January 8, 2019

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The meeting of the Board of Selectmen held on Tuesday, January 8, 2019 beginning at 6:00pm in the Selectmen's Conference Room, Town Hall.

Members Present: Chairman Manuel Silva, William Rooney, Brian Mannix, Derek DeBarge arrived at 6:20pm

Members Absent: Carmina Fernandes

First Order of Business: Pledge of Allegiance.

Visitations:

Jim Marceau – Exit 7 Theater – Banners

Mr. Rooney has concerns about Banners not being taken down within the 72 hours. The by-law states that Banners must be removed within 72 hours after the event has ended. Exit 7 has had banners up weeks after a show has ended. The DPW agreed to put the banners up and take them down for you, that is fine, but if the DPW is not taking the banners down within that 72 hours, the ultimate responsibility is Exit 7s, to make sure they are taken down.

Mr. Marceau stated that when the DPW puts their banners up they look great, but they put them up with a cherry picker and zip tie them. Exit 7 has no way of getting up that high to take them down if needed.

Mr. Rooney stated that there won't be any banners hung at the Mass Pike exit during the construction. Mr. Rooney suggests that Mr. Marceau reach out to Ken Batista at the DWP to discuss options. Or just have Exit 7 put the banners up and taken down on their own, so there isn't an issue.

Hubbard Library Trustees – Job Description

Mr. McGowan stated that the purpose of this meeting is to change the compensation and classification of the Part-Time Library Assistant L3 to Part-Time Library Assistant L2. The job duties associated with that position are more closely in line with a Level 2 position, and there is no one in that position currently and felt that this is the time to change the classification of the job.

Moved by Mr. Rooney seconded by Mr. Mannix to change the Part-Time Assistant L3 to a Part-Time Assistant L2. Vote 3-0 all in favor.

Planning Board – Hearing on the Housing Production Plan

Moved by Mr. Rooney seconded by Mr. DeBarge to open the public hearing on the Housing Production Plan at 6:34pm. Vote 4-0 all in favor.

Moved by Joseph Queiroga, Chairman Planning Board to open the meeting for January 8, 2019 at 6:35pm. All in favor.

Mr. Queiroga: The Legal Notice for the Housing Production Plan: The Ludlow Planning Board is holding a joint public hearing with the Board of Selectmen to discuss the adoption of the Housing Production Plan. The public hearing will be held as follows: Ludlow Town Hall, Selectmen's Conference Room, 3rd Floor, Tuesday, January 8th 6:30pm. Planning Board and Board of Selectmen jointly. Location: 488 Chapin Street. The Housing Production Plan allows for a roadmap for addressing the Town's affordable housing needs. The plan offers updated information on demographics, economics, housing characteristics and trends. The Plan is an understanding of the current housing market dynamics and identifying strategies to address housing needs and goals and strategically invest in local resources. The Housing Production Plan is available for view at the Planning Department Office, Town Hall, the Library and the Town of Ludlow Website. If you have any further questions please contact the Town Planner, Doug Stefancik at 583-5624. Ext 1280. Published in the Register on 12/19 and 12/26/2018.

I would like to introduce Karen Sunnarborg who is going to lead the, start off the discussion.

Ms. Sunnarborg: Thank you and thank you all for making us part of your meeting tonight. I also wanted to say it has been a real privilege to work with the members of the Planning Board and Doug Stefancik. The Housing Production Plan is a fairly comprehensive and involved document and I am going to try to go through some of the major takeaways and the highlights of the particular plan. We had a couple of meetings where we focused on what was called the housing needs assessment. To go through all of the demographic and housing market information. This presentation is really going to focus much more on some of the basics of affordable housing and then the specific strategies. I first want to do an introductory slide on what is affordable housing. There are a couple of definitions. HUD says if you are spending more than 30% of your income on housing whether it's a rental or for home ownership you are over spending and you have what's called cost burdens. The definition that we usually refer to is the one under Chapter 40B and in order for a unit to be counted as part of that subsidized housing inventory towards that 10% affordability threshold under 40B or through annual housing production goals that we will talk about under this plan, it has to meet a number of requirements. While we know there are units available in the community that are occupied by those of low or moderate income. They still cannot be counted unless they meet all of these requirements. Basically, first they have to be subsidized. Either they have to be subsidized directly by a local, state or federal resource or they have to be approved through a subsidizing state agency. For example, 40B application have to get the go ahead from one of the state agencies before the developer can apply to the ZBA for a comprehensive permit. Second, they need to be deed restricted and we are moving more and more towards in perpatuity when there is an opportunity to do that. This plan really states to the town should aggressively where possible go towards that in perpatuidy. They also have to be affirmatively marketed. The sponsor of the development is responsible for preparing affirmative fair housing, marketing plan that has to be approved by the state that is pretty prescriptive on what that entails. So, the people outside of the community have some information and opportunity to apply for any affordable housing units that become available. They have to be available to households at or below 80% of area median income. Ludlow is part of the Springfield area. Just to give you an example, based on 2018 limits that 80% for a three-person household translates to $58,100. Every year HUD goes through and increases the limits somewhat. I should mention it while we are focusing this plan on those Affordable (SHI) units we also believe there is a pressing need, units that don't meet all those requirements still should be promoted in the community. So, what's affordable in Ludlow. Of the 8,337 year-round housing units, this is based on the 2010 Census figure, 293 or 3.51% are included in the Subsidized Housing Inventory (SHI) because they meet all of those state requirements. So, there is a current gap of 541 to meet the 10% state, but when the 2020 Census figures are released sometime in 2021 that year-round housing figure will increase so that 10% level will increase as well. Just want to mention that 88% of the SHI Units are currently targeted to seniors and younger disabled persons. They're aren't that many directed toward families at this point. This graph just shows you that the cities, Chicopee and Springfield have many more resources, particularly, Federal resources on an ongoing basis are able to produce more units and are well beyond the 10% affordability level.

