The Meeting of the Board of Selectmen held on Tuesday, June 21, 2022 began at 5:30 p.m. Remote participation due to COVID-19.

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Members Present: Derek DeBarge, James Gennette, Antonio Goncalves, and William Rosenblum

Absent: Manuel Silva.

First Order of Business: The Pledge of Allegiance

VISITATIONS:

5:35 p.m. – Tighe & Bond – to Discuss Feasibility Study

Mr. Da Cruz – Vice President – Tighe & Bond, explained that they are here to answer any questions the Board may have regarding the feasibility study that they completed at the Public Safety Complex. After meeting with Chief Valadas and Chief Pease, they went on to identify some of the needs and proposed improvements at the facility. A proposal was submitted on February 24, 2022, which was a preliminary evaluation of the existing systems with some options going forward relative to improvements needed at that facility. Mr. Da Cruz explained that approximately 6 weeks ago he met with Mr. Strange and he requested a study be done at Town Hall as well. After touring Town Hall and getting the 1974 construction plans for the building, they put together a study for that HVAC system as well and was submitted it on June 20, 2022. They tried to give the Town the best bang for their buck with these studies. He explained that both of these systems have outlived their useful life. Corcoran had given prices to replace the system in kind, however he does not believe this will solve the functionality of the system and it has not worked properly for many years. These are very old systems.

Mr. DeBarge asked what options there are for the Public Safety Complex?

Mr. Curtis explained that they would take a close look at the ventilation in both buildings and make recommendations. The code requirements for ventilation have changed significantly since these systems were installed as well. There is additional filtration they can also do if the Town is interested in that.

Mr. Gennette stated that the units are running they just don't meet the needs of the building. Mr. Gennette asked what the typical life span is for a unit like this is, particularly at the Public Safety Complex?

Mr. Curtis stated that with respect to the Public Safety Complex, there are certain parts of the system that are not functioning properly or at all. The package roof top units, which are the air handling systems which deliver either heat or air conditioning to the occupied spaces, typically have a lifespan of about 20-25 years and theirs are over 30 years old.

Mr. Ellison explained that there are parts of the system, parts of the ducts that were never connected from the beginning. These were design flaws right from the beginning in the 90's when it was installed. There are controls that do not control anything, and units that just run.

Mr. Da Cruz stated they found controls in the Fire station that controlled some of the offices on the police side.

Mr. Ellison explained when they use the word "running" or "operating", the unit may be spinning and using kilowatt hours that the Town is paying for but they not doing what they were designed to do.

Mr. Curtis stated that he believed one of the key concerns was the holding area and that the Police Department cannot hold people there.

Chief Valadas stated that when the inspectors come in twice a year, they check the temperature of the water and the air as well as the structure of the cell. There are 7 cells and they will not certify them if the inspection does not meet their requirements and they would not have a holding cell, which could be a real problem. He also explained that the admin wing in the winter has to have space heaters because it's either really hot or really cold. Either the front of the building is cold and the back is hot or vice versa. It is a constant battle.

Mr. Ellison explained that not only the life expectancy of these units but also the change in codes definitely need to be looked at because this is how people get sick. Working on hazmat, they see sick building syndrome from having buildings that have not been maintained, like dirty ducts, etc. He does

not believe this can be done by retrofitting in old duct work and old units because they were not designed to do that.

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Mr. Rosenblum stated that they always talk about wanting to be proactive instead of reactive and that is why they need a facilities manager. They cannot retro or band aid this project, it needs to be done right.

Mr. Goncalves asked if there is a reason the Public Safety Complex did not have the hazardous material study was not included?

Mr. Da Cruz stated that it is less of an issue than Town Hall, where it was very evident.

Mr. Goncalves asked if they would be able to find them any type of Mass Save abatements?

Mr. Curtis stated that they could identify based on the different alternatives what potential utility incentives there would be for funding assistance. Mass Save does have some rebate programs for specific types of equipment. Mr. Curtis also explained that they will interview Corcoran to get their opinion on some of the issues they have with servicing the systems in town.

Mr. DeBarge would like to hear more about the system at Town Hall as well.

Mr. Curtis stated that it appears that the HVAC system at Town Hall has been untouched with the exception of the boilers in the 90's. The terminal equipment that is in all the occupied spaces and the central air handling system in the attic and the cooling tower outside are pretty old. The chiller may have been replaced at some point. A lot of it is original. It has good bones but the equipment is old. The equipment in the attic is outside of the thermal envelope of the building because the insulation is at the ceiling level. This may need to be corrected to improve efficiency.

