Brennan  
Chief of Police  
Ludlow Police Department  
612 Chapin St.  
Ludlow, MA 01056  
Phone: 413-583-8305  
Fax: 413-583-8283

Email: [mbrennan@ludlowpolice.com](mailto:mbrennan@ludlowpolice.com)  
LPD Website: <https://ludlowpolice.com/>

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## **New Firing Range Proposal**

Chief of Police – Michael N. Brennan

March 27, 2026

## **I. Needs Statement**

Firearms training and qualification standards for law enforcement officers are ever increasing in both scope and complexity in the Commonwealth of Massachusetts. These standards are primarily created by the Municipal Police Training Committee (MPTC) and the Peace Officer Standards and Training Commission (POSTC). Standards are further created and promulgated, without advance notice, from recognition of appellate decisions issued by federal courts arising from issues of Constitutional Law.

The Ludlow Police Department (Department) has historically relied on private entities to allow use of their land to fulfill the requirements of firearms training and qualification at both the state and agency level. This practice continues today. Our current situation is challenged by time and use restrictions that impede realistic training mandated by MPTC/POSTC and federal case law (*Reference 1, p.5*), as well as having to compete for range time with other entities. Significant gaps in mandatory training have been identified by MPTC-certified Firearms Instructors in the following area(s), based on current use restrictions of only shooting during the day and on a narrow axis of fire, including but not limited to:

1. Low light/no light environmental conditions,
2. Shooting at moving targets, and
3. Shooting from multiple different positions, etc. (**Popow v. City of Margate 476 F. Supp; Oklahoma v. Tuttle 471 U.S. 808 (1985).**)

While the Department is grateful for the support shown by local landowners, it is not practical to take such support for granted and to assume that continued use of private land will be permitted. Area departments that do not have a department-operated range are subject to significant increases in operational costs – they are required to pay an agency membership fee at a local range, cover travel time for each officer not on-duty at the time of training as well as mileage costs, and cover additional costs associated with curriculum design and setup if scheduled to a different area of the range on a given day. Similar scheduling difficulties remain as there are few local range spaces to share.

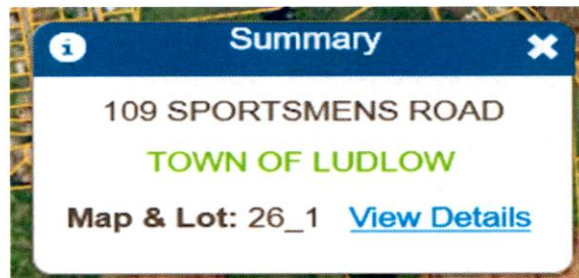
The Department, and the Town of Ludlow at large, would benefit from a new-construction range (Firing Range) on town-owned property that can be used to meet or exceed the legal requirements of firearms training and qualification, support the Mission of the agency, and further the ability of each officer to execute their Oath of Office.

## **II. Proposed Location**

The Department, in consultation with the Ludlow Department of Public Works (DPW), has identified a suitable location for a Firing Range on DPW property located in the Southeast corner of developed land at 109 Sportsmens Road, Map 26\_1 (see photo below). The location is considered suitable for a myriad of reasons, including but not limited to:

Ludlow Police Department

- 1) The location is municipally owned and controlled,
- 2) There is an ability to limit/control access to the area (physical barriers, established hours of operation, wooded adjacent areas, etc.),
- 3) The space is currently unused and is not expected to interfere with DPW operations,
- 4) The Firing Range can be more easily constructed and maintained utilizing existing material for earthen berms, DPW equipment, and personnel. The project can be completed in a matter of days during regular work hours with no OT costs (a separate Environmental Stewardship Program [ESP] required),
- 5) The location of the Firing Range would not represent a change in working conditions for employees of either Police Union (saving the town an estimated \$17,000 per year in travel time costs should the Department have to travel to an area range, and
- 6) The area is already subject to noise associated with gunfire from the Ludlow Fish & Game Club. Noise can be channeled as much as possible in a south westerly direction to blend in with the I-90 Westbound Service Plaza that serves a 24-hour rest stop/refueling point for TT-style units.



### III. Proposed Design

The proposed Firing Range would be similar to the photo immediately below, with large earthen berms on three sides of sufficient height to both capture projectiles and help deflect sound energy Southwest towards the I-90 Westbound Service Plaza. Captured projectiles could then be collected and removed according to the schedule in the ESP.



Courtesy: <https://vortexoptics.com/blog/how-to-build-your-own-gun-range.html>

The Firing Range would be expected to accommodate shot distances of fifty (50) yards with a standard patrol rifle according to published MPTC standards (*Reference 1, p.8*). Accordingly, the minimum height of the berms must be at least sixteen (16) feet high, with a horizontal width of ten (10) feet at the top of the berm, before descending away (*Reference 2, p.18*). These dimensions would be expected to stop various common small-arms calibers (9mm, .40 S&W, .45 ACP, etc. to account for duty handguns and personally-owned weapons with which officers are allowed to qualify), and 5.56mm/.223/duty patrol rifle rounds.

The width of the range would be dependent on available space, with the intent of at least doubling the number of firing lanes currently used in order to incorporate increased individual officer movement, additional cover/concealment/firing positions, and more complex/realistic training scenarios. An added benefit would be to the facilitation of additional training with mutual aid partners (e.g. ALERRT Level 1 and AAIR curriculum).

#### **IV. Additional Safety Considerations**

1. The Firing Range would be situated deep into the interior of the DPW property, with the large earthen berms and an additional wooded buffer wrapping around the South and East sides of the site, serving to shield activities from general view.
2. Appropriate signage (“No Trespassing”, “Stop! Police Training in Progress”, etc. can be posted in a full three hundred-sixty (360) degree circle around the range, with appropriate criminal process for violators.
3. The Firing Range would be closer to the Ludlow Fire Department and require less logistics to properly intervene during an emergency.
4. The Range Safety Plan currently in use would be modified accordingly, with new location and ingress/egress route incorporated.

#### **V. Environmental Stewardship Plan**

As the Firing Range would be sited on already developed land, the primary environmental consideration regarding its creation would be to adopt and implement best practices for managing lead. This would be accomplished through a formalized ESP that creates a schedule for the removal of lead and other metal projectiles that are stopped by the earthen berms.

Recovering or reclaiming lead projectiles on a regular basis removes its designation as solid waste (or hazardous waste) subject to regulation under the Resource Conservation & Recovery Act (*Reference 3, p. I-7*).

The most efficient method would be to use DPW equipment to scrape off approximately two (2) feet of the earthen berm backstop, and pile it in a designated area for a reputable lead reclamation company to sift through. After the lead is collected, the soil can be replaced by DPW on the berm.

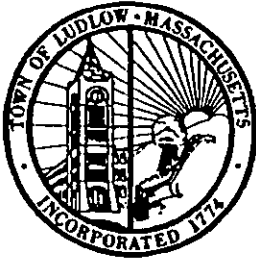
The Best Management Practices for Lead at Outdoor Ranges Manual cites that approximately 100,000 rounds per firing lane should be allowed before lead reclamation occurs. This would ensure good range operation and maintenance, while minimizing the cost per quantity of lead recovered (*Reference III-16*).

Assuming 60 personnel shoot 200 rounds per year, it would over 8 years to reach the threshold of 100,000 rounds for the entire range. Reclaiming the lead at that time would be better than the best practices currently outlined, with the cost estimated to be less than the cost of travel expenses for personnel in a single year.

## **VI. References**

1. MPTC Annual Firearms Training standards for Law Enforcement Officers (Eff. 7/1/25);  
<https://www.mass.gov/doc/mptc-annual-firearms-training-standards-for-law-enforcement-officers-effective-july-1-2025-0/download>
2. DoD Unified Facilities Criteria (UFC): Small Arms Ranges;  
[https://www.wbdg.org/FFC/DOD/UFC/ufc\\_4\\_179\\_02\\_2020\\_c1.pdf](https://www.wbdg.org/FFC/DOD/UFC/ufc_4_179_02_2020_c1.pdf)
3. EPA Best Management Practices for Lead at Outdoor Shooting Ranges;  
[https://www.epa.gov/sites/default/files/documents/epa\\_bmp.pdf](https://www.epa.gov/sites/default/files/documents/epa_bmp.pdf)

Prepared by:  
LT David R.G. Irwin  
Firearms Supervisor



**TOWN OF LUDLOW  
RECREATION COMMISSION  
488 CHAPIN STREET  
LUDLOW, MA 01056**

*Phone: 413-583-8856*

*Fax: 413 583-5603*

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To: Town Clerk  
All Departments

From: Recreation Department

Date: April 9, 2026

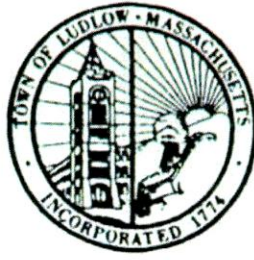
RE: Reorganization

The Recreation Commission, at their meeting scheduled on April 7, 2026 reorganized as follows:

Sean McBride – Chairman

Shawn Lebeau – Vice Chairman

Edward Garbocik - Member



*Finance Committee  
Town of Ludlow*

**Memorandum**

To: Town Clerk & All Departments  
From: Sharon LaDuke  
Date: April 16, 2026  
Subject: Reorganization

Please be advised that at their meeting of April 15, 2026, The Finance Committee voted to reorganize as follows:

Chad Mullin, Chairman

Mike Kelliher, Vice Chairman

Susan Boyea, Member

Michael Kelley, Member

Aneta Lombardi, Member

RECEIVED

MAR 25 2026

SELECT BOARD  
LUDLOW, MA 01056

March 17, 2026

Board of Selectmen – Town of Ludlow  
488 Chapin Street  
Ludlow, MA 01056

Dear Members of the Board of Selectmen,

On behalf of Our Lady of Fatima Parish and the Festa 2025 Committee, we respectfully request the waiver of all administrative and permit fees associated with this year's municipal requirements, including but not limited to Fire, Police, and Building Department services.

This year marks the **78th anniversary** of both our parish and the Festa an extraordinary milestone for a tradition that has become a cornerstone of the Ludlow community. We remain deeply grateful for the continued support the Town of Ludlow has provided over the years. Your partnership has helped preserve this cherished celebration and ensures that it thrives for future generations.

Your leadership and steadfast commitment to our community continue to inspire all of us on the board, and we remain thankful for your dedication to helping local organizations succeed.

Without the Festa, Our Lady of Fatima Parish would face significant challenges in sustaining our mission, particularly as operational costs continue to rise. Last year's approval to waive administrative fees proved invaluable, and we are once again hopeful for your favorable consideration for 2026.

Thank you for your ongoing partnership, support, and dedication to the residents and organizations of Ludlow.

Yours sincerely,

*Friar Pedro de Oliveira, O.F.M. Conv.*

Friar Pedro de Oliveira, O.F.M. Conv.

*Scott J. Gomes-Ganhao*

Scott J. Gomes-Ganhao

Festa 2025 President

**EXTERNAL: Intention to join Celebrate Ludlow**

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**From** Robert Haryasz <rharyasz@gmail.com>

**Date** Wed 4/15/2026 6:19 PM

**To** Select Board <Selectboard@ludlow.ma.us>

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

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Good evening,

I have been volunteering with the Celebrate Ludlow committee since last year and have helped plan, organize, and run the events throughout year (Falling into Fun, Breakfast with Santa, and the Ludlow tree lighting).

It is my intention to become a committee member with this group.

Let me know what you need from me.

Thank you,  
Robert Haryasz



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**EXTERNAL:Request to become a member of the Celebrate Ludlow Committee**

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**From** Joanna Christine <joanna771024@yahoo.com>

**Date** Mon 4/20/2026 8:01 PM

**To** Select Board <Selectboard@ludlow.ma.us>

[You don't often get email from joanna771024@yahoo.com. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification> ]

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Good evening,

I am formally requesting to become a member of the celebrate committee. I began volunteering last fall and would like to be a part of this committee - thank you for your consideration.

Joanna Stoeber  
25 Parkview St.  
Ludlow MA. 01056

413-544-2633

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## Bulletin No. 2 – An Act Modernizing the Commonwealth’s Cannabis Laws

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**To:** Municipalities

**Cc:** Marijuana Establishments and Medical Marijuana Establishments (Medical Marijuana Treatment Centers)

**From:** Travis Ahern, Executive Director

**Date:** April 19, 2026

**Subject:** Delivery of Marijuana and Marijuana Products – Municipal Waiver Option

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The Governor has signed H.5350: *An Act Modernizing the Commonwealth’s Cannabis Laws* (Act). This bulletin provides guidance to municipalities regarding the Act’s provisions on limited delivery of marijuana and marijuana products.

### *Delivery Allowed Statewide*

Section 25 of the Act authorizes the Cannabis Control Commission (Commission) to issue licenses that allow limited delivery of marijuana or marijuana products to consumers.<sup>1</sup> Under the statute:

- Limited delivery is permitted in every municipality in the Commonwealth.
- However, a municipality that does not authorize retail Marijuana Establishment licenses within its borders may request a waiver from the Commission.
- Upon initial request, the Commission must grant the waiver, and the municipality may temporarily prohibit delivery within its jurisdiction.
- The waiver is valid for up to two years and may be extended in two-year increments at the Commission’s discretion.

### *Action for Municipalities*

Municipalities that wish to opt out of limited delivery should:

1. Confirm that the municipality does not authorize retail Marijuana Establishments;

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<sup>1</sup> Municipalities may not opt of deliveries by Medical Marijuana Establishments (Medical Marijuana Treatment Centers) of medical marijuana to patients and caregivers. Medical marijuana may continue to be delivered in all municipalities in the Commonwealth.



2. Prepare and submit a two-year waiver request to the Commission from the chief municipal executive<sup>2</sup>; and
3. Track the two-year waiver period and request extensions as needed.

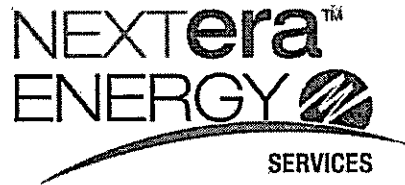
The Commission will issue further guidance on application procedures, timelines, and implementation as its regulatory updates under the Act proceed. If a delivery licensee is uncertain whether a municipality permits delivery, the licensee should contact the municipality directly for clarification before engaging with consumers located within that jurisdiction.

### ***Questions?***

Questions may be directed to the Commission at (774) 415-0200 or email at [Commission@CCCMass.com](mailto:Commission@CCCMass.com).

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<sup>2</sup> For purposes of this bulletin, “chief municipal executive” shall mean the “chief executive officer” of a city or town, as defined in M.G. L. c. 4, § 7 Fifth B.



April 16, 2026

LUDLOW, TOWN OF  
488 Chapin Street,  
Ludlow, MA, 01056

**RE: NextEra Energy Services Massachusetts Disclosure Label LLC**

Dear LUDLOW, TOWN OF:

The Massachusetts Department of Public Utilities requires that electric suppliers who operate in the state of Massachusetts provide disclosure labels on a quarterly basis to inform their customers about the power sources and air emissions of service provided by their electric supplier. Your electricity is delivered by your distribution company but is supplied by NextEra Energy Services Massachusetts LLC.

Please find enclosed a copy of your quarterly NextEra Energy Services Massachusetts Disclosure LLC Label. If you have any questions concerning the details of the disclosure label, or any general questions regarding your service, please contact our Customer Care department at 1-877-528-2890, Monday through Friday, 7:00am - 8:00pm EST, or email us at [custserv@nexteraenergyservices.com](mailto:custserv@nexteraenergyservices.com).

Thank you for choosing NextEra Energy Services Massachusetts LLC as your retail electricity provider. We appreciate your business and look forward to continuing to provide you with great service.

Sincerely,

NextEra Energy Services Massachusetts LLC  
Customer Care

NextEra Energy Services, LLC

601 Travis St., Ste 1400, Houston, TX 77002

## LABEL DESCRIPTION

### Generation Price and Contract:

Generation Prices displayed are representative average prices for electricity at usage levels that are typical for residential customers. Contract items displayed present the length of your contract for generation service, and the price terms included in your contract. See your recent bills to determine average monthly use, and your Terms of Service for additional information.

### Power Sources:

The electricity you consume comes from the New England power grid, which receives power from a variety of power plants and transmits the power throughout the region as needed to meet the requirements of all customers in New England. When you choose a power supplier, that supplier is responsible for generating and/or purchasing power that is added to the power grid in an amount equivalent to your electricity use. Known Resources include resources that are owned by, or under contract to, the supplier. System Power represents power purchased in the regional electricity market. Biomass refers to power plants that are fueled by wood or other plant matter. Hydro resources of greater than 30 megawatts in size are deemed "large hydro." All other hydro resources are deemed "small hydro." Other Renewables include fuel cells utilizing renewable fuel sources, landfill gas, and ocean thermal.

### Emissions:

Emissions for each the following pollutants are presented as a percent of the regional average emission rate. Arrows represent, for each pollutant, the emission rate from a hypothetical new generation facility.

Carbon Dioxide (CO<sub>2</sub>) is released when fossil fuels (e.g., coal, oil and natural gas) are burned. Carbon dioxide, a greenhouse gas, is a major contributor to global warming.

Nitrogen Oxides (NO<sub>x</sub>) form when fossil fuels and biomass are burned at high temperatures. They contribute to acid rain and ground-level ozone (or smog), and may cause respiratory illness in children with frequent high level exposure. NO<sub>x</sub> also contribute to oxygen deprivation of lakes and coastal waters which is destructive to fish and other animal life.

Sulfur Dioxide (SO<sub>2</sub>) is formed when fuels containing sulfur are burned, primarily coal and oil. Major health effects associated with SO<sub>2</sub> include asthma, respiratory illness and aggravation of existing cardiovascular disease. SO<sub>2</sub> combines with water and oxygen in the atmosphere to form acid rain, which raises the acid level of lakes and streams, and accelerates the decay of buildings and monuments.

### Labor Data:

The information on this label regarding whether generators or suppliers operate under collective bargaining agreements is provided to inform you about whether the energy was produced in plants where employee wages and working conditions are mutually determined by employees and management and protected by union contracts. The information on this label regarding the use of replacement employees during a labor dispute is provided to inform you of whether or not a generator or supplier during a strike by or lock-out of its employees has replaced them with other workers.

**Information Disclosure Label**  
**Electricity Facts**  
**NextEra Energy Services Massachusetts, LLC**

<b>Generation Price</b> Average unit price per kWh at different levels of use. Prices do not include regulated charges for customer service and delivery.	Average Monthly Use (kWh)	1,000	10,000	20,000	40,000
	Average Price per kWh:	.0¢	.0¢	.0¢	.0¢
	The price shown is based on the fixed price for the term of the contract plus a monthly base charge per meter (both charges are listed directly below). Your average generation price will vary according to how much electricity you use. See your most recent bill for your monthly use and the Terms of Service or your bill for actual prices.				
	<b>Contract Charges</b>	<b>Energy Charge</b> .0¢		<b>Monthly Base Charge</b> \$0.00	
<b>Contract</b>	Initial Term: 0 Months				
	Term: Customer's service begins on the meter read date set by the Local Distribution Utility and will continue for an initial term that ends on the first meter read date specified in initial contract. After the initial term, either party may cancel this Agreement upon 30 calendar days advance written notice.  Cancellation: If you cancel this Agreement for any other reason before the end of the initial term you will be assessed an early cancellation fee that is equal to two average monthly energy bills per each year of the term of your contract. An average monthly energy bill is the monthly base charge plus the average price for energy supply in cents per kWh multiplied by average monthly usage. The parties agree that the amounts recoverable hereunder are a reasonable estimate of loss and not a penalty.				
<b>Power Sources</b> Demand for this electricity product was assigned from the following sources through 4Q2024. (Total % may not equal sum due to rounding).	<b>Power Source</b>	<b>Known Resources</b>	<b>System Power</b>	<b>Total</b>	
	Air-source heat pump	0.0%	0.39%	0.39%	
	Biogas	0.0%	0.01%	0.01%	
	Biomass	0.0%	1.51%	1.51%	
	Coal	0.0%	0.24%	0.24%	
	Diesel	0.0%	1.12%	1.12%	
	Digester Gas	0.0%	0.10%	0.10%	
	Efficient Resource (Maine)	0.0%	0.01%	0.01%	
	Energy Storage	0.0%	0.07%	0.07%	
	Fuel Cell	0.0%	0.87%	0.87%	
	Ground- and Water-source heat	0.0%	0.04%	0.04%	
	Hydroelectric/Hydropower	0.0%	5.91%	5.91%	
	Hydrokinetic	0.0%	0.00%	0.00%	
	Jet	0.0%	0.01%	0.01%	
	Landfill Gas	0.0%	0.40%	0.40%	
	Liquid Biofuels	0.0%	0.35%	0.35%	
	Municipal Solid Waste	0.0%	0.49%	0.49%	
	Natural Gas	0.0%	47.75%	47.75%	
	Nuclear	0.0%	22.52%	22.52%	
	Oil	0.0%	4.66%	4.66%	
Solar Photovoltaic	0.0%	7.86%	7.86%		
Solar Thermal	0.0%	0.00%	0.00%		
Trash-to-energy	0.0%	1.88%	1.88%		
Wind	0.0%	3.04%	3.04%		
Wood	0.0%	0.78%	0.78%		
<b>Air Emissions</b> Carbon Dioxide (CO2), Nitrogen Oxide (NOX), and Sulfur Dioxide (SO2) emission rates from these sources are presented as a percent of the region's average emission rate based on the System Mix.	System average emission rates are based on data through the Fourth Quarter of 2024.				
	<b>Emission Type</b>	<b>Lbs. per MWh</b>	<b>Percentage of NEPOOL System Average</b>		
	Nitrogen Oxides (NoX)	0.57056	100%		
	Sulfur Dioxide (SO2)	0.23030	100%		
Carbon Dioxide (CO2)	734.455	100%			
<b>Labor Information</b>	21% of electricity associated with NextEra Energy Services Massachusetts, LLC came from power sources with union contracts and 79% came from power sources without union contracts. 1% of the electricity assigned to this electricity product came from power sources that used replacement labor during labor disputes between January 1, 2024, and December 30, 2024.				
	<b>Notes</b>				
1. Electricity customers in New England are served by an integrated power grid, not particular generating units. The above information is based on the most recently available information provided via the NEPOOL Generation Information System and the Massachusetts Department of Telecommunications and Energy.					
2. See your contract terms and conditions for further information on this label. You may contact NextEra Energy Services toll free at 1-866-322-4392, the Massachusetts Department of Energy Resources at 1-800-727-1234 or the Massachusetts Department of Public Utilities at 1-877-886-5066.					

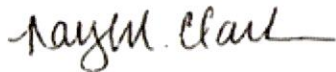
April 30, 2026

Dear Municipal Official:

Attached is a copy of the Charter Communications 2025 Annual Financial Report for Massachusetts which includes the MA CTV Form 200 (Financial Balance Sheet) and the MA CTV Form 400 (Statement of Ownership).

If you have any questions, please feel free to contact me at 508-365-6655 or via email at [Nancy.Clark@charter.com](mailto:Nancy.Clark@charter.com).

Sincerely,



*Nancy M. Clark*  
Director, Government Affairs  
Charter Communications

**Charter Communications, Inc.**

**State of Massachusetts Annual Report**

**For Year Ending: December 31, 2025**

**CTV FORM 200  
FINANCIAL BALANCE SHEET**

Reporting Entity: Spectrum Northeast, LLC  
 Franchises Served: See Attached  
 Year Ending: December 31, 2025

Current  
Year                      Prior  
Year

**ASSETS**

	Current Year	Prior Year
<b><u>Current Assets</u></b>		
200 Cash and Equivalents	12,150	12,150
210 Accounts Receivable, Less Allowances	17,673,540	18,424,086
220 Inventory	6,705,986	3,962,147
230 Prepaid Expenses	4,351,311	4,880,617
240 Other Current Assets	-	-
<b>250 Total Current Assets</b>	<b>28,742,987</b>	<b>27,279,000</b>
<b><u>Fixed Operating Assets</u></b>		
260 Land	1,760,201	1,760,201
270 Buildings	21,986,229	21,818,994
280 Headend Equipment	40,253,176	44,362,527
290 Trunk and Distribution Equipment	222,608,672	205,667,414
300 Subscriber Devices	64,727,897	70,312,157
310 Other Fixed Operating Assets	38,215,760	41,306,691
320 Construction Work in Progress	-	-
<b>330 Total Fixed Operating Assets</b>	<b>389,551,935</b>	<b>385,227,984</b>
340 Accumulated Depreciation	(264,564,304)	(265,994,586)
<b>Net Fixed Operating Assets</b>	<b>124,987,631</b>	<b>119,233,398</b>
<b><u>Other Operating Assets</u></b>		
350 Franchise Acquisition Costs	450,413,054	450,413,054
360 Excess Fair Value	-	-
370 Goodwill	144,110,220	144,110,220
380 Other Intangible Assets	246,236,698	247,298,947
<b>390 Total Other Assets</b>	<b>840,759,972</b>	<b>841,822,221</b>
400 Accumulated Amortization	(233,618,538)	(232,047,746)
<b>Net Other Assets</b>	<b>607,141,434</b>	<b>609,774,475</b>
<b>410 Total Net Assets</b>	<b>760,872,052</b>	<b>756,286,873</b>

**CTV FORM 200  
FINANCIAL BALANCE SHEET**

Reporting Entity: Spectrum Northeast, LLC  
 Franchises Served: See Attached  
 Year Ending: December 31, 2025

Current  
Year                      Prior  
Year

**LIABILITIES AND OWNER'S EQUITY**

**Current Liabilities**

420 Accounts Payable	3,036,119	3,592,183
430 Subscriber Advance Payments and Deposits	6,193,570	6,333,302
440 Debt Due within One Year	-	-
450 Current Taxes Payable	-	-
460 Other Current Liabilities	8,134,412	9,104,912
<b>470 Total Current Liabilities</b>	<b>17,364,101</b>	<b>19,030,397</b>

**Non Current Liabilities**

480 Long-Term Debt	-	-
500 Bonds Payable	-	-
510 Obligation on Capitalized Leases	-	-
520 Deferred Taxes	-	-
530 Other Non Current Liabilities	13,113,577	13,457,970
<b>540 Total Non Current Liabilities</b>	<b>13,113,577</b>	<b>13,457,970</b>

**Owner's Equity**

550 Net Assets due from/to Parent Company	(1,261,945,600)	(1,071,468,039)
560 Capital Stock		
570 Retained Earnings - Gross	1,992,339,974	1,795,266,545
580 Accumulated Dividends	-	-
590 Other	-	-
<b>600 Total Owner's Equity</b>	<b>730,394,374</b>	<b>723,798,506</b>
<b>610 Total Liabilities and Equities</b>	<b>760,872,052</b>	<b>756,286,873</b>

**CTV FORM 400  
STATEMENT OF OWNERSHIP**

Please provide the following information for each Issuing Authority. Note that communities served by the same legal entity may be aggregated.

- (1) (a) The full legal name of the cable operator's legal entity (corporation or partnership) holding the cable television license.

Name: **Spectrum Northeast, LLC**

- (b) If applicable, the d/b/a or generally used name of the legal entity within the Issuing Authority's community.

Name: Spectrum

- (2) The full legal name of the ultimate parent entity/ies which own(s) the corporation or partnership holding the cable license.