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The next slide talks about Housing Production. We are submitting this plan about Housing Production requirements. Housing production regulations are really a subset of the Chapter 40B regs that were meant to provide greater control over housing development, particularly affordable housing development in that, if the Town ...in affordable housing plan, housing production plan and meets all the state requirements, its approved by the state and then actually produces units up to a ½% of its year-round housing stock and that translates into 42 units per year for Ludlow it can become certified in that the Town would be able to deny what it considers inappropriate or unwanted 40B proposals without the developers ability to appeal that decision.

Mr. Rooney: I am sorry could you repeat that?

Ms. Sunnarborg: So, if the Town produces ½ of 1% of its year-round housing stock and for currently that's 42 units it can become certified by the state so that for a period of 1 year, 12 months it can deny what it considers inappropriate or unwanted comprehensive permit applications without the developers' ability to appeal. If it produces 1% of its year-round housing stock, I think it, actually when you look around I think it is like 83 units it gets a two year what some people refer to as safe harbor. Besides doing a plan that's a roadmap to being proactive on promoting affordable housing, housing diversity, smart growth in a community. There is also the benefit of submitting housing production plan so that you potentially with some housing production can eliminate proposals that are just don't' make sense for the community.

Mr. Rooney: Can I ask a dumb question. I know you have repeated.

Ms. Sunnarborg: There are no dumb questions.

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Mr. Rooney: When you say if the Town produces, what do you mean by that? How does the Town...how would we produce 421 units?

Ms. Sunnarborg: You have to work in partnership with a developer, whether a non-profit or for-profit developer. That's pretty much the crucks of it. When we get to strategies we will talk a little bit more, how you can actually do that. The other way of doing it is to change some of your zoning to provide more incentives, more opportunity to create for developers to create affordable housing based on your terms and conditions. So, we will talk about that, that's actually a very good question.

Mr. Coelho: That's going to be important for us to guide the way this plan goes in the future. I might not be here in the Spring, Tony, Doug these guys will be here but we need to figure out ways to get into compel, I think the best way for us to compel currently in, current property owners that have suitable types of housing in place already, ...its all over those kinds of areas to deed restrict their properties and provide some sort of incentive that will help us work our numbers. Rather than people that are just coming in to build right away, you have Sunset Ridge you have these more elaborate type developments coming in and they're not going to deed restrict. I think that is our job as leaders of the Town is to guide the Town in such a way that we make it easy to deed restrict your property and to open it up to these types of situations.

Mr. Phoenix: Another side of that too is say somebody does come in with a 40B project whether we like it, or we don't like it and it ends up going through whether we approve it, or the State ends up overturning a denial from the ZBA. If those lots fall under the criteria for this which would be able to get that 40B then they count toward our stock. Either somebody works with us or overrides us those units count toward getting a safe harbor the next year.

Mr. Queiroga: If I might add, we were in the 2% not to long ago until those 74 units in building 10 came into play. Now we have building 8 coming up there is obviously, some of those are going to be marketed. A decent percentage I think can qualify under 40B and that is a way to get units into the program and not have to have Boston kind of shove it down on us. So, we got to be more than just, we got to be proactive on this issue I think. There is plenty of housing around in where on a money scale we all know somebody who's got a bunch of apartments, they're $650, $700 their $750.

Mr. Silva: We are at 2% and we have quite a few numbers of units in the past two... so we have actually had 42 units in a year.

Ms. Sunnarborg: You don't have an approved affordable housing plan, you have to have the plan in place. It's not impossible like you said there are opportunities for certification, but you have to produce.

Mr. Mannix: If we had 42 units, just say, being built today, starting to be built today would that give us our waiver sort of speak for next year.

Ms. Sunnarborg: Not until you have the plan approved by the state. As soon as the plan is approved, the next day you either...

Mr. Mannix: There is not a shovel on the ground. It's approved by the state.

Ms. Sunnarborg: As soon as the ZBA approves the comp permit if those units are actually permitted through 40B they can go on the SHI or toward annual housing production goals. If it is not a 40B the units get on when the building permits are pulled. So, it's either or by special permit project or something you would do when building permits, but the 40B as soon as the comp permit is issued those units can go on the SHI or towards housing production goals.

Mr. Mannix: If I own a 42 unit building today and I said ok I will turn it over to affordable housing as soon as the paperwork would be signed on that.

