August 6, 2019

The Meeting of the Board of Selectmen held on Tuesday, August 6, 2019 began at 6:05 p.m. in the Selectmen's Conference Room, Town Hall.

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

First Order of Business: The Pledge of Allegiance

Visitations:

Amy Vescella, Hubbard Memorial Library – 5th Annual End of Summer Car Show Saturday, September 7, 2019 from 9:00 a.m. to 1:00 p.m.

Ms. Vescella is expecting 75 classic show cars and hundreds of spectators. Ms. Vescella stated she may need to consider a different location next year. Ms. Vescella currently uses the library parking lot, library lawn and the lot with the raised house to display classic show cars. Patrons are asked to use the Chestnut Street Administrative Building lot and plaza across the street for parking. Ludlow Police have volunteered their time and will assist on the date of the event. Ms. Vescella requested the Board to allow her to park some of the classic show cars in a single line along the curb of Memorial Park if needed.

Moved by Mrs. Fernandes seconded by Mr. Rosenblum to allow the use of the curb edge of Memorial Park to park classic show cars for the 5th Annual End of Summer Car Show being held on Saturday, September 7, 2019. Vote 5-0. Moved to amend motion by Mrs. Fernandes seconded by Mr. Rosenblum to include Ms. Vescella will confer with DPW to mark the location of sprinkler heads in the area. Vote 5-0.

Chief Madera, Police Department and Carrie Ribeiro, Human Resource Manager – clerical staff reclassification.

Chief Madera stated the LATOS II position will be open as of August 30, 2019 due to a resignation. It is currently a 31-hour position. Chief Madera stated the position has evolved from a LATOS II to a LATOS III position. Chief Madera requests the approval of the Board to increase the hours by 4 hours from 31 to 35 hours per week and to change the LATOS II position to a LATOS III position. Currently, the two people working in records are doing the exact same duties, tasks, requires them to cross train to know each other's roles and to fill in when the administrative assistant is out of the office. The LATOS II position is currently being paid at the Step 4 rate going into Step 5 for the next fiscal year and is an approximately $20 per hour position. The LATOS III starting rate at Step 1 is $19.0248 which is still in the budget. It would take approximately two years to reach the level for which the LATOS II Step 5 is $23.791 which is currently budgeted.

Chief Madera stated the job description of the LATOS III position is very similar to the LATOS II position and needs to be reclassified. Both positions do licenses to carry, payroll, records, request responses, billing, fills in for the Administrative Assistant and any other assignments given to them by the Administrative Assistant. Chief Madera stated the reclassification of the LATOS II position would help with recruitment from within. This position will be difficult to recruit from within the town and may need to hire from the outside.

Ms. Ribeiro agreed the recruitment for this position is a challenge and a reclassification of it would make it more attractive for applicants. Ms. Ribeiro stated this position also works one late evening and weekends.

Chief Madera stated there will be a slight increase of approximately $500-$600 in the line item for fiscal year 2021.

Moved by Mr. Silva and seconded by Mr. Goncalves to approve the recommendation of Chief Madera and Human Resources to change the LATOS II position to a LATOS III position and to increase the hours by 4 hours from 31 to 35 hours per week. Vote 5-0.

Correspondence:

175. Celebrate Ludlow Donations – Jim and Eddie's Dry Cleaning $25.00, Keystone Commons $200.00, Unity Athletic Club, Inc. $100.00, Siok and Son Excavating & Trucking $100.00, donations received in the Donation Box on the day of the event $466.00, and Columbia Gas of Massachusetts $1,000.00. Grand Total: $7,541.00.

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Moved by Mr. Silva seconded by Mrs. Fernandes to accept Celebrate Ludlow donations and to send thank-you letters. Vote 5-0 all in favor.

176. Licinio Silva, 145 Clover Road – requesting the Board and Safety Committee to consider putting a stop sign at the intersection of Hunter and Clover.

Moved by Mr. Silva seconded by Mr. Rosenblum to forward to the Safety Committee. Vote 5-0 all in favor.

177. Joseph Mitchell, Eversource Community Relations & Economic Development Specialist – informing Ludlow Municipal Officials that Eversource will be conducting routine survey work to confirm the environmental conditions of the right of way as well as the boundaries of the Eversource easements in our area. This work will not interrupt electric service to homes or businesses, will begin over the next few weeks and is expected to be completed by the end of the summer.

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

178. Massachusetts School Building Authority Meeting Agenda – informing the Board the Harris Brook Elementary School Construction Kick Off Meeting is scheduled for August 28, 2019 at 9:00 a.m.

