July 2, 2019

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TOWN OF LUDLOW

The Meeting of the Board of Selectmen held on Tuesday, July 2, 2019 began at 6:00 p.m. in the Selectmen's Conference Room, Town Hall.

Members Present: Chairman Mr. DeBarge, Mrs. Fernandes, Mr. Goncalves, Mr. Silva and Mr. Rosenblum.

First Order of Business: The Pledge of Allegiance

Visitations:

The Board met with David Eisenthal, Unibank Financial Advisor, to discuss two separate projections of tax rate and the budget impact for the Town of Ludlow.

Mr. Eisenthal stated a year ago the Town issued $4 million dollars' worth of general obligation bonds to finance a portion of the Chapin Street Elementary School project at $3 million dollars and $1 million dollars towards the Senior Center. The Town also issued approximately $1.5 million in bond anticipation one-year notes that mature at the end of September 2019. We projected at that time there would be a need based on project cash flow for a note issue in the Spring of 2019 to provide continued cash flow funding. As it turned out, there was no need for a note issue. The Town is looking to obtain its next flow of cash in September of 2019 when the East Street notes mature.

The updated projections we are currently working on are the 1 year of additional local share funding for the Chapin Street School project is about $16.4 million dollars. We would be looking at the remaining authorization for the Senior Center of about $8.8 million dollars being spent in a little bit more than a year. The Massachusetts School Building Authority (MSBA) has approved the final project audit for the East Street School Project. Mr. Eisenthal is expecting that $1.38 million will be financed in the upcoming bond issue. The Radio Communications Project total authorization is $4.8 million. The question at this point is whether the Town will finance the entire amount in a 1-year note issue or a portion. That's to be determined at this point.

At the request of the Town Administrator, I worked up some projections of tax rate and budgetary impacts based on the $16.4 million and additional Chapin Street School funding, $8.8 million for the Senior Center, $1.4 million for East Street, and the $4.8 million in bands for the Radio Communications Project. I did provide two separate projections. One assuming a first interest payment this fiscal year in 2020 and the other one having a first interest payment next fiscal year 2021. In both of those cases, the tax rate goes down from 2019 to 2020. Part of that is we had projected a multi-month note issue in April of 2019 which didn't happen. Without an interest payment in fiscal year 2020, tax rate impact of the excluded debt service goes down from $.46 to $.30 2019 to 2020. With an interest payment in February 2020 it goes down to $.46 to $.43. In fiscal year 2021, we are projecting the total excluded debt service would rise to $.97 on the tax rate based on fiscal year 2019 assessed valuation of the Town.

We are looking at a schedule in the next few weeks of reviewing the credit factors that will go into discussion with S&P global ratings. We will begin work on a draft disclosure document in the middle of the month and have an internal draft disclosure document by mid-August. He stated he expects to have a call with the rating agency the end of August. We will release the disclosure after Labor Day. The Town would take bids on September 12. Mr. Eisenthal will appear before the Board on September 17 or before if schedules permit. The date of the settlement will be September 26 with the bonds maturing the next day. The first principle payment would be due February of 2021. The last payment would be February 2049. We will be reviewing credit factors, financial performance in 2018-2019, look forward to 2020 and look to changes in the tax base in management policies and procedures. The Division of Local Services has also been working on a set of policies and procedures.

Mr. DeBarge and Mr. Eisenthal discussed the tax rate impact of the excluded debt service for fiscal years 2020 and 2021. Mr. Eisenthal stated to do anything other than what the Town has already budgeted for debt service would require an appropriation of Town Meeting in the Fall. The question Mr. Eisenthal proposed to the Board is whether the Board would like to consider minimizing the change from year to year so the increase in 2021 is not as severe. Mrs. Fernandes stated it would make sense to make it as even as possible to make it easier on the taxpayer. Mr. Goncalves stated if considering the pending track replacement on the table and working another million and a half in would be approximately

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another $.05 on top of these numbers. Mr. DeBarge stated more bids are needed to obtain an accurate number for the track replacement. Mr. Eisenthal stated he does not see any circumstance where the Town would have an impact in fiscal year 2020 from the turf project. If you are getting a contract in 2020 for the track, it would require clear direction that is what the Town wants to do. If the Town will be borrowing for this in 2020, it's possible there could be a very short note issue in calendar 2020 and then make a small principle payment to fill in some of that impact. This is also assuming the Town votes a debt exclusion. If not, it would be competing with operating dollars as are the Radio Communication Center and the East Street School.