Name: **Charter Communications, Inc.**

- (3) The regional office(s) managing the cable licenses in Massachusetts:

Name: **Charter Communications**  
Street Address: **400 Washington Blvd, UT 1**  
Municipality, State & Zip Code: **Stamford, CT 06902**  
Contact Person: **John Quigley**  
Contact Person's Title: **SVP, Field Operations**  
Contact Person's Telephone Number: **(212) 598-3430**

- (4) The corporate office of the ultimate parent entity:

Name: **Charter Communications, Inc.**  
Street Address: **12405 Powerscourt Drive**  
Municipality, State & Zip Code: **St. Louis, MO 63131-3674**  
Contact Person: **Sharon Rogers**  
Contact Person's Title: **Senior Accountant**  
Contact Person's Telephone Number: **(314) 288-3034**

**Spectrum Northeast, LLC**  
**Listing of Massachusetts franchise areas served**  
**As of December 31, 2025**

**FTA ID Name**

Adams, MA, Town of  
Athol, MA, Town of  
Auburn, MA, Town of  
Barre, MA  
Belchertown, MA  
Berlin, MA  
Boylston, MA  
Brimfield, MA  
Brookfield, MA  
Charlton, MA  
Cheshire, MA, Town of  
Chicopee, MA  
Clarksburg, MA, Town of  
Dalton, MA, Town of  
Douglas, MA  
Dudley, MA  
Dunstable, MA, Town of  
East Brookfield, MA  
East Longmeadow, MA, Town of  
Easthampton, MA  
Florida, MA, Town of  
Grafton, MA, Town of  
Great Barrington, MA, Town of  
Groton, MA  
Hadley, MA  
Hampden, MA, Town of  
Hancock, MA, Town of  
Harvard, MA  
Hinsdale, MA  
Holden, MA, Town of  
Hubbardston, MA  
Lanesborough, MA  
Lee, MA, Town of  
Leicester, MA  
Lenox, MA, Town of  
Ludlow, MA, Town of  
Milbury, MA, Town of  
Milville, MA  
New Braintree, MA, Town of  
New Marlborough, MA, Town of  
North Adams, MA, City of  
North Brookfield, MA  
Northborough, MA  
Northbridge, MA  
Oakham, MA  
Orange, MA, Town of  
Oxford, MA  
Paxton, MA  
Pepperell, MA, Town of  
Pittsfield, MA, City of  
Princeton, MA, Town of  
Richmond, MA, Town of  
Royalston, MA, Town of  
Rutland, MA  
Sandisfield, MA, Town of  
Savoy, MA, Town of (Berkshire Co)  
Sheffield, MA, Town of  
Southampton, MA, Town of  
Southborough, MA, Town of  
Southbridge, MA, Town of  
Spencer, MA  
Stockbridge, MA, Town of  
Sturbridge, MA, Town of  
Sutton, MA  
Tyringham, MA, Town of  
Upton, MA, Town of  
Uxbridge, MA, Town of  
Wales, MA  
Warwick, MA, Town of  
Webster, MA, Town of  
West Boylston, MA  
West Brookfield, MA  
West Stockbridge, MA, Town of  
Westborough, MA, Town of  
Westport, MA  
Wibraham, MA  
Williamstown, MA, Town of  
Worcester, MA, City of



Capital Improvement  
Planning Committee  
March 9, 2026

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Dear Select Board members,

The Capital Improvement Planning Committee (CIPC) makes the following recommendations for the FY27 Capital Improvements Budget Article:

<i>Department</i>	<i>Description</i>	<i>Amount</i>	<i>Funding Source</i>
<b>Select Board</b>	Digital Sign for Gazebo Park*	<b>\$32,200</b>	Free Cash
<b>Select Board</b>	Playground Equipment – Middle & Swings	<b>\$356,707</b>	Free Cash
<b>Select Board</b>	Playground Equipment – End Sections	<b>\$211,698</b>	Free Cash
<b>Select Board</b>	Playground Equipment – 2–5-Year-Old Area	<b>\$261,703</b>	Free Cash
<b>Community Center</b>	Locker Room Renovations	<b>\$86,100</b>	Free Cash
<b>Fire</b>	Ladder Truck (Payment 5 of 5)	<b>\$335,000</b>	Free Cash
<b>Fire</b>	New Ambulance (Payment 3 of 4)	<b>\$93,614</b>	Ambulance Subscription
<b>Police</b>	Patrol Replacement Vehicles (2)	<b>\$155,000</b>	Free Cash
<b>Facilities</b>	F150 4x4 w/Plow	<b>\$54,116</b>	Free Cash
<b>DPW</b>	F350 Super Duty Pickup w/Plow	<b>\$81,126</b>	Free Cash
<b>DPW</b>	Volvo L60 GP Wheel Loader (Payment 3 of 3)	<b>\$69,653</b>	Free Cash
<b>DPW</b>	Trash & Recycling Containers (Payment 2 of 6)	<b>\$152,136</b>	Free Cash
<b>Hubbard Memorial Library</b>	Parking Lot Expansion	<b>\$52,000</b>	Free Cash
<b>Hubbard Memorial Library</b>	Upgrade HVAC Pneumatic Controls	<b>\$50,000</b>	Free Cash
<b>Schools</b>	LHS – Replace Cafeteria HVAC	<b>\$85,000</b>	Free Cash
<b>Schools</b>	LHS – Exterior Wall Façade	<b>\$366,000</b>	Free Cash
<b>Schools</b>	Pickup Truck	<b>\$52,000</b>	Free Cash
<b>Total Free Cash</b>		<b>\$2,400,439</b>	
<b>Total Amb Sub</b>		<b>\$93,614</b>	

The Capital Improvement Planning Committee (CIPC) also makes the following recommendations for the FY27 Capital Improvements—Westover Golf Course Budget Article:

<i>Department</i>	<i>Description</i>	<i>Amount</i>	<i>Funding Source</i>
<b>Westover Golf</b>	Golf Cart Fleet (Payment 4 of 4)	<b>\$73,428</b>	Golf Operating Budget
<b>Total Golf Expenditures</b>		<b>\$73,428</b>	

The total expenditures represented by these CIPC recommendations are:

<i>Funding Source</i>	<i>Amount</i>
Free Cash	\$2,400,439
Ambulance Subscription Fund	\$93,614
Westover Golf Operating Budget	\$73,428
<b>Total Expenditures</b>	<b>\$2,567,481</b>

\*Please note the CIPC favored funding for this project, but did not take a vote on its inclusion in the Capital article.

FY	Article Requests	Lease Term	Total Cost	Annual Cost	Funding Source	Free Cash		Free Cash		Free Cash Utilization 2027	Free Cash Utilization 2027	FY28	FY29	FY30	FY31
						Utilization 2025	FY25	Utilization 2026	FY26						
<b>GEN GOVT</b>															
<b>Beginning Certified Free Cash</b>						\$ 4,521,998.00		\$ 5,579,684		\$ 6,500,000					
	Fin Com Reserve	Annual	\$ 100,000	\$ 100,000	Free Cash	\$ (100,000)	\$ (100,000)	\$ (100,000)	\$ (100,000)	\$ (100,000)	\$ (100,000)	\$ (100,000)	\$ (100,000)	\$ (100,000)	\$ (100,000)
	Stabilization Transfer (\$7,618,158)	Annual	\$ 300,000	\$ 300,000	Free Cash	\$ (300,000)	\$ (300,000)	\$ (300,000)	\$ (300,000)	\$ (300,000)	\$ (300,000)	\$ (300,000)	\$ (300,000)	\$ (300,000)	\$ (300,000)
	Capital FY27 Projects	Annual	\$ 5,473,251	\$ 5,473,251	Free Cash	\$ -	\$ -	\$ -	\$ -	\$ (2,400,439)	\$ (2,400,439)	\$ (500,000)	\$ (500,000)	\$ (500,000)	\$ (500,000)
	Parks & Rec Capital Stabilization Fund Transfer--Future Pr	Annual	\$ 500,000	\$ 500,000	Free Cash	\$ -	\$ -	\$ -	\$ -	\$ (500,000)	\$ (500,000)	\$ (500,000)	\$ (500,000)	\$ (500,000)	\$ (500,000)
	DIF Fund Transfer	Annual	\$ 600,000	\$ 600,000	Free Cash	\$ -	\$ -	\$ -	\$ -	\$ (600,000)	\$ (600,000)	\$ (600,000)	\$ (600,000)	\$ (600,000)	\$ (600,000)
	Building Infra Article	Annual	\$ 100,000	\$ 100,000	Free Cash	\$ (100,000)	\$ (100,000)	\$ (100,000)	\$ (100,000)	\$ (100,000)	\$ (100,000)	\$ (100,000)	\$ (100,000)	\$ (100,000)	\$ (100,000)
	PY Bills	Annual	\$ 6,497	\$ 6,497	Free Cash	\$ (3,000)	\$ (3,000)	\$ (15,000)	\$ (15,000)	\$ (6,497)	\$ (6,497)	\$ (15,000)	\$ (15,000)	\$ (15,000)	\$ (15,000)
	OPRB (\$1,461,565)	Annual	\$ 200,000	\$ 200,000	Free Cash	\$ (200,000)	\$ (200,000)	\$ (200,000)	\$ (200,000)	\$ (200,000)	\$ (200,000)	\$ (200,000)	\$ (200,000)	\$ (200,000)	\$ (200,000)
	LHS Stadium Turf Replacement	Annual	\$ 100,000	\$ 100,000	Free Cash	\$ -	\$ -	\$ (100,000)	\$ (100,000)	\$ (100,000)	\$ (100,000)	\$ (100,000)	\$ (100,000)	\$ (100,000)	\$ (100,000)
	Radio Communications System Support	Annual	\$ 572,000	\$ 81,715	Free Cash	\$ -	\$ -	\$ (81,715)	\$ (81,715)	\$ (81,715)	\$ (81,715)	\$ (81,715)	\$ (81,715)	\$ (81,715)	\$ (81,715)
	ITP Munis Projects	One Time	\$ 100,000	\$ 100,000	Free Cash	\$ -	\$ -	\$ -	\$ -	\$ (100,000)	\$ (100,000)	\$ -	\$ -	\$ -	\$ -
	Town Meeting Electronic Voting Devices	One Time	\$ 8,200	\$ 8,200	Free Cash	\$ -	\$ -	\$ -	\$ -	\$ (8,200)	\$ (8,200)	\$ -	\$ -	\$ -	\$ -
	FY26 Snow & Ice Deficit	One Time	\$ 366,400	\$ 366,400	Free Cash	\$ -	\$ -	\$ -	\$ -	\$ (366,400)	\$ (366,400)	\$ -	\$ -	\$ -	\$ -
	Housing Production Plan Consultant	One Time	\$ 10,000	\$ 10,000	Free Cash	\$ -	\$ -	\$ -	\$ -	\$ (10,000)	\$ (10,000)	\$ -	\$ -	\$ -	\$ -
	Police OT	One Time	\$ 220,000	\$ 220,000	Free Cash	\$ (220,000)	\$ (220,000)	\$ (50,000)	\$ (50,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Veteran's Park Master Planning	One Time	\$ 50,000	\$ 50,000	Free Cash	\$ (50,000)	\$ (50,000)	\$ (25,000)	\$ (25,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	250th Celebration Committee	One Time	\$ 25,000	\$ 25,000	Free Cash	\$ (25,000)	\$ (25,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	FY24 Snow & Ice Deficit	One Time	\$ 53,000	\$ 53,000	Free Cash	\$ (53,000)	\$ (53,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	FY25 Operating Budget	One Time	\$ 177,160	\$ 177,160	Free Cash	\$ (177,160)	\$ (177,160)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Opioid Fund Transfer	One Time	\$ 134,540	\$ 134,540	Free Cash	\$ (134,540)	\$ (134,540)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>BOS</b>															
	2027 DIGITAL SIGN FOR GAZEBO PARK	One Time	\$ 32,200	\$ 32,200	Free Cash	\$ -	\$ -	\$ -	\$ -	\$ (32,200)	\$ (32,200)	\$ -	\$ -	\$ -	\$ -
	2026 TOWN HALL ELEVATOR REPAIR	One Time	\$ 93,371	\$ 93,371	Free Cash	\$ -	\$ -	\$ (93,371)	\$ (93,371)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	2025 ADDITIONAL FUNDING FOR LHS SPORTS COMPLEX	One Time	\$ 560,812	\$ 560,812	ARRA	\$ -	\$ (560,812)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	2025 TOWN HALL GENERATOR	One Time	\$ 120,000	\$ 120,000	Free Cash	\$ (120,000)	\$ (120,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>RECREATION</b>															
	2027 WHITNEY PARK PLAYGROUND - MIDDLE & SWINGS	One Time	\$ 356,707	\$ 356,707	Free Cash	\$ -	\$ -	\$ -	\$ -	\$ (356,707)	\$ (356,707)	\$ -	\$ -	\$ -	\$ -
	2027 WHITNEY PARK PLAYGROUND - END SECTIONS	One Time	\$ 211,698	\$ 211,698	Free Cash	\$ -	\$ -	\$ -	\$ -	\$ (211,698)	\$ (211,698)	\$ -	\$ -	\$ -	\$ -
	2027 WHITNEY PARK PLAYGROUND - 2-SYO Area	One Time	\$ 261,703	\$ 261,703	Free Cash	\$ -	\$ -	\$ -	\$ -	\$ (261,703)	\$ (261,703)	\$ -	\$ -	\$ -	\$ -
<b>COMMUNITY CENTER</b>															
	2027 LOCKER ROOM RENOVATIONS	One Time	\$ 86,100	\$ 86,100	Free Cash	\$ -	\$ -	\$ -	\$ -	\$ (86,100)	\$ (86,100)	\$ -	\$ -	\$ -	\$ -
	2026 LOCKER ROOM RENOVATIONS	One Time	\$ <del>68,900</del>	\$ <del>68,900</del>	Free Cash	\$ <del>68,900</del>	\$ <del>68,900</del>	\$ <del>(68,900)</del>	\$ <del>(68,900)</del>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	2026 POOL FLOOR REPAIR	One Time	\$ 38,500	\$ 38,500	Free Cash	\$ -	\$ -	\$ (38,500)	\$ (38,500)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>DPW</b>															
	2031 TRASH & RECYCLING CONTAINERS	5 of 6 years	\$ 152,136	\$ 152,136	Free Cash	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (152,136)
	2030 EW65 WHEELED EXCAVATOR	One Time	\$ 205,622	\$ 205,622	Free Cash	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (205,622)
	2030 TRASH & RECYCLING CONTAINERS	4 of 6 years	\$ 152,136	\$ 152,136	Free Cash	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (152,136)
	2029 TRASH & RECYCLING CONTAINERS	3 of 6 years	\$ 152,136	\$ 152,136	Free Cash	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (152,136)	\$ -	\$ -





Ending Free Cash

\$ 1,234,488

\$

-

\$ 3,125,491

\$

-

\$ 1,026,749

\$

-

\$

-

\$

-

\$

-

\$

-

**Anthony Alves**

Veteran's Services  
Veteran's Memorial  
Hampden County Correctional Center  
Council on Aging  
Senior Center Building Committee  
Parking Ticket Hearing Officer  
Town Negotiator  
Cultural Council  
Agricultural Commission  
Chapin Street Core Building Committee  
Town Accountant  
Community Preservation Committee

**James Gennette**

**(DPW Liaison)**

Capital Improvement Planning Committee  
IT Steering/Cybersecurity  
Commission on Disabilities  
ERC5 Chamber of Commerce  
LCTV  
MMWEC  
Emergency Planning  
Hampden County Advisory Board  
Dept of Inspections  
Sealer of Weights & Measures  
Finance Committee  
Insurance Advisory  
First Meeting House

**Bill Rosenblum**

**(Board of Health Liaison)**

**(Fire Liaison)**

Ludlow Boys & Girls Club  
Recreation  
Westover Golf Commission  
Open Space Planning  
Westover Advisory Committee

Election Officer

LLEPC

Memorial Day Parade

Casino Liaison

Track & Field

Hampden County Housing Services

Board of Registrars

**Manny Silva**

**(Planning Board Liaison)**

**(Police Liaison)**

Board of Assessors

Tax Collector/Treasurer

Hubbard Library

Planning Board

Town Clerk

Industrial Financing Authority

Historical Commission

Licensing Commissioner

Board of Appeals

Conservation Commission

Mobile Home Rent Control Board

Fair Housing

## COMMITTEE LIAISON LIST

April 2026

### **Bill Rosenblum (11)**

**(Board of Health Liaison)**

**(Police Liaison)**

Ludlow Boys & Girls Club

Recreation

Westover Golf Commission

Open Space Planning

Westover Advisory Comm.

LLEPC

Memorial Day Parade

Casino Liaison

Track & Field

### **James Gennette (10)**

**(DPW Liaison)**

Historical Commission

IT/Steering Comm.

Commission on Disabilities

LCTV

MMWEC

Hubbard Library

Hampden County Advisory Board

Dept. of Inspections

First Meeting House

### **Anthony Alves (12)**

**(Fire Liaison) -If Vice Chair**

Veteran's Services

Veteran's Memorial

Hampden County Correctional Center

Parking Ticket Hearing Officer

Town Negotiator

Cultural Council

Agricultural Commission

Chapin Street Core Building Committee

Community Preservation Committee

Hampden County Housing Services

Capital Improvement Committee

### **Manny Silva (11)**

**(Planning Board Liaison)**

Board of Assessors

Town Clerk

Industrial Financing Authority

Emergency Planning

Licensing Commissioner

Board of Appeals

Conservation Commission

Mobile Home Rent Control Board

Sealer of Weights and Measures

Election Officer

### **Tony Sanches (9)**

Finance Committee

Council on Aging

Senior Center Building Committee

Town Accountant

ERC5 Chamber of Commerce

Board of Registrars

Tax Collector/Treasurer

Insurance Advisory

Fair Housing



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

The Meeting of the Select Board held on Tuesday, April 7, 2026, began at 5:30 p.m. in the Select Board's Conference Room.

Members Present: Anthony Alves, James Gennette, William Rosenblum, Antonio Sanches, 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.

Board to reorganize after election.

Mr. Silva welcomed and thanked the newly elected member of the Board, Tony Sanches. He thanked Mr. Sanches for stepping up.

**Motion made by Mr. Gennette** to nominate Bill Rosenblum for Chair. **Mr. Alves second. All in favor. Motion passed 4-1.** **Motion made by Mr. Gennette** to nominate Anthony Alves for Vice Chair. **Mr. Silva second. All in favor. Motion passed 5-0.**

5:30-5:45 P.M. – PUBLIC COMMENT

Jeff Stratton of 631 East Street in attendance as the Chair of the Superintendent Search Committee. He congratulated Mr. Rosenblum, Mr. Alves, and Mr. Sanches. He wanted to publicly thank Mr. Gennette for his effort on the committee and stated he was an asset to the committee. Sharon Cournoyer will be joining from Storrs.

Elaine Hodgman of 1475 Center Street stated that she saw on the agenda a few resignations and was wondering if there was anything they can do to be more proactive to get people to step up for the individual committees that are needed.

Mr. Rosenblum suggested possibly using the robocall and has some other suggestions he has thought of. It is posted on the website and possibly using the paper and on our social media. He finds that no matter how much you put the word out, it's never enough.

## **VISITATION**

5:45 P.M. – Karen Sunnarborg, Housing & Planning Consultant – To provide update on the Housing Production Plan. Board to approve and send to State for approval.

Ms. Sunnarborg presented the updated Housing Production Plan, noting that the previous five-year plan has expired and that the State requires a new plan including a housing needs assessment, demographic and economic analysis, and strategies to address identified needs. She explained that Ludlow currently has 307 subsidized units, representing 3.51% of the year-round housing stock, stating, "Of the 8,720 year-round housing units in 2020, 307 or 3.51% are currently included in this subsidized housing inventory." She added that upcoming projects at Fuller Street and Mill 8 will increase the SHI to approximately 4%, still well below the State's 10% goal. She reviewed the criteria for units to qualify for the SHI, including deed restrictions, income limits, and affirmative marketing, noting, "They have to be available to households earning at or below 80% of area median income."

Her presentation highlighted demographic trends, including modest population decline, a shrinking number of children, and significant growth in residents aged 65 and older. Housing vacancy rates remain extremely low, and home prices and market rents continue to rise. She emphasized that the tight market is contributing to escalating housing costs.

The draft plan recommends expanding community outreach, pursuing new State and federal funding sources, considering the creation of an Affordable Housing Trust, updating zoning to allow more diverse housing types, expanding 40R districts, encouraging infill development, and exploring cluster zoning and redevelopment opportunities. It also suggests making suitable public property available for affordable housing and establishing a housing rehabilitation program.

Board members discussed the challenges of rising construction costs and the difficulty of building modest homes. Mr. Silva expressed concern that inspection and construction expenses make smaller homes financially impractical, saying, "It cost us the same amount of money to do a little house versus a lot of a large house." Ms. Sunnarborg responded that subsidies and partnerships with experienced developers are essential to closing the financial gap. Members also discussed potential impacts of future legislation, the need for long-term planning, and the importance of incremental progress. Questions were raised about the role of the Housing Authority, and Ms. Sunnarborg explained that while housing authorities primarily manage existing properties, some communities have expanded their development role using the same financing tools available to private affordable housing developers.

The Board also discussed community concerns about multifamily development, the availability of redevelopment sites such as the mills, and the need to balance growth with the town's character and resources. Ms. Sunnarborg emphasized that smart redevelopment, small-scale infill, and partnerships with developers are key strategies for meeting Ludlow's housing needs. **Motion made by Mr. Gennette to adopt the 2026 Housing Production Plan. Mr. Alves second. All in favor. Motion passed 5-0.**

6:45 P.M. – Linda Nawracaj – Pond Committee – Update & request for funds.

Linda Nawracaj, Bill Simon 736 East Street, Elaine Hodgman 1475 Center Street, and Julie Markiewicz 23 Stevens Terrace are in attendance. Ms. Nawracaj explained that past funding sources for pond maintenance, including the 40R funds previously used by Judy, are no longer available except for an estimated remaining \$15,000 that is restricted to Minechoag Pond and cannot be used until a permit is obtained. She reviewed the longstanding permitting issues caused by a historically identified but currently unfindable plant species, which has delayed treatment of Minechoag for years. The result has been severe weed overgrowth, low oxygen levels, and a recent large fish kill. She emphasized the urgent need for treatment and the importance of establishing predictable annual funding rather than relying on one-off requests.

The Board discussed how to move forward, noting that the town is still in a discovery phase regarding all ponds and that long-term budget planning cannot yet be finalized until surveys and permit costs are known. While some members suggested a general estimate of \$30,000 for future budgets, others stressed that the exact figures depend on pending surveys and permitting. Several members reiterated support for the pond work but emphasized the need for structure and validated numbers.

There was discussion on funding for the current year. For FY26, the total needed is \$20,765, reduced to roughly \$5,765 if the remaining 40R funds are confirmed. Additional work for Minechoag depends on receiving a final permit cost estimate from consultants. Board members explored the option of front-loading expenses into the current fiscal year using residual funds in order to reduce FY27 budget needs. This approach could allow treatment to proceed this spring and fall while setting up a clearer baseline for FY27.

Board members agreed that Minechoag Pond is in critical condition and that the permitting—not lack of support—has been the main obstacle. They also agreed on the need for a future five-year plan once the full scope of pond requirements becomes clearer. The Board confirmed that budget request submissions typically occur in September or October.

In closing, the Board reaffirmed support for funding immediate needs this spring. Mr. Strange summarized that the next steps include verifying the availability of the \$15,000 in 40R funds, determining how to supplement that amount with the needed \$5,765, and evaluating whether additional funds from the current fiscal year can be used to prepay for other required work. The goal is to cover spring and fall treatments this year, reduce the FY27 request, and place the Pond Committee on a regular budget line moving forward.

## **CORRESPONDENCE**

26-32 Letter of Resignation from Manny Lopes from the Zoning Board of Appeals. **Motion made by Mr. Gennette** to accept the letter of resignation from Manny Lopes from the Zoning Board of Appeals. **Mr. Alves second. All in favor. Motion passed 5-0.**

26-33 Letter from Valdemar Rodrigues requesting to be appointed from an Associate Member to Full-time Member of the Zoning Board of Appeals. Board to post the vacancy. **Motion made by Mr. Gennette** to appoint Valdemar Rodrigues from an Associate Member to Full-time Member of the Zoning Board of Appeals and post the vacancy. **Mr. Alves second. All in favor. Motion passed 5-0.** Mr. Silva commented that he has known Val since he was a small boy and his dad as well. Val has always been interested in doing this stuff and developing and will be a good asset.

26-34 Letter from Ronald Saloio requesting to be appointed to the Celebrate Ludlow Committee.

Mr. Silva asked if we disbanded this committee. Mr. Strange stated we disbanded the 250th and whatever members wanted to stay active are on this committee. We have had resignations from Celebrate Ludlow. Ms. Hodgman confirmed that Celebrate Ludlow has been around since the 225<sup>th</sup>. **Motion made by Mr. Gennette** to appoint Ronald Saloio to the Celebrate Ludlow Committee. **Mr. Silva second. All in favor. Motion passed 5-0.**

26-35 Letter from Edith Tipton – resignation of Poll Worker. **Motion made by Mr. Silva** to accept the resignation of Edith Tipton as a poll worker. **Mr. Alves second. All in favor. Motion passed 5-0.**

26-36 Letter from Susan Swift – requesting to be appointed as a Poll Worker. **Motion made by Mr. Silva** to appoint Susan Swift as a Poll Worker. **Mr. Gennette second. All in favor. Motion passed 5-0.**

26-37 Letter from Ian Thompson – resignation from Westover Golf Commission. Board to post the vacancy.

Mr. Silva recalled having these from time to time and had several applicants before. Would like to go back to the applicant we didn't choose and invite them to come in and be appointed rather than to go out and doing this again. Been a couple of times they've been excellent people that wanted to serve and if they were interested then they'd be interested now. **Motion made by Mr. Silva** to accept the resignation of Ian Thompson from Westover Golf Commission and Board to post the vacancy. **Mr. Gennette second. All in favor. Motion passed 5-0.** Mr. Rosenblum believes there are 1 or 2 that are up now. Mr. Alves asked how that works. Mr. Rosenblum stated he thinks if you are on the Golf Commission you need to take an absence first and then you can come back on. Mr. Silva said once your term expires you have to step out.

26-38 Letter from Anna Pepin – resignation from the Mobile Home Rent Control Board. Board to post the vacancy. **Motion made by Mr. Silva** to accept the resignation of Anna Pepin from the Mobile Home Rent Control Board and Board to post the vacancy. **Mr. Alves second. All in favor. Motion passed 5-0.**

26-39 Letter from Kim Batista, Town Clerk – Notifying Board of resignation of William Ellison from Precinct 6 Representative Town Meeting Member.

Mr. Silva asked if this was a member we gave special considerations passed. Mr. Gennette stated it was for the Planning Board. Mr. Silva is happy he is doing that and that there are conflicts whether we think so or not there is always a little bit. Mr. Rosenblum filed.

26-40 Letter of retirement from Officer Alexander Goncalves. Board to appoint to the Ludlow Special Police. **Motion made by Mr. Silva** to accept the letter of retirement from Officer Alexander Goncalves and to appoint him to the Ludlow Special Police. **Mr. Gennette second. All in favor. Motion passed 5-0.**

26-41 Letter of resignation from Detective Jordan Liszka. **Motion made by Mr. Gennette** to accept the letter of resignation from Detective Jordan Liszka. **Mr. Silva second. All in favor. Motion passed 5-0.**

26-42 Chief Brennan – Request to call for a list and fill Police Officer vacancy. Chief Brennan said we had obviously just accepted two vacancies of the officer's resignations and retirements. We're looking to fill those two slots. **Motion made by Mr. Gennette** to approve Chief Brennan's request to call for a list and fill the Police Officer vacancy. **Mr. Silva second. All in favor. Motion passed 5-0.**

26-43 Chief Brennan – Request to permanently appoint Michael Medina as a Patrol Officer. **Motion made by Mr. Silva** to permanently appoint Michael Medina as a Patrol Officer. **Mr. Alves second. All in favor. Motion passed 5-0.**

26-44 Board to appoint Michelle Hill Custodian of Insurance Records and Custodian of Tax Possession. **Motion made by Mr. Silva** to appoint Michelle Hill the Custodian of Insurance Records and Insurance of Tax Possession. **Mr. Alves second. All in favor. Motion passed 5-0.**

26-45 Linda Collette, Celebrate Ludlow Committee – Request to use Veteran's Memorial Park for "Falling into Fun" at Veteran's Memorial Park Saturday, October 3, 2026, 11:00 a.m. – 5:00 p.m. **Motion made by Mr. Silva** to allow the usage of Memorial Park for Falling into Fun at Veteran's Memorial Park Saturday, October 3, 2026, 11:00 a.m. – 5:00 p.m. **Mr. Alves second. All in favor. Motion passed 5-0.**

26-46 Rachel Smythe – Adult Services Hubbard Memorial Library – Request to use lawn adjacent to the library for a sky viewing program on April 23<sup>rd</sup>. **Motion made by Mr. Gennette** to approve Rachel Smythe's request Adult Services at Hubbard Memorial Library to use lawn adjacent to the library for a sky viewing program on April 23<sup>rd</sup>. **Mr. Alves second. All in favor. Motion passed 5-0.**

Ms. Rickson said she thought last year the Board decided the library could notify Marc's office when using the lawn so they didn't have to send a request every single time, but Marc later said it had to be a request to the Select Board again. She asked whether going forward the Board wanted requests for every single use of the lawn or just notification to Marc's office. Mr. Gennette said he remembered voting to approve that because they had submitted a list for the whole year and that part of the lawn is mostly used by the library except for Falling into Fun. Mr. Strange said he didn't remember but typically the library sends a list of events and the Board approves the list. Ms. Rickson said they try to do a lot outside and if the weather's permitting they'd like to just be able to do it. Mr. Gennette said that lot was intended for the library and he didn't have a problem allowing them to use it, and if anyone else wants to use that lawn they would check with the library for availability. Mr. Alves asked how often non-library events use the lawn. Ms. Rickson said Celebrate Ludlow for Falling into Fun. **Motion made by Mr. Gennette** to allow Hubbard Memorial Library to submit their annual calendar to the Select Board's office for record without having to go to the Board of Selectmen for approval. **Mr. Alves second. All in favor. Motion passed 5-0.**

26-48 Charter Communications – Annual Notification of License Fees. **Motion made by Mr. Silva** to file. **Mr. Alves second. All in favor. Motion passed 5-0.**

26-49 Charter Communications – Annual Notification on Billing and Termination. **Motion made by Mr. Silva** to file. **Mr. Alves second. All in favor. Motion passed 5-0.**

26-50 Zoning Board of Appeals Reorganization.

Mr. Alves: Mr. Chairman, from the Zoning Board of Appeals they have reorganized at their March 11<sup>th</sup> meeting and voted to reorganize as follows: Alan Aubin – Chairperson, Mike Parker - Vice Chairperson, Elaine Hodgman - Member, Valdemar Rodrigues - Alternate  
April 7, 2026

Member. **Motion made by Mr. Alves to file. Mr. Gennette second. All in favor. Motion passed 5-0.**

26-51 Planning Board Reorganization.

Mr. Alves: Mr. Chairman, at the March 26<sup>th</sup> meeting of the Ludlow Planning Board they voted to reorganize as follows: Ray Phoenix – Chairman, William Ellison – Vice Chairman, Kathleen Houle – Secretary, Christopher Coelho – Member, Joel Silva – Member, Haley Rivers – Associate Member. **Motion made by Mr. Alves to file. Mr. Gennette second. All in favor. Motion passed 5-0.**

26-52 School Committee Reorganization.