Ms. Sunnarborg: Alright, that's a whole other discussion, that's more complicated because it still has to meet all of those requirements as affordable units, so it becomes more complicated, and I would be happy to talk to you about it but...let's go on to. The next slide was on housing challenges. The state does recognize that producing affordable housing is not the easiest thing for communities to do. It is complicated, it is challenging so that state as part of the required sections in the housing production plan asked that the plan include a section on what the challenges in that particular community are and how the town might be going about mitigating some of those challenges or how the particular housing production plan suggests ways that might mitigate some of those challenges. So, we have a whole

section on that just briefly what we listed as the key challenges include infrastructure given the fact that you don't have water and sewer, services for everybody in the community. Zoning, while your zoning by-law has a number of provisions to promote affordable housing or certainly smarter growth. There are still barriers within the by-law itself to do a number of things. Environmental concern, the towns had a historic interest in preserving natural resources and 35% of the land area in the town is actually under conservation or some protections so the balances between trying to protect natural resources and pursuing other public benefits. We mentioned transportation, so while the town has great highway access it does not have passenger rail service and very limited bus service, so people are more reliant on cars which can be burdensome for some low-income households. We offer school enrollment here, because often when you talk about affordable housing, you know school capacity issues arise. But in the case of Ludlow and Ludlow is not alone there have been declining enrollments so at this point capacity issues in the school don't seem to be a real obstacle. Availability of subsidy funds, unlike about half of the communities in the state, Ludlow does not have CPA funding that is used to support a number of local initiatives, as well as some other resources that are listed in the plan. Community Perceptions, the whole not in my backyard happens everywhere and that does become an obstacle in many cases and requires some leadership often in order to move beyond abutters concerns and try to mitigate negative reactions when if at all possible.

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The next slide, we are going to move to the housing strategies. We have included a package of strategies within this plan, we suggest some priorities, but each for the town to prioritize and consider and each of them still have to go through their normal regulatory channels in order to be approved and implemented. This is only a plan at this point and we took the strategies, the strategies grew out of a context of a number of various approaches, one is the community housing workshop that we held in May was really important we did break out groups, had voting on priority actions and that was a major determinant of what we have included in this plan. Stakeholder Interviews, I talked to a number of housing stakeholders, local and regional. Planning Board was really important as well as Doug's input. Production goals, we do a plan where the 42 units per year might be reasonable. Effective strategies from Ludlow and other comparable communities, what has been working here, what needs to be tweaked do we need to add. Housing Needs Assessment that document that we included in the early going of this plan that also includes priority housing needs and goals. We did decide on a primary focus on rentals all the affordable units produce about 80% rentals, 20% homeownership. Just to mention, if you are going try to go towards ambitious housing production goals, rental if you do 40B all the units count as part of the SHI towards affordable housing production goals as opposed to only the affordable units in home ownership project. Almost all State subsidies are for rental development instead of homeownership. Homeownership tends to be smaller in scale and usually supported by local funding such as the CDBG money which the town doesn't have at this point or CBA money which the town doesn't have at this point. But we do suggest a couple of things for opportunities for homeownership for starter units as well as opportunities to downsize. Rental units also turn over more, so people can overtime benefit it can reach the more vulnerable residents of a community. So, we do articulate a number of reasons why we focus on rental housing. We also mention that there is a strong need for handicap accessibility in support of services for special needs populations. 15% of the households in Ludlow someone in that household claimed a disability and that is compared to 11% statewide. Those needs are probably going to grow with the aging of the population because we know through demographics that there are increasing numbers of older residents and decreasing numbers of younger ones. We also mentioned housing conditions. Two-thirds of the units were built before 1980, more likely would have lead-based paint, deferred maintenance needs and we suggest that a portion of the homeownership units be dedicated to property preservation improvement program.

So, the first category, was looking at how the town might build its capacity to better promote how to be proactive in affordable housing development and smart growth print development as well. First and foremost is to conduct ongoing community outreach and education. It was very kind of loud voices and the housing forum that we have for increasing cross board as well as community involvement in affordable housing to better educate local leaders and residents on the issue and to obtain increasing amounts of buy in when initiatives are proposed. Secure financial resources for affordable housing. I know that you have gone through a CPA campaign in the past, but we put it in there because it doesn't happen to have a huge burden on the individual pocketbooks, but it would really enable to the town to be so much more proactive in investing and further open space preservation, historic preservation as well as community housing. You talk about buying deed riders, deed restrictions with what funding, this would give you the option of really having your own money to invest in a strategic manner. We calculated that the median house price of about $200,000 would the 3% the top surcharge cost a

homeowner $4.75 a month. In addition to other state and federal resources as well as potentially some cash payments through, we suggest the Town explore it through inclusionary zoning were asking the Town to explore how it might increase the amount of subsidies available in support of housing production efforts. With that we also have a strategy on establishing affordable housing trust fund. The state provided enabling a legislation that makes it very easy for communities to set up dedicated funds to support affordable housing. Not only just managing a fund, but also with these housing trusts come additional powers such as acquiring ...property, being able to get donations of property and resources to commit to affordable housing. We go into detail about how to go about doing this housing trust through a very simple kind of warrant. Also, the Town does not have a particular municipal entity that is in charge of housing policies, programs, projects etc. Besides being a fiscal agent, this housing trust fund could also serve as the go to municipal committee overseeing the affordable housing and housing issues in general. We also, also that came out of the May Forum was to restore the Fair Housing Committee, which hasn't been really functioning.

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Mr. Phoenix: That's a kind way of putting it.