Mr. Strange stated that the public safety complex has already voted on for the study and the funds. The Town Hall has not been voted on yet but they wanted to bring both proposals in front of the Board in case there were any questions.

Moved by Mr. DeBarge to proceed with the total fee from Tighe and Bond for $27,350.00 in reference to the public safety complex to be paid by ARPA, seconded by Mr. Gennette. Vote 4-0. All in favor.

Moved by Mr. DeBarge to accept the proposal from Tighe and Bond in reference to Town Hall HVAC mitigation for the cost of $36,500.00 to be paid when determined how, seconded by Mr. Rosenblum. Vote 4-0. All in favor.

5:45 p.m. – Class II Motor Vehicle License Hearing – Royal Coach Sales, LLC – 37 Letourneau Lane

Moved by Mr. DeBarge to open the hearing for a Class II Motor Vehicle License for Royal Coach Sales, LLC at 5:55 p.m., seconded by Mr. Rosenblum. Vote 4-0. All in favor.

Mr. Goncalves asked Mr. Garcia to tell them about his operations?

Mr. Garcia stated he is currently operating in Chicopee and recently purchased the building on Letourneau and would like to move his operation to Ludlow.

Mr. Goncalves asked if that was in the industrial plaza behind Bill's Tire, by the jail?

Mr. Garcia said yes, beside it.

Mr. Goncalves asked if he has been to the Planning Board and if he was approved? He also asked Mr. Garcia if he has his handicapped bathrooms in his building?

Mr. Garcia stated he was approved by Planning and does have his handicapped bathroom.

Mr. Rosenblum asked if the certificate of insurance had to be changed over to Ludlow?

Mr. Goncalves said yes, they would need a copy of the bond to the town of Ludlow.

Mr. Garcia stated that he will have that once they change it.

Mr. Gennette asked Mr. Garcia if he was opening a second location or moving?

Mr. Garcia stated that he is moving.

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Moved by Mr. Gennette to approve the Class II License for Royal Coach Sales, LLC, 37 Letourneau Lane, seconded by Mr. DeBarge. Vote 3-0-1. One Abstention.

6:00 p.m. – Ludlow Community Center/Randall's Boys & Girls Club – present an update on the Club and its impact in the community.

Mr. Goncalves, Ludlow Community Center Board Chair, explained that the club is the crown jewel of the town in his opinion. He was the longest standing Treasurer because he didn't want to leave the club. The club is a great place and helped him a lot when he was a kid. He was part of the building committee when it was built also. They provide daycare for individuals in town and it is a great place. They are trying to reignite the after-school programs. They have a list of things they are working on at the club as well.

Ms. Roy explained that the club is a community center. They host a number of Cares events at the club, and they have a close affiliation with them. The schools also have a close relationship with the club. The Lions Club have meetings at the club. The Rag Shag Parade happens there. The Sunshine Village comes over daily to use the facility. The Sheriff's Department uses the pool to train and use the fields for their K9 trainings. The Michael J. Dias Foundation has a space at the club. The Cultural Commission is a new affiliation and they are going to host a joint event with them. The community center is the hub of the town. The Board of Health helped the club during COVID and they have partnered with them on a lot of different events. She would like more people to see them as a part of the community and not just a boys and girls club.

Ms. Salazar explained that the one silver lining of COVID was that it helped shine the light on the youth development sector. It forced people to recognize that places like the boys and girls club remained opened while everything else was closed. The club provides a space for kids to be kids. This town is very fortunate to have a partnership with the community center. Towns across the country have contacted the community center to see how the partnership works because they are interested in doing the same. It is a unique public/private relationship that allows the club to leverage resources to bring more to the community as a whole. They try to find something for everyone. June 30th will be their 20th anniversary for the opening of the building. They are approximating about $600,000 in improvements that they have been able to leverage their partnership to access targeted grants to make improvements bringing them up to today. Additionally, she gave kudos to the legislative leaders for helping make an ARPA grant accessible which was recently awarded to the Mass Alliance Boys and Girls Club and the Ludlow Boys and Girls Club will receive a portion of that. They will be hopefully starting approximately $400,000 in new projects with the approval of the Board to enhance services and offer more to the community. Some of these projects are the small baseball field in the back will be converted to a usable softball field with bleachers, a concession stand with bathrooms and lighting in the field. Another project may be to add a kitchen area to offer nutrition and cooking classes for kids. They also participated in the boys and girls and club of America safety assessment program and at the end of the assessment they were told that there has only been two times that there were zero findings in the year and half they have been doing the assessments and that was for the Ludlow Community Center. They are also partnering with junior achievement for older age students. Saturdays will be for families with disabilities. They recently gave every 8th grade graduate a free membership to the club to keep healthy over the summer.