Mr. Alves: Mr. Chairman, at the March 24, 2026, meeting of the Ludlow School Committee they voted to reorganize as follows: Sarah Bowler – Chair, Amanda Coddling – Vice Chair, Jeffrey Laing – Secretary, Christopher Manfredi – Member, Jeffrey Stratton – Member. **Motion made by Mr. Alves to file. Mr. Gennette second. All in favor. Motion passed 5-0.**

26-53 Letter from Elizabeth Dumaine – Request for Special Municipal Employee exemption as a lunch monitor in the Ludlow Public Schools for the Senior Work Abatement Program (SWAP).

Mr. Alves said it's a situation where they're a town employee but they won the lottery for the SWAP program and to do both we need to approve it. Mr. Strange said you can't have two sources of revenue income through the town and this would make the lunch monitors special municipal employees. Mr. Silva said isn't there a requirement for income for the work program and that the program was developed to help out seniors and people that needed the help. Mr. Strange said there is no cap but others have talked about putting a cap on and the income verification process is cumbersome. Mr. Alves said his income could be zero while sitting on \$4 million taking RMDs. Mr. Silva said most senior abatements have caps for income and assets. Mr. Gennette said they also don't fill their open abatement slot. Mr. Strange said there are 60 something slots and 80 applicants. Mr. Alves said he didn't see an inherent issue if someone wants to work two jobs. Mr. Sanches asked if they can differentiate her work versus the abatement program. Mr. Strange said no, it's gotta be a different job. Mr. Rosenblum said that's vetted as part of the SWAP program. Mr. Strange explained the lottery process and assignments. Mr. Silva asked the age for senior and Mr. Strange said it's in the bylaw, around 62. **Motion made by Mr. Alves to request Special Municipal Employee exemption as a lunch monitor for Elizabeth Dumaine. Mr. Gennette second. All in favor. Motion passed 4-0-1.**

26-54 Letter from Robert Callahan – Request for Special Municipal Employee exemption as a courier in the Ludlow Public Schools for the Senior Work Abatement Program (SWAP).

**Motion made by Mr. Gennette to approve Robert Callahan for Special Municipal Employee exemption as a courier in the Ludlow Public Schools for the Senior Work Abatement Program (SWAP). Mr. Alves second. All in favor. Motion passed 4-0-1.**

26-55 Letter from Office of Leasing and State Office Planning – requesting RFP for the Commonwealth's Search for Lease Space. **Motion made by Mr. Alves to file. Mr. Gennette second. All in favor. Motion passed 5-0.**

26-56 Letter from the Board of Health in support of Opioid Settlement Funding Request for Sharps Containers in the amount of \$1,565.70.

Mr. Gennette asked if we know what the balance is on that opioid fund right now? Mr. Strange said it's up there. We just got a couple more and they were big, but we got a couple more deposits. Certainly, more than \$1,500. **Motion made by Mr. Gennette to approve the Board of Health in support of Opioid Settlement Funding Request for Sharps Containers in the amount of \$1,565.70. Mr. Alves second. All in favor. Motion passed 5-0.**

26-57 Eversource – Transmission right of way work scheduled for Spring 2026 at 648 East Street and a parcel off of Chapin Street. **Motion made by Mr. Gennette to file. Mr. Alves second. All in favor. Motion passed 5-0.**

26-58 Christ the King – Annual Beano Report. **Motion made by Mr. Silva to file. Mr. Gennette second. All in favor. Motion passed 5-0.**

26-59 Charter Communications – Upcoming pricing changes.

Mr. Gennette said just to make note for the community service activation applies when services activated via self-installation or professional installation will decrease by \$10 from 30 to 20. Change of service will decrease by 15 from 65 to 50. Professional installation will decrease by 15 from 65 to 50 and the hourly labor charge will decrease by 15 from 65 to 50. But the reconnection fee will increase by \$3 from \$2 to \$5. **Motion made by Mr. Gennette to file. Mr. Alves second. All in favor. Motion passed 5-0.**

26-60 Lupa Zoo – Invitation to Community Summer Safety Day to be held Saturday, June 20 12:00 p.m. – 3:00 p.m.

Mr. Gennette said thank you to Lupa Zoo. Will they be on the events board on the website. Mr. Strange said this wouldn't be on our town calendar cause it's not a town event but there's a get lost in Ludlow calendar that has all the town events. **Motion made by Mr. Gennette to file. Mr. Alves second. All in favor. Motion passed 5-0.**

26-61 Ludlow Community Center Randall Boys & Girls Club – Request from LYSA to use the field from April 12 – June 15 Mon/Thurs weekly 5:30 – 8:00 p.m. and Saturdays weekly 9:00 – 3:00 p.m. excluding 4/11/26 and 6/6/2026. No rental fee. **Motion made by Mr. Gennette to file. Mr. Silva second. All in favor. Motion passed 5-0.**

26-62 Ludlow Community Center Randall Boys & Girls Club – Request from Western United Pioneers to use the field from April 7 – May 29 Tues/Fri weekly 5:30 – 7:30 p.m. excluding 6/5/2026. No rental fee. **Motion made by Mr. Gennette to file. Mr. Silva second. All in favor. Motion passed 5-0.**

26-63 Ludlow Community Center Randall Boys & Girls Club – Request from IFA to use the field from 4/8 – 5/27 Wednesday weekly 5:00 – 6:00 p.m. \$240 rental fee. **Motion made by Mr. Gennette to file. Mr. Silva second. All in favor. Motion passed 5-0.**

26-64 MMWEC – Pipeline right of way work near Stony Brook Energy Center. **Motion made by Mr. Alves to file. Mr. Silva second. All in favor. Motion passed 4-0-1.**

26-65 Commonwealth of Massachusetts Department of Public Utilities (DPU) & Department of Telecommunications and Cable (DTC) – Notice of Public Hearing and Request for Comments. **Motion made by Mr. Alves to file. Mr. Silva second. All in favor. Motion passed 5-0.**

26-66 Mass DOT – Bridge Inspection Report for West Street/Chicopee River – Dated 2/17/2026.

Mr. Silva asked if there was an update? Mr. Rosenblum said if I remember correctly reading it all it really did is it showed some pictures. **Motion made by Mr. Gennette to file. Mr. Alves second. All in favor. Motion passed 5-0.**

26-67 Chief Brennan – request for authorization to charge medical expenses and lost wages to Chapter 41, §111F for an injury sustained by a Police officer while on duty on 3/30/2026. **Motion made by Mr. Sanches to approve the request from Chief Brennan for authorization to charge medical expenses and lost wages to Chapter 41, §111F for an injury sustained by a Police officer while on duty on 3/30/2026. Mr. Alves second. All in favor. Motion passed 5-0.**

## **UNFINISHED BUSINESS**

Board to discuss and possibly approve repair and replacement of the roof at the Gazebo (continued from March 17, 2026). Tabled

Board to discuss and possibly vote on FY27 Budget Proposal (Continued from March 17, 2026).

Mr. Rosenblum asked what's our number and if we're still around 190 excess. Mr. Strange said there were changes made and he would explain them, with a few outstanding questions. Mr. Alves said with the changes discussed tonight, particularly the pond, they should iron those out and be able to review them. Mr. Strange said in addition to the pond they received the new CMD proposal for fiscal 27 and beyond with a slight increase and the

library's cleaning contract bid was slightly higher. He said they also had to increase the vet's budget by 5,000 for postage, the Hubbard Memorial Library reclass savings is reflected, and the Treasurer Collector made a small adjustment for salary and increased postage. Pond Commission is not in the budget. Mr. Rosenblum asked the pond number. Mr. Alves said front loading and prepaying leaves 14,000 needed, maybe a little above that, not 36. Mr. Strange said prepayment for fiscal 26 is 38, and backing out the 15 leaves 23,250, with spring unknown. Mr. Alves said calendar year 26 is 43,000 if paid before July 1st. Discussion continued on how spring and fall treatments align with fiscal years. Mr. Rosenblum said fiscal 27 should be budgeted at 30,000. Mr. Alves agreed with 30 but said doing what they can this year gives breathing room. Mr. Rosenblum said maintaining ponds should drop prices and added ponds should still keep things in the 30 to 35 range. Mr. Sanches noted the prepayment does not include the 5,000 permit for Minechoag, making the total 43,000. He said remaining ponds for FY27 would be 14,440. Mr. Alves said he found 12,000 in fluff that could go toward this. Mr. Rosenblum calculated that into the excess number. Mr. Sanches recommended the 30 because of Minechoag. Mr. Alves said they need to vote on classifications. Mr. Gennette said he was fine with the classification. Mr. Sanches asked about the Fire Department and the request for two firefighters. Mr. Strange explained funding options. Mr. Gennette said he did not like using the ambulance subscription fund. Discussion continued on whether excess capacity could reopen the possibility of two firefighters. Mr. Alves said growing too fast too quick can be a problem and he preferred adding one at a time. Mr. Gennette said the chief plans progression over years. Mr. Rosenblum said one this year and one next year would give full rotations. They confirmed the classification list, including dispatch supervisor and library items. Mr. Alves asked for an update on free cash and how to get where they need to be. Mr. Strange said CLA is helping to close fiscal 25 and that free cash cannot be appropriated if not certified before Town Meeting. Options are using stabilization and replenishing later or trying to move Town Meeting, which may not be allowed by bylaw. They discussed meeting deadlines, the warrant timeline, and motions. Mr. Strange said if free cash is certified by Town Meeting there is no issue but CLA was doubtful. Mr. Sanches asked about impacts of using stabilization; Mr. Strange said no. They discussed replenishing stabilization once free cash is certified. Mr. Rosenblum asked whether to discuss next steps if free cash won't be ready. Mr. Gennette said they likely can't move Town Meeting and would have to use stabilization. Tabled.

## **NEW BUSINESS**

Board to approve and sign minutes from meeting of March 3, 2026. **Motion made by Mr. Gennette** to approve and sign minutes from meeting of March 3, 2026, with four members present. **Mr. Silva second. All in favor. Motion passed 4-0-1.**

Board to approve and sign minutes from meeting of March 17, 2026. **Motion made by Mr. Gennette** to approve and sign minutes from meeting of March 17, 2026, with four members present. **Mr. Silva second. All in favor. Motion passed 4-0-1.**

Board to approve and sign Seasonal Liquor Licenses for Gremio Lusitano Club, Inc., Ludlow Country Club and Ludlow Fish & Game Club, Inc. **Motion made by Mr. Gennette** to approve and sign Seasonal Liquor Licenses for Gremio Lusitano Club, Inc., Ludlow country Club and Ludlow Fish & Game Club, Inc. **Mr. Silva second. All in favor. Motion passed 5-0.**

Board to review and sign the contract between Access Care Partners for its portion of the non-federal match required of the Area Agency on Aging in the amount of \$3,626.06. **Motion made by Mr. Gennette** to approve and sign the contract between Access Care Partners for its portion of the non-federal match required of the Area Agency on Aging in the amount of \$3,626.06. **Mr. Silva second. All in favor. Motion passed 5-0.**

Board to approve and sign the one-day alcohol permit for Purse Bingo to be held at St. John the Baptist School on May 15, 2026, from 5:00 – 10:00 P.M. **Motion made by Mr. Silva** to approve and sign the one-day alcohol permit for Purse Bingo to be held at St. John the Baptist School on May 15, 2026, from 5:00 – 10:00 P.M. **Mr. Alves second. All in favor. Motion passed 5-0.**

Board to approve the Environmentally Preferable Products Policy.

Mr. Strange said in the years past as part of the application package for a recycling grant from the DEP, Jim Goodreau would forward me an email that I would send to all staff and board members, essentially reminding people that they need to recycle. That was enough to suffice for the grant application. DEP has since increased or made the requirements more rigorous. So, now we have to actually have a policy that says essentially encouraging or requiring town employees to recycle. **Motion made by Mr. Gennette to approve the Environmentally Preferable Products Policy. Mr. Silva second. All in favor. Motion passed 5-0. Motion made by Mr. Gennette to approve the Town Administrator to sign the Environmentally Preferable Products Policy. Mr. Silva second. All in favor. Motion passed 5-0.**

Board to approve and allow Chief Pease to sign the Firefighter Safety Equipment Program Grant for FY2026 in the amount of \$19,000. **Motion made by Mr. Gennette to approve and allow Chief Pease to sign the Firefighter Safety Equipment Program Grant for FY2026 in the amount of \$19,000. Mr. Alves second. All in favor. Motion passed 5-0.**

Board to declare the Fire Department's 2002 Pierce Arrow Tower as surplus. **Motion made by Mr. Gennette to declare the Fire Department's 2002 Pierce Arrow Tower as Surplus. Mr. Alves second. All in favor. Motion passed 5-0.**

Board to discuss and approve adding the position of Municipal Finance Director to the Towns Classification Plan at the M7 level.

Ms. Ribeiro said one of the reclassifications was for the Finance Director position and that it was a formality because the position was approved at Town Meeting and then had to go through DOR approval with a 90-day wait. She said it got lost in translation that they never put the position on the classification plan where it belongs, so they are requesting to have it put on the classification plan as an M7 along with the DPW Director and Assistant Town Administrator/HR Director. Mr. Strange said the Board would have to vote on that. Ms. Ribeiro said they vote on classification changes and that this has to come to the Board, noting it is not included in the July 1 budget and would require a separate vote. Mr. Strange said the M7 doesn't have any costs associated with it and is literally putting it on the classification plan. Ms. Ribeiro said the salary offered to Cheryl was not an exact amount of one of the steps on the M7 scale so technically she was off step, but the annual salary is still in line with those six steps. **Motion made by Mr. Gennette to approve adding the position of Municipal Finance Director to the Towns Classification plan at the M7 level. Mr. Silva second. All in favor. Motion passed 5-0.**

Board to discuss and possibly vote to restructure committee liaison list. Board will review and vote at another meeting.

Board to discuss and possibly vote on FY27 CIPC recommendations.

Mr. Gennette said the Capital Improvement Planning Committee made their recommendations, with only one request not approved, the ACO's vehicle. He said the initial price was exorbitant and then the ACO came back with a much cheaper vehicle, so they were unsure if it would meet her needs and expect to review it again next year. He said normally the schools request HVAC units but did not this year and he asked Mr. Manfredi to follow up because many units are at the end of their 25-year lifespan and one roof unit at the high school sounded like it was going to die. Mr. Rosenblum noted the cafeteria HVAC replacement on the list. Mr. Strange said that was an addition from fiscal 28. Mr. Alves asked about the asterisk on the Gazebo Park sign. Mr. Gennette said it didn't meet the requirements as a capital project and the committee didn't approve it, but the Select Board could choose to fund it. Mr. Strange said it wasn't that it didn't meet requirements but it wasn't listed in the capital list and the committee missed voting it, though they were in favor and the Select Board can recommend it. Mr. Rosenblum asked if the 32,2 was included and said he supported it because it would help with communication and town events. Mr. Gennette said since it was a light year, this would be the year to do it. Mr. Strange recommended tabling it in case stabilization is used so he can indicate the source as stabilization instead of free cash without redoing the whole document. This will be tabled to next meeting.

Board to discuss and possibly vote on FY27 new positions and reclassification requests.

Mr. Strange said the special police is on for the reclassification. Chief Brennan said he is requesting double because they currently make \$22 an hour and he is requesting it only for two different events a year, the Memorial Day parade and the Festa, where they rely heavily on their services. He said otherwise they would have to use mutual aid at overtime or detail rates. He said special police give up their entire weekend for the Festa at \$22 an hour and it is tough when they stand next to someone making overtime or detail rates. He said this is to get basic parity and acknowledge their service and that it is short money for only two events. Mr. Rosenblum asked if the number on the reclassification sheet is already in the budget and said he had suggested going half instead of doubling. Chief Brennan said doubling is still under the detail rate and brings it in line with overtime. Mr. Rosenblum said this will reduce overtime. Chief Brennan said if they don't have special police the unit may dwindle, they used to have 25 or more and now have about 15 or 16, and they would then have to bring in people from out of town at overtime or detail rates. Mr. Alves asked if they were helping Amherst 20 years ago. Chief Brennan said no. Mr. Rosenblum said the Board will look at this. Mr. Alves said the sheet is already baked in and they just need to make a decision.

Mr. Strange said he wanted, for reclassifications, specifically the Recreation Director, to give an update because there have been questions from fin com about funding the Finance Director and the Munis improvements. He said after touching on the Recreation Director they could vote on the reclassification requests and the new positions, and that the Finance Director classification and Article 18 on the Munis improvements would also be addressed. Ms. Ribeiro said the Recreation Director position is something they've talked about for quite some time and desperately need. She said they would like to have the position ready to go now but don't have the funding, and she hopes to post the position in early May anticipating approval. She explained the need for help running the camp, before and after school programs, payroll improvements, online enrollment, and compliance. She said the job description is ready as an M2.

Mr. Rosenblum asked about the salary amount shown in the budget. Mr. Strange said a \$75,000 salary breaks down to show 67 with the rest populated by vacation and personal day values. Mr. Alves said his comments were already contemplated in the draft and that a big component will be standing up programming they don't currently have, not just youth programming. Ms. Ribeiro said this can be the start of where they should be. Mr. Alves said kids playing sports in other towns is bad. Ms. Ribeiro said Wilbraham is a model with many programs and online enrollment, while Ludlow's process is unorganized for parents. She said it will be a large job.

Mr. Silva said Wilbraham's Recreation Department budget is very high. Ms. Ribeiro said it probably didn't start that way. Mr. Silva said one person can't do all that. Ms. Ribeiro said she meant it as a model and that building takes time. Mr. Alves said look at improvements at the senior center over the years. Mr. Gennette said same for the vet center. Mr. Rosenblum said this is the baseline and referenced past Park and Rec dismantling, adding that online platforms were previously denied and that a future park and rec director could oversee the golf course. He said they need to start, get fields and parks in better shape, and build it back up over time. Mr. Alves said the first year will be needs, assessment, and analysis. Mr. Gennette compared it to the Pond Committee building their program. Mr. Rosenblum said residents go out of town for many services, not just youth sports. Ms. Ribeiro said she didn't see any comments from Mr. Alves on the draft job description. Mr. Alves said his question was answered and it was probably just a thumbs up. **Motion made by Mr. Alves** to approve the new positions and reclassifications and contemplate them in the FY27 budget as presented. **Mr. Gennette second. All in favor. Motion passed 5-0.**

Board to discuss and possible vote on reclassification of the following positions at Hubbard Memorial Library: Adult Reference/Technology Librarian from M2 to M3 and Youth Services Librarian from an M3 to M2.

Ms. Rickson said long ago the Youth Services Librarian was the only other management position at the library and when they reclassified, they made it as if it was going to be the second in command when the director's not there, but the position never developed that way. She said they got a Reference and Technology Librarian who is the person in charge in the absence of the director, and now Youth Services is at a higher level than the person who is actually in charge, so it makes sense to switch them to the proper labor grades. She said

they want to hire a new Youth Services Librarian but not until it falls within what's actually happening in reality. Mr. Gennette asked the funding difference. Ms. Rickson said ones recently filled and one's going to be filled and both will be at the bottoms of their labor grades, and because the person who vacated one position was at the top of the M3, there is an instant \$20,000 savings. Mr. Strange said switching the M3 to the M2 is a wash but the M3 being demoted was at a \$92,000 salary budgeted for fiscal 27, and the new replacement would probably be around a \$68,000 salary, which is the savings delta. Mr. Gennette said it's a nice budget savings. Ms. Rickson said not specifically because they're flipping but because both will be making the lower end of the scales. Mr. Alves said one of these is next year's budget. Ms. Rickson said this one would be effective immediately so they can fill the positions. Mr. Alves said adult reference. Ms. Rickson said yes, the adult reference is currently at 60 something thousand as an M2 step one or two and is second in command when she's not there. She said the M3 is vacant and they want to move the M2 above and the M3 below and that one will also be somewhere in the lower 60s. Mr. Alves said that's youth services. Ms. Rickson said yes. Mr. Alves asked if that is different from the youth services assistant. Ms. Rickson said the assistant is a separate thing to talk about. **Motion made by Mr. Alves** to reclass the adult reference/technology librarian from M2 to M3 and youth services librarian from M3 to M2. **Mr. Gennette second. All in favor. Motion passed 5-0.** Mr. Gennette said as far as the youth services assistant part-time and the change they're talking about, the \$20,000 savings and the 22,737 cost are pretty much a wash for the budget. Mr. Strange said plus the benefits. Ms. Rickson said that would be reclassifying from a part-time 18-hour-a-week to a full-time 35-hour-a-week at a NU7 step one. Mr. Alves said that one was already contemplated and is already built in. Mr. Strange said they talked about it but the Board hasn't voted yet. Mr. Rosenblum said it is built into the number they got last meeting.

Board review and discuss Annual Town Meeting warrant articles.

Mr. Strange went through the Town Meeting warrant articles, noting Article 1 is Town Officer Reports and Article 2 is committee reports. Article 3 would use reserve funds to purchase electronic voting devices for \$8,200, enhancing transparency and efficiency. Article 4 would change the bylaw to allow the devices. Article 5 is the budget. Article 6 is revolving funds. Article 7 is the Commission on Disability funding of \$4,900. Article 8 is for Celebrate Ludlow, which needs more funding beyond the \$5,000 community funding. Article 9 is the annual Chapter 90 acceptance. Article 10 is MASS DOT contracting. Article 11 is Capital Improvements. Article 12 is the DIFF Special Revenue Fund, likely paving Steven Street. Article 13 is the Finance Committee Reserve Fund. Article 14 is the Building Infrastructure Fund. Article 15 is \$300,000 for general stabilization. Article 16 is LHS Turf Field Replacement Fund, adding \$100,000 annually. Article 17 is Radio Communications Maintenance. Article 19 is seed money for the Capital Stabilization Fund. Article 20 is seed money for the Park and Rec Capital Stabilization Fund. Article 21 dedicates \$200,000 for the OPEB trust fund. Mr. Gennette and Mr. Strange discussed OPEB and cemetery perpetual care.

Article 22 requests \$10,000 for Ms. Sunnarborg to implement Housing Production Plan recommendations. Article 24 moves the town election to the third Monday in May, and Article 25 moves Town Meeting to the first Monday in April, to avoid unbudgeted special elections and allow newly elected Select Board members more time before budget votes. Article 26 changes references from Board of Public Works to Select Board. Article 27 is amendments to the Unreasonable Noise bylaw. Mr. Rosenblum explained adding decibel limits of 65 from 7 AM–10 PM and 50 from 10 PM–7 AM to give police guidelines. Mr. Gennette raised concerns that allowing 50 decibels at night could permit middle-of-the-night noise and might tank the article. The Board debated construction hours, dumpsters, enforcement, business hours, and whether decibels should be included at night. Mr. Alves said he was not a fan of re-litigating something they just approved and wanted to see how the current bylaw works first. Mr. Sanches noted construction is permitted only 7 AM–8 PM and generally prohibited on Sundays. The Board discussed that dumpster pickup times complicate enforcement and contract costs. The discussion continued on whether to keep or pull the decibel article, with differing opinions on public support and timing. Mr. Silva said the Board had previously told residents they would add decibels, so he felt it should go forward. Mr. Rosenblum said the article barely passed last time. Article 28 is a petition for additional alcohol licenses—three on-premises consumption—to support economic development,

especially on East Street and at the mills. Mr. Rosenblum explained it would not add liquor stores but allow restaurants flexibility.

Article 31 restructures the Recreation Department by making the Recreation Commission an appointed board and placing personnel under the DPW and Select Board for day-to-day management. Mr. Strange said this requires a local act. The senior work abatement article matches features of the veteran abatement program. Mr. Rosenblum asked to return to the stretch code. Mr. Alves said he misunderstood earlier and was concerned about enforcement and whether it would create a “paper tiger.” They discussed the ACO’s warnings and whether the policy is fully developed. Mr. Gennette said the ACO brought forward extensive policy ideas and they had to pick and choose. Mr. Alves and Mr. Sanches raised concerns about wording and enforcement, such as volunteers feeding cats being held responsible. Mr. Silva suggested pulling the article. Mr. Strange explained the ACO’s budget concerns and why the issue came up. Discussion continued about whether volunteers or random residents would be affected and whether it would discourage calls. The Board leaned toward pulling it. On the stretch code, Mr. Alves said he wouldn’t support it. Mr. Silva said residents don’t have enough information and grant funding can disappear. Mr. Gennette said only four towns in three counties have not adopted it and argued Ludlow should join. Mr. Alves said chasing funding cycles can be risky. The Board debated long-term costs, benefits, energy efficiency, and homeowner impact. Mr. Sanches recommended letting precinct members decide, noting 300 communities are on board and builders likely won’t reduce prices based on town differences. Mr. Alves agreed they must remember the Select Board is the one proposing articles and should propose only what they support.

#### Article 18 Munis

Ms. Ribeiro said from a payroll HR standpoint they are still plugging away, and they stuffed and sent out their final paper paycheck for town employees on April 3rd and will send the final paper payroll for the school department this week. Mr. Strange asked how many employees that is, and Ms. Ribeiro said about 725–750 with seasonals. She explained they could not get rid of paper statements until employees had another avenue to view payroll information and W2s. ESS launched about a month ago, allowing employees to update W4s, state taxes, addresses, and contact information. They are finalizing accruals for the town; many departments such as fire never had sick and vacation tracked in Munis, only pen and paper. She said accrual tables are now set up and by July 1 personal time will be automated and accessible through ESS. Next year they will not mail W2s; active employees will get them online. Mr. Silva asked if mailing W2s was required and Ms. Ribeiro said no, only furnishing by end of January is required.

She described work on job classes, pay codes, and eliminating paper time sheets. She reviews payroll manually every week and hopes to move to direct time entry, noting departments like police and fire will be more challenging. She said this is their progress on Munis for payroll and HR. Mr. Strange said the article would fund more of this work and the improvements from four years ago are unbelievable. Ms. Ribeiro said a big goal is automating personnel actions but they cannot automate promotions, reclassifications, or step increases until all prior information is accurate. ESS is view-only now, but eventually employees will request time off through the system. Mr. Rosenblum compared it to Tyler where he can see accruals and request time off. Ms. Ribeiro said employees can see balances now but not all are accurate yet. Mr. Sanches asked if there is a dollar figure attached and Mr. Strange said a hundred thousand.

#### Article 23

Mr. Strange said the bond request has come to Town Meeting three times because Town Meeting meets twice a year and costs keep escalating between estimates and bids, forcing repeated returns. Last year the estimate was about \$3.8 million; they pulled the bid due to fiscal 26 budget impact. Tighe & Bond is preparing a new cost estimate, expected tomorrow. He said the project is an upgrade and rewiring of the very old HVAC system, and the chief has to go into the attic to turn it on. It will be a debt exclusion, meaning outside the operating budget, and if Town Meeting approves it, it becomes a ballot question requiring a special election in June.

Chief Pease said it is one item—the HVAC. He described the system as failing and likely to critically fail, requiring him or the deputy to go on the roof and use a cordless screw gun to

adjust the only thermostat. He said there are multiple problems, the system is over 30 years old, and he has explained them before. Mr. Rosenblum recalled it started at about \$550,000. Chief Pease said they were going to use COVID money, but building codes triggered sprinklers, ADA compliance, and substantial renovation. He said the longer the delay, the higher the cost. He noted skyrocketing prices since COVID and said they need a compliant system.

Mr. Gennette said the project escalated from \$250,000 to over \$5 million and he pushed back when it got out of control but understands code triggers increased the scope. Chief Brennan and Chief Pease said the scope of work expanded and the original system may never have been installed correctly. Costs climbed from 2.4 to 2.8 to 3.8 million. Mr. Gennette questioned how costs dropped from earlier highs. Chief Pease said he had no explanation and that engineers are designing the system, not them. Mr. Gennette stressed protecting taxpayers while acknowledging the chiefs must protect people on their side. Mr. Silva said if it's a lot of money it might not pass in town. Chief Pease warned that if it breaks, the town will have to deal with health risks. Mr. Gennette said he wants the system but cannot sign off without cost constraints. Mr. Alves said the cost "is what it is" and they need to bring it to Town Meeting because people are working in a building that isn't functioning. He said he'll support it on the floor. Chief Pease said the cost is not going down. Mr. Gennette said it is still below the previous \$5 million peak. Chief Brennan suggested walking away previously may have reduced the number. Mr. Gennette said they only know dollars and cents and react when things appear unreasonable. Chief Pease assured they were not "pulling the wool over."

Mr. Rosenblum said the final cost will be determined by bids and the twice-a-year Town Meeting structure contributes to cost increases because delays push estimates higher. He said a different form of government could approve things faster. He recalled hearing the original \$550,000 presentation years ago and said the town could have completed it for less had it not been delayed. He supports moving it to Town Meeting because the system needs to be fixed and not doing so is a disservice to public safety services.

#### Article 29 Child Safety Zones Bylaw

Chief Brennan said the bylaw would create a child safety zone in town-owned buildings, particularly the libraries and leased buildings like the Boys and Girls Club. He said this was brought to him by the library and the Boys and Girls Club. Some towns already have such a bylaw; the state legislature considered it but left it to municipalities. He said it would prohibit certain sex offenders—level two or level three, especially those whose victims were children—from entering town-owned buildings, with exceptions for voting. He said some towns that border Ludlow restrict level twos and threes from their libraries, so they come to Ludlow because there's no restriction. He said people assume level three automatically restricts them, but unless it's a current condition of release it does not. This bylaw would give authority to restrict access.

Mr. Gennette said sold. Mr. Silva said he is all in but noted it looked like offenders couldn't leave their house, but Chief Brennan clarified it only applies to town property. Mr. Gennette said he doesn't know how they don't already do this and believes Town Meeting will be unanimous. Mr. Rosenblum agreed and said he doesn't think there will be a problem.

