TOWN OF LUDLOW PLANNING BOARD
MINUTES OF THE MEETING OF
June 11, 2020

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PLANNING BOARD MEMBERS

Christopher Coelho – Chairman (Present)
Joseph Queiroga – Vice Chairman (Present)`
Kathleen Houle (Present)
Raymond Phoenix (Present)
Rafael Quiterio (Absent)

Mr. Phoenix acted as Chairman until Mr. Coelho was elected Chairman later in the meeting.

The meeting began at 4:30 p.m. in the Selectmen's Conference Room via Telephonically (by order of the Governor's March 10, 2020 order titled "Order Suspending Certain Provisions of the Open Meeting Law, G.L. c.30A, § 20" due to the COVID-19 Virus Outbreak)

Consent Agenda:

The Board approved the Consent Agenda under unanimous consent.

- APPROVE Change of Occupancy:
  - Leon H. Babbitt III & John Vicaire Jr. (Kitchen Works Plus) 35 State Street (new ownership of existing cabinet business)

Committee Assignments

The Board voted to keep the committee assignments as they remain, except for the two positions that were held by John Pedro, Associate Member (PVPC Alternate Member, Fair Housing Committee).

Mr. Phoenix: I'll entertain a MOTION that all committee assignments be maintained as is and the two that are assigned to John Pedro be left vacant for the time being.
Mr. Queiroga: **SO MOVED**, Mr. Chairman.
SECOND Ms. Houle.
4-0 in Favor.
Roll call vote: Mr. Queiroga – yes; Ms. Houle – yes; Mr. Coelho – yes; Mr. Phoenix – yes.

Board to Reorganize

Mr. Queiroga: I make a **MOTION** to nominate Chris Coelho as Chairman.
SECOND Ms. Houle.
4-0 in Favor.
Roll call vote: Mr. Queiroga – yes; Mr. Coelho – yes; Ms. Houle – yes; Mr. Phoenix – yes.

Mr. Coelho finished the remainder of the meeting as Chairman.

Ms. Houle: I make a **MOTION** to appoint Joe Queiroga as Vice Chairman.
SECOND Mr. Phoenix.
4-0 in Favor.
Roll call vote: Ms. Houle – yes; Mr. Phoenix – yes; Mr. Queiroga – yes; Mr. Coelho – yes.

Mr. Queiroga: I nominate Kathy for Secretary.
SECOND Mr. Phoenix.
4-0 in Favor.
Roll call vote: Ms. Houle – yes; Mr. Queiroga – yes; Mr. Phoenix – yes; Mr. Coelho – yes.

The Planning Board Reorganized as follows:

Chairman: Christopher Coelho

Vice Chairman: Joseph Queiroga

Secretary: Kathy Houle

Members: Raymond Phoenix, Rafael Quiterio

Associate Member: Vacant

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Mr. Phoenix: I'll make a **MOTION** to adjourn.
SECOND Ms. Houle.
4-0 in Favor.
Roll call vote: Mr. Queiroga – yes; Ms. Houle – yes; Mr. Phoenix – yes; Mr. Coelho – yes.

Meeting adjourned at 4:35 p.m.

APPROVED:

Kathleen J. Houle
Kathleen Houle, Secretary

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(All related documents can be viewed at the Planning Board Office during regular business hours.