Ms. Sunnarborg: And so, to try, because Fair Housing is an important issue, potentially working with support from the Mass Fair Housing Center in Holyoke to try to resurrect that particular committee.

Then next slide, we have a group of strategies related to zoning. I should mention that Ludlow has taken some very important steps in handing regulation in particularly the 40R smart growth zoning overlay district as well as other subdistricts to encourage mix uses and multifamily housing. Once again, the May Forum and discussions with the Planning Board made clear that expanding mix use redevelopment areas and promoting mix uses in multi-family housing makes a lot of sense where the Towns focus on housing production. In this case there is a recommendation to expand the 40R boundaries and potentially, maybe that 250-unit cap on the Ludlow Mills subdistrict. Another strategy is to allow more diverse housing types in more areas in order to meet the needs in starter housing, downsizing, and special needs. We have a number of types of housing the Town should consider. Being able to be permitted under zoning and particular locations and there is a concept what's called the missing middle. Which speaks to how somewhat denser housing or different housing types can be integrated into existing neighborhoods without any major impacts based on good design and a way of fitting into the context of a particular neighborhood. Encourage flexible zoning and open space development includes affordable housing. We know this is once again something the town has tried to do in the past, but it makes so much sense to try to find, use zoning to control sprawl at the same time to preserve open space. And providing some incentives to include affordable housing as well. Allow affordable housing development on non-conforming lots. There are a number of lots that aren't built on in the Town that don't meet all of the dimensional requirements in the zoning by-law but could be buildable. Particularly for smaller units for starter housing and downsizing, that type of thing. So, we provide all of the strategy we try to find models in how other communities are doing this type of thing. Explore further development incentives; one of things was how can we get developers to really buy into the community and to help us in projects that really meet our needs and priorities. So, we suggested what some other Towns are doing, like expedited permitting, fee waivers, density bonuses the Friendly 40B process, tax incentives, etc., so it's another strategy. Explore inclusionary zoning; which means that any project over a certain size a certain portion of those units would be required to be affordable. Usually there is also the option of a developer providing a fee in lieu of actual units, although the actual units are always preferable. But a fee that also could be deposited into this housing trust fund and then used to subsidize another development. Usually we suggest that the town through its zoning also provide density bonuses so its not considered a taking of a developer's property but helps make the project financially feasible.

Lastly, we get to Development and Preservation Strategies; continue to pursue mixed-use and multi-family housing development. Try to promote interest in partnerships and that comes down again to the importance of the town partnering with developers, whether it be for profit or non-profit and in some cases also adding on service providers. Make suitable public property available for affordable housing. We understand that the town does not have a huge inventory of town owned property that might be suitable for affordable housing but it closely exams what it has. Potentially look at how tax foreclosures could be combined in an RFP to select a developer. Veterans Park School has been mentioned. If you were going to make public property available, you would do it through a quest for proposals where the town is basically driving the project. It's establishing the terms and conditions of what it wants to see on that property, it has all those requirements in that RFP including the selection criteria and then goes and selects a respondent that's highly qualified and experienced with the best proposal to actually do the project. And then partnering with developers on privately owned properties and this can be done

through existing zoning and some of the potential zoning changes. Mentioned before the Friendly 40B process through the local initiative program. Where 40B can be a very good permitting tool. So, when you work with a developer on agreeing with the terms and conditions on a project, you both apply to the State and get approval to submit a comprehensive permit application, some of the best projects come through that Friendly 40B process. We also suggest in the plan that the town consider putting together guidelines, you know general, some people, some towns call it Local 40B Guidelines and a number of different names, but it really, to articulate what kind of development you would like to see in what locations so that developers coming in have a sense of what's going to play in the town and will then submit applications or proposals accordingly. Once again, being more proactive instead of just reacting to what proposals that you receive. And we, also to just introduce a Housing Rehab Program. Once again because two-thirds were built before 1980. A lot of communities have applied to the State for what is called Community Development Block Grant Funding (CDBG) so it's probably worth the Town looking into something like that and its setting up a program, potentially working with an entity to administer the program instead of having to implement it yourself. These programs tend to be pretty similar in differed zero interest loans with a 15-year affordable housing restriction, that type of thing.

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S0 next step, so with any comments, I am in the process of reading through the plan very carefully and correcting typos and any other comments, finalize the plan you already have Planning Board approval once we get your approval we can submit the plan to the state. The state typically has up to 90 days to review and approve the plan. However, they are really moving pretty quickly and most recently I have seen them turn things around in about a month which is good news. In any case, that's the presentation, so I look forward to any comments or questions that you might have.

Mr. Queiroga: I would like to just ask you, when we had our meeting, some of the numbers kind of blew me away for example the number of seniors in our town. You had statistics did you not.

Ms. Sunnarborg: Yes, in the housing needs assessment we went through that pretty carefully I can easily find it. As far as seniors, there were significant increases in older middle-aged residents those in the age 55-64 range increased by 86% between 2000 and 2016. Population projections from the state data center suggests that children under age 20 will decrease considerably from 21.8% to 17.7% of all residents between 2010 and 2030, overall a 22% reduction. Those 65 years of age or older estimated to increase by 56% representing the aging of those in the 55-64 age range in 2016 and the aging of the baby boom generation.

Mr. Rooney: Are those numbers specific to Ludlow?