#### Article 30 Virtual Cryptocurrency ATM Bylaw

Chief Brennan said cryptocurrency or Bitcoin machines, of which there are currently two in town, are often used by thieves to defraud residents, especially seniors. He said the senior center director immediately recognized the issue. Scammers solicit someone, direct them to a Bitcoin machine, and once funds are put in and transferred it is almost impossible to trace. Mr. Silva said he had seen reports warning the elderly and asked if this was related. Chief Brennan said exactly, and that other towns have enacted something similar. The language in the proposed bylaw was borrowed from South Hadley's version, which passed Attorney General review. He said the two existing machines would have a number of days to be pulled.

Mr. Gennette asked about locations, mentioning the Mobil station. Chief Brennan said it wasn't there anymore; the two are at Uncle Bob's and Cumberland Farms on East Street. Mr. Gennette clarified that the machines themselves are not designed to defraud people,

but people use them as a vehicle. Chief Brennan said they are ostensibly for legitimate purposes but heavily used in fraud, and if someone wanted to invest in Bitcoin they don't need an ATM. Mr. Strange asked if it gives you a Bitcoin. Mr. Alves said it's an access point that gives currency. Chief Brennan said scammers direct victims exactly what to do. Mr. Rosenblum said they obviously want to protect seniors, a growing population in town.

#### Article 32 Stretch Code

Ms. Church introduced herself as the Building Commissioner. Mr. Rosenblum asked for her thoughts. Ms. Church explained that the 10th edition of the base code from 2020 is, in her opinion, just as restrictive as the stretch code in many areas, though there are differences. She said base code allows a prescriptive compliance path, while the stretch code emphasizes performance and HERS ratings. She described Massachusetts' aggressive goal to be net-zero by 2050 and said she could provide bulletins outlining the differences.

Mr. Silva asked about benefits and funding, recalling his office discussion with her. He said she told him the funding was insignificant compared to the increased costs to the public and contractors, and he described HERS complications and the \$30,000–\$40,000 added cost to build a stretch code house. Ms. Church said stretch code requires homes to be solar ready and EV ready. She confirmed 51 municipalities have not adopted it out of 351. Mr. Silva argued towns adopted it because of promised money like Palmer's \$1.2 million since 2009, which averaged to only \$30,000–\$40,000 per year. He said the stretch code makes modest housing unaffordable.

Ms. Church agreed she sees the same problems in the field. She described early issues like houses being so tight they needed mechanical fans installed for condensation. She said she supports building better-insulated homes but questioned "where do you say that's enough." Mr. Silva said he is building an all-electric home because he wants to but opposes forcing costly requirements on people. Ms. Church agreed that solar-ready requirements and solar panel lifecycle issues pose problems, noting panels become hazardous waste and contracts don't always save money.

Mr. Gennette asked whether such issues still occur. Ms. Church said yes. He asked whether contractors building in other stretch code towns change their practices in Ludlow. Ms. Church said overall they still build to those standards because the base code's prescriptive path can be more expensive than HERS compliance. She agreed that the new base code and stretch code costs are relative. Over 20 years the codes have aligned more. She said parts of the stretch code are already folded into the base code.

Mr. Gennette said they will eventually get to full adoption anyway, and contractors won't change prices in Ludlow. He argued they are leaving at least \$125,000 in designation grant money on the table and will end up complying in four years regardless. Ms. Church said she couldn't disagree. Mr. Rosenblum cautioned that grant money dries up and long-term costs often return to towns. They discussed net-zero goals, home values, and being wary of funding timelines.

Ms. Church said solar ready means wiring in place but not live, and EV ready is similar. She said stretch code requires higher insulation R-values, and the code has shifted over time. Additions of 1,000 square feet or more would require HERS ratings under stretch code, with variables depending on the project.

Mr. Rosenblum said they must consider all factors. Ms. Church said she is not against energy efficiency but questioned upfront costs. Mr. Rosenblum said he hopes grant money remains. Mr. Silva noted the significant work needed to qualify as a Green Community. Mr. Strange said stretch code is one of five criteria. Ms. Church said it is voluntary but widely adopted and often required for Green Communities designation. She questioned why something "so beneficial" needs to be tied to incentives and said after 20 years they haven't necessarily seen the benefit.

Mr. Silva said other building inspectors share her views. Ms. Church said commissioners are struggling with the 10th edition's complexity. She said her staff has worked to turn things around. Mr. Gennette said the community speaks highly of her work and he appreciates

what she has done. Ms. Church thanked him and said they work hard to keep things moving in the right direction.

#### Article 34 Regulation of Feral Cats.

Ms. Anderson said two feral cats in a five-year plan can be responsible for 8,615 extra cats and explained how repeated litters rapidly multiply. She said Ludlow has not had anyone controlling the feral cat population in years and it is rampant, noting she picks up deceased feral cats weekly in spring and recently caught two winter litters. She said kittens must be caught before 12 weeks or they remain feral. She said one local rescue, Halfway Home Cat Rescue, is trying but it is only one person, and she has been “chipping away” for four or five years.

She said this ordinance came about because she encountered an injured feral cat under a deck whose feeder had been feeding it since 2017 but said it wasn't her responsibility. Ms. Anderson said she is not trying to stop people from feeding feral cats but wants to know where colonies are so she can apply for grants and help with trap-neuter-release. She said feral cats cost her budget money and multiply costs when multiplied across the town. She said she wants people feeding feral cats to be responsible and that registering colonies would help; trap, neuter and release works but takes time.

Mr. Silva read the definition of feral cat. Ms. Anderson explained she is not licensing cats; the bylaw wording uses that category but it is not a license. She said knowing where colonies are would help because many people dump food with no oversight and neighbors complain. She said right now it is a free-for-all with no structure and she can only give suggestions. She said the ordinance would give her tools if someone refuses to keep areas clean or refuses to trap, neuter, and vaccinate. She said she cannot adopt out feral cats or relocate them.

Mr. Gennette asked about Section 6.2 regarding volunteers and colony caretakers, wanting to be sure they are not taking on ACO responsibilities. Ms. Anderson said complaints are completely hers and that wording could be changed. She said she wants feeders to take some responsibility because she sees severely injured cats that have been fed for years. She emphasized feral cats are wild animals, can carry rabies, and trap-neuter-release includes rabies vaccinations and clipped ears. She said she is not asking anyone to catch cats themselves but wants awareness so she can seek grants and help with supplies. She said she cannot remove feral cats except to release or euthanize.

Mr. Sanches asked about the last sentence of Article 34 regarding responsibility shifting to residents. Ms. Anderson said she has mixed emotions because if someone has fed a cat since 2013, that is their animal, but it is also a stray. She said she gets many calls about injured feral cats from people who then say it is not their problem. She said she tries to get people to trap cats themselves, and nothing legally requires it to go through animal control. She said the line about responsibility could be removed if it jeopardizes passage.

Mr. Alves asked about violations and enforcement. Ms. Anderson said last year she would have given at least 10 warnings. She explained she would enforce it, writing citations with 21 days to pay or contest. If unpaid, police send it to court. She said she is lenient with warnings but repeated issues lead to fines, and the goal is responsibility for animals being fed.

## **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. Gennette said he wanted to thank Jeff Stratton for coming in earlier and said they had a really good superintendent search committee. He congratulated Mrs. Cournoyer for getting the position, saying she was arguably the strongest candidate and that it was good they already have a contract with her nearly finalized.

Mr. Rosenblum said the Mobile Home Rent Control Board met and made a decision on the rent increase—stay the same, decrease, or increase. He said the owner wanted an increase

from 195 to basically 495, 496, and the Board decided, based on possible undue burden to the residents, to reduce it to 390. He said he expects some openings on that board soon.

Mr. Alves announced town events: the Rotary Heart of the Community Celebration on Friday at 7:00 PM at Gremio Lusitano Club; the Town of Ludlow Memorial Day Parade on May 25th at 10:00 AM, noting that organizations can join by emailing Ludlowma250@gmail.com by May 1st; and the town-wide Community Cleanup Day on May 2nd at 9:00 AM at the Veterans Memorial, with information available on the town website or Ludlow.veterans.us.

### CLOSING COMMENTS

Mr. Alves said that a few weeks ago he was at the senior center for a 100th birthday and presented a citation on behalf of the board to Miss Miriam Stone, wishing her a happy 100th birthday. He also said he attended the Easter egg hunt at the library with his daughter and appreciated how it was done, coloring eggs ahead of time and then finding specific eggs, which helped the younger children.

Mr. Silva congratulated Tony. Mr. Sanches thanked all the voters who voted, appreciated the support, and said he is looking forward to working with everyone and getting things done. Mr. Gennette also thanked Tony for running and said he appreciates that he's here and that he's going to be an excellent select person.

Mr. Rosenblum said someone reached out to him about Codtober Fest, spring fling edition, for Cali Coddling, who is now awaiting a heart transplant. It will be Sunday, May 3rd, 12 to 6 PM at Vanished Valley with raffle items and food. He noted Amanda Coddling is on the school committee. He congratulated Tony and thanked him. He said he would like to get boards and departments in more often to help the budget process. He thanked everyone who has run for or served in positions and asked that more people volunteer.

**Motion made by Mr. Alves to adjourn the Select Board meeting at 11:10 P.M. Mr. Gennette second. All in favor. Motion passed 5-0.**

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\_\_\_\_\_ 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, April 14, 2026, began at 5:30 p.m. in the Select Board's Conference Room.

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

First order of business: Pledge of Allegiance

Mr. Rosenblum: 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. – Eversource – Pole Hearing – 155 West Street.

**Motion made by Mr. Silva** to open the public pole hearing for 155 West Street with Eversource. **Mr. Alves second. All in favor. Motion passed 5-0.** Mr. Cosimini introduced himself as being from 11 Arthur Street, Springfield. He noted there had been an abutter present, but after he explained the project, the abutter left. The new pole will be placed at the end of the customer's driveway. The property has a leased solar array, and the existing right of way leading to it will be removed. An underground service will be installed to the new pole, and wires on West Street will be rerouted from this new pole to the pole on the opposite side of the driveway. Mr. Silva stated he saw no issues and noted there were no abutters present with concerns. **Motion made by Mr. Silva** to agree to the pole as submitted by Eversource. **Mr. Gennette second. All in favor. Motion passed 5-0.**

**CORRESPONDENCE**

26-68 Board of Health Reorganization.

Mr. Silva said the Board of Health has reorganized with Lauren Yelinek as the chair, Tony Tavares as secretary and Kelly Lamas as member. **Motion made by Mr. Silva** to file. **Mr. Alves second. All in favor. Motion passed 5-0.**

26-69 Hubbard Memorial Library Board of Trustees Reorganization.

Mr. Alves said the Hubbard Memorial Library Board of Trustees at their meeting on Tuesday, April 7<sup>th</sup>, reorganized as follows, Ruth Saunders chair, Antonia Golinski-Foisy secretary, and Linda Collette member. **Motion made by Mr. Alves** to file. **Mr. Gennette second. All in favor. Motion passed 5-0.**

26-70 Jewel Environment Corporation – Permanent Solution Statement Report for I90 East @ Mile Marker 54 in Ludlow. **Motion made by Mr. Silva** to file. **Mr. Gennette second. All in favor. Motion passed 5-0.**

26-71 Springfield Water & Sewer Commission – Disinfection Byproduct (DBP) MCL Violations.

Mr. Silva said this is generally done quite a bit and just want everyone out there to know that if you would like any of this information we will have it at the Selectman's office. **Motion made by Mr. Silva** to file. **Mr. Alves second. All in favor. Motion passed 5-0.**

26-72 Commonwealth of Massachusetts Department of Public Utilities – Notice of Inquiry and Request for Comments.

Mr. Gennette said I don't know if everybody had an opportunity to look at this, but this was actually from 2025. The Department of Public Utilities was interested in inquiring or investigating the public utilities into gas and electric delivery and bill redesign and how those charges affected it. This is an update regarding that which is an interesting read. They voted to open the investigation. The department invites members of the public to submit written comments on the questions contained in the order and their experience with gas and electric delivery rates by 5:00 PM on April 30<sup>th</sup>, 2026. All documents should be submitted to the department in PDF forms. They're looking to close this. **Motion made by Mr. Gennette to file. Mr. Alves second. All in favor. Motion passed 5-0.**

26-73 National Grid – Project Information Update Line 301 Asset Condition Refurbishment (ACR) Project. **Motion made by Mr. Gennette to file. Mr. Silva second. All in favor. Motion passed 5-0.**

26-74 Christine Bassett – Request to be appointed to the Celebrate Ludlow Committee. **Motion made by Mr. Alves to appoint Christine Bassett to the Celebrate Ludlow Committee. Mr. Silva second. All in favor. Motion passed 5-0.**

26-75 Michael Bettencourt – Request to be appointed to the Celebrate Ludlow Committee. **Motion made by Mr. Silva to appoint Michael Bettencourt to the Celebrate Ludlow Committee. Mr. Sanches second. All in favor. Motion passed 5-0.**

26-76 Michael Bettencourt – Request to be appointed as a poll worker. **Motion made by Mr. Silva to appoint Michael Bettencourt as a poll worker. Mr. Gennette second. All in favor. Motion passed 5-0.**

## **UNFINISHED BUSINESS**

Board to place an opening for precinct 6 representative town meeting member on the 2027 ballot. **Motion made by Mr. Silva to place an opening for precinct 6 representative town meeting member on the 2027 ballot. Mr. Gennette second. All in favor. Motion passed 5-0.**

Board to discuss and possibly approve repair and replacement of the roof at the Gazebo (continued from April 7, 2026).

Mr. Silva said they had this before and it was significantly less, but they are doing a lot more extensive work now than previously when they were just replacing the roof. Mr. Strange said there was an estimate in front of everyone and they had wanted a full assessment of the gazebo, and this was the result. Mr. Alves said it only added the power washing and that before there were two quotes around the 9,800 number. Mr. Rosenblum asked if there were now two quotes above 10 from the same company. Mr. Strange said the other quote was for Whitney Park. Mr. Gennette asked if they were still just replacing the roof and noted there was no wood damage. He said this was just the estimate and that putting it out to bid could bring a different price. Mr. Rosenblum said they don't have to put it out to bid if it's under 9,999. Mr. Gennette said the estimate seemed high compared to before and questioned why they wouldn't go out to an RFP. He said it seemed like a lot of work for replacing shingles, spray cleaning the concrete, and painting. Mr. Rosenblum asked if the power washing was in addition. Mr. Strange said they could probably power wash it. Mr. Silva said the Department of Public Works. Mr. Rosenblum asked what the original cost was. Mr. Strange said three or four. Mr. Rosenblum said they had asked for a full assessment. Mr. Gennette said he didn't mind paying the going rate but the increase seemed egregious, especially since 98.5 didn't include power washing. Mr. Alves said there were two quotes, including 9,850 for stripping one layer and installing, and that nothing had changed except the power washing recommendation. He said the question was whether they wanted to do the work and whether they wanted the power washing. Mr. Rosenblum said it would be 11,7 if they did it all, requiring three quotes. Mr. Strange said they could get quotes for power washing separately. Mr. Rosenblum suggested doing just the roof and having DPW try the power washing. Mr. Alves asked about the Whitney quote and whether it would need to go out for bids. Mr. Strange said it was 38,000 without prevailing wages and that they needed three

quotes including prevailing wages. If it exceeded 50,000, they would need full procurement with sealed bids. Mr. Alves asked if they had to vote to initiate the process. Mr. Strange said no, and that Jamie was working on it. Mr. Rosenblum asked if the numbers in mass were 9,999, 25, and 50. Mr. Strange said for a public works project on a building, between 50 and 150 requires a full sealed bid process. **Motion made by Mr. Silva** to approve the roof at the Gazebo and award it to P.R. Remodeling. **Mr. Gennette second. All in favor. Motion passed 5-0.** Mr. Gennette asked where's the funding coming for this? Mr. Strange said it'll be building infrastructure.

Board to discuss and close the Annual Town Meeting and Special Town Meeting warrant. Mr. Gennette questioned moving the election date and asked why, if moving it anyway, it wouldn't be moved to November when regular voting occurs. He said, "If we were gonna move it from one crappy date to a second crappy date, why wouldn't we just move it to November when the regular voting is."

Mr. Rosenblum said the charter prevented moving it to November. Mr. Strange explained that the state recommended against November because the ballot already had 12-13 questions and a local question would "get lost." He also noted a special town election would still be required for the public safety HVAC bond.

The Board discussed timing issues, the 35-day requirement between a Select Board vote and a special election, and how this affects scheduling around town meeting. Mr. Strange clarified that even with Article 24, a special election would still be required this year, though changing dates would prevent this problem in future years.

Conversation shifted to the Ludlow public safety complex cost increase, with Mr. Gennette calling the \$6.8 million figure "insane" and recommending an oversight committee. He said the chiefs "don't know this stuff" and suggested adding experienced members to review the project.

The Board then discussed stabilization funds, free cash certification timing, and whether capital items could be funded without depleting reserves. Mr. Strange explained the town's financial policies, the impact of timing on appropriations, and the possibility of needing a special town meeting to replenish stabilization. Members debated whether to delay certain fund transfers, rely on known unallocated free cash, or adjust capital planning depending on certification timing. **Motion made by Mr. Gennette** to close the Annual Town Warrant. **Mr. Silva second. All in favor. Motion passed 5-0.** Mr. Alves asked Marc with the unpaid bills, I know sometimes we have some coming in late, do we anticipate there are any other that might come in? Mr. Strange said no. **Motion made by Mr. Alves** to close the Special Town Meeting Warrant. **Mr. Gennette second. All in favor. Motion passed 5-0.**

Board to discuss resuming the Community Preservation Committee.

Mr. Rosenblum said he agreed with the idea but noted the community had voted it down twice because "in all essence it's a tax." He explained that the state match had dropped to 16.9%, saying, "Meaning you raise a thousand dollars you're getting 169 bucks from the state." Mr. Silva added that the state "snowed people" with the program and that the public ends up paying for state projects.

Mr. Rosenblum said the Town Planner indicated this would not take effect for a year or two because the CPA committee would need to be reestablished and research completed. He said he would support putting it to voters but noted it had failed twice in the last 10-15 years. Mr. Alves said he was not opposed and asked who comprises the committee, noting the Select Board can appoint up to four community members. Mr. Rosenblum said Planning would likely determine the size and that the structure probably already exists. Mr. Silva said certain departments would influence it.

Mr. Alves said they would need to post vacancies if they are appointing members. He asked Mr. Strange who comprises the Community Preservation Committee. Mr. Strange said the composition is in the bylaw. Mr. Sanches asked whether the committee already existed; Mr. Rosenblum said it had been established before, disbanded, and would now be reestablished. **Motion made by Mr. Alves** to post for four openings on the Community Preservation Committee. **Mr. Gennette second. All in favor. Motion passed 5-0.** Mr.

Strange said the CPA is Con Com, Historical Commission, Planning Board, Housing Authority, Rec Commission. Mr. Alves said and four community members. Up to four.

## **NEW BUSINESS**

Request from the Community Survival Center to have a truck at Town Hall Saturday, May 9<sup>th</sup> 11:00 a.m. – 3:00 p.m. for the annual National Letter Carriers Food Drive. **Motion made by Mr. Silva** to approve the Community Survival Center to have a truck at Town Hall Saturday, May 9<sup>th</sup> 11:00 a.m. – 3:00 p.m. for the annual National Letter Carriers Food Drive. **Mr. Alves second. All in favor. Motion passed 5-0.**

Board to approve and sign Common Victualler License for WTP Ludlow, LLC/Jersey Mike's Subs (pending inspections). **Motion made by Mr. Alves** to approve and sign Common Victualler License for WTP Ludlow, LLC/Jersey Mike's Subs (pending inspections). **Mr. Sanches second. All in favor. Motion passed 5-0.**

Board to approve and sign license for Billiard, Pool & Mechanical amusements and Sunday Entertainment for: Polish American Citizens Club, Laconia East, Inc. (El Cid), Gremio Lusitano Club, Inc., Tin Cup Facilities (The Lighthouse), CMD Café (Brookside Café), Bocage, Inc. (Open Door Café), Ludlow Fish & Game Club, Inc., Unity Athletic Club, Inc., Ludlow Lodge of Elks #2448, and Mill's Tavern & Grille. **Motion made by Mr. Silva** to approve and sign license for Billiard, Pool & Mechanical amusements and Sunday Entertainment for: Polish American Citizens Club, Laconia East, Inc. (El Cid), Gremio Lusitano Club, Inc., Tin Cup Facilities (The Lighthouse), CMD Café (Brookside Café), Bocage, Inc. (Open Door Café), Ludlow Fish & Game club, Inc., Unity Athletic club, Inc., Ludlow Lodge of Elks #2448, and Mill's Tavern & Grille. **Mr. Gennette second. All in favor. Motion passed 5-0.**

Board to reappoint Annual Appointments: **ADA Coordinator** – BJ Church; **Affirmative Action Officer** – Carrie Ribeiro; **Agent of Record** – Anjo Pereira; **Agricultural Commission** – John Chenier, Agnes "Betty" Kibbe, Beverly Landers; **Airport Master Plan Consulting Committee** – Joseph Queiroga; **Board of Registrars** – Kim Batista; **Building Commissioner (On-Call)** – Paul Adzima; **Cable Commission** – Michael Assaf, James Gennette, Michael Hill, Marc Strange; **Capital Improvement Planning Committee** – Anthony Alves, Kathleen Houle, Chris Manfredi, Marc Strange (Ex-Officio), Luis Vitorino; **Celebrate Ludlow Committee** – Linda Collette, Ron Saloio; **Commission on Disability** – Beverly Dudley, Christopher Harkins, Harry Mills, Diane Shea Walton, Jennifer Wright; **Conservation Commission** – Helder Cerqueira; **Constables** – Detective Ryan Collette, Detective Peter Gallagher, Detective Lt. Sean Knox; **Constable for Tax Collector** – Jeffrey Reid Jr, Christine Jeffrey; **Council on Aging** – Fernando Barroso, John DaCruz, Rosalind Forti, Helen Grabowski, Debora Johnson, Robert Mishol, Diane Peacey, Robert Radowski, Kara Ribeiro, Deborah Potter; **Director of Emergency Management** – Chief Ryan Pease; **Dog Park Committee** – Josh Carpenter, James Goodreau, Darlene Kennedy, Jesse Mendez, Kara Ribeiro, Marc Strange, Melissa Stokowski; **Economic Development Officer** – William Rosenblum; **Energy Coordinator** – James Gennette; **Equal Opportunity Employment Officer** – Carrie Ribeiro; **Fair Housing Committee** – Joel Silva, Marc Strange (Ex-Officio); **First Meeting House Committee** – Thomas Haluch, Jeremy Kavka, Agnes "Betty" Kibbe, Marily Paul-Lewis; **Graves Registration Officer** – Eric Segundo; **Assistant Graves Registration Officer** – Steven Sawyer; **Hazardous Material Coordinator** – Captain Zac Ellison; **Historian** – Marilyn Paul-Lewis; **Historical Commission** – Allison DeLong; **Historic District Study Committee** – Sandra Stanek; **Industrial Finance Authority** – John DeBarge; **Insurance Advisory Committee** – Brian Bylicki, Mickey Buhl, Captain Zac Ellison, Peter Gallagher, Melissa Graf, Ashlee Goncalves-Korny, Richard Kolodziej, Marc Lachartie, Deputy Chief Jeff Lavoie, Amanda Lemieux, Carrie Ribeiro, Detective Sgt. Stephen Ricardi, Marc Strange (Ex-Officio); **Internal Safety Committee** – Michael Bertini, Mickey Buhl, BJ Church, Heather Jolicoeur, Deputy Chief Jeff Lavoie, Amanda Lemieux, Dave Ritchie, Prov. Lt. Brad Tierney, Jamie Tomas; **License Agent for the Select Board** – Detective Peter Gallagher, Detective Lt. Sean Knox, Detective Sgt. Stephen Ricardi; **Local Emergency Planning Committee** – Ken Batista, Chief Michael Brennan, Mickey Buhl, Josh Carpenter, Louis Gilli, Helen Grabowski, Michael Hill, Kristen Jerome, Scott Kozak, Paulina Matusik, Bob McCormick, Chief Ryan Pease, Dave Ritchie, Marc Strange; **Ludlow Cultural Council** – Pamela Hayes, Robert Roccanti; **MMWEC Board of Directors** – James Gennette; **Mobile Home Rent Control Board** – Mary Evangelista; **Municipal Hearing Officer** – Marc Strange;

**Open Space Planning Committee** – John Archambeau, Josh Carpenter, William “Bud” Ellison, James Goodreau, Elaine Hodgman, Ryan Linton, William Rosenblum, Joel Silva, Angela Tierney, Jamie Tomas; **Parking Hearing Officer** – Anthony Alves; **Permitting Authority Trench Regulations** – Ken Batista, James Goodreau, Jamie Tomas; **Pioneer Valley Planning Commission** – Ray Phoenix, Joel Silva; **Pioneer Valley Transit Authority** – Anthony Alves; **Pond Management Committee** – Judy Breault, Elaine Hodgman, Patricia Kwasiborski, Julie Markiewicz, Linda Nawracaj, Stephen Rourke, William Simons, Anna Vital, Tony Vital; **Safety Committee** – BJ Church, Christopher Coelho, Captain Zac Ellison, Prov. Sgt. David Krok, Deputy Chief Jeff Lavoie, Sharon Martins, Michael O’Rourke, Prov. Lt. Brad Tierney, Jamie Tomas; **Sealer of Weights & Measures** – Patrick Halpin; **Sworn Weigher** – Joanne Martins; **Town Counsel** – Brian Winner-Mead, Talerman & Costa, LLC; **Town Labor Counsel** – Kate Federoff-Mead, Talerman & Costa, LLC; **Westover Metropolitan Development Corp (WDMC)** – Maureen “Kim” Downing, William Rosenblum; **WDMC Board of Directors** – Manuel Silva. **Motion made by Mr. Silva to appoint ADA Coordinator** – BJ Church; **Affirmative Action Officer** – Carrie Ribeiro; **Agent of Record** – Anjo Pereira; **Agricultural Commission** – John Chenier, Agnes “Betty” Kibbe, Beverly Landers; **Airport Master Plan Consulting Committee** – Joseph Queiroga; **Board of Registrars** – Kim Batista; **Building Commissioner (On-Call)** – Paul Adzima; **Cable Commission** – Michael Assaf, James Gennette, Michael Hill, Marc Strange; **Capital Improvement Planning Committee** – Anthony Alves, Kathleen Houle, Chris Manfredi, Marc Strange (Ex-Officio), Luis Vitorino; **Celebrate Ludlow Committee** – Linda Collette, Ron Saloio; **Commission on Disability** – Beverly Dudley, Christopher Harkins, Harry Mills, Diane Shea Walton, Jennifer Wright; **Conservation Commission** – Helder Cerqueira; **Constables** – Detective Ryan Collette, Detective Peter Gallagher, Detective Lt. Sean Knox; **Constable for Tax Collector** – Jeffrey Reid Jr, Christine Jeffrey; **Council on Aging** – Fernando Barroso, John DaCruz, Rosalind Forti, Helen Grabowski, Debora Johnson, Robert Mishol, Diane Peacey, Robert Radowski, Kara Ribeiro, Deborah Potter; **Director of Emergency Management** – Chief Ryan Pease; **Dog Park Committee** – Josh Carpenter, James Goodreau, Darlene Kennedy, Jesse Mendez, Kara Ribeiro, Marc Strange, Melissa Stokowski; **Economic Development Officer** – William Rosenblum; **Energy Coordinator** – James Gennette; **Equal Opportunity Employment Officer** – Carrie Ribeiro; **Fair Housing Committee** – Joel Silva, Marc Strange (Ex-Officio); **First Meeting House Committee** – Thomas Haluch, Jeremy Kavka, Agnes “Betty” Kibbe, Marily Paul-Lewis; **Graves Registration Officer** – Eric Segundo; **Assistant Graves Registration Officer** – Steven Sawyer; **Hazardous Material Coordinator** – Captain Zac Ellison; **Historian** – Marilyn Paul-Lewis; **Historical Commission** – Allison DeLong; **Historic District Study Committee** – Sandra Stanek; **Industrial Finance Authority** – John DeBarge; **Insurance Advisory Committee** – Brian Bylicki, Mickey Buhl, Captain Zac Ellison, Peter Gallagher, Melissa Graf, Ashlee Goncalves-Korny, Richard Kolodziej, Marc Lachartie, Deputy Chief Jeff Lavoie, Amanda Lemieux, Carrie Ribeiro, Detective Sgt. Stephen Ricardi, Marc Strange (Ex-Officio); **Internal Safety Committee** – Michael Bertini, Mickey Buhl, BJ Church, Heather Jolicoeur, Deputy Chief Jeff Lavoie, Amanda Lemieux, Dave Ritchie, Prov. Lt. Brad Tierney, Jamie Tomas; **License Agent for the Select Board** – Detective Peter Gallagher, Detective Lt. Sean Knox, Detective Sgt. Stephen Ricardi; **Local Emergency Planning Committee** – Ken Batista, Chief Michael Brennan, Mickey Buhl, Josh Carpenter, Louis Gilli, Helen Grabowski, Michael Hill, Kristen Jerome, Scott Kozak, Paulina Matusik, Bob McCormick, Chief Ryan Pease, Dave Ritchie, Marc Strange; **Ludlow Cultural Council** – Pamela Hayes, Robert Roccanti; **MMWEC Board of Directors** – James Gennette; **Mobile Home Rent Control Board** – Mary Evangelista; **Municipal Hearing Officer** – Marc Strange; **Open Space Planning Committee** – John Archambeau, Josh Carpenter, William “Bud” Ellison, James Goodreau, Elaine Hodgman, Ryan Linton, William Rosenblum, Joel Silva, Angela Tierney, Jamie Tomas; **Parking Hearing Officer** – Anthony Alves; **Permitting Authority Trench Regulations** – Ken Batista, James Goodreau, Jamie Tomas; **Pioneer Valley Planning Commission** – Ray Phoenix, Joel Silva; **Pioneer Valley Transit Authority** – Anthony Alves; **Pond Management Committee** – Judy Breault, Elaine Hodgman, Patricia Kwasiborski, Julie Markiewicz, Linda Nawracaj, Stephen Rourke, William Simons, Anna Vital, Tony Vital; **Safety Committee** – BJ Church, Christopher Coelho, Captain Zac Ellison, Prov. Sgt. David Krok, Deputy Chief Jeff Lavoie, Sharon Martins, Michael O’Rourke, Prov. Lt. Brad Tierney, Jamie Tomas; **Sealer of Weights & Measures** – Patrick Halpin; **Sworn Weigher** – Joanne Martins; **Town Counsel** – Brian Winner-Mead, Talerman & Costa, LLC; **Town Labor Counsel** – Kate Federoff-Mead, Talerman & Costa, LLC; **Westover Metropolitan Development Corp (WDMC)** – Maureen

**“Kim” Downing, William Rosenblum; WMDC Board of Directors – Manuel Silva. Mr. Alves second. All in favor. Motion passed 5-0.**

Board to post vacancy for appointed member of Westover Golf Commission. **Motion made by Mr. Silva to post vacancy for appointed member of Westover Golf Commission. Mr. Alves second. All in favor. Motion passed 5-0.**

Board to vote on a FY27 budget recommendation.