Mr. Goncalves added that they have always had a strong board which helped them promote the best projects with the strongest care of the children in mind.

Ms. Roy stated that the PGCA consultant was especially impressed with the relationship the club has with the Police Department. They were told that their safety measures at the club were unique and he usually has suggestions regarding safety but he actually left with more ideas from our club.

Mr. Goncalves stated that his is also a reflection on the Board of Selectmen as well for being engaged with the club and the community.

Mr. Gennette stated that he believes Ms. Salazar is a great asset to the club. Mr. Gennette has lived in Ludlow for 30 years and his children went through the school system as well as to the club. He believes the club is a great asset to the Town.

Mr. Rosenblum agreed with Mr. Gennette and his children went to preschool there and have been involved in sports there as well. There are a lot of organizations in town that utilize the facility. The ARPA funding is great for the club to have access to.

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Mr. DeBarge believes the club should be expanded and agrees that it is a jewel in the community. He believes it is vital to the community.

Mr. Goncalves stated that the club has been a part of his life for over 50 years and he is a big supporter. He is very impressed that over 75% of the club's adult usage are Ludlow residents, 80% are preschoolers, 90% school age children and 57% of employees are Ludlow residents.

Ms. Roy also let the Board know that Ms. Salazar is receiving an award from the state tomorrow from the Commission on the Status of Women.

Ms. Salazar stated that Senator Lesser nominated her and Ludlow is actually represented twice because Representative Oliveira nominated Lisa Nemeth as well.

Mr. Gennette stated that is great.

Mr. DeBarge stated that is well deserved.

6:30 p.m. – Ludlow Municipal Vulnerability Preparedness & Hazard Mitigation Plan Committee – Emily Tully, PVPC – MVP – HMP Plan Presentation/Listening Session

Mr. Stefancik, Town Planner, handed out the power point to the Selectmen. Mr. Stefancik explained that they received a grant last summer from the Executive Office of Energy and Environment for $31,000 to update the hazard mitigation plan and it also came with doing the municipal vulnerability preparedness plan. This is the update as to what has happened thus far.

Ms. Tully, Senior Planner, Pioneer Valley Planning Commission explained that this is the second public informational meeting. The Town of Ludlow is going through the MVP planning process in order to increase its resilience to natural hazards events. If the town was 'business as usual' and there was an event such as tropical storm Irene, the town would lose a lot of the functional capacity of the town. There is a slow recovery with a permanent loss and you can never get back to the initial starting point. In a resilient community when an event like that happens, the response time is a lot faster and you don't lose that functional capacity to rebound to the same condition as you had before or better. By increasing your mitigation and eliminating that risk, you save money. FEMA has shown that for every $1 you spend in on mitigation, you save $6 in disaster recovery expenses. The MVP program is through the state of Massachusetts and helps with the climate change crisis. The HMP program is through the Federal Government. They focus more on the practicality of how a town responds to disaster events. The MVP Program started in 2017. Most communities have taken advantage of this program. At the end of this process, the Town will be will be eligible for grants. Ms. Tully spoke about the temperature changes as well as the changes in precipitation and sea levels which Massachusetts will be facing in the future and how it will impact the towns. Ms. Tully explained how the vulnerability score was calculated using the Natural Hazard Assessment.

Mr. Gennette commented that he is surprised that flooding is so far down on the list because Ludlow has so much surrounding water. He believes the water levels will rise in the future as well.

Ms. Tully agreed with Mr. Gennette and stated that increases in development pressure will also add to that problem. Ground water tables are already rising.

Mr. Goncalves asked what percentage of Ludlow is in the flood plain?

Mr. Stefancik explained that he is not sure of the exact percentage but maybe 1/3 of the Town. He also stated that obviously anywhere there is water, especially the lower levels, there is concern for flooding.

Ms. Tully explained that they had three community resilience building workshops. The first workshop they talked about strengths and vulnerabilities of the town and the infrastructure. The second workshop they brainstormed mitigation actions and strategies to protect those strengths and shore up the vulnerabilities. The third workshop they continued to brainstorm and prioritized it. A survey was done as well. She also went over some of the strengths and vulnerabilities in Ludlow that the group talked about. The top priorities identified for infrastructure with this study were road/stream crossings, repairs to Putts Bridge & drainage improvements at known locations, power outage restoration plan in coordination with

Eversource. For environmental, it is pond water quality assessment, mosquito control strategies, and town-wide green infrastructure plan. For societal resilience it is Town communication, climate vulnerable population outreach and power outage critical customers list. The grant will expire June 30th, therefore, the plan to MEMA must be submitted by then.