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

179. Michael Rodrigues, Vanished Valley, Ride to Remember Fundraiser, September 21, 2019
- application for Beer and Wine One Day Permit on September 21, 2019;
- requesting permission to hold a bike ride and use of the roads through the Town to begin and end at Vanished Valley (see map attached); and
- requesting permission for the bike riders to use the Town Hall parking lot to park their cars on the day of the event.

Moved by Mr. Silva seconded by Mrs. Fernandes to approve the bike Ride to Remember Fundraiser for Michael Rodrigues, the application for Beer and Wine One Day Permit on September 21, 2019 pending the verification from the Police Department that all safety issues are followed, and the use of the Town Hall parking lot to park their cars. Vote 4-0-1 abstention.

180. Peter J. Cavicchi, P.E., MassDOT District Highway Director – informing the Board the District will now be able to accept new project commitments using Fiscal Year 2020 apportionments since Chapter 90 legislation has been signed for Fiscal Year 2020 at the full amounts authorized in April.

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

181. Sharon Litourneau Clark – informing the Board of her interest in becoming a member of the Ludlow Cultural Council.

Moved by Mr. Silva seconded by Mr. Goncalves to appoint Sharon Litourneau Clark as a member of the Ludlow Cultural Council. Vote 5-0 all in favor.

181(a) Nira Flatley – informing the Board of her interest in becoming a member of the Ludlow Cultural Council.

Moved by Mr. Silva seconded by Mr. Goncalves to appoint Nira Flatley as a member of the Ludlow Cultural Council. Vote 5-0 all in favor.

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

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

183. Pablo P. Madera, Chief of Police – informing the Board of Special Police Sgt. Norman Picard's intention to resign effective July 31, 2019.

Moved by Mrs. Fernandes seconded by Mr. Goncalves to accept and send a letter of appreciation for service. Vote 5-0 all in favor.

184. Pablo P. Madera, Chief of Police – informing the Board of Provisional Patrolman Nathan Crowther's intention to resign effective July 23, 2019.

Moved by Mrs. Fernandes seconded by Mr. Goncalves to accept and send a letter of appreciation for service. Vote 5-0 all in favor.

185. Ryan M. Pease, Fire Chief – informing the Board of a donation in the amount of $25.00 from Anthony T. Torres for the Ludlow Ambulance Service. Board to accept the donation.

Moved by Mrs. Fernandes seconded by Mr. Silva to accept donation in the amount of $25.00 from Anthony T. Torres and send a letter of thanks. Vote 5-0 all in favor.

186. Linda Neves Augusto, President, Our Lady of Fatima Dedication Society – seeking permission from the Board to hang two banners to advertise the Portuguese Festa which will be held on Friday, August 30, 2019 through Monday, September 2, 2019. They would like to hang one banner at the Turnpike Entrance and one at Putts Bridge two weeks prior to the event.

Moved by Mr. Rosenblum seconded by Mrs. Fernandes to grant permission to Ms. Augusto, President, to hang banners two weeks prior to the event at both locations and note due to construction, the banner near the turnpike entrance may need to be relocated. Vote 5-0 all in favor.

187. Captain Seth M. Falconer, MDA Committee – requesting permission to hold the annual Boot Day to benefit the Muscular Dystrophy Association on Friday, August 30, 2019 from 1:00pm – 6:00pm in front of the Fire Station at Chapin and Center Streets.

Moved by Mr. Goncalves seconded by Mr. Silva to grant permission to Captain Falconer, MDA Committee to hold the annual boot day on Friday, August 30, 2019 as stated in the request. Vote 5-0 all in favor.

188. Mark Fanelli, Fanelli's Traveling Amusement Park Inc., - application for a Sunday Entertainment License for Carnival Rides during Our Lady of Fatima's FESTA on Sunday, September 1, 2019.

Moved by Mrs. Fernandes seconded by Mr. Rosenblum to approve the application of Mark Fanelli, Fanelli's Traveling Amusement Park Inc. for a Sunday Entertainment License for Carnival Rides during Our Lady of Fatima's FESTA on Sunday, September 1, 2019. Vote 5-0 all in favor.

189. Sean McBride, Westover Golf Course Chairman – request for the Westover Golf Course to access funds from the Town's Building Infrastructure Fund to fund security cameras in the parking area and traffic circle near the front door of the Westover Golf Course Clubhouse.

Moved by Mr. Silva seconded by Mr. Rosenblum to allow the Westover Golf Commission to secure funds to implement the security cameras at Westover Golf Course. Vote 5-0 all in favor.

190. Barbara St. Jacques – informing the Board of her resignation as a Republican Election Officer.

Moved by Mr. Silva seconded by Mrs. Fernandes to accept the resignation of Barbara St. Jacques and to send her a thank you letter for her services. Vote 5-0 all in favor.