Mr. Strange said the updated version included \$30,000 for the Pond Committee and increased MS 365 licenses by \$24,000, with Windows server software updated from \$17,000 to \$11,000. He said, “Right now, with all those changes we’re about a hundred thousand dollars under capacity.”

Mr. Gennette said he had not yet spoken with CMD but felt the IT budget was reasonable and said he would approve it at its current scope. Mr. Alves asked about the \$88,000 delta from last week and whether it related to reclasses. Mr. Strange said adjustments were likely due to the check-and-balance process he and Cheryl use when reconciling Munis with his spreadsheet.

Mr. Alves confirmed that approving this does not approve free cash utilization, only the operating budget. Mr. Sanches noted Hubbard Library’s number increased from 709 to 722. Mr. Strange said the earlier number was wrong. Mr. Rosenblum asked if the governor cut them 4.21%; Mr. Strange said yes. **Motion made by Mr. Silva to approve the FY27 budget recommendations as presented. Mr. Gennette second. All in favor. Motion passed 5-0.**

## **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. Gennette said it looks like there’s gonna be a change in capital. We have lost Mr. Sanches because he was the Fin Com member that needed to be on the board. Fin Com’s gonna meet tomorrow and they’re going to appoint a new person to capital. I’m probably gonna go to the next capital meeting just so that I can hand over the reins to Mr. Anthony Alves who just took it as part of the position. From capital perspective thank you to Mr. Sanches for all his fine years of work there.

### **CLOSING COMMENTS**

Mr. Silva said he’s been questioned time and time again about the Riverwalk, noting the Board of Public Works had been directed to shovel and plow, but this year it was dropped and in terrible state. Mr. Alves said there’s a sign saying Riverwalk closed for winter. Mr. Rosenblum said that’s the way it’s been since they opened it and it was pass at your own risk but closed. Mr. Gennette said there was a vote four or five years ago due to ice, complaints, and liability, so the answer was to close it. Mr. Rosenblum said if you clear it, you have to salt it, and due to proximity to the water there might have been runoff concerns. Mr. Silva said he’d like to at least tell people the reason. Mr. Alves announced Town Hall is closed Monday, April 20th for Patriots Day and April 27th is pre-town meeting Q&A at 6:00 PM. Mr. Gennette said DPW is in spring cleanup, roads are rough, the asphalt company opened a week and a half ago, and crews will be out patching, cleaning up, and street sweeping soon. He gave DPW a shout-out for doing a great job through winter and for spring cleanup.

**Motion made by Mr. Silva to close the meeting at 7:22 P.M. Mr. Gennette second. All in favor. Motion passed 5-0.**

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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ Chairman  
Ludlow Select Board

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

ONE DAY PERMIT APPLICATION

TYPE OF ACTIVITY: Sip & Shop

PERMITS REQUESTED (check all that apply):

LIQUOR: Beer & Wine  All Alcoholic  MUSIC & DANCE  OTHER

NAME OF ORGANIZATION: Cottage Melts

CONTACT PERSON: Dillon Halvorsen TELEPHONE NO.: (413) 668-7682

ADDRESS: 1327 East St. Ludlow, MA

EVENT BEING HELD AT: 132 Cottage Melts

ADDRESS: 1327 East St Ludlow MA

DAY/DATES REQUESTED: 5/19, 6/20

RAIN DATE IF NECESSARY: N/A

EXPECTED TIME: BEGINNING 10:00 am ENDING 4:00 pm

NUMBER OF ATTENDANCE EXPECTED: 100

Ludlow Police Chief, on behalf of the Select Board, has the right to determine the amount of police protection for each event to ensure proper crowd control.

Ludlow Fire Chief, on behalf of the Select Board, has the right to determine if a fire watch or ambulance detail is needed at the event.

Where liquor is being served and crowds exceed 1,000 people:

- Crowds that are over 1,000 requires four (4) officers assigned at detail rate
- Crowds that exceed 2,000 requires six (6) officers assigned at detail rate
- Crowds that exceed 4,000 additional officers will be assigned at the discretion of the Chief of Police.
- There will be clearly posted signs stating "no weapons allowed" and "all bags are subject to search".

Where liquor is served, every applicant must submit an Insurance Certificate in the amount of one million dollars for each event.

All forms must be complete and submitted to the Select Board at least four (4) weeks prior to the event date requested.

Application must be signed by a duly authorized officer of the corporation.

Payment of Police Officers and/or Firefighters is the responsibility of the organization requesting the permits and must be paid in full three (3) days prior to the event.

Applicant agrees to release and hold the Town of Ludlow harmless from any liability arising out of the use herein described.

SIGNED: Dillon Halvorsen DATE: 4/13/2025

ONE DAY PERMIT APPLICATION

MAR 25 2026

TYPE OF ACTIVITY: Festa 2026 SELECT BOARD  
LUDLOW, MA 01056

PERMITS REQUESTED (check all that apply):

LIQUOR: Beer & Wine \_\_\_\_\_ All Alcoholic X MUSIC & DANCE X OTHER \_\_\_\_\_

NAME OF ORGANIZATION: Our Lady of Fatima Parish

CONTACT PERSON: Scott Gomez Garbão TELEPHONE NO.: 413-265-3144

ADDRESS: 438 Winzor St. Ludlow, MA 01056

EVENT BEING HELD AT: Our Lady of Fatima Parish

ADDRESS: 438 Winzor St. Ludlow, MA 01056

DAY/DATES REQUESTED: Thursday September 3, 2026

RAIN DATE IF NECESSARY: N/A

EXPECTED TIME: BEGINNING 5:00 pm ENDING 10:00 pm

NUMBER OF ATTENDANCE EXPECTED: Unknown

Ludlow Police Chief, on behalf of the Select Board, has the right to determine the amount of police protection for each event to ensure proper crowd control.

Ludlow Fire Chief, on behalf of the Select Board, has the right to determine if a fire watch or ambulance detail is needed at the event.

Where liquor is being served and crowds exceed 1,000 people:

- Crowds that are over 1,000 requires four (4) officers assigned at detail rate
- Crowds that exceed 2,000 requires six (6) officers assigned at detail rate
- Crowds that exceed 4,000 additional officers will be assigned at the discretion of the Chief of Police.
- There will be clearly posted signs stating "no weapons allowed" and "all bags are subject to search".

Where liquor is served, every applicant must submit an Insurance Certificate in the amount of one million dollars for each event.

All forms must be complete and submitted to the Select Board at least four (4) weeks prior to the event date requested.

Application must be signed by a duly authorized officer of the corporation.

Payment of Police Officers and/or Firefighters is the responsibility of the organization requesting the permits and must be paid in full three (3) days prior to the event.

Applicant agrees to release and hold the Town of Ludlow harmless from any liability arising out of the use herein described.

SIGNED: Jrnis Pedro de Oliveira DATE: 3/17/26

ONE DAY PERMIT APPLICATION

RECEIVED

MAR 25 2026

SELECT BOARD  
LUDLOW, MA 01056

TYPE OF ACTIVITY: Festa 2026

PERMITS REQUESTED (check all that apply):

LIQUOR: Beer & Wine \_\_\_\_\_ All Alcoholic X MUSIC & DANCE X OTHER \_\_\_\_\_

NAME OF ORGANIZATION: Our Lady of Fatima Parish

CONTACT PERSON: Scott Gomez Garbão TELEPHONE NO.: 413-265-3144

ADDRESS: 438 Winzor St. Ludlow, MA 01056

EVENT BEING HELD AT: Our Lady of Fatima Parish

ADDRESS: 438 Winzor St. Ludlow, MA 01056

DAY/DATES REQUESTED: Friday September 4, 2026

RAIN DATE IF NECESSARY: N/A

EXPECTED TIME: BEGINNING 5:00pm ENDING 12:00 AM

NUMBER OF ATTENDANCE EXPECTED: Unknown

Ludlow Police Chief, on behalf of the Select Board, has the right to determine the amount of police protection for each event to ensure proper crowd control.

Ludlow Fire Chief, on behalf of the Select Board, has the right to determine if a fire watch or ambulance detail is needed at the event.

Where liquor is being served and crowds exceed 1,000 people:

- Crowds that are over 1,000 requires four (4) officers assigned at detail rate
- Crowds that exceed 2,000 requires six (6) officers assigned at detail rate
- Crowds that exceed 4,000 additional officers will be assigned at the discretion of the Chief of Police.
- There will be clearly posted signs stating "no weapons allowed" and "all bags are subject to search".

Where liquor is served, every applicant must submit an Insurance Certificate in the amount of one million dollars for each event.

All forms must be complete and submitted to the Select Board at least four (4) weeks prior to the event date requested.

Application must be signed by a duly authorized officer of the corporation.

Payment of Police Officers and/or Firefighters is the responsibility of the organization requesting the permits and must be paid in full three (3) days prior to the event.

Applicant agrees to release and hold the Town of Ludlow harmless from any liability arising out of the use herein described.

SIGNED: Fran Pedro de Oliveira DATE: 3/17/26

ONE DAY PERMIT APPLICATION

MAR 25 2026

TYPE OF ACTIVITY: Festa 2026

SELECT BOARD  
LUDLOW, MA 01056

PERMITS REQUESTED (check all that apply):

LIQUOR: Beer & Wine \_\_\_\_\_ All Alcoholic X MUSIC & DANCE X OTHER \_\_\_\_\_

NAME OF ORGANIZATION: Our Lady of Fatima Parish

CONTACT PERSON: Scott Gomez Garbão TELEPHONE NO.: 413-265-3144

ADDRESS: 438 Winzor St. Ludlow, MA 01056

EVENT BEING HELD AT: Our Lady of Fatima Parish

ADDRESS: 438 Winzor St. Ludlow, MA 01056

DAY/DATES REQUESTED: Saturday September 5, 2026

RAIN DATE IF NECESSARY: N/A

EXPECTED TIME: BEGINNING 12:00 pm ENDING 12:00 Am

NUMBER OF ATTENDANCE EXPECTED: UNKNOWN

Ludlow Police Chief, on behalf of the Select Board, has the right to determine the amount of police protection for each event to ensure proper crowd control.

Ludlow Fire Chief, on behalf of the Select Board, has the right to determine if a fire watch or ambulance detail is needed at the event.

Where liquor is being served and crowds exceed 1,000 people:

- Crowds that are over 1,000 requires four (4) officers assigned at detail rate
- Crowds that exceed 2,000 requires six (6) officers assigned at detail rate
- Crowds that exceed 4,000 additional officers will be assigned at the discretion of the Chief of Police.
- There will be clearly posted signs stating "no weapons allowed" and "all bags are subject to search".

**Where liquor is served, every applicant must submit an Insurance Certificate in the amount of one million dollars for each event.**

**All forms must be complete and submitted to the Select Board at least four (4) weeks prior to the event date requested.**

Application must be signed by a duly authorized officer of the corporation.

Payment of Police Officers and/or Firefighters is the responsibility of the organization requesting the permits and must be paid in full three (3) days prior to the event.

Applicant agrees to release and hold the Town of Ludlow harmless from any liability arising out of the use herein described.

SIGNED: Iniar Pedro de Oliveira DATE: 3/17/26

RECEIVED

ONE DAY PERMIT APPLICATION

MAR 25 2026

TYPE OF ACTIVITY: Festa 2026 SELECT BOARD  
LUDLOW, MA 01056

PERMITS REQUESTED (check all that apply):

LIQUOR: Beer & Wine \_\_\_\_\_ All Alcoholic X MUSIC & DANCE X OTHER \_\_\_\_\_

NAME OF ORGANIZATION: Our Lady of Fatima Parish

CONTACT PERSON: Scott Gomez Garbino TELEPHONE NO.: 413-265-3144

ADDRESS: 438 Winzor St. Ludlow, MA 01056

EVENT BEING HELD AT: Our Lady of Fatima Parish

ADDRESS: 438 Winzor St. Ludlow, MA 01056

DAY/DATES REQUESTED: Sunday September 6, 2026

RAIN DATE IF NECESSARY: N/A

EXPECTED TIME: BEGINNING 11:00am ENDING 12:00am

NUMBER OF ATTENDANCE EXPECTED: UNKNOWN

Ludlow Police Chief, on behalf of the Select Board, has the right to determine the amount of police protection for each event to ensure proper crowd control.

Ludlow Fire Chief, on behalf of the Select Board, has the right to determine if a fire watch or ambulance detail is needed at the event.

Where liquor is being served and crowds exceed 1,000 people:

- Crowds that are over 1,000 requires four (4) officers assigned at detail rate
- Crowds that exceed 2,000 requires six (6) officers assigned at detail rate
- Crowds that exceed 4,000 additional officers will be assigned at the discretion of the Chief of Police.
- There will be clearly posted signs stating "no weapons allowed" and "all bags are subject to search".

Where liquor is served, every applicant must submit an Insurance Certificate in the amount of one million dollars for each event.

All forms must be complete and submitted to the Select Board at least four (4) weeks prior to the event date requested.

Application must be signed by a duly authorized officer of the corporation.

Payment of Police Officers and/or Firefighters is the responsibility of the organization requesting the permits and must be paid in full three (3) days prior to the event.

Applicant agrees to release and hold the Town of Ludlow harmless from any liability arising out of the use herein described.

SIGNED: Friar Pedro de Oliveira DATE: 3/17/26

ONE DAY PERMIT APPLICATION

RECEIVED

MAR 25 2026

TYPE OF ACTIVITY: Festa 2026

SELECT BOARD  
LUDLOW, MA 01056

PERMITS REQUESTED (check all that apply):

LIQUOR: Beer & Wine  All Alcoholic  MUSIC & DANCE  OTHER

NAME OF ORGANIZATION: Our Lady of Fatima Parish

CONTACT PERSON: Scott Gomez Garbino TELEPHONE NO.: 413-265-3144

ADDRESS: 438 Winsor St. Ludlow, MA 01056

EVENT BEING HELD AT: Our Lady of Fatima Parish

ADDRESS: 438 Winsor St. Ludlow, MA 01056

DAY/DATES REQUESTED: Monday September 7, 2026

RAIN DATE IF NECESSARY: N/A

EXPECTED TIME: BEGINNING 12:00pm ENDING 6:00pm

NUMBER OF ATTENDANCE EXPECTED: UNKNOWN

Ludlow Police Chief, on behalf of the Select Board, has the right to determine the amount of police protection for each event to ensure proper crowd control.

Ludlow Fire Chief, on behalf of the Select Board, has the right to determine if a fire watch or ambulance detail is needed at the event.

Where liquor is being served and crowds exceed 1,000 people:

- Crowds that are over 1,000 requires four (4) officers assigned at detail rate
- Crowds that exceed 2,000 requires six (6) officers assigned at detail rate
- Crowds that exceed 4,000 additional officers will be assigned at the discretion of the Chief of Police.
- There will be clearly posted signs stating "no weapons allowed" and "all bags are subject to search".

**Where liquor is served, every applicant must submit an Insurance Certificate in the amount of one million dollars for each event.**

**All forms must be complete and submitted to the Select Board at least four (4) weeks prior to the event date requested.**

Application must be signed by a duly authorized officer of the corporation.

Payment of Police Officers and/or Firefighters is the responsibility of the organization requesting the permits and must be paid in full three (3) days prior to the event.

Applicant agrees to release and hold the Town of Ludlow harmless from any liability arising out of the use herein described.

SIGNED: Friar Pedro de Oliveira DATE: 3/17/26



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

**Amyotrophic Lateral Sclerosis Awareness Month**

WHEREAS, amyotrophic lateral sclerosis, also commonly known as Lou Gehrig's disease, is a progressive fatal neurodegenerative disease in which a person's brain loses connection with their muscles, slowly reducing a person's ability to walk, talk, eat, and eventually breathe; and

WHEREAS, thousands of new amyotrophic lateral sclerosis (ALS) cases are reported every year, and estimates show that every 90 minutes, someone is diagnosed with ALS and someone passes away from ALS; and

WHEREAS, on average, patients diagnosed with ALS survive only two to five years from the time of diagnosis; and

WHEREAS, the exact causes of ALS are unknown and there is no known cure for ALS; and

WHEREAS, people who have served in the military are more likely to develop ALS and die from the disease than those with no history of military service; and

WHEREAS, securing access to new therapies, durable medical equipment, and communication technologies is of vital importance to people living with ALS; and

WHEREAS, clinical trials play a pivotal role in evaluating new treatments, enhancing quality of life, and fostering assistive technologies for those living with ALS; and

WHEREAS, the ALS Association is the largest philanthropic funder of ALS research globally and has committed more than \$154 million to support more than 550 projects across the United States and 18 other countries; and



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

WHEREAS, the ALS Association is committed to make ALS livable and cure it for everyone, everywhere; and

WHEREAS, Amyotrophic Lateral Sclerosis Awareness Month provides an opportunity to increase public awareness of the dire circumstances of people living with ALS, acknowledge the terrible impact this disease has on those individuals and their families, and support research to eradicate this disease;

Now, therefore, I, Select Board Chairman William Rosenblum, do hereby proclaim the month of May 2026 as ALS Awareness Month. I call upon all Americans to join in supporting ALS research, advocating for increased funding, and standing in solidarity with those affected by this relentless disease.

**\*\*SAMPLE PROCLAMATION / RESOLUTION\*\***

**Title: Amyotrophic Lateral Sclerosis Awareness Month**

**WHEREAS, amyotrophic lateral sclerosis, also commonly known as Lou Gehrig's disease, is a progressive fatal neurodegenerative disease in which a person's brain loses connection with their muscles, slowly reducing a person's ability to walk, talk, eat, and eventually breathe; and**

**WHEREAS, thousands of new amyotrophic lateral sclerosis (ALS) cases are reported every year, and estimates show that every 90 minutes, someone is diagnosed with ALS and someone passes away from ALS; and**

**WHEREAS, on average, patients diagnosed with ALS survive only two to five years from the time of diagnosis; and**

**WHEREAS, the exact causes of ALS are unknown and there is no known cure for ALS; and**

**WHEREAS, people who have served in the military are more likely to develop ALS and die from the disease than those with no history of military service; and**

**WHEREAS, securing access to new therapies, durable medical equipment, and communication technologies is of vital importance to people living with ALS; and**

**WHEREAS, clinical trials play a pivotal role in evaluating new treatments, enhancing quality of life, and fostering assistive technologies for those living with ALS; and**

**WHEREAS, the ALS Association is the largest philanthropic funder of ALS research globally and has committed more than \$154 million to support more than 550 projects across the United States and 18 other countries; and**

**WHEREAS, the ALS Association is committed to make ALS livable and cure it for everyone, everywhere; and**

**WHEREAS, Amyotrophic Lateral Sclerosis Awareness Month provides an opportunity to increase public awareness of the dire circumstances of people living with ALS, acknowledge the terrible impact this disease has on those individuals and their families, and support research to eradicate this disease;**

**Now, therefore, I, Board Chairperson Silva, do hereby proclaim the month of May 2026 as ALS Awareness Month. I call upon all Americans to join in supporting ALS research, advocating for increased funding, and standing in solidarity with those affected by this relentless disease.**

**[Your Signature]**

**Amy Kurtz**

---

**From:** Shane Mortimer <Shane.Mortimer.81468846@advocatefor.me>  
**Sent:** Wednesday, March 18, 2026 4:12 PM  
**To:** Select Board  
**Subject:** EXTERNAL:ALS Awareness Month Proclamation Request

You don't often get email from shane.mortimer.81468846@advocatefor.me. [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.

Dear Board Chairperson Silva,

My name is Shane, and I am a constituent from Ludlow, MA. I am writing to you as someone personally impacted by ALS.

ALS (amyotrophic lateral sclerosis), often known as Lou Gehrig's disease, is a progressive and terminal disease that affects mobility, speech, and ultimately the ability to breathe. It impacts not only the person diagnosed but entire families and communities.

I respectfully request that you officially recognize May 2026 as ALS Awareness Month.

An ALS Awareness Month proclamation or resolution would:

- Help educate the public about the realities of this devastating disease
- Honor individuals and families living with ALS
- Recognize caregivers and healthcare providers
- Demonstrate our state's commitment to supporting those impacted

Public recognition from state leaders brings visibility to ALS and reminds families like mine that we are seen and supported.

The ALS Association works in communities across our state to provide care services, equipment, advocacy, and research support. An official proclamation would strengthen these efforts and raise awareness statewide.

Thank you for your leadership and for considering this request. I would be honored to provide additional information or participate in any recognition event.

Sincerely,

Mr. Shane Mortimer  
a family member of a person we lost to ALS  
184 Church St, Ludlow, MA 01056  
the\_mortimers\_1@hotmail.com

RECEIVED

APR 27 2026

SELECT BOARD  
LUDLOW, MA 01056

January 13, 2026

**VIA FEDERAL EXPRESS**

Town of Ludlow  
Public Works  
198 Sportsmen's Road  
Ludlow, MA 01056

Re: Extension to Operation, Maintenance and Management Services Agreement between  
Veolia and Town of Ludlow dated January 1, 2026

Dear Department of Public Works:

As you are aware, the Operation, Maintenance and Management Services Agreement ("Agreement") dated January 1, 2025 between the Town of Ludlow, Massachusetts ("Owner") and Veolia Water Contract Operations USA, Inc., formerly known as SUEZ Water Environmental Services Inc. ("Company") is set to expire on December 31, 2025. The Agreement allows for additional extensions of time upon the mutual agreement of both parties. This letter agreement, when executed and delivered by both parties, shall memorialize the extension of the term of the Agreement for an additional, one (1) year.

As indicated, the term of the Agreement is set to expire on December 31, 2025. The foregoing notwithstanding, the parties agree to extend the term for an additional period of one (1) year. Accordingly, the term of the Agreement is hereby extended commencing on January 1, 2026, and expiring on December 31, 2026. The parties may enter into additional extensions of this Agreement on mutually acceptable terms and conditions.

The System covered under this Agreement include the following four (4) Pump Stations:

- Chapin Street Station
- First Street Station
- Westover Station
- River Drive Station

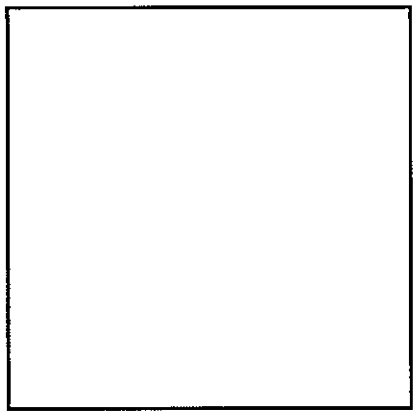
Fees for Tasks 1 through 4 in Appendix B: \$25,714.61 to be billed in twelve (12) equal monthly payments of \$2,142.88 for the entire year.

Fees for Task 5: All repair maintenance, if necessary, will be performed at a time plus expense basis. The hourly rate for an O&M Tech shall be \$109.85.

All of the terms and conditions of the Agreement shall remain in full force and effect, except as modified herein. The Agreement, including all Appendices annexed thereto are fully incorporated into this letter agreement. Additionally, all capitalized terms used in this letter agreement that are not otherwise defined herein shall have the meanings ascribed thereto in the Agreement.

We look forward to continuing to partner with the Town of Ludlow for another year. Kindly countersign this letter in the space provided below to confirm your agreement with the terms of this letter. This letter agreement may be executed in counterparts, each of which shall be deemed an original and all of which, when taken together, shall constitute one and the same agreement.





**Request for Street and Security Lighting  
Eversource Rate 051**

Instructions:  
Please submit all copies of this form to your local Eversource office. Please take into account the lead time for us to plan, design, provide materials and schedule construction.

This is a request by you:  To:  Eversource

- You want us to install/remove outdoor lighting equipment as described below. You also agree that we will install/remove the equipment under the following conditions:
- 1.You will be billed in accordance with Rate 051. A copy of the rate is attached. The amount you pay may change if your rate changes.
  - 2.You will pay for the cost of any relocation of the outdoor lighting or associated facilities when the relocation is at your request.
  - 3.You will notify us when a lamp replacement or repair is needed. Please provide the location and pole number.
  - 4.You will pay any applicable construction charges (listed below) if applicable.
  - 5.You will obtain any and all municipal permits required prior to installation to ensure compliance with any and all municipal laws and regulations.
  - 6.Replacement fixtures and poles may vary slightly due to circumstances beyond Eversource's control or due to program offering changes.
  - 7.No attachments are permitted on poles(s) without the written consent of Eversource.
  - 8.\*Energy supplied will be charged separately.

-Please Complete ALL Categories of the Form before submitting-  
 Billing estimate provided

Name: Town of Ludlow MA Phone: 4135835600

Company: Town of Ludlow MA

Mailing Address: 488 Chapin St,Ludlow,MA,01056

Job Address: 214 LAWTON ST,LUDLOW,MA,01056

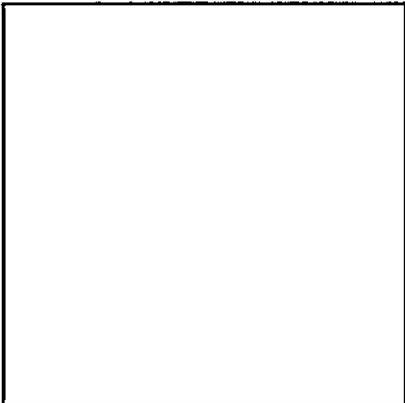
Customer Remarks:  Company Representative Signature

Customer Signature

Workerder Description Notes Workerder Number Const. Charges Town Account Number Tax District Revenue Rate Code

LUDLOW, LAWTON, 214, Town of Ludlow MA 26167246 MA-LUDLOW

Work Function	QUANTITY	STREETADDRESS	WAMCOMPANVID	SL TYPE	LU	Pole Contribution	Fixture Option	Fixture Style	Service Type	Unit Charges	Photocell Type
1	1	LAWTON ST, LUDLOW, MA	123/B7M	LED	4936L	N	N/A	S	OH	864	ALLNIGHT
1	1	LAWTON ST, LUDLOW, MA	123/B9	LED	4936L	N	N/A	S	OH	864	ALLNIGHT
1	1	LAWTON ST, LUDLOW, MA	123/B10	LED	4936L	N	N/A	S	OH	864	ALLNIGHT



### Request for Street and Security Lighting Eversource Rate OS1

Instructions: Please submit all copies of this form to your local Eversource office. Please take into account the lead time for us to plan, design, provide materials and schedule construction.

This is a request by you:  To:  Eversource

- You want us to install/remove outdoor lighting equipment as described below. You also agree that we will install/remove the equipment under the following conditions:
1. You will be billed in accordance with Rate OS1. A copy of the rate is attached. The amount you pay may change if your rate changes.
  2. You will pay for the cost of any relocation of the outdoor lighting or associated facilities when the relocation is at your request.
  3. You will notify us when a lamp replacement or repair is needed. Please provide the location and pole number.
  4. You will pay any applicable construction charges (listed below) if applicable.
  5. You will obtain any and all municipal permits required prior to installation to ensure compliance with any and all municipal laws and regulations.
  6. Replacement fixtures and poles may vary slightly due to circumstances beyond Eversource's control or due to program offering changes.
  7. No attachments are permitted on pole(s) without the written consent of Eversource.
  8. Energy supplied will be charged separately.