Ms. Sunnarborg: To Ludlow, yup,

Mr. Mannix: Do you have a percentage of what we have now?

Ms. Sunnarborg: Yes, the percentage that you have now. Those 65 plus now are 17.3% so they are predicted to increase to 26.7% based on state data center projections.

Mr. Mannix: The reason why I ask that question is, I believe the ... by the federal government had the Town of Ludlow close to 20% senior citizens and I believe most of our politicians when they are out there talking have us anywhere from 22 – 24% all senior citizens.

Ms. Sunnarborg: It depends on what you define as senior citizens.

Mr. Mannix: 65 or older. And you are using 17% I just find a big discrepancy there.

Ms. Sunnarborg: Those are census estimates. 2010 those 65 plus were 16.2% in 2010 those are actual census figures. 17.3% 2016. If you go 60 you are going to add onto that. Then the state data center projections go to 26.7% the state data center, the UMass Donahue Institute for 2030.

Mr. DeBarge: For 2030?

Ms. Sunnarborg: For 2030.

Mr. Queiroga: So generally speaking the Town is getting a lot older on average and...

Ms. Sunnarborg: Fewer families, fewer young kids.

Mr. Queiroga: Which must impact the school system also, I would assume.

Ms. Sunnarborg: Declining enrollments. Yes, and the population projections depending on which one you use, some are declining more than others.

Mr. Phoenix: Even beyond that to, it got mentioned early on I think it bears going back to, just in terms of pure income level, the one that was used earlier tonight was used for a family of three. The number was $58,100.

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Ms. Sunnarborg: $58,100 that is for HUD limits.

Mr. Phoenix: So, $58,100 you figure that is what two people

Ms. Sunnarborg: That's three people

Mr. Phoenix: Say for two people working making that much money you are looking at almost $30,000 a year income, two people that are working maybe making $14 an hour full-time and they still qualify for these guidelines as a family of three for affordable housing. So, we are not talking about people who are a completely different demographic than what we are used to in town, we are talking about a lot of the people we know would actually qualify for this type of housing.

Ms. Sunnarborg: The median household income in the community is, based on census estimates is $64,537 that is the median based on...

Mr. Phoenix: So, when you are looking at the difference of $58,000 vs. $64,000 that's not a huge difference between somebody who would or wouldn't qualify, it's not somebody who is making...

Ms. Sunnarborg: Yes, and we actually have numbers in this of those earning within 30% of those within the 50%, 80%, 100% broken down whether they are renters or owners and whether they are small families, large families, seniors so there is, and how much they are spending on housing. So, I mean that's an important piece of data that we do repeat. There is significant numbers of people earning within 80% of the median income.

Mr. Phoenix: I just wanted to make sure I hit on that because whenever affordable housing gets brought up that is one of the first things that people tend to think of and that's not really what we are talking about here. We are talking about pretty much our friends and neighbors. Four out of every five people you know are under that 80%. Because otherwise it wouldn't be 80%. There are people you know who are making substantially more, but I guarantee we all have friends and neighbors that would qualify for 40B housing or the certified housing. That's the reality of it.

Mr. DeBarge: Well I know for me, especially with the Fuller Street project and all that, I definitely like the idea of being are own boss's sort of speak with our own project, rather than having something that we can't necessarily control.

Mr. Phoenix: We went through that not long ago, further down Fuller Street.

Mr. DeBarge: Yes exactly, but this one would be a better thing if we could have our hands in on it before rather than being out of control.

Mr. Phoenix: The first one we got hit with was a little way further down Fuller, and that was for 241 units, a third of them were going to be affordable units it would have counted as 80 units toward are stock which certainly helps our percent but those ended up not counting because we were able to negotiate with the developer and instead of 241 units we brought it down to about 160 which is still a huge boost over what we really want to see for the density in that neighborhood. But it's a lot better than what we were going to get if they won their appeal through the state and I believe they actually did for the 241. That's a big part of what we are looking at here.

Ms. Sunnarborg: Yes, I actually found a figure of those 3,489 households earning within 80% of median income representing about 42% of all households. 1,773 or 51% were experiencing class burdens with 704 or 20% spending more than half their income on housing costs. Pretty interesting figures. Some people are really struggling.

Mr. Coelho: But the challenges again, are going to be incentive and implementation. This isn't a plan that we can print up and throw on the shelf and let it get dusty and that's it. It's got to be on the forefront all of the time. Every year we got to be working it. If it doesn't matter, we might as well not even do it. Without incentive developers are not going to do it. Our land stock right now doesn't fit well with this plan, we have to make it fit better economically, that's the way we get things done in this country. You can't just shove it down people's throats.

Mr. Phoenix: One or two years of safe harbor is a good way to have a dis-incentive for people to build, because they can't build now but if we have a one-year freeze where they can't submit those plans

without us being actually legitimately saying no, you can pretty much bet on day 366 their going to be in with a plan. So, we need to be able to work on this and actually keep that as a rolling target where we keep that protected status or at least do our best to maintain that.

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Ms. Sunnarborg: The other thing is when you have safe harbor you are in a very good negotiating position to get the project that you want. Because they know that nothing is going to fly during that period, so once again if you have some housing guidelines which really state your preferences and priorities and you have safe harbor you are in a very good negotiating position to keep that certification and keep that safe harbor.