191. Margaret Mackintosh, Ludlow Resident – requesting the Board to consider what is in the best financial interest for all towns' people of Ludlow regarding the track and field project at Ludlow High School.

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

192. Peter J. Cavicchi, P.E., MassDOT District 2 Highway Director – providing the Board a copy of the Small Bridge Inspection Report with safety recommendations for the structure at 21 Center Street/Springfield Reservoir Outlet. (Report has been forwarded to DPW)

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

192(a). Peter J. Cavicchi, P.E., MassDOT District 2 Highway Director – providing the Board copies of the National Bridge Inspection Standards (NBIS) Bridge Inspection Reports for the municipally-owned bridges located at L-16-003=W-35-001 (0M6) Miller Street & Chicopee River; L-16-015 (0M9) Holyoke Street & Higher Brook; and L-16-018 (0M8) West Street & Higher Brook. (Report has been forwarded to DPW)

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

193. Maureen Buccacio, Ludlow Resident – informing the Board of several complaints she has with the DPW regarding the removal of a tree stump located at the back entrance to Whitney Park, plowing, sanding and street sweeping on Baker Street.

Moved by Mr. Goncalves seconded by Mrs. Fernandes to forward to DPW with a request to contact Ms. Buccacio and report to the Board why these items have not been taken care of, and to file. Vote 5-0 all in favor.

194. American Cancer Society Inc. - Application for License to Conduct a One Day Game Commonly Called Beano to be held on September 22, 2019 at 355 East Street, Ludlow.
(Designer handbag Bingo)

Moved by Mrs. Fernandes seconded by Mr. Goncalves to approve the application for a license to conduct a one-day game commonly called Beano to be held on September 22, 2019. Vote 5-0 all in favor.

195. Alexandra N. Riddle, LSP Senior Project Manager, ATC Group Services LLC - informing the Board Cumberland Farms, Inc. MA 1084 at 463 Center Street, Ludlow, submitted a Permanent Solution Statement to the MassDEP on July 29, 2019.

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

Unfinished Business:

Chairman to sign the Sunday Entertainment License for September 1, 2019 for Fanelli's Traveling Amusement Park Inc. for carnival rides during Festa, if approved.

Signed.

Board to approve and sign Selectmen Executive Session Meeting Minutes of June 4, 2019.

Moved by Mr. Goncalves seconded by Mr. Silva to approve and sign Selectmen Executive Session Meeting Minutes of June 4, 2019. Members present were Derek DeBarge, Chairman, Manny Silva, Tony Goncalves, and William Rosenblum. Vote 4-0-1 abstention.

New Business:

Board to discuss the gas storage fees and the possibility of increasing those fees, which would include the need for a bylaw change.

Mrs. Villano stated the Clerk has advised gas storage fees have not been increased in at least twenty years. Mrs. Villano will check the rates in surrounding communities and bring the information back to the Board.

Board to appoint Election Officers effective July 15, 2019 – July 14, 2020.

Moved by Mr. Goncalves and seconded by Mr. Silva to appoint the Election Officers as listed. Vote 5-0 all in favor.

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Board to establish a donation account for the replacement of the Track and Fields at Ludlow High School and to discuss the establishment of a committee to oversee the assessment and construction of the Track and Fields Replacement project as well as fundraising and the expenditures of funds in that account.

Moved by Mr. Silva and seconded by Mr. Goncalves for the Board to establish a Capital Planning Project Fund Account for the Track and Fields Replacement in which all donations, grants, gifts, fundraising and all other funding sources will be deposited and that all expenditures will be under the jurisdiction of the Track and Fields Replacement Committee. Vote 5-0 all in favor.

Mr. DeBarge stated the Track and Fields Replacement Committee will be governed by the Board of Selectmen. The Board will be advertising and accepting applications of those individuals who would like to be on the Track and Fields Replacement Committee. The committee will be comprised of nine (9) members: a School Committee member, a Board of Selectmen member, four community members at large, a DPW member, Tim Brillo, Ludlow High School Athletic Director, and Kim Collins, Town Accountant.

Mr. DeBarge stated paperwork is in the process of being completed to get engineering bids.

Mr. DeBarge proposed to schedule a meeting with David Eisenthal, our Financial Advisor on August 13, 2019 to discuss debt exclusion and borrowing options.

Moved by Mr. Rosenblum and seconded by Mr. Silva to create a Track and Fields Replacement Committee that will be comprised of nine (9) members: a School Committee member, a Board of Selectmen member, four community members at large by application, a DPW member, Tim Brillo, Ludlow High School Athletic Director, and Kim Collins, Town Accountant. Vote 5-0 all in favor.