Mr. Silva asked Mr. Eisenthal what his recommendations are for the Town. Mr. Eisenthal stated the operating assumption is that the Town will proceed with a bond issue of $26.5 million. Ms. Cincone is going to have a conversation with the OPM for the Chapin Street Project to make sure the $16.5 million withstands their scrutiny that would be my assumption to what would get funded in September. Mr. Eisenthal stated the remaining $8.8 million for the Senior Center would also be funded in a bond issue this Fall. The remaining piece for the East Street School in the amount of $1.4 million which the local share is determined with finality since the Massachusetts School Board Authority Board approved the final project audit last week. The question is how much temporary financing the Town would want to do for the Radio Communications Project and whether it would make since to do all $4.8 million in September or $2.5 to $3 million in the Fall of 2019 if that is all the Town needs.

Mrs. Villano stated we just hired the OPM for the Radio Communications Project, we will start going out for the engineering and construction documents and should start in the Fall. Mrs. Villano stated after discussing with the Fire and Police Chiefs, it was determined borrowing $3 million would be enough for equipment and construction. The bulk will most likely be spent in the Spring/Summer of 2020. Mr. Eisenthal stated whatever the amount borrowed in the Fall of 2020, fiscal year of 2021, the Town will likely issue bonds to finance the $4.8 million at that time. Mr. Eisenthal and Mr. DeBarge agreed a gradual increase tax rate impact of the excluded debt service from fiscal years 2019 through 2021 would be best in the years to come.

Mr. Eisenthal stated the Board does not need to take any action at this point. Mr. Eisenthal stated depending on the conversation he has with the Treasurer and the Town Accountant, it is possible he would return before September to discuss any implications he sees with the S&P global ratings. The Town is currently rated AA- by S&P global ratings. Mr. Eisenthal stated after reviewing how fiscal year 2018 closed, what he learns about fiscal year 2019, if there's a possibility of a downgrade, he would want to think about steps to take to still provide the Town with proficient and effective financing. Mr. Eisenthal stated if the Town's rating were downgraded, it would likely result in a higher cost of borrowing. It would be worth looking at how much is really needed to borrow for the Senior Center and Chapin Street School projects.

The Board met with Kim Collins, Town Accountant to discuss the Department of Revenue Division of Local Services Financial Policies tailored for Ludlow and department transfers. Ms. Collins stated she worked with the Treasurer, Town Administrator and the Division of Local Services through the community compact grant to develop policies for the Town as listed in the Table of Contents of the Town of Ludlow Financial Policies Manual. Ms. Collins stated many of these policies were already in place. The Board unanimously moved to adopt the recommended Financial Policy Manual prepared by the Department of Revenue Division of Local Services.

Ms. Collins, Town Accountant discussed department transfers. Most of them are transferring line items.

Mr. Silva asked Ms. Collins if departments ever turn in excess money. Ms. Collins stated Police and Veterans Department usually turn in excess money. Things are tighter this year than past years because budgets have been tightened. It's difficult at this time to determine what is excess because the entire final warrant has not been entered and encumbrances have not come through, and it's hard to determine how the end of the year will look.

Ms. Collins discussed several Department of Public Works (DPW) transfer line items. Mr. Silva asked if they were just moving the money to spend it. Mrs. Villano stated most of the transfers are cases where departments needed to transfer the money. Line item 'Division Energy Supplies', the total was changed from $235,000 to $208,000. Mrs. Villano stated there was a piece of equipment to be purchased that was more than the capital projects threshold. Finance removed the purchase of that item because it did

not go through capital planning. Because there is money left over at the end of the year, is not a reason to make a transfer to make a purchase.