Mr. Queiroga: I think the first two steps would be to see if we can convince our partners to approve the plan and second to maybe think about some way of putting together a housing office in conjunction with a plan with kind of a seed situation that might be able to get grants, might be able to be the initial seeding if you will, of a start. Because we either do it now or it comes back. At least we have control of it, somewhat.

Mr. Coelho: We got a lot of those tools in place. We just got to organize it and implement it the way its written.

Mr. Silva: So, what you are looking for ... is to adopt this plan.

Ms. Sunnarborg: To at least approve the plan for submission to the state.

Mr. Silva: Anything from the Board? Mr. Rooney.

Mr. Rooney: I was just going to make a motion, but if there's discussion

Mr. Mannix: I have a question on what we would be voting on would be just to approve the forming of the commission. Tell me what I am voting on?

Ms. Sunnarborg: Just approving the plan so that we can submit the plan to the state for their approval.

Mr. Phoenix: Just as a formality, since this is a public hearing I think we should probably ask the large audience in attendance tonight.

Mr. Silva: Large, oh very. If there are any comments anyone?

Resident: So, I have a question. There was an item here about implementing diverse zoning within neighborhoods. What does that mean? How would you actually go about doing that?

Ms. Sunnarborg: Well one example, we give a number of examples, one example is these little pocket neighborhoods where you have some smaller kind of housing around a green space that can be fit with good design into a neighborhood and we give some examples of how that's been done in the past. Another example is to be able to do a two-family house that looks like a single family in existing neighborhoods. Or to do some kind of artist live/work space in certain areas. There are, the plan does offer some opportunities to do different types of housing in existing neighborhoods.

Resident: But again, you are talking about new development, you're not talking about taking existing structures and re-zoning those in specific areas.

Ms. Sunnarborg: We are talking primarily about new development however, there is also the option of taking existing homes and potentially converting them in some way. That could also be considered, and the idea is the single-family detached house is great but its not great for everybody. With good design and once again going back to housing guidelines that include some design guidelines that these units cannot only be harmonious within the fabric of the existing neighborhoods but serve some diverse needs that just aren't being met with the single-family detached house.

Mr. Mannix: This gets approved, you send it to the state, they approve it and hopefully I'm understanding as you are saying, I am going to make up a scenario. You are saying to help improve things, maybe it will improve 50 foot lots with a lot of small houses on, they don't have to be 50-foot lots, I'm just using that, I mean to build these things or like you just said in a residential neighborhood maybe have a two-family house that looks just like the one single-family house. Now is going to have to put in front of the Planning Board for a zone change for that property? And then does it have to go before the Town Meeting?

Ms. Sunnarborg: All of these strategies involve going through normal regulatory and approval channels. It has to be Planning Board approval, Town Meeting approval so all of this has to go through normal implementation.

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Mr. Phoenix: Some of them would be coming in as one offs, some of them might be like if we want to change the zoning by-law and look at if you are over a certain number of units you give us some % that we decide on of affordable units then we are going to allow you to have lots that are slightly smaller so you can get an extra couple of units overall in there, you can build maybe less roadway and reduce your cost that way. So, we can do that as...

Mr. Mannix: So, it still has to go through all the same proper channels as whatever we did last year or the year before. Go ahead Mr. Rooney I'm happy for your motion.

Moved by Mr. Rooney seconded by Mr. DeBarge to approve the Housing Production Plan as presented by the Planning Board. Vote 4-0 all in favor.

Moved by Mr. Phoenix to adjourn the meeting, to close the public hearing.

Moved by Mr. Rooney seconded by Mr. DeBarge to close the public hearing at 7:28pm. Vote 4-0 all in favor.

Board of Public Works - Quarterly Meeting:

Center Street Cemetery:

Mr. Linton stated that there is a concept plan for four areas in the front of the cemetery. They need to hire a town engineer or go out to contract an engineer. They need to find out how much money they must spend to hire an engineer to finish up and then go to bid to finish the roads.

Mr. Mannix suggested using the cemetery funds. If there is money.

Mr. Haluch stated that he thinks the whole project should be contracted out and expedited.

Mr. Silva asked if there is any urgency in expediting it right now?

Mr. Linton stated they have about one hundred graves left, which would last about a year. They should get the plans finalized and get it out to bid soon.

Mr. Rooney asked if there would be additional parking in the plan for the reservoir?

Mr. Linton stated that there is some in the front toward the reservoir side. They should think about getting a price from an engineer sooner than later.

Center Street Road Work Project:

Mr. Linton stated that the contractor has stopped construction for the winter and will start back up in the Spring. Eversource is out there and still moving wires at this point. They should have it completed by next fall.

Special Municipal Employee:

Mr. Haluch stated that the Board of Public works had a vote with the board members who were in attendance (Steve Santos was on vacation) 4-0 that it wasn't in the best interest of the Town of Ludlow to have a Special Municipal Employee Status. Mr. Haluch doesn't think it benefits the town with somebody sitting on the Board that has a financial agenda that could influence the entire department.

Mr. Rooney asked what was the date of the vote taken?

Mr. Linton stated back in October.

