July 16, 2019

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TOWN OF LUDLOW

The Meeting of the Board of Selectmen held on Tuesday, July 16, 2019 began at 6:00 p.m. in the Selectmen's Conference Room, Town Hall.

Members Present: Chairman Mr. DeBarge, Mrs. Fernandes (arrived at 6:05 p.m.), Mr. Goncalves, Mr. Silva and Mr. Rosenblum.

First Order of Business: The Pledge of Allegiance

Visitations:

No visitations.

Correspondence:

165. Celebrate Ludlow Donations – Dr. Steve J. McDaniel $100.00, N.L. Construction, Inc. $100.00, Randall's Farm, Inc. $250.00, Noonan Energy Corp. $50.00, J.L. Mercadante $50.00, Caracas Construction Corp. $50.00, Country Bank $1,000.00, Precision Home Improvement $200.00, Manganaro Home Builders, Inc. $100.00 and LUSO Federal Credit Union $2,000.00. Grand Total: $5,650.00.

Moved by Mr. Silva seconded by Mr. Goncalves to accept Celebrate Ludlow donations, send thank-you letters and post on the local channel. Vote 4-0 all in favor.

166. Richard Burkitt, Christ the King Parish Picnic Committee Chairman - formally requesting the Board to waive the $75.00 Administrative Fee, hand delivered to the Police Department prior to the event, for services rendered by two police officers on June 23, 2019 at the Christ the King Picnic, Warsaw Avenue, Ludlow, MA.

Moved by Mr. Goncalves seconded by Mr. Silva to table for discussion later in this meeting when discussing Administrative Fees.

167. Linda Cruz-Carnal, Regional Director, Philadelphia Region United States Department of Commerce Economic Development Administration – acknowledging receipt of the Board's acceptance of their Financial Assistance Award in the amount of $3,126,750 investment for assistance to the Town of Ludlow for the Ludlow Mills Riverside Drive Infrastructure Project.

Moved by Mr. Rosenblum seconded by Mr. Goncalves to file. Vote 4-0.

168. Massachusetts Municipal Wholesale Electric Company (MMWEC) News Release – informing the Board MMWEC has retired all the bonds related to its ownership interests in several New England generating facilities, allowing its 28 municipal utility project participants to enjoy years of debt-free ownership in their generating asset entitlements.

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

169. Louis Gili, Environmental Engineer, Massachusetts Municipal Wholesale Electric Company (MMWEC) – informing the Board during the third quarter of 2019, MMWEC is planning to conduct necessary repairs and inspections of 4 test stations and 3 Direct Current Decouple (DCD) boxes along the natural gas pipeline. MMWEC will also have the vegetation over the natural gas pipeline mowed anytime between July and the end of August.

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

170. Kurt E. Kluges, LSP Project Manager, Jewel Environmental Corporation – informing the Board that Jewel Environmental Corp. will be filing the Permanent Solution report with the Massachusetts Department of Environmental Protection for the Ludlow Service Plaza, I90 West, Ludlow, MA within 7 days of receipt of this letter. The report was filed in response to a release/threat of release of oil and/or hazardous material and outlined that a level of No Significant Risk and Permanent Solution was ultimately achieved at the disposal site.

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

171. Anthony Leroux, Race Director for the Annual Cyclonite Sprint Triathlon - requesting the Board's approval for police support for a portion of the race course; the donation of an officer as this race is a fundraiser to provide the Holyoke YMCA with funds to support their water safety programs; and approval of the new bike course which includes portions of the Town of Ludlow.

The race starts and finishes at the Chicopee State Park in Chicopee, MA on Sunday, August 25, 2019.

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Moved by Mr. Goncalves seconded by Mrs. Fernandes to approve the use of the Town streets and to let Chief Madera decide about the donation of an officer. Vote 5-0.

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

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

173. Jim Goodreau and Ken Batista, DPW Memorandum – informing the Board that the annual inspections of the permitted gravel banks were performed and their recommendation that the gravel banks be renewed.

Moved by Mr. Silva seconded by Mrs. Fernandes to approve the renewals of the gravel banks. Vote 5-0.

174. Karyn E. Polito, Lieutenant Governor – congratulating the Town of Ludlow on having completed the best practices chosen as part of the Community Compact initiative. The Governor's Office applauds the Town of Ludlow for choosing and finalizing the Financial Policies and Financial Trend Monitoring best practices with assistance from the Division of Local Services' (DLS) Technical Assistance Bureau (TAB).

Moved by Mrs. Fernandes seconded by Mr. Rosenblum to file and thanked Kim Collins, Town Accountant and Mrs. Villano, Town Administrator. Vote 5-0 all in favor.

Unfinished Business:

Board to discuss the administrative fee percentage charged to vendors for outside detail services.