- Please Complete ALL Categories of the Form before submitting -

Name: Town of Ludlow MA  
Company: Town of Ludlow MA  
Mailing Address: 488 Chapin St, Ludlow, MA, 01056  
Job Address: 214 LAWTON ST, LUDLOW, MA, 01056

Phone: 4135835600  Billing estimate provided

Customer Signature  Company Representative Signature

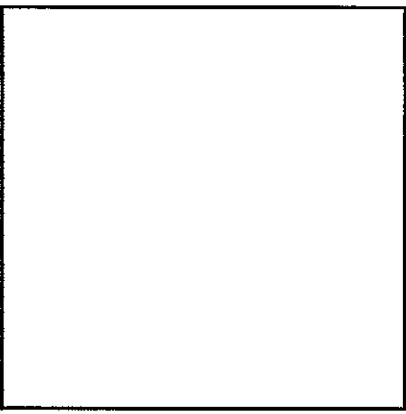
Worker Order Description: LUDLOW, LAWTON, 214, Town of Ludlow MA

Notes: Worker Order Number: 26167246 Const. Charges: MA-LUDLOW Account Number: Tax District: Revenue Rate Code:

Work Function	QUANTITY	STREET ADDRESS	WAMCOMPANYID	SL Type	LLU	Pole Contribution	Fixture Option	Fixture Style	Service Type	Unit Charge	Photocell Type
1 - Install	1	SZLOSEK RD, LUDLOW, MA	1986/1	LED	4936L	N	N/A	S	OH	8.64	ALLNIGHT

Service Type/Pole code: H - (CT) UG Svc High Mtng Wood/Fib Pole  
L - (CT) UG Svc Low Mtng Pole PT or PTC

Fixture Style/Luminaire Code: S - Standard Cobra Head (Semi-Cutoff)  
X - Cobra Head Cutoff Lens



**Request for Street and Security Lighting**

R - Remove	H - Metal Halide
A - Abandon	I - Incandescent
T - Transfer	I - LED
	I - Mercury
	I - High Pressure Sodium

Fixture Options	M - (CT) UG Svc High Mtng Fib/Metal Pole
F - CT - Floodlight Visor	0 - (CT) OH Svc Mounted on Strnd Wood Pole
N - CT - Not Applicable	P - (CT) UG Service Premium Decorative
S - CT - Spotlight Glare Shield	W - (CT) Wall Mount Svc
V - CT - Vandal Shield Cobra Head Cut Off	A (CT/MA ONLY) - Premium Decorative - Extruded Aluminum
	B (CT/MA ONLY) - Premium Decorative - Fiberglass
	C (CT/MA ONLY) - Premium Decorative - Cast Aluminum
	D (CT/MA ONLY) - Premium Decorative - Cast Iron

F - Floodlight
FF - Floodlight Full Cutoff
C - Contemporary (Post Top)
T - Traditional (Post Top)
U - Traditional Post Top Full Cutoff
W - Wall Light
P - Spotlight
B - Box Light
PD - Premium Decorative

Printed: 4/28/26 Service Request Record last Updated By:

US Portal: Eversource Clearing Desk  
Mail To: Eversource  
P.O. Box 2985  
Hartford, CT 06104-2985

Phone Toll Free: 1 888 544-4826  
Fax Toll Free: 1 877 285-4448

Overnight Express: Eversource Clearing Desk  
Mail To: Eversource  
107 Selden Street  
Berlin, CT 06037

## Amy Kurtz

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**From:** Marc Strange  
**Sent:** Wednesday, April 29, 2026 11:45 AM  
**To:** Amy Kurtz  
**Subject:** Fw: EXTERNAL:FY27 Gasoline Buy Orders Section 2 & 3  
**Attachments:** Buy Order Gasoline 2 fy 27.doc; Gasoline instructions FY27.doc; Buy Order Gasoline 3 fy 27.doc

Can we please add this to the 5/5 agenda for the board's discussion and possible vote?

---

**From:** Paul Schroeder <paul@ijod.net>  
**Sent:** Monday, April 27, 2026 12:31 PM  
**To:** Mario Mazza <MMazza@agawam.ma.us>; Allison Dauphinais <adauphinais@chicopeema.gov>; Marc Strange <mstrange@Ludlow.ma.us>  
**Subject:** EXTERNAL:FY27 Gasoline Buy Orders Section 2 & 3

### 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.

Dear LPVEC Gasoline Coop Bid Participant

Attached are the buy order forms and instructions for locking in a fuel price in FY 2027.

**NOTE WELL: You need to award and sign a contract with Burke before you can buy a fixed price for FY27.**

**NOTE: You are under no obligation to lock in a fixed price because you can always buy fuel off the Daily Spot Market index and bid margin..**

**ALSO NOTE: Now May or May Not be a good time to lock in a fixed price. (see attached letter)**

Futures are on the rise because of the dueling blockades at the Straits of Hormuz

Section 2 is for your regular tanks that can take a minimum of 1,000 gallons.

Section 3 is for those small tanks at the golf course or other 1,000 gallon or smaller tank size.

Read the instructions and if you have any questions send me an email.

Thanks,  
Paul

Paul W Schroeder  
Energy Consultant  
413-237-4089





April 27, 2026

Dear LPVEC Unleaded Gas Co-op Participant:

Attached is the Buy Order document you need to lock in a price for next fiscal year (FY 27). You should already have received Contract documents and Award recommendations for the bid that was opened April 6, 2026. **YOU MUST EXECUTE A CONTRACT WITH YOUR VENDOR BEFORE YOU CAN LOCK IN A FIXED PRICE.**

**Also note that you have the option to buy on the spot market only and not lock a fixed price. It's your choice. Any fuel you need after you have used all your fixed price fuel is bought off the spot market margin. Any fixed price fuel you don't use within the FY you need to account for per section 10 of your contract.**

### **Fixed Prices are for Regular Grade Only.**

The Gasoline market has been a roller coaster with war calling the shots. January 2027 NYMEX for RBOB (reformulated blend stock) settled at \$2.3459 Friday. Futures prices are more than \$.55 more than this time last year. So all in all it's not the best time to lock in. Spot market was \$3.2275 for regular on Friday, \$1.20 more than this time last year. So at the moment fixed prices are about \$.75 less than spot market prices. This is because of the current oil supply constraints.

My recommendation at this time is to watch and hope the prices will come down before you need to buy fuel in FY27. I think that a target of around \$2.25 for the Jan. 2027 NYMEX RBOB is reasonable if the Striates of Hormuz are opened soon. If not, it's anybody's guess. Note that the big bank predictors are looking at higher oil prices through the end of 2026 no matter what. So if this happens, now is a good time to buy AND I am totally wrong in my assessment.

Instructions for executing a buy order are on the next page.

Also in this document is the Authorization as Agent form for those of you who want me to execute your Buy Orders for you. Fill out the Authorization along with your Buy Order and email them both to me.

Please call (413-237-4089) or e-mail ([pschroeder@lpvec.org](mailto:pschroeder@lpvec.org)) me with any questions.

Thanks for your participation.

Paul W. Schroeder  
Manager, Energy Services

**LOWER PIONEER VALLEY EDUCATIONAL COLLABORATIVE**  
**174 BRUSH HILL AVENUE, WEST SPRINGFIELD, MA 01089    PHONE 413-735-2200    FAX 413-735-2280**

**SERVING AGAWAM•EAST LONGMEADOW•HAMPDEN•WILBRAHAM•LONGMEADOW•LUDLOW•SOUTHWICK•TOLLAND•GRANVILLE•WEST SPRINGFIELD**



INSTRUCTIONS FOR FIXED PRICE FUTURES PROGRAM  
Unleaded Gasoline Bid **Regular Grade Only**

1. Decide how much fuel you will probably use next fiscal year. Then decide how much of your estimated use you are willing to buy at a fixed price and therefore "own". Then subtract any unused fixed price gallons you have for the current year. [You are responsible for all the gallons you commit to the fixed price so usually people fix about 80% of a normal year's use. See Section 10 of your contract.]

**YOU MUST EXECUTE A CONTRACT WITH YOUR VENDOR BEFORE YOU CAN LOCK IN A FIXED PRICE. YOU DO NOT NEED TO LOCK TO BUY OFF THE SPOT MARKET PRICE.**

2. Also decide what month you will start taking delivery of the fixed price fuel (usually July).
3. Fill in the "Notice of Buy Order" for your Trailer or Trailer compartment and/or your Metered Pump Wagon loads with the above information along with your name and address, etc.
4. Watch the futures market and decide which day to lock on the futures price. [NOTE: You can lock a fixed price at any time between Now and October for next FY delivery.] OR execute the enclosed Authorization for Designation as Agent and send me both your filled out "Notice of Buy Order" and "Authorization for Designation as Agent". **NOTE: do not send the buy order to the vendor if you want me to do this.**
5. Email the "Notice of Buy Order" to your vendor by noon of the day you wish to lock. (This is because it only gives the vendor until 2:30 to make the trades to cover your fixed price.) Follow up with a phone call to make sure they got it. Your final price will be the close of market settlement for that day plus the vendor's margin plus applicable taxes and fees.
6. I post futures and spot prices every week day at <https://www.lpvec.org/wp-content/uploads/CURRENT-PETROLEUM-PRICES-PAGE.htm>
7. OR, Fill it out and email it to me with an Authorization form and I'll do it for you. BUT don't send it to the Vendor or they will lock immediately.

Questions or suggestions? Paul W. Schroeder  
e-mail: [pschroeder@lpvec.org](mailto:pschroeder@lpvec.org)

**LOWER PIONEER VALLEY EDUCATIONAL COLLABORATIVE**  
**174 BRUSH HILL AVENUE, WEST SPRINGFIELD, MA 01089    PHONE 413-735-2200    FAX 413-735-2280**

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AUTHORIZATION OF  
DESIGNATION AS AGENT  
FOR FIXED PRICE FUTURES PROGRAM  
Unleaded Gasoline Regular Grade

The \_\_\_\_\_ (Awarding Authority) hereby appoints and designates Paul W. Schroeder, Manager of Energy Services for the Lower Pioneer Valley Educational Collaborative, as its Agent for fixing the price on the purchase of \_\_\_\_\_ gallons of Regular Unleaded Gasoline under the Fixed price Futures Program of the Western Mass. Fuel Cooperative Bid.

The Awarding Authority agrees to take delivery of the above specified gallons of fuel, at the fixed price locked by its Agent, in Fiscal Year 2027.

The Lower Pioneer Valley Educational Collaborative offers this service for the benefit of the Western Massachusetts Fuel Cooperative members and in no way will it or its Employees, acting as an Agent, be liable for any losses to the Awarding Authority, including a drop in prices in the fuel markets, that may result from this service.

\_\_\_\_\_  
(signature) \_\_\_\_\_ (print name)  
\_\_\_\_\_  
(title)  
\_\_\_\_\_  
(awarding authority)  
\_\_\_\_\_  
(address)

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Please send me this form with your filled out "Notice to Buy Order" so I know what to fix for you.

Do Not send this or the Buy Order to the Vendor

**LOWER PIONEER VALLEY EDUCATIONAL COLLABORATIVE**  
**174 BRUSH HILL AVENUE, WEST SPRINGFIELD, MA 01089    PHONE 413-735-2200    FAX 413-735-2280**

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NOTICE OF BUY ORDER

Unleaded Gasoline

METERED PUMP TRUCK DELIVERIES Section 3

\_\_\_\_\_ (date)

This Notice of Buy Order is for the Fixed Price Future Program as defined by the Unleaded Gasoline Bid of the Lower Pioneer Valley Educational Collaborative and Participants in the Western Massachusetts Fuel Cooperative. By executing this Buy Order, the signator agrees to the terms and conditions listed in the Unleaded Gasoline Bid. This order is also considered as a contract renewal in the case of successive years as defined in the bid.

This buy order is for \_\_\_\_\_ gallons of Regular Grade Unleaded Gasoline at the fixed price based on the New York Mercantile Exchange, NYH RBOB, futures settle price for January 2027 as published in the Wall Street Journal for Today PLUS the contract Margin and Overhead price of \$ 0.7842 as awarded from the Unleaded Gasoline Bid for Metered Pump Truck deliveries, Section 4.

The receipt of the Fixed Future Priced Fuel will commence on \_\_\_\_\_, 2026 and continue until the above specified amount of fuel is delivered.

Any additional gallons purchased before the fixed price begins or after the number of gallons listed above is used, will be purchased based on the New Haven Low Spot Market Price plus the contract Margin and Overhead price of \$ 0.3842 as awarded from the Unleaded Gasoline Bid for Section 3, Metered Pump Truck.

THIS BUY ORDER IS MADE TO:

Joseph Cote  
Dennis K. Burke, Inc.  
555 Constitution Dr.  
Taunton, MA 02780  
Phone: 800-289-2875  
Fax: 617-884-7638  
joe.cote@burkeoil.com

By: \_\_\_\_\_

(signature of authorized buyer)

\_\_\_\_\_ (print name)

\_\_\_\_\_ (title)

\_\_\_\_\_ (awarding authority)

\_\_\_\_\_ (address)

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Notice: This buy order must be received by your supplier by 12 noon of the day you wish to fix the futures price. Follow up with a phone call to make sure they got it.



April 27, 2026

Dear LPVEC Diesel Co-op Participant:

Attached is the Buy Order document you need to lock in a price for next fiscal year (FY 27). You should already have received Contract documents and Award recommendations for the bid that was opened April 6, 2026. **YOU MUST EXECUTE A CONTRACT WITH YOUR VENDOR BEFORE YOU CAN LOCK IN A FIXED PRICE.**

**Also note that you have the option to buy on the spot market only and not lock a fixed price. It's your choice. Any fuel you need after you have used all your fixed price fuel is bought off the spot market margin. Any fixed price fuel you don't use within the FY you need to account for per section 10 of your contract.**

The oil market has been a roller coaster with war in the driver's seat. January 2027 NYMEX settled at \$3.0207 Friday. Also prices are about \$.90 more than this time last year. So all in all it is **NOT** the greatest time to lock in. Spot market was \$4.0970 on Friday (\$2.2358 last year). So at the moment fixed prices are about \$.75 less than spot market prices. This is because of the current oil supply constraints.

My recommendation at this time is to watch and hope the prices will come down before you need to buy fuel in FY27. I think that a target of under \$2.80 for the Jan. 2027 NYMEX is reasonable if the Striates of Hormuz are opened soon. If not, it's anybody's guess. Note that the big bank predictors are looking at higher oil prices through the end of 2026 no matter what. So if this happens, now is a good time to buy AND I am totally wrong in my assessment.

Instructions for executing a buy order are on the next page.

Also in this document is the Authorization as Agent form for those of you who want me to execute your Buy Orders for you. Fill out the Authorization along with your Buy Order and email them both to me.

Please call (413-237-4089) or e-mail ([pschroeder@lpvec.org](mailto:pschroeder@lpvec.org)) me with any questions.

Thanks for your participation.

Paul W. Schroeder  
Manager, Energy Services

**LOWER PIONEER VALLEY EDUCATIONAL COLLABORATIVE**  
174 BRUSH HILL AVENUE, WEST SPRINGFIELD, MA 01089    PHONE 413-735-2200    FAX 413-735-2280

SERVING AGAWAM•EAST LONGMEADOW•HAMPDEN-WILBRAHAM•LONGMEADOW•LUDLOW•SOUTHWICK-TOLLAND-GRANVILLE•WEST SPRINGFIELD



INSTRUCTIONS FOR FIXED PRICE FUTURES PROGRAM  
ULS Diesel BID

1. Decide how much fuel you will probably use next fiscal year. Then decide how much of your estimated use you are willing to buy at a fixed price and therefore "own". Then subtract any unused fixed price gallons you have for the current year. [You are responsible for all the gallons you commit to the fixed price so usually people fix about 80% of a normal year's use. See Section 10 of your contract.]

**YOU MUST EXECUTE A CONTRACT WITH YOUR VENDOR BEFORE YOU CAN LOCK IN A FIXED PRICE. YOU DO NOT NEED TO LOCK TO BUY OFF THE SPOT MARKET PRICE.**

2. Also decide what month you will start taking delivery of the fixed price oil (usually July).
3. Fill in the "Notice of Buy Order" for your Trailer and/or your Metered Pump Wagon loads with the above information along with your name and address, etc.
4. Watch the futures market and decide which day to lock on the futures price. [NOTE: You can lock a fixed price at any time between Now and October 31 for next FY delivery.] OR execute the enclosed Authorization for Designation as Agent and send me both your filled out "Notice of Buy Order" and "Authorization for Designation as Agent". **NOTE: do not send the buy order to the vendor if you want me to do this.**
5. Email the "Notice of Buy Order" to your vendor by noon of the day you wish to lock. (This is because it only gives the vendor until 2:30 to make the trades to cover your fixed price.) Follow up with a phone call to make sure they got it. Your final price will be the close of market settlement for that day plus the vendor's margin plus applicable taxes and fees.
6. I post futures and spot prices every week day at <https://www.lpvec.org/wp-content/uploads/CURRENT-PETROLEUM-PRICES-PAGE.htm>
7. OR, Fill it out and email it to me with an Authorization form and I'll do it for you. BUT don't send it to the Vendor or they will lock immediately.

Questions or suggestions? Paul W. Schroeder  
e-mail: [pschroeder@lpvec.org](mailto:pschroeder@lpvec.org)

**LOWER PIONEER VALLEY EDUCATIONAL COLLABORATIVE**  
174 BRUSH HILL AVENUE, WEST SPRINGFIELD, MA 01089    PHONE 413-735-2200    FAX 413-735-2280

SERVING AGAWAM•EAST LONGMEADOW•HAMPDEN•WILBRAHAM•LONGMEADOW•LUDLOW•SOUTHWICK•TOLLAND•GRANVILLE•WEST SPRINGFIELD

AUTHORIZATION OF  
DESIGNATION AS AGENT  
FOR FIXED PRICE FUTURES PROGRAM  
ULS Diesel Fuel

The \_\_\_\_\_ (Awarding Authority) hereby appoints and designates Paul W. Schroeder, Manager of Energy Services for the Lower Pioneer Valley Educational Collaborative, as its Agent for fixing the price on the purchase of \_\_\_\_\_ gallons of Diesel fuel under the Fixed price Futures Program of the Western Mass. Fuel Cooperative Bid.

The Awarding Authority agrees to take delivery of the above specified gallons of fuel, at the fixed price locked by its Agent, in Fiscal Year 2027.

The Lower Pioneer Valley Educational Collaborative offers this service for the benefit of the Western Massachusetts Fuel Cooperative members and in no way will it or its Employees, acting as an Agent, be liable for any losses to the Awarding Authority, including a drop in prices in the fuel markets, that may result from this service.

\_\_\_\_\_  
(signature) \_\_\_\_\_ (print name)  
\_\_\_\_\_  
(title)  
\_\_\_\_\_  
(awarding authority)  
\_\_\_\_\_  
(address)

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Please send me this form with your filled out "Notice to Buy Order" so I know what to fix for you.

Do Not send this or the Buy Order to the Vendor

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**174 BRUSH HILL AVENUE, WEST SPRINGFIELD, MA 01089    PHONE 413-735-2200    FAX 413-735-2280**

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# NOTICE OF BUY ORDER

## Diesel Fuel

### METERED PUMP TRUCK DELIVERIES Section 4

\_\_\_\_\_ (date)

This Notice of Buy Order is for the Fixed Price Future Program as defined by the Diesel Fuel Bid of the Lower Pioneer Valley Educational Collaborative and Participants in the Western Massachusetts Fuel Co-operative. By executing this Buy Order, the signator agrees to the terms and conditions listed in the Diesel Fuel Bid. This order is also considered as a contract renewal in the case of successive years as defined in the bid.

This buy order is for \_\_\_\_\_ gallons of Additive Premium Diesel Fuel at the fixed price based on the New York Mercantile Exchange, Heating Oil No. 2, futures settle price for January 2027 as published in the Wall Street Journal for Today PLUS the contract Margin and Overhead price of \$ 0.2842 as awarded from the Diesel Fuel Bid for Metered Pump Truck deliveries, Section 4.

The receipt of the Fixed Future Priced Fuel will commence on \_\_\_\_\_, 2026 and continue until the above specified amount of fuel is delivered.

Any additional gallons purchased before the fixed price begins or after the number of gallons listed above is used, will be purchased based on the New Haven Low Spot Market Price plus the contract Margin and Overhead price of \$ 0.1842 as awarded from the Diesel Fuel Bid for Section 4, Metered Pump Truck.

THIS BUY ORDER IS MADE TO:

Joseph Cote  
Dennis K. Burke, Inc.  
555 Constitution Dr.  
Taunton, MA 02780  
Phone: 800-289-2875  
Fax: 617-884-7638  
joe.cote@burkeoil.com

By: \_\_\_\_\_  
(signature of authorized buyer)

\_\_\_\_\_ (print name)

\_\_\_\_\_ (title)

\_\_\_\_\_ (awarding authority)

\_\_\_\_\_ (address)

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Notice: This buy order must be received by your supplier by 12 noon of the day you wish to fix the futures price.  
Follow up with a phone call to make sure they got it.



**Ayotte & King** For Tile, Inc

165 Trilby Ave, Chicopee, MA 01020

P: (413) 532-9463 F: (413) 534-0149

www.ayotteandking.com

WBE Certified by Supplier Diversity Office (SDO)

AA/EOE

April 29, 2026

TOWN OF LUDLOW  
488 CHAPIN STREET  
LUDLOW, MA 01056

Re: TOWN HALL – ACCOUNTING FLOORS  
Bid # Q0005974  
REQUEST FOR PRICING

Please see quote below. If you have any questions please feel free to give us a call.

Scope of Work:

CARPET REPLACEMENT

MOVE FURNITURE, DEMO EXISTING CARPET AND INSTALL NEW CARPET TO MATCH BUILDING.

ACCOUNTING AREA \$6,150.00

OLD ACCOUNTING AREA \$7,200.00

Notes:

The following items have been excluded from the calculation of this quote:

1. TAX

Thank you for the opportunity.

David King

MEMORANDUM OF AGREEMENT

FOR ENTRY LEVEL LOCAL REGISTER APPOINTMENTS

Between the LUDLOW Police Department  
and the Massachusetts Human Resources Division

The LUDLOW Police Department has chosen to utilize a delegated Local Register for the selection process of entry level Police Officer positions. This delegated selection process for entry level positions will be used to hire a maximum of 50% of the total vacancies in the police department during a five (5) year period, commencing with the execution of this agreement.

I. It is agreed that:

- 1) The Human Resources Division (HRD) authorizes Regina Caggiano, Director of Civil Service, and/or her designee to act as its representative in all matters relative to this delegation agreement. Primary responsibility for the administration of all delegated civil service functions, as described herein, for the LUDLOW Police Department will be assigned to CARRIE RIBEIRO, HR who will serve as Delegation Administrator. They, or their designee, will be responsible for all matters related to this delegation agreement.
- 2) Periodic or random audits of all hiring and/or delegated personnel transactions may be conducted at any time by HRD representatives. All records, ledgers and correspondence relating to the delegated functions shall be made readily available and accessible to HRD upon request. HRD retains the right to review, retain copies of, approve, and/or disapprove any hiring related materials and/or records created before or after a Local Register employee's hire date, at its discretion.
- 3) A report on any audit findings regarding delegated personnel transactions will be made available to the Delegation Administrator. Any corrective action as a result of the audit findings, must be taken by the LUDLOW Police Department within thirty 30 days of receipt of the audit report. A written report of that corrective action shall be submitted to HRD.
- 4) HRD will be responsible for notifying the Delegation Administrator on a timely basis of any changes in the law or regulations which may affect the delegated functions.
- 5) HRD reserves the right to take action, up to and including rescinding this agreement, if the LUDLOW Police Department violates this agreement. If at any time after the execution of this agreement either the LUDLOW Police Department or HRD determines that delegation authority should be discontinued, reversion of such authority for all delegated functions to the LUDLOW Police Department may be affected through 30 days' written notice, by e-mail, by either the LUDLOW Police Department or the Personnel Administrator (Chief Human Resources Officer or their designee).
- 6) HRD will be available to the Delegation Administrator throughout the delegation process and HRD will provide technical assistance to the Delegation Administrator upon request.

- 7) Changes in approved procedures for the administration of the delegated functions as outlined in this agreement may not be made without the review and approval of both parties. No duties may be assumed by the Delegation Administrator which have not been authorized by this agreement or subsequent attachment.
- 8) Six months before the expiration of the agreement, the Delegation Administrator will present to HRD a status update as to whether the percentage appointments via the Local Register, cadet program, and from a civil service selective certification for languages exceeds more than 50% of the appointing authority's overall entry-level appointments during the life of the agreement. In the event appointments have exceeded the threshold, the parties agree that the appointing authority will not be eligible for additional Local Register or cadet appointments until parity is reached with traditional civil service appointments. Once the appointing authority is in compliance with M.G.L. c. 31, Section 59(d), the parties may extend the Local Register delegation agreement.

II. The Appointing Authority of LUDLOW Police Department shall:

- 1) No later than fourteen days after the execution of this agreement and before the commencement of any Local Register hiring, the appointing authority shall submit its "local register hiring policy" to HRD. The policy must demonstrate that the municipal police department's hiring process will adhere to basic merit principles and commit to recruiting and consideration of candidates of diverse backgrounds. The policy must include provisions relating to anti-nepotism, anti-patronage, and anti-favoritism hiring practices. Hiring under this agreement may not commence until after the policy is approved by HRD.
- 2) Ensure candidates appointed as permanent police officers meet the minimum statutory requirements of education, age, and meet the health and physical fitness standards pursuant to M.G.L. c. 31, §61A. No Local Register appointment will be valid until the successful completion of the HRD medical and Physical Ability Test (PAT) has occurred.
- 3) Certify, using the process prescribed by HRD, that Local Register candidates selected for appointment meet at least one of the following criteria:
  - (i) Is demonstrably likely to successfully complete a prescribed course of study at a police academy approved by the municipal police training committee, pursuant to Section 96B of M.G.L. c. 41;
  - (ii) Has received a passing mark, within the past 5 years, on either (A) an HRD administered civil service exam in the title of municipal police officer; (B) a qualifying exam for municipal police officer by the appointing authority validated by test development expert(s); or (C) any other municipal police officer exam approved by HRD;
  - (iii) Is a salaried police officer currently employed in the commonwealth certified by the peace officer standards and training commission;
  - (vi) Has graduated within the past 5 years from a police academy approved by the municipal police training committee; or
  - (v) Possesses a waiver from the municipal police training committee from further academy training.
- 4) Ensure no candidate appointed as a police officer from Local Register may perform the duties of a sworn police officer prior to completion of a prescribed course of study approved by the municipal police training committee or receipt of a waiver of such training requirement from the committee.

12) Complying with all requirements of M.G.L. c. 31, Section 67, including timely submission of § 67 reports that include proper designations of police officers appointed from a Local Register.

In the event this Local Register delegation agreement is significantly impacted by changes to law or the Personnel Administration Rules, this agreement shall be revisited by the parties and may be amended for consistency.

For the LUDLOW Police Department:

\_\_\_\_\_  
Appointing Authority Name:

\_\_\_\_\_  
Date

Appointing Authority Title:

For the Human Resources Division:

\_\_\_\_\_  
Melissa Pullin  
Chief Human Resources Officer

\_\_\_\_\_  
Date

5) Limit the percentage of appointments via a Local Register, a cadet program, and appointments made from a civil service selective certification for languages to 50% of less of the appointing authority's overall appointments during the term of the agreement.

III. The Delegation Administrator shall be responsible for:

- 1) Maintaining a Local Register of candidates ensuring compliance with M.G.L. c. 31, sec. 59A and any HRD processes.
- 2) Adhering to the Certification of the eligible list and Local Register list in accordance with civil service laws, rules, regulations and procedures.
- 3) Upon the finalization of the appointment from the Local Register, notifying HRD of each appointed employee's employment from the Local Register list created by providing the employee's full name, address, email address, start date and documentation to support the prerequisite selected under Section II (3) at the time of hiring.
- 4) Facilitating the Local Register candidate's completion of an employment record in the civil service online system.
- 5) Maintaining records of the selected candidate's (or candidates') eligible criteria for appointment from the Local Register during the employment of any candidate from the Local Register and for three years following the individual's separation from employment.
- 6) Fully cooperating with HRD regarding all instances of requests for investigation or audits of hires from the Local Register.
- 7) Appearing and defending the appointment of candidates if an appeal is filed with the Civil Service Commission or in any Court.
- 8) Following all requirements of the Personnel Administration Rules and pertinent State and Federal laws.
- 9) Ensuring that any extension of this agreement may be examined and, if necessary, amended by HRD upon receipt of a timely written request from the Delegation Administrator that demonstrates compliance with M.G.L. c. 31, Section 59(d), and paragraph I (8) of this agreement.
- 10) Acknowledging that a failure to request an extension of this agreement within the time frame approved by HRD will result in the inability to appoint from a Local Register.
- 11) Ensuring continued public access to all records determined to be public information.

TOWN OF LUDLOW

AGREEMENT

FOR

WASTEWATER SERVICES

THIS AGREEMENT made and entered into as of the first day of \_\_\_\_\_, 2026, by and between the Springfield Water and Sewer Commission, an independent body politic and corporate and political subdivision of the Commonwealth organized pursuant to Massachusetts General Laws Chapter 40N with a principal place of business at 250 M Street Extension, Agawam, Massachusetts, 01001, hereinafter referred to as the "Commission", acting through its Board of Commissioners, and the Town of Ludlow, a municipality within the County of Hampden and the Commonwealth of Massachusetts, hereinafter referred to as the "Town", acting through its Selectboard.

Ludlow Town Hall

488 Chapin Street, Ludlow MA 01056

W I T N E S S E T H :

WHEREAS, the Commission deems it to be in the public interest to enter into a contract with the Town whereby the Commission would receive, convey, treat, and dispose of all of the Town's Wastewater through the Commission's Wastewater works and Wastewater treatment facilities, and

WHEREAS, the Commission is authorized by law to enter into contracts and agreements with the Town for the purpose of aiding in the prevention or abatement of water

pollution, and

WHEREAS, the Town is authorized by law to enter into contracts and agreements with the Commission for the purpose of aiding in the prevention or abatement of water pollution, and

WHEREAS, the Town is co-permittee under NPDES Permit# MA0101613

NOW THEREFORE, in consideration of these premises and mutual benefits to be derived by the parties hereto,

IT IS AGREED as follows:

ARTICLE 1. DEFINITIONS

1.1 For the purposes of this Agreement, the following terms are defined:

1.1.1 "Average Daily Flow" shall mean the total annual volume of Wastewater in gallons as measured at the Metering Station, divided by the number of days in the year.