Mr. Rooney stated that the vote should not have been taken until all members of the Board were present, that action should have been deferred until every member was present. Your Board came in front of the Selectmen several years ago and asked to adopt a Special Municipal Employee Status, now several years later suddenly your Board decides its bad.

Mr. DeBarge stated that he doesn't think the Special Municipal Employee status is fair. BPW did vote 4-0 with the members present. Yes, they should have waited for an entire Board to be present, but they are their own Board.

Mr. Mannix stated that he can almost totally agree with Mr. Rooney. That vote should have been deferred until they had a full board present.

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Mr. Silva stated he personally doesn't like the perception of the Special Municipal Employee status.

Moved by Mr. DeBarge to rescind the Special Municipal Employee status within DPW or the Town of Ludlow. (no second)

Moved by Mr. Mannix is to continue this matter until the first meeting of April. Mr. Rooney will second it for discussion.

Mr. Rooney stated that what Mr. Mannix said makes sense in terms of new bodies on the Boards. But it should be a request coming from BPW. He is not sure they need a motion. Let them come back to us.

Mr. Mannix stated how about the BPW come back after the first meeting in April and request it again.

Mr. Rooney withdrew his second, Mr. Mannix withdrew his motion.

Mr. Linton would like to make a motion from the BPW Board that we request as of April 1st, that the Municipal status goes away so that people would know before the election what they are getting into.

Mr. Linton will discuss it with a full board at their next meeting and say as of April 1st we would like to have it rescinded because everybody knows going into the election what their status is going to be.

Permit Process Timeframes:

Mr. DeBarge stated he asked for the Permit Processing to be brought up. Springfield Water must go through the same kind of permitting process to go out and do their work and sometimes it takes time to get those permits. How come there isn't anybody at the DPW that can give Springfield Water a permit at any given time if they need to do work quickly? Is it simple and quick? Is there a backup person to sign permits?

Mr. Linton said it goes through the Director. But first it goes to the Police Department, then it comes back to the DPW. In the past it would have to go through the BPW for signature, they meet every two weeks so that would take time, and the Board would also know everything that is going on. Emergency permits can be done within a day. The interim Director has the authority to sign right now. The Chairman or Vice Chairman can also sign the permits.

Trash Pickup:

Mr. Silva asked about Trash pickup. The trash company is not picking up all the trash for all the units. Is it because of new drivers?

Mr. Linton said he would contact Waste Management about the issue.

Correspondence:

1. James Paglia, Vice President, Bank of America – as of December 21, 2018 Bank of America has assigned all its rights, title and interest under the Senior Note and the Senior Loan Documents to the Massachusetts Housing Partnership Fund Board – Winn Development Co. – Ludlow Mills.

Moved by Mr. Rooney seconded by Mr. Mannix to file. Vote 3-0 1 abstention.

2. Chief Paul Madera, Police Department – requesting the 2013 Dodge Charger assigned to the Police Department be declared as surplus by the Board for the purpose of selling it to the Town of Granville Police Department.

Moved by Mr. Mannix seconded by Mr. DeBarge to approve the sale of the 2013 Dodge Charger as requested by Paul Madera to be sold to the Town of Granville Police Department.

Moved by Mr. Mannix seconded by Mr. DeBarge to declare the 2013 Dodge Charger fore mentioned to be declared surplus by the Town of Ludlow. Vote 4-0 all in favor.

3. Geoffrey Beckwith, President MIAA – Report of the Nominating Committees.

Moved by Mr. Rooney seconded by Mr. Mannix to file. Vote 4-0 all in favor.

4. David A. Slowick, Section Chief Emergency Response, DEP – Release Notification and Notice of Responsibility at the James Austin Company Facility located at 203 West Avenue.

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Moved by Mr. Rooney seconded by Mr. DeBarge to file. Vote 4-0 all in favor.

5. Brian Shameklis, Chairman Safety Committee – recommendation to the Board requesting the street lighting in Town be upgraded to LED lighting.

Moved by Mr. Mannix to get Sgt. Shameklis and somebody from Eversource in here to get an idea of what they are going to do and the what the cost is going to be.

Mr. Rooney agreed with Mr. Mannix to have somebody in from Eversource along with the Chairman of the Safety Committee. So, moved. Mr. Mannix seconded. Vote 4-0 all in favor.

6. Department of Agricultural Resources, Commonwealth of Massachusetts – notice of a Public Hearing for a proposed Vegetation Management Plan submitted by Eversource to be held February 4, 2019 from 11am-12:30pm at Northampton City Hall.

Moved by Mr. Mannix seconded by Mr. Rooney to file. Vote 4-0 all in favor.

7. Chief Paul Madera, Police Department – requesting the approval of the Board to petition the Municipal Police Training Committee for the issuance of a "Temporary Waiver/Exigent Circumstance" for Officers Nathaniel C. Crowther and Geena T. DeTorrice.

Moved by Mr. Mannix seconded by Mr. Rooney to approve Chief Madera asking for a waiver for Officer Crowther and DeTorrice and I believe he spoke to us in that matter the night of the appointments. Vote 4-0 all in favor.

8. Linda Augusto, President, Our Lady of Fatima Dedication Society – requesting the Board to waive the fees for services provided by the Ludlow Police and Fire Departments to Our Lady of Fatima Parish during Festa 2018.