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Ms. Collins stated DPW has the same issue every year with trash. DPW moved $90,000 and are always underbudget for trash. It's based on tonnage. One of the largest areas they moved money was to street and road repairs. DPW was finishing up on Rood Street. DPW had additional money because they lost a few employees throughout the year and did not have an Executive Director. Initially it appeared $235,000 was being transferred out of salaries, but it was really $178,000 and then reduced by $27,000.

Next is the Board of Selectman (public buildings), whose total is $24,000. $2,000 was transferred for repairs of buildings. Next, the Town Accountant transferred $1,000 for conferences and travel to cover expenses for an education program held at University of Massachusetts and the annual meeting in Cape Cod. Next, the Police Department's transfer was $12,000 to cover training, vehicle supplies, repairs and maintenance. Next, the Fire Department transferred for a lease that Fire and Police pay in the interim until the radio communications system is finalized which is roughly $20,000. Next, Information Technology $6,500 went into service contracts for price increases for MUNIS, software system for dog licenses for the Clerk's office and software system for permits and licensing. Next, Board of Health transferred $1,500 temporary salaries due to a vacant line item. Next, Council on Aging transferred a small amount for food services. Next, Veterans transferred a couple thousand dollars to fund personnel services which was budgeted too low. Next, Treasurers Department usually has a little money left over in temporary notes and needed it for legal services. Next, Cable TV transferred $5,000 for contractual services. Next, Westover Golf Course transferred small line item amounts individually for them to view their budgets more easily.

Motion made by Mr. Silva, seconded by Mrs. Fernandes, to approve the budget line items of inter-department transfers for fiscal year 2019 as documented by Ms. Collins, Town Accountant. Vote 5-0, all in favor.

Firefighter/Paramedic Interview of Corey Gaouette

Mr. DeBarge: Could I ask you to say your full name?

Mr. Gaouette: Corey James Gaouette. I have a copy of my resume for each of you if you'd like.

Mr. Silva: We don't have it in here?

Mr. Gaouette: I don't know if it was included in the original packet.

Mr. Silva: Then I will take one. You went though all that work to do them.

Mr. DeBarge: Thank you very much.

Mr. Gaouette: No problem.

Mrs. Fernandes: Thank you.

Mr. Rosenblum: Thank you.

Mr. DeBarge: The way we'll do this interview is. We will let you start off with a statement. Tell us about yourself and then we'll get into questions from the Board.

Mr. Gaouette: I'm Cory Gaouette, a paramedic. I started my career when I was 16 working at Mountainview Landscapes. It's a little different from the EMT paramedic field. I worked there for quite some time. I had some life changes and it led me to seek out a career as an EMT. At that time, I was just looking to learn about becoming an EMT and what it had to offer. Once I started, I really enjoyed what I was doing. From there I picked up a full-time job at a private ambulance company in Springfield, AMR. I worked there for about a year and a half and then went per diem while I wanted to try to go to paramedic school, went back to Mountainview, I did management and sales over there and then I completed my paramedic class and during the paramedic class, I got really familiar with the fire department. They have like an internship it's like field time you get to do a lot of ride time at the department and I really liked what I saw at the fire department and I wanted to put my knowledge and my skills to use at Ludlow Fire and to serve the community that I live in as well.

Mr. DeBarge: Who would like to start?

Mr. Silva: I'll start. I'll just ask the questions that I ask everybody that comes in. Number 1, what intrigues you about Ludlow?

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Mr. Gaouette: What intrigues me about Ludlow itself from the fire side standpoint, when I did the field time I saw a lot team working and comradery that they had there. I did do a lot of time at other services at other places, so I did get a good feel but the knowledge that the members had there I thought it was a place that I wanted to work for.

Mr. Silva: My second question, is can you tell us about your most traumatic experience you've had whether it be in this field or something else and how did you handle it?