1.1.2 "BOD(5) "denotes Biochemical Oxygen Demand and shall mean the quantity of dissolved oxygen utilized in the biochemical oxidation of Wastewater under standard laboratory procedures prescribed in "Standard Methods for the Examination of Water and Wastewater." As part of EPA-approved analytical procedures under [40 CFR Part 136](#) for Clean Water Act compliance as may be amended from time to time.

- 1.1.3 "Chargeable Flow" shall mean the total Wastewater flow from the Town during the quarter, the fiscal year, or any other billing period, metered in accordance with the provisions of Articles 5 and 10, herein.
- 1.1.4 "Combined Sewer" shall mean a sewer receiving and conveying both surface runoff from storms and Wastewater.
- 1.1.5 "Commission" is the Springfield Water and Sewer Commission, an independent body politic and corporate and political subdivision of the Commonwealth with a principal place of business at 250 M Street Extension, Agawam, Massachusetts
- 1.1.6 "Connecticut River Crossings" shall mean the sewer(s) crossing under the Connecticut River conveying sewage to the SRWTF as the same may be constructed, replaced, and/or rehabilitated from time to time (see Appendix 1).
- 1.1.7 "DEP" is the Department of Environmental Protection of the Commonwealth of Massachusetts.
- 1.1.8 "Domestic Wastewater" shall mean the liquid wastes and liquid borne wastes discharged from sanitary conveniences such as toilets, washrooms, urinals, sinks, showers, drinking fountains, laundry rooms, kitchens, cafeterias, and floor

drains essentially free of industrial wastes.

1.1.9 "EPA" is the Environmental Protection Agency of the United States of America.

1.1.10 "Fiscal Year of the Commission" or "Fiscal Year" shall mean the twelve (12) month period commencing July 1 and ending June 30.

1.1.11 "Indian Orchard Force Main" shall mean those sections of pipes and appurtenances in Springfield and Indian Orchard, Massachusetts constructed on or about 1979 and as the same may be constructed, replaced, and/or rehabilitated from time to time, and be generally described as beginning at the Indian Orchard Pumping Station at MH Station 85+70 and terminating at station 1+60 adjacent to the railroad tracks identified on the plans as Penn Central R.R. Athol Branch in the vicinity of Roosevelt Avenue (See Appendix 1).

1.1.12 "Indian Orchard Pumping Station" shall mean the building, equipment, piping, and other items located at 170 Grochmal Avenue in Indian Orchard, Massachusetts and the same may be constructed, replaces and/or rehabilitated from time to time (see Appendix 1).

1.1.13 "Industrial Pretreatment Program" shall mean

the Commission program as set forth in accordance with EPA 40 CFR Part 403 (General Pretreatment Regulations for Existing and New Sources of Pollution), the SRWTF's federal National Pollutant Discharge Elimination System (NPDES) permit requirements and the Commission's Rules and Regulations, as may be amended from time to time, in order to control and limit the discharge of Industrial Wastewater to the SRWTF.

1.1.14 "Industrial Wastewater" shall mean the liquid wastes and waterborne solids from industrial manufacturing processes laboratories, trades, or businesses which predominate as distinct from Domestic Wastewaters.

1.1.15 "Ludlow Intercepting Sewer" shall mean those sections of pipe and appurtenances constructed on, in or about 1970 and as the same may be constructed, replaced, and/or rehabilitated from time to time and shall generally be described as beginning at the Indian Orchard Pumping Station at MH Station 0+00 and traveling easterly to its terminus at the metering station identified at Station 65+45 (see Appendix 1).

1.1.16 "Main Intercepting Sewer I" shall mean those sections of pipe and appurtenances in Springfield, Massachusetts as constructed on

or about 1972, and as the same may be constructed, replaced, and/or rehabilitated from time to time as described as beginning from the east side of the Connecticut River in alignment with Mill Street at station 0+00 and traveling 18,555.5 feet in an easterly direction to Roosevelt Avenue approximately 1,550 feet east of State Street at MH Section 185+55.5 (see Appendix 1).

1.1.17 "Main Intercepting Sewer II" shall mean those sections of pipes and appurtenances in Springfield, Massachusetts as constructed on or about 1972 and as the same may be constructed, replaced and or rehabilitated from time to time as described as beginning approximately 1,550 feet east of State Street at MH Station 0+00 and traveling 8,655 feet in a north easterly and northern direction to its terminus at stations 86+55 where it connects to the Indian Orchard Force Main adjacent to the railroad tracks identified on the plans as Penn Central R.R. Athol Branch in the vicinity of Roosevelt Avenue (see Appendix 1).

1.1.18 "Metering Station" shall mean a specific location which contains flow metering and/or sampling equipment for the purpose of accurately measuring Wastewater flow and/or sampling Wastewater of the participant.

1.1.19 "Net Operating Cost" shall mean the total annual operation and maintenance costs of the Commission for Wastewater Services, including the debt service, less applicable payments received by the Commission from: (1) any capital or operating grants for Wastewater operations from any sources, and (2) penalties assessed against dischargers, except any penalties assessed under the Industrial Pretreatment Program. For purposes of this Agreement, the total annual operation and maintenance cost of the Commission, shall not include any costs related to the operation, maintenance, and capital investment of the Commission's sewer collection system which serves the residents and business' in the City of Springfield, or any fines or penalties assessed by the EPA, DEP, or any other governmental authority which are the result of the Commission's ownership and/or operation of the sewer collection system in the City of Springfield.

1.1.20 "Peak Flow Rate" shall mean the average of the three highest hourly rates of flow expressed in million gallons per day recorded at the Metering Station during any calendar year.

1.1.21 "pH" shall mean the negative logarithm (to the base of (10)) of the hydrogen ion

concentration in grams per liter of solution.

1.1.22 "Publicly Owned Treatment Works" (POTW) shall mean any facility or system used in the treatment (including recycling and reclamation) of municipal sewage or Industrial Wastewater that is owned by a State or municipality. This definition includes sewers, pipes, or other conveyances only if they convey Wastewater to the Commission's POTW providing treatment.

1.1.23 "Secondary Treatment" shall mean the treatment of Wastewater by physical, biological, and chemical methods providing an average monthly BODS and TSS less than or equal to 30 mg/L, or as approved for the SRWTF by the EPA and/or DEP.

1.1.24 "Septage" shall mean the liquid and solid material pumped from a septic tank, cesspool, or similar domestic sewage treatment system, or a holding tank when the system is cleaned or maintained.

1.1.25 "SRWTF" shall mean the Springfield Regional Wastewater Treatment Facility, including the buildings, equipment, piping and other related structures as the same may be constructed, replaced, and/or rehabilitated from time to time, owned by the Commission located on Bondi Island, 250 M Street

Extension, Agawam, Massachusetts (see Appendix 1).

1.1.26 "Total Suspended Solids" (abbreviated TSS) shall mean solids that either float on the surface of, or are in suspension in, water, Wastewater or other liquids, and which are retained on a glass fiber filter after filtering and dried are referred to as total suspended solids. Standard laboratory test prescribed in "Standard Methods for the Examination of Water and Wastewater."

1.1.27 "Town" is the Town of Ludlow, a municipality within the Commonwealth of Massachusetts.

1.1.28 "Wastewater" shall mean the spent water of the Commission, Town, and/or other participants of the SRWTF and may be a combination of the liquid and liquid borne wastes from residences, commercial buildings, industrial plants, and institutions, together with any groundwater and surface water that may be present.

1.1.29 "Wastewater Services" shall mean Wastewater conveyance and Wastewater treatment provided by the Commission to the Town.

## ARTICLE 2. TREATMENT AND CONTROL OF WASTEWATER DISCHARGE

### Town Deliverables

Section	Submittal	Due Date	Frequency
2.3	Inflow and Infiltration Report	February 1st	Annual
2.4	Wastewater Collection System Report	February 15 <sup>th</sup>	Annual
2.5	Report of Industrial/Commercial entities that may be subject to Industrial Pretreatment Program	February 15 <sup>th</sup>	Annual or at such time Town receives application for industrial sewer service

Commission Deliverable

2.5	Current registered sewer users and permitted SIU's	January 15 <sup>th</sup>	Annual
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2.1 The Commission shall receive, convey, treat, and dispose of all of the Town's Wastewater, in amounts set forth in Article 4, in accordance with all existing or future valid laws, regulations, ordinances, water quality standards, orders and decrees of any governmental authority having jurisdiction over the treatment, conveyance, and disposal of said Wastewater. Providing, however, the treatment of the Town's Wastewater, to be provided by the Commission, shall be of such type and degree as

may be necessary to provide a minimum of secondary treatment or equivalent, plus such additional treatment as may be required by Federal and State Law. The Town shall collect and deliver to the Commission's Wastewater collection system and/or POTW the Wastewater generated in the Town in accordance with the above requirement, excluding septage from septic systems and/or other alternative systems of treatment not connected or impracticable to connect to the collection system.

2.2 The Town will not connect any additional combined sewer within the Town's system beyond those in existence on date hereof and will not discharge into the POTW of the Commission any substances which are in violation of the latest requirements of the DEP and EPA, and subject to any implementation schedule issued therefore by any such governmental authority.

2.3 The Town agrees to adopt and amend from time-to-time sewer use ordinances to meet the requirements of the State and Federal laws administered by DEP and/or EPA. The Town shall submit to the Commission by February 1 of each year a summary report of all actions taken to minimize infiltration/inflow during the previous calendar year. The form of the report shall be in compliance with the regulations of EPA and DEP, as may be amended. The report shall include system mapping of the drain and sewer systems and identify any stormwater connections and/or combined sewer systems within the Town. In addition, the Town shall file with the Commission any additional reports to meet the

requirements of the EPA and/or DEP.

2.4 Annually by February 15<sup>th</sup>, for the term of this Agreement, the Town shall provide a comprehensive report identifying all locations where Wastewater from the town enters into the Commission's Wastewater collection system, including but not limited to isolated streets /sub-divisions and individual homes. The Town shall indicate the type of connection (individual service vs. sewer main) and provide estimates of flow volume. The report shall include maps identifying these locations and the contributing areas and identifying where they connect to the Commission's system. The report shall identify how the town controls/tracks new sewer services. Each report shall identify new service and/or sewer main connections that were added or subtracted in the calendar year. Based upon the estimated flows, size, and type of connection the Commission may require the Town to install and maintain a metering device within one year of the report being issued. In instances where metering is not required, a mutually agreed upon estimate of flows shall be utilized for billing purposes. The Town shall be responsible for identifying individual services within the Town that connect directly to the Commission's system.

2.5 The Town shall inform the Commission in writing of any proposed or new industrial/commercial entities that may be subject to the Industrial Pretreatment Program at such time as the town receives such relevant information or application for sewer service. The Town

shall submit to the Commission annually by February 15<sup>th</sup> of each calendar year a report identifying any new industrial/commercial entities that have begun operation within the Town and may be subject to the Industrial Pretreatment Program. The Commission's Industrial Pretreatment Program will submit a written report to the Town of an annual summary for all registered sewer users and permitted significant industrial users (SIU's) located in Ludlow by January 15<sup>th</sup> of each calendar year of the contract.

2.6 All measurements of volume and characteristics of the Town's Wastewater shall be made at a Sampling/Metering Station(s), as described in Articles 9 and 10 herein, or as mutually agreed upon between the Town and the Commission.

ARTICLE 3. TERM

3.1 The terms of this Agreement shall run for a period of five (5) years from the date hereof, subject to the provisions of Article 7.

ARTICLE 4. COMMISSION'S POTW

4.1 The Commission has provided the following capacities in its receiving, measuring, transmitting and treatment facilities for the Town's Wastewater:

Average Daily Flow	<u>2.80</u> mgd
--------------------	-----------------

Peak Flow Rate	<u>7.6</u> mgd
BOD(5) (Average of 24-hour composites)	<u>5,700</u> #/day
TSS (Average of 24-hour composites)	<u>5,600</u> #/day

4.2 The Commission's facilities have been designed to meet the following standards:

- (a) METERING STATIONS Structures are adequate for the design peak flow listed in Section 4.3, equipment is adequate for the peak flow.
- (b) TREATMENT FACILITIES (SRWTF) - All structures and facilities are adequate for the average daily flow and peak flow listed in Section 4.3. Channels are adequate for the design peak flow. Inlet facilities, grit facilities, primary clarifiers and chlorination facilities are adequate for the peak flow. The aeration tanks and secondary clarifiers are adequate for average flow. Adequate space at proper locations will be reserved for the addition of any future facilities required to service the design peak flows.
- (c) OUTFALL PIPE WITH DIFFUSER (Discharging into the Connecticut River) - Adequate for design peak flow.

- (d) TRANSMISSION SYSTEM FROM INDIAN ORCHARD TO SRWTF (Force Main, Interceptor I, Interceptor II, and Connecticut River Crossing) - Sufficient capacity for peak flows.
- (e) LUDLOW INTERCEPTING SEWER - Sufficient capacity for peak flow.
- (f) INDIAN ORCHARD PUMPING STATION - Structure to be adequate for the peak flow; equipment to be adequate for the peak flow with space for additional or enlarged equipment to provide for peak flow.

4.2.1 In the event that additional treatment facilities are required as a result of discharges from the Town which exceed the design capacities tabulated in Article 4.1, or if the flow from the Town increases so as to cause the effluent discharged from the SRWTF to increase above 80% of the design flow for a period of 90 consecutive days, this Agreement shall be subject to renegotiation on the basis of an equitable distribution of the costs of said additional treatment facilities between the Town and all participants who either require or request additional capacity. The Commission shall forward to the Town a copy of any notices to the EPA and/or DEP in regard to the SRWTF exceeding 80% of the design flow and shall, in a timely manner, provide the Town with

projected costs, to comply with any EPA and/or DEP requirements addressing an increase of the effluent discharge in excess of 80% of the design flow of the permit for the SRWTF, including design costs, operational costs, and any proposed capital improvements.

4.2.2 In the event that additional treatment facilities are required as a result of constituents in the Wastewater received at the SRWTF which reduce treatment efficiency and the quality of the treatment plant effluent, the cost of said additional facilities shall be billed by the Commission to the participant in which the Wastewater containing the causative constituents originate. In the event said constituents are present in the Wastewaters of more than one participant, said costs shall be distributed proportionally, in an equitable manner, between all the participants in

which said Wastewaters originate.

4.3 For the purpose of this Article, the SRWTF's design capacity is as follows as described in Section 4.2:

Average Daily Flow	67.0 mgd
Peak Flow Rate	180.0 mgd
BOD(5) (Average of 24 - hour composites)	133,000 #/day
TSS (Average of 24- hour composites)	112,000 #/day

ARTICLE 5. PAYMENT OF OPERATING COSTS AND CHARGES

5.1 The Town will pay the Commission for the Commission's receiving, conveying, treating and disposing of the Town's Wastewater, in accordance with Section 2.1, and annual charge for Wastewater Services equal to the sum of the following:

5.1.1 Volume - A charge calculated by the following formula: (dollars per year)  
 $\$/\text{year} = Q1 \times A2$

Where:

Q1 is the total number of units of flow contributed by the Town during the year with one (1) unit equal to one million gallons.  
A2 is the Net Operating Cost attributable to each unit of flow.

5.1.2 BOD(5) - A charge calculated by the following formula: (dollars per year) \$/year  
$$= Q1 \times BOD(5) \times 8.34 \times B2$$

Where:

Q1 is the total number of units of flow contributed by the Town during the year with one (1) unit equal to one million gallons, BOD(5) is equal to the average annual concentration expressed in mg/L, 8.34 is a conversion factor and B2 is the Net Operating Cost attributable to each pound of BOD(5).

5.1.3 Total Suspended Solids - A charge calculated by the following formula: (dollars/year) \$/year = Q1 X TSS X 8.34 X C2

Where:

Q1 is the total number of units of flow contributed by the Town during the year with one (1) unit equal to one million gallons, TSS is equal to the average annual concentration expressed in mg/L, 8.34 is a conversion factor and C2 is the Net Operating Cost attributable to each pound of TSS.

5.2 The charge for Wastewater Services to be computed in Article 5.1 above shall be based on the following methods of apportionment of costs by the Commission for each of the facilities indicated below:

5.2.1 The Commission shall maintain an adequate cost accounting system consistent with Municipal Utility Practices for the operation of a Wastewater Treatment Facility which shall be the basis for the determination and allocation of Net Operating Costs. This accounting system shall be subject to review and audit by the Town during normal business hours of the Commission from time to time upon the Town's request.

5.2.2 The annual Net Operating Cost of the Commission for operating and maintaining the Commission's SRWTF, the Indian Orchard Pumping Station, the Indian Orchard Force Main, the Main Intercepting Sewers I, the Main Intercepting Sewers II, and the Connecticut River Crossings, less any applicable or appropriate grants from any sources, shall be apportioned on the basis of total annual flow, except SRWTF shall include loadings from each participant using said facilities.

5.2.3 The Net Operating Cost to the Commission for the SRWTF shall be apportioned on the basis of average daily values of flow, BOD(5), and TSS at the following percentages:

Flow (Average)	35%
BOD(5)	40%
TSS	<u>25%</u>

Total

100%

The Town's flow shall be determined in accordance with Article 10.1. The Town's BOD(5) and TSS shall be determined in accordance with Article 9 .1.

5.2.4 The Net Operating Cost shall be apportioned on a proportional basis, as provided in Section 5.1 and Section 5.2.

5.2.5 Net Operating Costs for the SRWTF shall include the cost of sampling of Wastewater contributed by the various participants and analysis of these samples. It shall also include the cost accounting related to the distribution and invoicing of operating and maintenance costs.

5.3 The charge for Wastewater Services shall be due and payable on a monthly basis, upon receipt of the Commission's statement by the Town.

5.3.1 The Town's charge for Wastewater Services for each month shall be estimated from the records of flow, strengths and estimated attributable Net Operating Cost.

5.3.2 The charge for the Fiscal Year shall be determined on the basis of the actual flows, strengths of loadings calculated quarterly and the attributable Net Operating Cost for that Fiscal Year. Credit shall be given for all monthly payments

received from the Town for that Fiscal Year and the balance due, if any, for the Fiscal Year shall be applied to the next statement and shall be due and payable with that statement. Otherwise, if the Town's total payments for the Fiscal Year exceed the Fiscal Year charge, the Commission shall extend the amount of the credit to the next Fiscal Year's monthly statements until the credit is exhausted. Upon the expiration or termination of the Agreement without cause, any unapplied credit for the Town shall be paid within 90 days after the end of the Fiscal Year in which the credit was generated.

5.3.3 Any Wastewater flows attributed to potable water flushing shall be measured by the Commission and credited as part of the annual billing cycle.

5.4 Chargeable Flow shall be determined for each of the participants on the basis of the records obtained from Sampling/Metering Stations located and designated in Section 10.1.1 so as to measure the flow from each of the participants, on an individual basis, as set forth in Article 10, herein. For instances where flows are not metered or are unable to be metered flow will be estimated. Estimates will be mutually agreed upon by the Town and the Commission described in Article 10.

5.5 BOD(5) and TSS for each of the participants shall be determined from proportional, composite, 24-hour

representative samples obtained at the participant's Sampling/Metering Station(s). The average daily BOD(5) and TSS, in pounds per day, shall be determined from the average of not less than fourteen (14) representative samples, taken on two seven (7) consecutive day periods except that if there is a failure during one or more of the seven consecutive days, the day of the week missed can be re-sampled for all participants the following week, i.e. if a Tuesday is missed, then a Tuesday has to be made up, as set forth in Article 9 herein.

- 5.6 In the event that damage is done to the POTW, the treatment process is adversely affected, the effluent quality deteriorates, treatment costs are increased, or fines and/or penalties are levied as a result of peculiarities of the discharge of the Town, or other participant(s), all costs resulting from said discharge shall be billed to and paid by the Town or participant(s) from which the discharge originated.

#### ARTICLE 6. APPORTIONMENT REVIEW

- 6.1 The Commission and the Town both agree that the apportionment of operating costs set forth in Article 5, herein, shall be subject to review annually.
- 6.2 In the event that the Town and Commission cannot agree as to the Town's Chargeable Flow, BOD(5), or TSS, or to the apportionment of Net Operating Costs, then the matter shall be resolved in accordance with the procedures set forth in Article 11.

#### ARTICLE 7. TERMINATION

7.1 The Commission may only terminate this Agreement for any material breach by the Town of the provisions contained herein. Material breach shall be defined as a continuous discharge for 60 days of Wastewater which is in violation of the provisions of this Agreement, and which results in a serious disruption or a reduced treatment plant effluent quality at the Commission's POTW in violation of applicable law, unless corrective action is taken pursuant to Article 7.1.1.

7.1.1. In the event that the Town's discharge of Wastewater is in violation of this Agreement or any applicable law, the Commission shall immediately notify the Town thereof. The Town shall then take appropriate corrective action. Such corrective action and the timetable for completion thereof shall be subject to approval by the Commission. To the extent that the violation results in a degradation of the effluent from the SRWTF resulting in violations of water quality standards imposed on the Commission by DEP and/or EPA, or the successor of either, the Town's corrective action and the timetable for compliance shall be subject to the concurrent approval of these relevant governmental body(ies). Failure by the Town to perform in accordance with the approved timetable (minimum of 45 days) as to a material matter capable of

interference with the proper operations of the SRWTF shall constitute a material breach of this Agreement entitling the Commission to terminate this Agreement ninety (90) days after written notice of said breach to the Town subject to Paragraph 7.1.2. below.

7.1.2 The Town shall have the opportunity to remedy such material breach, within 120 days of the written notice of said breach. In addition, the Town shall reimburse the Commission for any costs and expenses, including penalties imposed by the EPA and/or DEP or their successors, as a direct result of said breach. Said payment shall be made within 60 days of written notice to the Town by the Commission of said costs, expenses, and penalties.

7.2. The Town may only terminate this Agreement for any material breach by the Commission of the provisions contained herein. Material Breach shall be defined as the continuous failure by the Commission to continually receive, treat, and dispose of the Town's Wastewater in accordance with the provisions of this Agreement for a period of sixty (60) days, unless corrective action is taken by the Commission to allow for the receipt, treatment, or disposal of the Town's Wastewater, in accordance with the provisions of this Agreement, the Commission shall pay to the Town, all costs and expenses incurred by

the Town, including penalties imposed by the EPA and/or DEP or their successors, as a direct result of said breach. Said payment shall be made within 60 days of written notice to the Commission by the Town of said costs, expenses, and penalties.

ARTICLE 8. NOTICE OF CHANGES

8.1 The Town agrees to notify the Commission as far in advance as reasonably practical of any anticipated or planned significant increases or decreases in both the quantity and quality of the Wastewater to be discharged to the Commission's POTW. Such occurrences shall be related to non-weather events that would occur for greater than 90 days. For the purpose of this section, significant is defined as 10% of any of the values set forth in Section 4.1.

8.2 This Agreement is predicated upon a plant designed to provide the Town with the capacities set forth in Article 4.1, herein.

ARTICLE 9. SAMPLING OF WASTES

9.1 The Commission and the Town both agree that the determination of character and concentration of Wastewater will be in accordance with the latest edition of "Standard Methods for the Examination of Water and Wastewater" as proposed, approved and published jointly by the American Public Health Association, the American Water Works Association and the Water Environment Federation or any other method mutually agreed upon by the Commission and the Town, and subject further to the following:

9.1.1. The sampling and determination of the character and concentration of the Town's Wastewater for the purpose of computing the charges shall be the responsibility of the Commission or its authorized agent. The cost of these determinations shall be borne by the Commission. The Town shall be furnished with copies of all such determinations.

9.1.2. Samples shall be collected by the Commission at the Town's Sampling/Metering Station(s) and in such manner as to be representative of the actual quality of the Town's Wastewater. The average daily BOD(5) and TSS, in pounds per day, shall be determined from the average of not less than fourteen (14) representative samples, taken on two seven (7) consecutive day periods except that if there is a failure during one or more of the seven consecutive days, the day of the week missed can be re-sampled for all participants the following week, i.e. if a Tuesday is missed, then a Tuesday has to be made up. The mathematical average of the concentrations thus obtained shall be multiplied by the respective participant's quarterly flow to determine the appropriate quarterly BOD(5) and total suspended solids loadings. Per Article 5.3.2 the determined concentration of BOD and TSS is applied to each quarterly flow volume total. The Town loadings for BOD and TSS are calculated

using the following formula:

$$\text{Daily BOD (lbs.)} = \text{BOD(5) mg/l} * \text{daily flow} * 8.34$$

WHERE:

BOD(5): test result from 24-hour proportional, composite sample

Daily Flow: Metered flow total measured day of 24-hour composite sample collection

8.34 is conversion factor from mg/L to pounds

$$\text{Quarterly BOD (lbs.)} = \text{BOD mg/L} * \text{Qtr. Flow Total (MG)} * 8.34$$

WHERE:

BOD mg/L: equals average from 14-day town sample collection conducted for specified Town listed in Article 5.5.

Qtr. Flow Total: Total flow measured for specified Town (in million gallons) per quarter of year in which affiliated Town sampling was conducted.

8.34 is conversion factor from mg/L to pounds

\* Same formula is applied to calculate TSS daily and quarterly loadings

Allocation of Net Operating Cost of the

treatment facility shall be based on ratios of the Town flow to the total facility flow, the ratio of the Town BOD(5) to the total facility BOD(5), and the ratio of the Town total suspended solids to the total facility total suspended solids, as determined above, times those portions of the Net Operating Costs attributable to flow, BOD(5) and total suspended solids as provided in Article 5. The Town shall have access to said location and may use available sampling and metering equipment required to conduct intermittent or continuous Wastewater sampling.

- 9.1.3. The Town may, at its own election and under supervision of the Commission, collect split samples when designated town sampling is conducted by the Commission, or its designee, and submit the results relating to the volume, character and concentration of its wastes to the Commission. Copies of flow metering data and portions of Wastewater samples collected by the Town as part of a sampling and analytical program shall be made available to the Commission upon its request at no cost and in adequate quantities for analysis by the Commission for characteristics and concentrations. Laboratory procedures shall be in accordance with those set forth in the latest edition of "Standard Methods for the Examination of Water and Wastewater". In the event of

discrepancy in results of analyses between the Commission and the Town, and said discrepancy cannot be satisfactorily resolved, then the parties will submit the samples to a mutually acceptable disinterested third party for determination of the Wastewater characteristics.

ARTICLE 10. MEASUREMENT OF FLOW

Commission Deliverable

Section	Submittal	Due Date	Frequency
10.1.2	Meter Calibration	Within 30 days after completion	Annual - minimum test 1x per year

10.1 The Commission and the Town both agree that the measurement of flow shall be as follows:

10.1.1 The volume of flow used in computing the Town's Wastewater charges shall be based upon readings obtained at the approved Metering Station(s) by suitable metering equipment of a type approved by the Commission or as agreed upon by the Town and Commission. The Commission shall maintain and operate, as part of this project, a Sampling/Metering Station on the Ludlow Intercepting Sewer. The Commission may request additional metering stations where

warranted. Provisions relative to the operation and maintenance, meter type and location of said Sampling/Metering Station(s) shall be as follows:

Sampling/Metering Stations:

(a) Ludlow Monitoring Station. Located within the Ludlow Interceptor sewer main. South of the West Street Bridge at Town border entering Indian Orchard.

Flow Meter: sampling/metering station contains SIEMENS-Milltronics Ultrasonic Level Transmitter within 18" Parshall Flume

10.1.2 The Commission will test and calibrate the meter(s) utilizing a certified third party at least once per each fiscal year. If deemed necessary, the Commission may test and calibrate the meter more often. The Commission shall forward the results to the Town within 30 days of completion.

10.1.3 The Commission shall have access to all meters in order to install, maintain, and operate instrumentation to record and transmit data.

10.1.4 The Commission shall provide the Town with Wastewater volumes for all participants quarterly based upon the meter readings and upon the Town's request. The Town and Commission shall have access to the

Sampling/Metering Station(s) described above which handles its waste during normal business hours.

10.1.5 In the event the metering equipment is temporarily out of order or service for any reason, the volume of Wastewater will be estimated by the Commission and the Town on a mutually agreed upon basis. In the event that the Town and the Commission cannot agree as to the basis for estimating the volume of Wastewater during the time that the metering equipment is temporarily out of service, flow and loadings will be estimated based on previous data and trends. This Commission, at its sole discretion, can install temporary metering and or sampling stations as necessary..

#### Article 11. DISPUTE RESOLUTION

11.1 In the event of a dispute under this Agreement between the Commission and the Town, and if said dispute cannot be satisfactorily resolved by the parties within thirty (30) days after notice of such dispute is given to the other party, then the parties will submit the matter to non-binding arbitration. The arbitrator shall be a professional engineer, attorney or other professional mutually acceptable to the parties who has no current or on-going relationship to either party. The arbitrator shall have full discretion as to the conduct of the non-binding arbitration. Each party shall participate in the

arbitrator's program to resolve the dispute until and unless the parties reach agreement with respect to the disputed matter or one party determines in its sole discretion that its interests are not being served by the non-binding arbitration. Non-binding arbitration is intended to assist the parties in resolving disputes over the correct interpretation of this Agreement. No arbitrator shall be empowered to render a binding decision. Each party shall bear its own cost of arbitration and shall share equally in the costs of the arbitrator.

ARTICLE 12.       TERMINATION OF PRIOR AGREEMENTS

It is agreed by the parties hereto that this contract shall supersede any and all prior Wastewater (sewage) treatment contracts entered into as between said parties.

IN WITNESS WHEREOF, the Commission has prepared this Agreement and caused it to be executed by its Commissioners and the TOWN OF LUDLOW has caused this Agreement to be executed by its Selectboard thereunto duly authorized.