Moved by Mr. Mannix seconded by Mr. Rooney to continue this and have the Police Chief and Fire Chief come in and sit down have some discussion and answer some questions. Vote 4-0 all in favor.

9. Ludlow Elks Lodge – Annual Beano report for 2018.

Moved by Mr. Mannix seconded by Mr. Silva to file. Vote 4-0 all in favor.

10. Kim M. Batista, Town Clerk – informing the Board that Chester J. Giza has resigned from the Ludlow Housing Authority effective March 24, 2019.

Moved by Mr. DeBarge seconded by Mr. Rooney to accept Mr. Giza's resignation with a letter of thank you and inform the Town Clerk of the vacancy and unexpired term now existing in the Ludlow Housing Authority. Vote 4-0 all in favor.

11. Nancy Raymond and Jodi Yarkey, Co-Presidents, Ludlow Education Assoc. – informing the Board that Mrs. Michelle Annechiarico has been designated as the Insurance Advisory Committee Representative effective January 1, 2019.

Moved by Mr. Rooney seconded by Mr. DeBarge to appoint Michelle Annechiarico as the LEAs designee to the Insurance Advisory Committee. Vote 4-0 all in favor.

12. James Bartolomei, IBPO/NAGA Representative – requesting to begin the negotiations for Ludlow Police Supervisors IBPO Local 487 and Ludlow Police Patrolmen's IBPO Local 374 contracts.

Moved by Mr. Mannix seconded by Mr. Rooney to notify both locals that we are open for negotiations at any time if they send us a list of dates we can get it started. Vote 4-0 all in favor.

13. Tim Brennan, Executive Director, PVPC – requesting comments/feedback for the PVPC 2019 Calendar/Major Accomplishments and the Top Ten Resolves for 2019.

Moved by Mr. Rooney seconded by Mr. Mannix to file. Vote 4-0 all in favor.

14. Susan Urban, Office Assistant, Planning Dept. – informing the Board that the Public Hearing for Site Plan – 766 Chapin Street has been rescheduled for Thursday, January 24, 2019 at 7:00pm in the Selectmen's Conference Room, Town Hall.

Moved by Mr. Mannix seconded by Mr. DeBarge to file. Vote 4-0 all in favor.

15. Gary Bourbeau, Knights of Columbus – application for a One Day Permit for the K of C Benefit Dinner to be held on January 19, 2019 from 5pm – 10pm at St. John the Baptist Pastoral Center.

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Moved by Mr. Mannix seconded by Mr. Rooney to approve the permit and waive the fee for the Knights of Columbus on January 19 at St. John the Baptist Pastoral Center. Vote 4-0 all in favor.

Unfinished Business:

Board to sign the temporary waivers for Nathaniel C. Crowther and Geena T. DeTorrice, Ludlow Police Department, if approved.

Board to sign the One Day Permit for the K of C Benefit Dinner on January 19, 2019, if approved.

Board to approve and sign the Selectmen's Meeting Minutes of November 6, 2018.

Moved by Mr. Rooney to approve the Board of Selectmen Minutes of Tuesday, November 6, 2018 with all members present. Vote 4-0 all in favor.

Board to approve and sign the Selectmen's Meeting Minutes of November 20, 2018.

Moved by Mr. Rooney to approve the minutes of the Board of Selectmen Meeting of November 20, 2018 with all members present. Vote 4-0 all in favor.

Board to approve and sign the remaining Entertainment Licenses for 2019.

Moved by Mr. DeBarge seconded by Mr. Rooney to approve the remaining Entertainment Licenses. Vote 4-0 all in favor.

New Business:

Board to open the Warrant for the May 13, 2019 Annual Town Meeting.

Moved by Mr. Mannix seconded by Mr. DeBarge to open the Warrant for the May 13, 2019 Annual Town Meeting. Vote 4-0 all in favor.

Board to proclaim the week of January 14-18th 2019 as "First Responders Appreciation Week" and to sign five (5) Proclamations if approved.

Moved by Mr. Rooney seconded by Mr. Mannix to proclaim the week of January 14-18th 2019 as "First Responders Appreciation Week". Vote 4-0 all in favor.

Closing Comments:

Mr. Mannix stated that he would like to express his sympathy with the passing of William Shay. He was the Post Commander for VFW Post 3236 here in Ludlow for many years. Second, his taxes for 2019 is going up $601 and it is going to go higher each year. Elections coming up, people of Ludlow need to look at who is running for office, see how they vote, see where the money is going. Lastly, he took out nomination papers, but he will not be running for the three-year term for the Board of Selectmen.

Mr. DeBarge states that he wishes everybody New Year.

Mr. Rooney also stated his sympathy with the passing of Bill Shay. He was a very important part of the Town. He will be missed. Governor Baker nominated Mr. Rooney as an Associate Justice of the Eastern Hampshire District Court. January 22 meeting is probably the last meeting he will be attending.

Mr. Silva stated that they will be moving into Executive Session, and it is determined that it is detrimental to associations to discuss the parcel of land for the Senior Center with Westmass and pending litigation.

Moved by Mr. Rooney to enter into Executive Session for the purpose of pending litigation for the Town of Ludlow and WayFinders Inc. and to discuss land acquisition for the Senior Center parcel of land with Westmass Area Development Corp. at 8:46pm and not to return to open session. Vote 4-0

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