Mr. Gaouette: The most traumatic experience I had was probably in this field, the EMT paramedic field. It was a few years back, it was a fire, it was probably my second or third month working at the company and it was the New Years fire in Holyoke. It was a big fire there and there were multiple casualties and I was one of the first ambulances to arrive. Still brand new. There was a lot of chaos going on. Like I said, I was new. We handled the situation appropriately and we were able to establish the correct protocols and triaging patients but I think ultimately what I learned from that was make sure you are always learning, you always know your protocols and know what is going on but there was a lot of things going on that day and was my most traumatic experience.

Mr. DeBarge: Thank you. Mr. Rosenblum.

Mr. Rosenblum: What do you consider to be your weakness? Something you need to work on.

Mr. Gaouette: I think a weakness of mine sometimes can be being too critical on myself. If you...sometimes doing calls whether it is this field or any field, say like my landscape management, I put a lot of proposals together, I do committee meetings, I put presentations together for people and sometimes I get too detailed and same thing with the paramedic field, you have a set time to do things. Not every call is going to be a perfect call. It's an ever-evolving field in that moment. So instead of...my issue is after the calls and thinking back, and thinking of all the things I did wrong if there was any, it's actually stepping back and looking at all the things I did right and how to improve on that, but I think that can sometimes be one of my weaknesses but once I step back and take a look it's a weakness I think I can overcome.

Mr. Rosenblum: Where do you see yourself in five years?

Mr. Gaouette: Five years from now, I see myself hopefully at Ludlow Fire Department. I'm looking to continue my knowledge. I don't see myself stopping any schooling or anything like that. I do want to progress and take as many courses that I can. I have mentioned that I do eventually once I know where I'm at, maybe try taking nursing and try to learn that field. Not to go into nursing but to take it back to the department and share it with the community.

Mr. Rosenblum: I'm good thank you.

Mr. DeBarge: Okay, Mr. Goncalves.

Mr. Goncalves: Yes, thank you for applying. I'm excited it's not something you thought about 3 or 4 or 6 months ago and you started back in 17 getting the course, the schooling you needed and want to commend you on volunteering to do anything because today it is tough to get people to volunteer to do anything at all. With the volunteering, are you going to continue to do the volunteer work in Granby as long as you can?

Mr. Gaouette: Yes, and with that volunteer work, I haven't had a lot of time with them being...doing a lot of calls things like that. I did start volunteering. I went to a lot of the trainings with them. I did the basic six of them. So, I actually do not have a lot of fire experience on there as you can see but with that they sent me to the basic six which is...you guys send people to the academy. It's a very light academy. It's only six weeks one day a week but at least it gave me some knowledge of what I was going into. I do want to continue doing that on a per diem basis.

Mr. Goncalves: I'm glad when somebody asked you where do you see yourself in five years, I'm glad you didn't say maybe as the Chief.

Mr. Gaouette: Maybe six years right. Is that how it works?

Mr. Goncalves: Thank you very much.

Mr. Rosenblum: My answer has always been my immediate supervisor's position. That's what I was waiting to see if you would say that.

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Mr. DeBarge: Mrs. Fernandes.

Mrs. Fernandes: What excites you about being a firefighter?

Mr. Gaouette: Well as far as the firefighting side of it, I think it's the teamwork that I saw. As far as...I mean in helping the community out...the paramedic side is mostly the side I am really interested about. Like I said I had some family issues that happened back in the day which caused me to...you know I had some issues with EMS, this was before I knew EMS. So, looking into it, learning exactly what they go into and what they do, it really opened my eyes. There's so much to learn about that field that I think you can't not be excited about it because there is so much to learn.

Mrs. Fernandes: I'm assuming you've been told that at times and you have had some experiences with life and death situations. How have you dealt with that in the past and how do you see yourself dealing with life and death situations?

Mr. Gaouette: I think debriefs help, talk with people as long as you can find somebody that you can talk to. My wife is actually a great outlet for me. She's a nurse as well so she understands. She's somebody I can speak with and that helps. And, I think hiking, going camping seems to help out a lot too. A little exercise doesn't ever hurt.

Mrs. Fernandes: Thank you for applying.