THE SPRINGFIELD WATER AND SEWER COMMISSION

By: \_\_\_\_\_  
Its Chair

By: \_\_\_\_\_  
Its Commissioner

By: \_\_\_\_\_  
Its Commissioner

Approved as to Form:

\_\_\_\_\_  
Commission Counsel

FOR THE TOWN OF LUDLOW, MASSACHUSETTS  
Selectboard

By: \_\_\_\_\_

By: \_\_\_\_\_

By: \_\_\_\_\_

Approved as to Appropriation:

By: \_\_\_\_\_  
Town Accountant

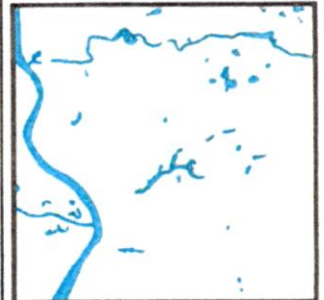
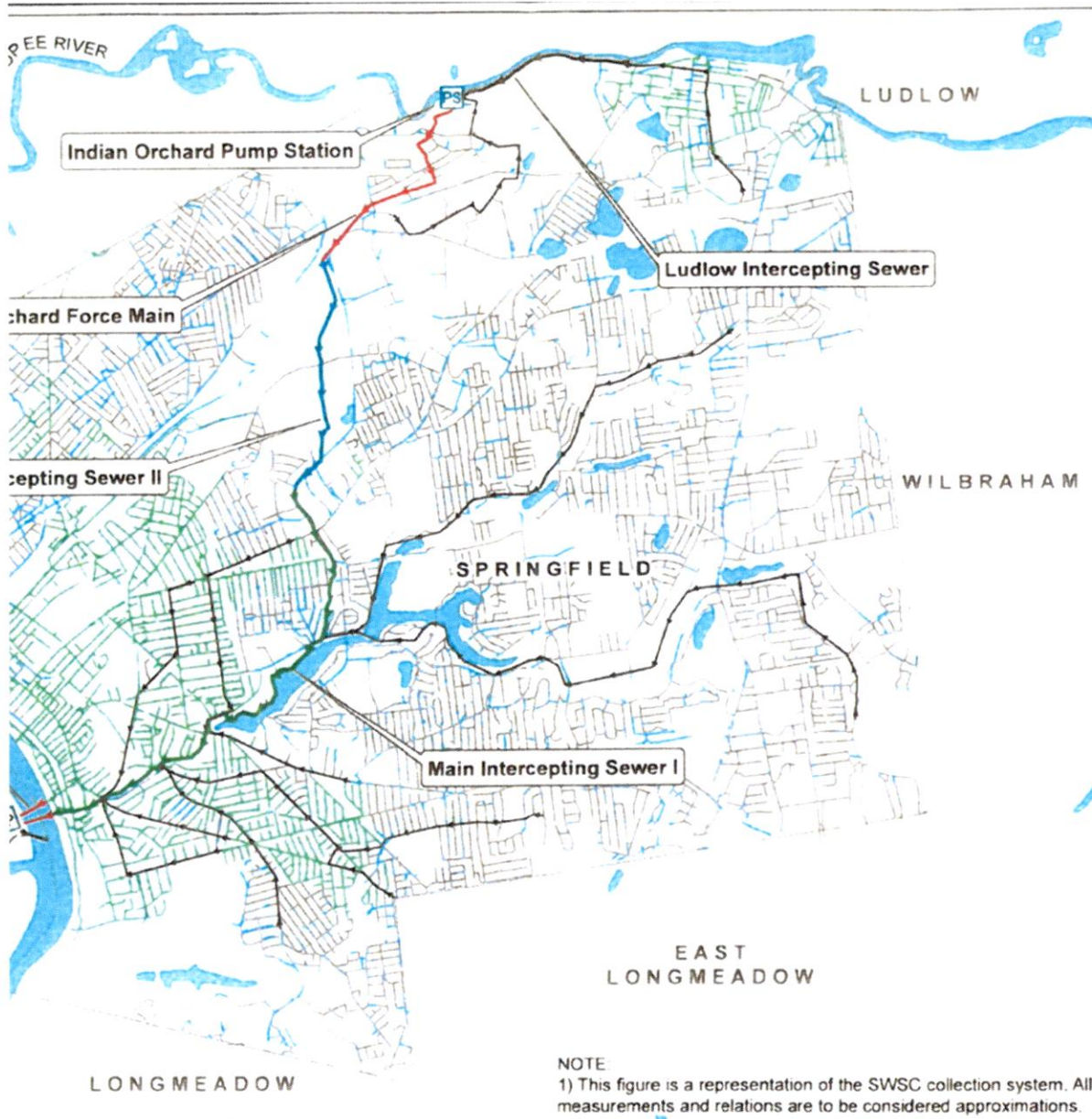
Approved as to Form and Legality:

By: \_\_\_\_\_  
Town Counsel

# APPENDIX 1

## Springfield Water and Sewer Commission Wastewater Infrastructure

Springfield Water and Sewer Commission  
January 2016



### Legend

- Town Line
- Local Interceptor Pipes (24")
- SWSC Wastewater Infrastructure
- Ludlow Intercepting Sewer
- Indian Orchard Force Main
- Main Intercepting Sewer I
- Main Intercepting Sewer II
- Connecticut River Crossings

0 2,000 4,000 8,000 Feet



### NOTE

1) This figure is a representation of the SWSC collection system. All measurements and relations are to be considered approximations.

INFORMATION

***Town of Ludlow***  
***Office of the Planning Board***



April 10, 2025

Nikkie Pollis  
Ludlow, MA West St. Solar LLC  
111 Speen Street, Suite 410  
Framingham, MA 01701

RE: Site Plan – 155 West Street

Dear Ms. Pollis:

Please be advised that at their meeting of April 9, 2026, the Planning Board voted 5-0 to approve the Site Plan for 155 West Street (construction of large-scale ground mounted photovoltaic (PV) energy system) **with the condition that the fence height as shown on plan is approved by the Building Commissioner**. The Board also approved the waiver request for 7.1.5 Required Site Plan Contents: o. Additional Requirements: 1. Lighting Plan with Luminaire Schedule, prepared by an engineer; 2. Elevations showing the front, rear, and sides of the building design; and 5. Traffic Study.

If you have any questions, please contact this office.

Sincerely,

A handwritten signature in cursive script that reads "Susan Urban".

Susan Urban  
Office Assistant

cc: Town Clerk, Assessor, Building, Fire, DPW, Conservation, BOH, Safety, **Select Board**  
Joan Partyka  
Rob Bukowski  
Atty. Thomas Reidy

***488 Chapin Street***  
***Ludlow, MA 01056***  
***(413) 583-5600 Ext. 7***

**Ludlow Planning Board**  
**488 Chapin Street**  
**Ludlow, MA 01056**  
**583-5600 ext. 7**

Memorandum

**To:** ASSESSORS, BOARD OF HEALTH, BUILDING COMMISSIONER, DPW,  
FIRE DEPARTMENT, SAFETY COMMITTEE, **SELECT BOARD**, TOWN CLERK

**From:** PLANNING BOARD

**Date:** April 10, 2026

**Subject:** APPROVAL OF CHANGE OF OCCUPANCY / DBA APPLICATION

---

**NAME OF OWNER OF NEW BUSINESS:** Kleeberg Mechanical Services, LLC (Daniel Kleeberg)

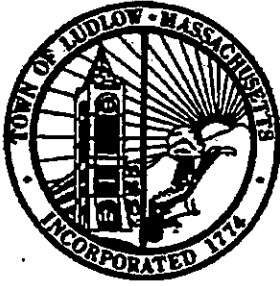
**NAME/TYPE OF NEW BUSINESS:** Kleeberg Mechanical Services, LLC  
(sheet metal)

**NAME OF OWNER OF BUILDING:** Westover Road Associates LLC

**ADDRESS OF BUSINESS:** 65 Westover Road

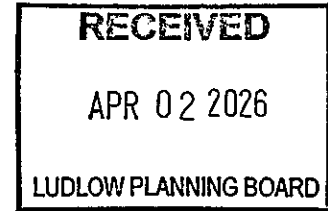
**APPROVAL DATE:** April 9, 2026

Susan Urban  
Administrative Assistant



**Town of Ludlow**  
**Office of the Planning Board**  
 ludlow.ma.us/planning  
 488 Chapin St., Ludlow, MA 01056

Phone: (413) 583-5600 ext. 7



## Master Application

Date submitted to Planning Board: 4 / 2 / 2016

Location of Property: (address) 65 Westover Road, Assessors' Map 3, Parcel 100

Zoning of Property: Industrial C District

Is this property in the East Street Revitalization Overlay District? YES **(NO)**

Is this property in the Aircraft Overlay? YES **(NO)**

Name of Business (if any): Kleeberg Mechanical Services, LLC

### Type Of Application (Check All That Apply):

\* denotes supplemental application sheet required

Site Plan Control:

- Change of Occupancy
- Site Sketch
- Site Plan Approval

Subdivision Control:

- ANR \*3
- Preliminary Subdivision Plan \*3
- Definitive Subdivision Plan \*3
- Waiver of Frontage \*4

Special Permitting:

- Special Permit
- Home Occupation \*1
- Home Professional Office
- Accessory Apartment \*2
- Comprehensive Plan (MRD)

Other:

- Zone Change \*5

**Please note that incomplete submittals are subject to denial without any further review and any fee paid will be considered forfeit. Completeness is the responsibility of the applicant. Please check all forms and plans for completeness prior to submission. Signing this application indicates your understanding of this policy.**

### Contact Information:


Applicant:

Name: Kleeberg Mechanical Services, LLC  
 Address: 65 Westover Road  
 Phone: 413-589-1854  
 Fax: \_\_\_\_\_  
 E-Mail: dank@kleeberg.com  
 Signature: [Handwritten Signature]

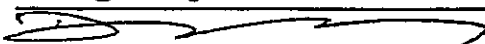
**I have read the above statement and have personally verified both the completeness of this entire application and all supporting documents.**

*from sheet metal to same*

**Contact Person (if different):**

Name: Daniel Kleeberg  
Address: 65 Westover Road  
Phone: 413-589-1854  
Fax: \_\_\_\_\_  
E-Mail: dank@kleeberg.com  
Signature: 

**Property Owner (if different):**

Name: Westover Road Associates LLC  
Address: 65 Westover Road  
Phone: 413-589-1854  
Fax: \_\_\_\_\_  
E-Mail: dank@kleeberg.com  
Signature: 

**Building Owner (if different):**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Fax: \_\_\_\_\_  
E-Mail: \_\_\_\_\_  
Signature: \_\_\_\_\_

**Detailed Description of Proposal:** Kleeberg Mechanical Services, LLC would like to additionally operate under the name "Rene L. Cote Sons" as a result of an asset purchase consummated on 3/31/26.

**All applications require a completed certificate of ownership / authority.  
Publication cost for any public hearings required is the responsibility of the applicant.**

All applications requiring a public hearing with newspaper publication and notification of abutters (all special permits, site plans and sketches, zone changes, waivers of frontage, and definitive subdivision plans, unless waived) must be received and reviewed for completeness by the Planning Board or its agent by the fourth Thursday prior to a hearing date.

Applications NOT requiring a public hearing (all changes of occupancy, ANRs, preliminary subdivision plans) must be received and reviewed for completeness by the Planning Board or its agent at least 10 days prior to a meeting date.

Persons wishing to discuss issues with the Planning Board outside the application process must submit a letter of explanation at least seven (7) days in advance of a meeting date.

The Planning Board or its agent shall determine the actual completeness of an application and reserves the right to schedule applications based on the Planning Board's workload within the obligations of the Ludlow Zoning Bylaw, Subdivision Rules and Regulations, and MGL Chapter 40A (State Zoning Act.)

**For Office Use Only:**

Building Commissioner Approval:



Fee Amount Received: 100 Fee Doubled: \_\_\_\_\_  
Supporting Documents? YES / NO  
Verified By: JC  
Date Received: 4/2/26

# *Town of Ludlow*

## *Office of the Planning Board*



April 13, 2026

Armand Deslauriers  
Hemlock Ridge, LLC  
596 Pine Cone Lane  
Ludlow, MA 01056

RE: Definitive Subdivision Plan – Tanglewood Estates – 1252 East Street & 0 Ventura Street

Dear Mr. Deslauriers:

At their meeting of April 9, 2026, the Planning Board voted (5-0) to approve the Definitive Subdivision Plan for Tanglewood Estates, designed by R. Levesque Associates, Inc. and dated February 27, 2026. The Board also approved the following waivers (5-0) on March 26, 2026:

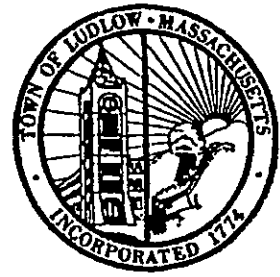
1. Section II. B.2 - To waive the requirement for the scale of one (1") inch equals forty (40') feet.
2. Section II. B.2.1 – To waive the requirement of the existing and proposed profile on the centerline of proposed streets at a horizontal scale of one (1") inch equals forty (40') feet and vertical scale of one (1") inch equals four (4') feet, or such other scale acceptable to the Planning Board.
3. Section III. D - To waive the requirement to locate large trees (greater than 8-inch diameter at breast height (DBH)).

**Please be aware that no work is to begin until all permitting approvals are received, the Notice of Decision and Subdivision Plans have completed a 20-day appeal period, the Development Agreement and security have been approved by the Planning Board, and all associated materials are recorded at the Hampden County Registry of Deeds (to include Subdivision Plans, Notice of Decision, Development Agreement, Security and Home Owner's Association). If there are additional changes to the already approved Subdivision Plans, this will mean re-subdivision, with a new public hearing and subdivision approval from the Planning Board.**

If you have any questions, please contact this office.

**488 Chapin Street  
Ludlow, MA 01056  
(413) 583-5600 Ext. 7**

***Town of Ludlow***  
***Office of the Planning Board***



Sincerely,

*Susan Urban*

Susan Urban  
Administrative Assistant

cc: Town Clerk, Assessor, Building, Fire, DPW, BOS, Conservation, BOH, Safety  
Nina Fazio

*488 Chapin Street*  
*Ludlow, MA 01056*  
*(413) 583-5600 Ext. 7*

**LUDLOW CONSERVATION COMMISSION**

**488 CHAPIN STREET  
LUDLOW, MA 01056  
(413) 583-5600 Ext. 1282**

RECEIVED  
TOWN CLERK'S OFFICE

2026 APR 16 P 2: 16

TOWN OF LUDLOW

**LEGAL NOTICE**

The Ludlow Conservation Commission has scheduled a Public Meeting under W.P.A. (M.G.L. Ch. 131, § 40) in Ludlow Town Hall, 3<sup>rd</sup> floor, Select Board's Conference Room, for **Wednesday, May 6, 2026, at 6:45 p.m.** for the Request for Determination of Applicability application of Linda Nawracaj, for the property located at 33 Evergreen Circle (Assessors' Map 11A, Parcel 150). The subject of the meeting is: installation of chain link fence along the top of bank.

If for any reason this meeting is cancelled, it will be rescheduled to Wednesday, June 3, 2026.

Angela Tierney  
Chair

**LUDLOW REGISTER:** Please publish as legal notice on **Wednesday, April 29, 2026.**

Cc: Town Clerk – Please post.  
Applicant/Representative  
Board of Health  
Building Commissioner  
Department of Public Works  
Planning Board  
Select Board

SS  
TOWN OF LUDLOW  
PLANNING BOARD  
488 CHAPIN STREET  
LUDLOW, MA 01056

**NOTICE OF DECISION  
SPECIAL PERMIT**

RECEIVED  
TOWN OF LUDLOW OFFICE

2026 APR 24 A 10:31

TOWN OF LUDLOW

DATE: April 24, 2026.  
APPLICATION: SPECIAL PERMIT / HOME OCCUPATION  
APPLICANT: Alex Wurszt  
103 Jerad Drive, Ludlow, MA

Following a duly advertised public hearing held on **April 23, 2026**, the Planning Board, acting as the Special Permit Granting Authority, at its meeting on **April 23, 2026**, with the following members present: *Raymond Phoenix, William Ellison, Joel Silva, Haley Rivers*, voted **4-0** to **GRANT** a Special Permit in accordance with Section 7.0 of the Ludlow Zoning Bylaws for: **Home Office – electrical contracting.**

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)

- 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 waste 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  
William Ellison  
Joel Silva  
Haley Rivers, Associate Member**

**Christopher Coelho  
Kathleen Houle**

**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: **April 24, 2026**

  
Susan Urban, Administrative Assistant

***Town of Ludlow***  
***Office of the Planning Board***



April 24, 2026

Mr. Jose Alves  
VDS Properties, LLC  
240 Ventura Street  
Ludlow, MA 01056

RE: Site Plan – 17-21 Lower Whitney Street

Dear Mr. Alves:

Please be advised that at their meeting of April 23, 2026, the Planning Board voted 4-0 to approve the Site Sketch for 17-21 Lower Whitney Street (proposed residential development with associated site improvements in Smart Growth Overlay District). The Board also approved the waiver request for 7.1.5 Required Site Plan Contents: o. Additional Requirements: 3. Signage design with dimensions and locations; 5. Traffic Study; and Section 5.5.7 Dimensional and Density Requirements.

Please be advised that you must comply with all aspects of **5.5.6 Housing and Housing Affordability** which includes 2 units as affordable and marketed according to the requirements of the bylaw.

If you have any questions, please contact this office.

Sincerely,

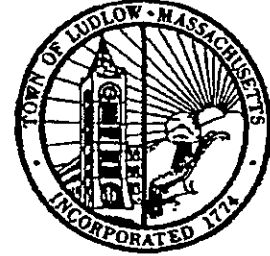
A handwritten signature in black ink, appearing to read "Josh Carpenter", is written over a horizontal line.

Josh Carpenter  
Town Planner

cc: Town Clerk, Assessor, Building, Fire, DPW, **Select Board**, Conservation, BOH, Safety

***488 Chapin Street***  
***Ludlow, MA 01056***  
***(413) 583-5600 Ext. 7***

***Town of Ludlow***  
***Office of the Planning Board***



April 14, 2026

Kim Batista  
Town Clerk

RE: Committee Assignments

Dear Kim:

Please be advised that at their meeting of March 26, 2026, the Planning Board voted to approve the following committee assignments:

Administrative Review Committee	Chris Coelho, Kathy Houle
Open Space Recreation Committee	Joel Silva
Safety Committee	Chris Coelho
40R Smart Growth Zoning Committee	Chris Coelho
Community Preservation Committee	Bud Ellison
Capital Planning Committee	Kathy Houle
PVPC Alternate Member	Joel Silva
PVPC Commissioner Member	Ray Phoenix
Fair Housing Committee	Joel Silva

Sincerely,

Susan Urban  
Administrative Assistant

cc: Select Board

***488 Chapin Street***  
***Ludlow, MA 01056***  
***(413) 583-5600 Ext. 7***

**TOWN OF LUDLOW  
PLANNING BOARD  
NOTICE OF DECISION**

**Definitive Subdivision**

DATE OF NOTICE: April 13, 2026

It is hereby certified by the Planning Board of the Town of Ludlow, Massachusetts, that at a duly called and properly posted meeting of said Planning Board, held on March 26, 2026 and continued to April 9, 2026, it was voted to **APPROVE** the **DEFINITIVE SUBDIVISION PLANS** entitled: **Tanglewood Estates, designed by R Levesque Associates, Inc., dated February 27, 2026.**

PETITIONER: Hemlock Ridge, LLC c/o Armand Deslauriers  
596 Pine Cone Lane  
Ludlow, MA 01056

PROPERTY LOCATION: 1252 East Street & 0 Ventura Street  
Assessors' Map 31, Parcels 127 & 121B

PLANNING BOARD DECISION: **APPROVED**  
(with waivers granted – see back)

MEMBERS VOTING: For: Raymond Phoenix, William Ellison, Christopher Coelho,  
Kathleen Houle, Joel Silva

Against: none

Absent: none

RECEIVED  
TOWN CLERK'S OFFICE  
2026 APR 13 AM 11:18  
TOWN OF LUDLOW

**In accordance with Chapter 40A, General Laws of Massachusetts, Section 17, anyone aggrieved by this decision has the right of appeal in the Superior Court of Hampden County within twenty (20) days from the date of the filing of said decision with the Town Clerk.**

DATE DECISION FILED WITH TOWN CLERK: April 13, 2026

DATE OF APPEAL PERIOD EXPIRATION: May 4, 2026

**APPROVED PLANS ARE ON FILE IN THE TOWN CLERK'S OFFICE**

CERTIFICATE BY THE TOWN CLERK FOR FILING OF THE DECISION IN THE REGISTRY.

**THIS IS TO CERTIFY THAT TWENTY (20) DAYS HAVE ELAPSED SINCE FILING OF THE ABOVE DECISION WITH THIS OFFICE, AND NO APPEAL HAS BEEN FILED, OR AN APPEAL HAS BEEN FILED AND DENIED IN THE CASE.**

DATE: \_\_\_\_\_

\_\_\_\_\_  
Town Clerk

**TOWN OF LUDLOW PLANNING BOARD  
NOTICE OF DECISION  
GRANTED WAIVERS**

**Definitive Subdivision  
Tanglewood Estates – 1252 East Street & 0 Ventura Street**

**Waiver Request 1 Per Section 2.B.2** in the Town's subdivision regulations; a waiver will be required for the scale of the definitive plan. The definitive plan has been prepared by a Registered Professional Surveyor and has a scale of 1" = 60'. The plan scale(s) have been selected to allow the subdivision layout and supporting details to be presented clearly and legibly on standard sheet sizes, while still providing sufficient information for Planning Board review.  
**Waiver Granted (5-0) March 26, 2026.**

**Waiver Request 2 Per section 2.B.2.1** in the Town's subdivision regulations, a waiver will be required for the existing and proposed profile on the centerline of proposed streets at a horizontal scale of one (1) inch equals forty (40) feet and vertical scale of one (1) inch equals four (4) feet, or such other scale acceptable to the Planning Board. The profile scale of 1' = 8" adequately conveys roadway grades and drainage relationships while improving readability within the overall plan set.

**Waiver Granted (5-0) March 26, 2026.**

**Waiver Request 3 Per Section 3.D** in the Town's subdivision regulations, a waiver will be required for all natural features, such as large trees (greater than 8 inches in diameter DBH), water courses, wetlands, scenic points, historic locations, stone walls, and similar community assets which will contribute to the attractiveness and value of the property shall be shown on the plan and preserved. The applicant requests a waiver from locating individual trees greater than 8" DBH. Due to the size and existing condition of the site, identification of individual trees is not necessary for evaluation of the subdivision design, and overall clearing limits and resource areas are sufficiently documented on the plans.

**Waiver Granted (5-0) March 26, 2026.**

TOWN OF LUDLOW  
PLANNING BOARD  
488 CHAPIN STREET  
LUDLOW, MA 01056

**NOTICE OF DECISION  
SPECIAL PERMIT**

RECEIVED  
TOWN CLERK'S OFFICE

2026 APR 13 A 11:19

TOWN OF LUDLOW

DATE: April 13, 2026  
APPLICATION: SPECIAL PERMIT / HOME OCCUPATION  
APPLICANT: Hemlock Ridge, LLC c/o Armand Deslauriers  
Lot 4 Tanglewood Drive, Ludlow, MA

Following a duly advertised public hearing held on **March 26, 2026, and continued to April 9, 2026**, the Planning Board, acting as the Special Permit Granting Authority, at its meeting on **April 9, 2026**, with the following members present: *Raymond Phoenix, William Ellison, Christopher Coelho, Kathleen Houle, Joel Silva*, voted **5-0** to **GRANT** a Special Permit in accordance with Section 7.0 of the Ludlow Zoning Bylaws for: **estate lot**.

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)

- 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.
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- 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  
William Ellison  
Christopher Coelho  
Kathleen Houle  
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: **April 13, 2026**

  
Susan Urban, Administrative Assistant

TOWN OF LUDLOW  
PLANNING BOARD  
488 CHAPIN STREET  
LUDLOW, MA 01056

NOTICE OF DECISION  
SPECIAL PERMIT

RECEIVED  
TOWN CLERK'S OFFICE

2026 APR 13 A 11:21

TOWN OF LUDLOW

DATE: April 13, 2026  
APPLICATION: SPECIAL PERMIT / HOME OCCUPATION  
APPLICANT: Hemlock Ridge, LLC c/o Armand Deslauriers  
Lot 6 Tanglewood Drive, Ludlow, MA

Following a duly advertised public hearing held on **March 26, 2026, and continued to April 9, 2026**, the Planning Board, acting as the Special Permit Granting Authority, at its meeting on **April 9, 2026**, with the following members present: *Raymond Phoenix, William Ellison, Christopher Coelho, Kathleen Houle, Joel Silva*, voted **5-0** to **GRANT** a Special Permit in accordance with Section 7.0 of the Ludlow Zoning Bylaws for: **estate lot**.

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.
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- 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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- 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  
William Ellison  
Christopher Coelho  
Kathleen Houle  
Joel Silva**

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Filed with Town Clerk On: **April 13, 2026**

  
Susan Urban, Administrative Assistant

TOWN OF LUDLOW  
PLANNING BOARD  
488 CHAPIN STREET  
LUDLOW, MA 01056

NOTICE OF DECISION  
SPECIAL PERMIT

RECEIVED  
TOWN CLERK'S OFFICE

2026 APR 13 A 11:21

TOWN OF LUDLOW

DATE: April 13, 2026  
APPLICATION: SPECIAL PERMIT / HOME OCCUPATION  
APPLICANT: Hemlock Ridge, LLC c/o Armand Deslauriers  
Lot 25 Moonlit Drive, Ludlow, MA

Following a duly advertised public hearing held on **March 26, 2026, and continued to April 9, 2026**, the Planning Board, acting as the Special Permit Granting Authority, at its meeting on **April 9, 2026**, with the following members present: *Raymond Phoenix, William Ellison, Christopher Coelho, Kathleen Houle, Joel Silva*, voted **5-0** to **GRANT** a Special Permit in accordance with Section 7.0 of the Ludlow Zoning Bylaws for: **estate lot**.

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.
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- 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  
William Ellison  
Christopher Coelho  
Kathleen Houle  
Joel Silva**

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Filed with Town Clerk On: **April 13, 2026**

  
 \_\_\_\_\_  
 Susan Urban, Administrative Assistant

TOWN OF LUDLOW  
PLANNING BOARD  
488 CHAPIN STREET  
LUDLOW, MA 01056

NOTICE OF DECISION  
SPECIAL PERMIT

RECEIVED  
TOWN CLERK'S OFFICE

2026 APR 13 A 11:22

TOWN OF LUDLOW

DATE: April 13, 2026  
APPLICATION: SPECIAL PERMIT / HOME OCCUPATION  
APPLICANT: Hemlock Ridge, LLC c/o Armand Deslauriers  
Lot 27 Moonlit Drive, Ludlow, MA

Following a duly advertised public hearing held on **March 26, 2026, and continued to April 9, 2026**, the Planning Board, acting as the Special Permit Granting Authority, at its meeting on **April 9, 2026**, with the following members present: **Raymond Phoenix, William Ellison, Christopher Coelho, Kathleen Houle, Joel Silva, voted 5-0** to GRANT a Special Permit in accordance with Section 7.0 of the Ludlow Zoning Bylaws for: estate lot.

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.
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CONDITIONS SEE ATTACHED

**VOTED FOR:**

**AGAINST:**

**ABSENT:**

**Raymond Phoenix  
William Ellison  
Christopher Coelho  
Kathleen Houle  
Joel Silva**

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Filed with Town Clerk On: **April 13, 2026**

  
Susan Urban, Administrative Assistant

## **SINGLE FAMILY DWELLINGS ON ESTATE LOTS CRITERIA**

**The purpose of this regulation is to allow for the creation of lots for single-family dwelling units only, with less than the required frontage, in exchange for increased square footage, for the purpose of preservation of open space and decreasing density in given areas.**

**Single-family dwellings on estate lots shall be permitted in the Agriculture and Residential A districts only upon the issuance of a Special Permit from the Planning Board as specified in Section 7.0 of this bylaw, and in accordance with the additional requirement specified herein, unless waived by the Planning Board.**

- 1. No more than two consecutive estate lots shall be located on a public way.**
- 2. The estate lot(s) shall have a minimum street frontage of not less than 50 feet and access width of not less than 50 feet from the front lot line to the principal structure. The front lot shall meet all the zoning dimensional requirements normally required in the district.**
- 3. An estate lot(s) shall be double the minimum lot area normally required for that district inclusive of the access strip.**
- 4. An access strip that is accessible having a maximum length not exceeding four hundred (400) feet.**
- 5. The width of the lot where the principal building is to be constructed shall be equal to or exceed the distance normally required for street frontage in the district.**
- 6. Front, rear and side yards must equal or exceed those normally required in the district.**
- 7. The Planning Board may require that there be maintained or kept a naturally occurring or a planted vegetated buffer strip between estate lot(s) and adjacent lots to provide effective visual screening between the buildings at grade level.**
- 8. The estate lot entrance/driveway shall be clearly designated with a house number sign. Mailboxes shall not suffice.**
- 9. The driveway is to be located, constructed, and maintained a distance of no closer than ten (10) feet to any abutting property line.**
- 10. Plan submitted shall include the statement, " Lot (fill in the Lot #) is an Estate Lot; building is permitted only in accordance with the Special Permit Estate Lot provisions of the Ludlow Zoning Bylaw."**
- 11. Permit shall run with the property and not with the applicant.**