Mr. DeBarge stated he met with Festa representatives to discuss administrative fees from Festa. Mr. DeBarge discussed the differences of administrative fees between a non-profit versus for profit organization. For Festa, the administrative fee is high and will get even higher over time due to the basic fee for police and fire.

Mr. Goncalves stated the Police Department offers their services and the officers are given their hourly rate. Mr. Goncalves explained that years ago, the police department and the Town Clerk at the time, Helen Lemek, discussed and agreed upon an administrative fee for creating the bills and collecting money which was equal to 10% of the total police bill. Mr. Goncalves was under the impression that the administrative fees went into the Police Department's budget, but it goes to a General Fund that does not directly benefit the Police Department. The non-profits in Town that would benefit from it need the officers and does not generate a huge amount of money. Mr. Goncalves proposes the administrative fee for all non-profits should be decreased to 3% with a cap of $1,000.00.

Mr. Rosenblum agreed with Mr. Goncalves given the amount of business events such as Festa brings to the Town.

Mrs. Fernandes asked how this will impact the Police Chief's employment costs and is concerned if this will open the doors of others complaining about other fees being waived.

Mrs. Villano stated the Town already waives permit fees for non-profit events. Mrs. Villano stated the Police Chief was present at the meeting with the Festa representative and did not have any adverse reaction to lowering or negotiating changes to provide some relief to non-profits.

Mr. DeBarge stated, this idea of lowering the percentage rate and placing a cap on the administrative fee, came from realizing each time police and fire contracts are negotiated, their salaries go up, their detail rates go up, and the bills get higher.

Moved by Mr. Goncalves seconded by Mr. Rosenblum that going forward, including any permits that are on the table such as Mr. Burkitt's, or any fees that are upcoming for all the non-profit administrative fees from the Police Department that the new fee be reduced from 10% to 3% and a maximum bill or invoice for those services in the amount of $1,000.00 per event. Vote 4-0-1 abstention.

Board to approve and sign Selectmen Executive Session Meeting Minutes of May 21, 2019.

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Moved by Mr. Goncalves seconded by Mr. Silva to approve and sign the Selectmen Executive Session Meeting Minutes of May 21, 2019. Present were Mr. Silva, Chairman DeBarge, Mr. Goncalves, Mr. Rosenblum, Mrs. Fernandes who arrived at 6:15 p.m., and Chief Madera. Vote 5-0.

New Business:

Board to open the warrant for the October 7, 2019 Special Town Meeting. Articles for inclusion in the warrant will be accepted until Thursday, August 15, 2019 at 4:00 p.m. and the warrant will officially close at the Selectmen's meeting on Tuesday, August 20, 2019.

Moved by Mr. Silva seconded by Mr. Goncalves to open the Special Town Meeting Warrant Articles for October 7, 2019. Vote 5-0.

Board to approve and sign the gravel bank permits.

Approved and signed.

Board to approve and sign (4) One Day Permits for August 30, August 31, September 1, and September 2, 2019; and the Sunday Entertainment License for Our Lady of Fatima Festa.

Moved by Mr. Silva seconded by Mrs. Fernandes to approve and sign (4) One Day Permits for August 30, August 31, September 1, and September 2, 2019; the Sunday Entertainment License for Our Lady of Fatima Festa; and to waive the fees. Vote 5-0.

Board to approve and sign the contract between Grodsky and the Town for the rooftop unit replacement at the Hubbard Library.

Moved by Mr. Silva seconded by Mr. Goncalves to table the approval of the contract between Grodsky and the Town for the rooftop unit replacement at the Hubbard Library. Vote 5-0.

Board to peruse Selectmen Executive Session Meeting Minutes of June 4, 2019.

Perused.

Upcoming events are as follows:

July 27 Celebrate Ludlow

Closing Comments:

Mr. Silva invited all to attend Celebrate Ludlow.

Mrs. Fernandes encouraged residents to lock their doors due to recent break-ins. She also warned residents not to provide their social security number to callers who claim to be calling from the social security office.

Mr. Rosenblum encouraged residents to attend Celebrate Ludlow, lock their homes and cars, and to consider installing sensor lights.

Mr. Goncalves encouraged residents to look out for neighbors and the elderly during the heatwave.

Mr. DeBarge stated his neighborhood recently had a rash of break-ins. He also advised residents to remain vigilant and consider installing sensor lighting and cameras. He stated a track and field replacement fund account will be opening for donations and a committee will be created to assist with fundraising to help alleviate the burden upon taxpayers. Mr. DeBarge stated he has received a $10,000.00 pledge from an individual for the track and field. The Board has pledged up to $75,000 to

obtain an engineer to determine an accurate dollar amount as to what is needed for the track replacement. Mr. DeBarge stated the entire process will take some time and requested residents to be patient because it will not happen overnight.

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Moved by Mrs. Fernandes and seconded by Mr. Goncalves to go into Executive Session at 6:52 p.m. and not return to open session for the purpose of discussing collective bargaining with the Police Units. 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.