Mr. DeBarge: Two of my questions were taken already. Two very good questions.

Mrs. Fernandes: That's what happens when getting to the end right?

Mr. Silva: I didn't take your question.

Mr. DeBarge: You took my question.

Mrs. Fernandes: You took mine too.

Mr. Silva: My question is the same for every applicant. Ask the Chief over there.

Mr. DeBarge: You took my question. (laughter) Obviously, I am biased to our Town. I'm biased to the departments that are here. We have the best fire department around no doubt. The best fire fighters around. No doubt about that. My questions are on my phone. I'm not looking at sports. (laughter) The question I have for you, there's a fine line between getting along with ones' coworkers and also the comradery with one another. How would you be coming in from the academy being new and jumping in with a tight knit crew that they are, all the crews are tight. I've worked with them for such a long time before coming here. So how would you jump in with that tight knit crew and become one with them?

Mr. Gaouette: That's a good question and I think what I have an advantage of is that I did get to have field time with them. I spent maybe close to 150 hours already at the department. I didn't get to meet everybody that was there, but I think it was a good segway for me to at least show myself and they saw me, they got to work with me. I haven't heard any issues with that, so I think having that opportunity to do that there I think that will help me moving with that.

Mr. DeBarge: Good answer. Okay.

Mrs. Fernandes: I have another one after you are done.

Mr. DeBarge: You have another one? Ok, you can take my second one then. Go ahead.

Mrs. Fernandes: In your background here, I just saw a couple of violations. If you are an ambulance driver it comes in handy, however, can you address?

Mr. Gaouette: Which one would you like?

Mrs. Fernandes: The speeding violations.

Mr. Gaouette: The speeding violation, if it's the most recent one, it was on New Years Eve and I was trying to get to my parents-in-laws. It's not an excuse, but we were newly...I was excited we were just trying to get over there. It was a stupid mistake.

Mrs. Fernandes: I was just wondering about that because I saw a couple. That's all.

Mr. DeBarge: Any closing remarks?

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Mr. Gaouette: No, I just want to say thank you guys for taking the time out of your day to meet with me and I thank you for giving me the opportunity to serve the community.

Mr. DeBarge: Okay, Chief?

Chief Pease: I had a chance to interview him with HR last week. I do not have any further questions for Cory at this point. He did spend like he said about 110 hours of internship with us so if that wasn't long enough to interview him, I don't know what is.

Mr. DeBarge: That's a good point.

Mrs. Fernandes: Did he pass the interview? (laughter)

Chief Pease: Yeah, I don't think we would have brought him forward today if we didn't believe in him and think that he'd be a great addition to our department. The interview was as much for him as it was for us too because if he didn't want to come here, he obviously would not be sitting in front of you either. I think it's a great opportunity for us to hire a Town resident. He went to paramedic school, became an EMT, and he did it a little bit later on in life which everybody knows life doesn't get easier as you move forward so congratulations to him for this.

Mr. Gaouette: Thank you.

Mrs. Fernandes: You appreciate it a lot more, right?

Chief Pease: We hope to add him to our department and move forward here.

Mr. Goncalves: I'd make a motion. Is that an order?

Mr. DeBarge: That's an order.

Mr. Goncalves: I would like to make a motion that we appoint Mr. Corey Gaouette as the new firefighter for the Ludlow Fire Department. Seconded by Mrs. Fernandes.

Mr. Silva: Chief, beginning when?

Chief Pease: I would make his appointment date today. We do have his physical scheduled for next week. PAT the week after and then I hoping to start him the following week after that. If you make his appointment date today, Carrie and I can make his starting date appropriately for when he will start.

Mr. Goncalves: Effective today. Seconded by Mrs. Fernandes.

Mr. DeBarge: All in favor. Motion carries 5-0.

Mr. Gaouette: Thank you.

The Board met with Chip Harrington from the Historical Commission to discuss correspondence item #157 and Facebook Page.