Moved by Mrs. Fernandes and seconded by Mr. Rosenblum to nominate Selectman Antonio Goncalves to serve as the Board member on the Track and Fields Replacement Committee. Vote 5-0 all in favor.

The Board will check with Town Counsel to see if there is a conflict of interest ethically for members of the Board of Selectmen and various committee members soliciting funds for the Track and Fields Replacement.

Chairman to discuss the $100,000 dollar added to the State budget which was approved by the legislature and Governor.

- *provided further, that not less than $100,000 shall be expended to the town of Ludlow for the replacement of the Ludlow High School track which is located on Line Item: 7010-1192*

Mr. DeBarge stated he and Mrs. Gregoire had contacted Senator Lesser regarding assisting with funding the Ludlow High School track. Mr. DeBarge stated he confirmed with Senator Lesser that the Town should be receiving the $100,000 expended to the Town of Ludlow in September.

Board to discuss funding of the Track and Fields Replacement project which may include a warrant article.

Mrs. Villano stated the Board may want the warrant article to read with an amount not to exceed a certain amount, borrowing the rest, by debt exclusion, operating budget, and fundraising the rest. Unfortunately, we do not have a dollar amount to put on the October ballot, so it may need to be postponed. Mr. DeBarge stated Mrs. Villano reminded him that for the new school and Senior Center we had a Special Town meeting in January to put it on the ballot in March. Mrs. Villano stated when it goes on a Town Article it is to appropriate the money through debt exclusion. Then, the Board has 45 days before the election to ask the Clerk to put the verbiage for the ballot question for debt exclusion onto the ballot. Mr. DeBarge stated the Board needs to discuss all options the Town has with our Financial Advisor, David Eisenthal.

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 and seconded by Mrs. Fernandes to approve and sign the contract between Grodsky and the Town for the rooftop unit replacement at the Hubbard Library. Vote 5-0 all in favor.

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Board to approve and sign the Beer and Wine One Day Permit for Michael Rodrigues, 782 Center Street, Ride to Remember Beer Garden Fundraiser on September 21, 2019.

Moved by Mr. Silva and seconded by Mrs. Fernandes to sign, since previously approved, the Beer and Wine One Day Permit for Michael Rodrigues, 782 Center Street, Ride to Remember Beer Garden Fundraiser on September 21, 2019. Vote 4-0-1 abstention.

Chairman to discuss use of Social Media and the dissemination of information.

Mr. DeBarge addressed recent misinformation posted on Facebook about cooling stations. Mr. DeBarge emphasized the need to be careful about posting information on social media. Mrs. Fernandes suggested putting policies in place regarding postings on social media. Mr. DeBarge stated the protocol is if the Town had an emergency, the Chief of Police and/or the Fire Chief would notify the Town Administrator who would then contact the Chairman of the Board of Selectmen.

Board to peruse Selectmen's Meeting Minutes of May 21, 2019 and June 4, 2019.

Perused.

Board to peruse Selectmen Executive Session Meeting Minutes of June 18, 2019 and July 2, 2019.

Perused.

Chairman to approve and sign all bills, warrants and abatements. A record of all warrants is in the Selectmen's office for perusal.

Upcoming events are as follows:

August 25 – Annual Cyclonite Sprint Triathlon at 8:00 a.m. begins and ends at Chicopee State Park (portions of the route include Burnette Road, West Street and Old West Street)

August 30, 31, September 1, and 2 - Our Lady of Fatima Church FESTA

September 1 – 11th Annual Ride Like an Animal Motorcycle Run & Car Show (a portion of the route includes turning onto West Street between 10:50-11:00 a.m.)

Closing Comments:

Mr. Silva stated he has no closing comments.

Mr. Goncalves stated Laurie Smith and the Celebrate Ludlow Committee should be commended. Mr. Goncalves stated it was a great time had by everyone he spoke with who attended, there was a great fireworks display, and he saw positive postings both on Facebook and LinkedIn.

Mr. Rosenblum stated Celebrate Ludlow was a great success and was well attended.

Mrs. Fernandes commended the Celebrate Ludlow Committee for hosting a successful event.

Mr. DeBarge stated he thought the crowd at Celebrate Ludlow was small during the day, but Laurie Smith did a fantastic job. Mr. DeBarge also commended Special Police Sargent Picard and Patrolman Crowther for their service and wished them both the best.

Moved by Mrs. Fernandes and seconded by Mr. Silva to go into Executive Session at 8:15 p.m. and not return to open session for the purpose of discussing negotiations with the Police Officers, Police

Supervisors Unions and Nurses Union. 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.

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Ludlow Board of Selectmen

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