Mr. Harrington stated the bathrooms had to be taken out a few years ago because they were not up to code and not handicap assessible. The building is not able to be used at this point. Mr. Harrington asked for the Board's assistance with getting estimates. The goal is to be able to use the building again and to turn it into a museum. Mrs. Villano stated we have had a historic engineer and would have to contact the DPW. In the past we have applied for some historical grants from the state level. Usually they are matching funds. Some of the documentation may already be completed by the engineer that had done a lot of the study of what is left to be done. To comply with the procurement laws, they are going to need someone to help them and it may cost a minimal amount of money for the engineering study. The first floor of the building cannot be opened again until the bathrooms are up to code and a ramp is installed. To open the second floor, an elevator lift would need to be installed.

Mr. DeBarge stated it would be nice to have the Board of Selectman's meetings held there. Mr. DeBarge stated a web site would be a great start for people to see what's on display there and have a donate button on it, so people can start donating. Mr. DeBarge stated we can help with the engineer part.

Mr. Harrington stated there are a lot of items of historical value in the building. For instance, when Ludlow became a district, the document was signed by John Adams and Sam Adams. Captain Hubbard's

sword from the Civil War is also there. It's just not Ludlow history but American history. Being able to display and educate the public with such items would enable people to have a stronger connection to the community. Mr. Harrington stated for future generations and to get the word out, utilizing social media by taking the old historical components and putting them on new modern medium is key. Let people see it, share it, and gain an appreciation for what we have.

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Mrs. Villano and Mr. Harrington had previously discussed the need for the Board of Selectman to approve the establishment of a Facebook Page for the Historical Commission, so they can put the artifacts online and to generate excitement. Mrs. Villano would need to clear with Town Counsel if a donation button can be placed on the Town's Facebook Page for the Historical Commission.

Mrs. Fernandes moved, and Mr. Silva seconded to approve the Historical Commission to get estimates through the Board of Selectmen for reinstating the restrooms at the First Meeting House and that we get the proper permissions for the Facebook page either through the Town or the Historical Commission's developing its own Facebook page. Mr. DeBarge stated he will keep Mr. Harrington informed regarding estimates. Mr. Harrington will discuss the Facebook page with Mike Hill.

Correspondence:

156. Celebrate Ludlow Donations – Bills Tires & Trailer Service $25.00, Granby Carpet $100.00, Joes Auto Body $50.00, Ludlow Construction $400.00, Ludlow Family Dentistry $300.00, Stephen Orlik $50.00, Polish American Citizens Club of Ludlow-Bingo $100.00, Jack Goncalves & Sons, Inc. $250.00, The Butler Corporation $250.00, James F. Shea and Sons LLC 25.00, Tony & Penny's $100.00, and Lee Tool Company, Inc. $100.00. Grand Total: $1,750.00.

Moved by Mr. Goncalves seconded by Mr. Rosenblum accept Celebrate Ludlow donations, send thank-you letters, and to file. Vote 5-0 all in favor.

157. Karen Pilon, Secretary, Ludlow Historical Commission – requesting the assistance of the Board to get estimates for reinstating the restroom facilities at the First Meetinghouse.

Initially moved by Mr. Silva seconded by Mrs. Fernandes to table until appropriate parties attend this meeting. Vote 5-0 all in favor.

Moved by Mrs. Fernandes seconded by Mr. Silva to approve getting estimates for reinstating restroom facilities at the First Meetinghouse and use Facebook page to obtain donations.

158. Luis Maravilha, Abudanza – Application for a Common Victualler License for Chef Lou's Gourmet Foods, LLC d/b/a Abudanza, 459-463 East Street.

Moved by Mr. Goncalves seconded by Mr. Silva to approve and sign the Common Victualler License Application for Chef Lou's Gourmet Foods, LLC d/b/a Abudanza once all inspections are complete. Vote 5-0 all in favor.

159. John R. Maher, Director of Government Affairs, Charter Communications – informing the Board of a change in the channel line-up and programming information.

Moved by Mrs. Fernandes seconded by Mr. Silva to file. Vote 5-0 all in favor.

160. Stephen VanWormer, Project Manager, Omni Environmental Group – informing the Town of Ludlow of a release of #2 fuel oil that has occurred at 71 Fairway Drive, Ludlow.

Moved by Mr. Silva seconded by Mrs. Fernandes to file. Vote 5-0 all in favor.

161. Notice of Hearing from the Commonwealth of Massachusetts, ABCC to be held on July 11, 2019 at 11:30 a.m. on a possible violation that occurred at Turnpike Package Store, Inc. d/b/a Turnpike Package Store, 434 Center Street.

Moved by Mr. Goncalves seconded by Mrs. Fernandes to file. Vote 5-0 all in favor.

161A. Amended Notice of Hearing for Correspondence #161 - from the Commonwealth of Massachusetts, ABCC to be held on July 30, 2019 at 11:30 a.m. on a possible violation that occurred at Turnpike Package Store, Inc. d/b/a Turnpike Package Store, 434 Center Street.

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Moved by Mrs. Fernandes seconded by Mr. Rosenblum to file. Vote 5-0 all in favor.

162. Notice of Hearing from the Commonwealth of Massachusetts, ABCC to be held on July 30, 2019 at 12:00 p.m. on a possible violation that occurred at Tahir Humayun d/b/a E-Z Shop Convenience, 00546A Center Street.

Moved by Mrs. Fernandes seconded by Mr. Goncalves to file. Vote 5-0 all in favor.

163. Commonwealth of Massachusetts Department of Telecommunications and Cable Notice and Petition of Rescheduled Public Hearing on Cable Basic Service Tier Rates – the hearing originally scheduled for Wednesday, July 24, 2019, will instead be held at 11:00 a.m. on Wednesday, August 7, 2019, in Hearing Room 1E, at 1000 Washington Street, Boston, MA.

Moved by Mr. Silva seconded by Mrs. Fernandes to file. Vote 5-0 all in favor.

164. Hang Wu, Chin's Kitchen – Application for a Common Victualler License for Chin's Kitchen, 12 Lakeview Avenue. (transfer of ownership)

Moved by Mr. Silva seconded by Mrs. Fernandes to approve the transfer of ownership of the Common Victualler License for Chin's Kitchen. Vote 5-0 all in favor.

165. Laurie Smith, 2019 Celebrate Ludlow Committee Chair – requesting permission to have the DPW hang banners and asking that the fees be waived from the Building Inspectors Office for certain permits.

Moved by Mrs. Fernandes seconded by Mr. Goncalves to approve the DPW to hang banners and waive the Building Inspector fees for permits. Vote 5-0 all in favor.

Unfinished Business:

Board to approve and sign Fiscal Year-End Request for Appropriation Transfers for all departments. Finance Committee has reviewed and approved them.

Done.

Board to review and adopt the Financial Policy Manual as prepared by the Division of Local Services thru the Community Compact Cabinet Initiative.

Done.

Board to discuss and approve the Charge and Charter of the Long-Range Planning Committee, specifically the make-up of said committee.

The Long-Range Planning Committee shall be composed of 9 voting members and composed of the following: Board of Selectmen designee, Board of Public Works designee, Planning Board designee, Board of Assessors, Finance Committee designee, School Committee designee, School Superintendent, Recreation Commission designee and Town Administrator. The Town Accountant, Town Treasurer and the Precinct Member are not included as a voting member.

Moved by Mr. Rosenblum and seconded by Mr. Goncalves to approve the Charge and Charter of the Long-Range Planning Committee specifically the make up of said committee and the change being we remove the Precinct Member and replace it with Recreation Commission designee. Vote 5-0 all in favor.

Board to approve and sign the contract between Fontaine Bros., Inc. of Springfield and the Town for the Chapin/Harris Brook Elementary School, District Offices, and associated site improvements.

Moved by Mr. Silva and seconded by Mrs. Fernandes to approve the contract between Fontaine Bros., Inc. of Springfield and the Town for the Chapin/Harris Brook Elementary School, District Offices, and associated site improvements and to have Mr. DeBarge as the designated signee to sign the contract. Vote 5-0 all in favor.

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Board to approve and sign Board of Selectmen Meeting Minutes of April 30, 2019 and May 7, 2019.

Moved by Mr. Goncalves seconded by Mrs. Fernandes to approve and sign the Board of Selectmen Meeting Minutes for April 30, 2019 where Chairman DeBarge, Mr. Goncalves, Mr. Rosenblum, and Mrs. Fernandes were present. Vote 5-0 all in favor.

Moved by Mr. Goncalves seconded by Mr. Silva to approve and sign the Board of Selectmen Meeting Minutes for May 7, 2019 where Chairman DeBarge, Mr. Goncalves, Mr. Silva, and Mr. Rosenblum were present. Vote 4-0-1 abstention.

Board to approve and sign Selectmen Executive Session Meeting Minutes of March 5, 2019.

Moved by Mr. Silva seconded by Mr. DeBarge out of necessity to approve and sign the Selectmen Executive Session Meeting Minutes of March 5, 2019 where Mr. Silva, Chairman DeBarge, and Mr. Mannix were present. Vote 2-0 (necessity vote).

New Business:

For the Boards Information:

Sarah LaCour has been employed by Westmass Area Development Corp. to be the "Clerk of the Works" for purposes of the Grants Administrator contract for the Riverside Infrastructure project.

Moved by Mr. Silva seconded by Mr. Rosenblum to file. Vote 5-0.

Request from Historical Commission to host their own Facebook Page which would allow for the showing of several of the town's historical artifacts.

Done.

Board to appoint Chief Ryan Pease as the Community Response Coordinator to the Town of Ludlow and to serve in this position until further notice.

Moved by Mr. Rosenblum seconded by Mrs. Fernandes to appoint Chief Ryan Pease as the Community Response Coordinator to the Town of Ludlow and to serve in this position until further notice. Vote 5-0.

Board to discuss the process for Street Acceptance at Town Meetings and the recording of deeds for said accepted streets.

Mrs. Villano discussed the outcome of various conversations she has had with Town Counsel, Town Assessor and the Planning Board. It has been determined Maria's Way has been accepted as a street by the Town however, the deed was not recorded within the 120 days required by law. This will be put on as a Town article. Counsel has suggested the Board needs to review how the Town accepts streets. Mr. Goncalves stated the deed is not recorded but the Town needs to perfect the interest in the street. Moved by Mr. Silva seconded by Mr. Goncalves to approve the comments discussed regarding the process and recording of the deed for said accepted streets. Vote 5-0.

Board to peruse Selectmen Executive Session Meeting Minutes of May 21, 2019.

Perused.

Upcoming events are as follows:

July 27 Celebrate Ludlow

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TOWN CLERK'S OFFICE
2019 DEC -4 P 2:42
TOWN OF LUDLOW

Closing Comments:

Mr. Goncalves stated it was exciting to attend the Ludlow Youth Soccer tournament for boys and girls in Lancaster, PA. Mr. Goncalves reminded the residents of various summer soccer programs offered by the Town.

Mr. Silva congratulated all involved, including Fontaine Brothers, for the ground breaking of the Harris Brook Elementary School last Friday.

Ms. Fernandes thanked everyone for their acts of kindness shown towards her and her family due to the recent loss of her father.

Mr. Rosenblum stated he is pleased the Recreation Commission will be involved in the Long-Range Planning Commission and looks forward to improving the Town's fields and courts for all residents to enjoy.

Mr. DeBarge thanked the voters and all those who were able to attend the ground breaking of the Harris Brook Elementary School. Mr. DeBarge also requested the residents to support the booths at Celebrate Ludlow on July 27.

Moved by Mr. Silva and seconded by Mr. Goncalves to go into Executive Session at 8:11 p.m. and not return to open session for the purpose of discussing a pending litigation. To discuss strategy with respect to collective bargaining or litigation if an open meeting, may have a detrimental effect on the bargaining or litigation position of the public body and the Chair so declares. Vote 5-0 all in favor.

Ludlow Board of Selectmen

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