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Mr. Goncalves asked how long Ms. Tully will be a part of this project?

Ms. Tully explained that as of June 30th the contract officially ends but she will continue to make any revisions as necessary and answer any questions.

Mr. DeBarge thanked Ms. Tully for a great presentation. He was encouraged by all of the great information.

Mr. Stefancik explained that Ms. Tully can also help with updating the master plans, and the open space recreation plan, which has expired.

Mr. Gennette stated that pre-planning for emergencies is vital.

Mr. Rosenblum stated that he likes to be proactive and not reactive.

7:00 p.m. – Ludlow Housing Authority – 37-39 Chestnut Street lease – to discuss and vote on the status of Town's lease agreement and Exit 7 lease agreement.

Ms. Carvide explained that the first part is the bottom floor that was the old Senior Center, and she is asking if this will be relinquished back to them or was the Town going to use it for something else?

Mr. Goncalves asked is she had a plan for the bottom floor?

Ms. Carvide stated that the things they were thinking of were the Capital Improvement team through the state, which assist smaller Housing Authorities to get capital improvements or the Veterans Services to use as extra space. The bathrooms do need to be repaired and the heating system. Exit 7's contract ended in June 2021 so she is trying to figure out if that lease will now come under the Housing Authority instead of the Town.

Mr. Gennette asked if the building is currently under the Housing Authority?

Ms. Carvide stated that the building is theirs, they have the deed. However, there was a lease for 99 years between the Town of Ludlow and the Housing Authority to use the bottom floor as the Senior Center and the Town would be responsible for the heating system. Ms. Carbide asked if there was a way to shut that heating system off?

Mr. Strange stated that he believes the boiler can be shut off.

Ms. Carvide believes there is a valve that disconnects the two buildings and then they will have the heating system just for their building.

Mr. Gennette stated that would leave the other two buildings without heat.

Mr. Strange explained that because it is a long process, they should start trying to figure out how to get the winter with those two buildings. The sale will be contingent on the new owner installing their own boilers.

Mr. DeBarge stated to look at all options and continue the discussion about possibly keeping those two buildings.

Mr. Gennette asked what the Housing Authority would like to see happen with these buildings?

Ms. Carvide stated that after having conversations, they would lose 34 subsidies for low-income and disabled individuals and the State will not allow that. She would suggest disconnecting the other two buildings and keep their building. The only other possibility would be to move them to another building.

Mr. Strange explained that the Exit 7 wants to be able to use the kitchen and the stage but there is not real lease between them and the town. He confirmed that the building the Housing Authority is in can be disconnected from the other buildings.

Ms. Carvide stated that is what she was told, and she does have the funding to put a new boiler in their building if that happens.

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Mr. Strange explained that he reached out to the Town Attorney about this and there are several ways to do this. The current heating bills are approximately $7,000 per month, therefore shutting off that valve between the two buildings is key.

Mr. Goncalves asked what they can do with Exit 7?

Mr. Strange stated that there is no legal relationship, but the question is does everyone want them to be able to use that area of the building, including the kitchen?

Ms. Carvide stated that they would like to use the kitchen and the bathroom downstairs.

Mr. Gennette asked what Ms. Carbide would like to see done with Exit 7 as well?

Ms. Carvide stated that if the bottom floor is not going to be used, she would like to get repairs done and to utilize it as offices.

Mr. Gennette stated that he would like to see the Exit 7 Theater is important.

Ms. Carvide agrees with Mr. Gennette but that is up to the Board of Selectmen.

Mr. Gennette suggested extending the lease with the Exit 7 Theater until they can figure out that heat issue.

Mr. Strange suggested Exit 7 having a relationship with LHA for the first floor.

Ms. Carvide that would be fine with her, but she would have run it by the Board of Directors.

Mr. Strange stated that the Board of Selectmen would have to break the lease first.

Mr. Goncalves asked to table this for a month in order to look into the heating system.

Ms. Carvide stated that she could put the Exit 7 issue on the Ludlow Housing Authority agenda in July.

Mr. Rosenblum suggested asking Exit 7 to come to the LHA meeting as well.

Moved by Mr. Gennette to table until the Board of Selectmen hears back from the Ludlow Housing Authority, seconded by Mr. DeBarge. Vote 4-0. All in favor.

7:30 p.m. – Leslie Ward, Building Commissioner

Mr. Goncalves welcome Ms. Ward and asked if she had any questions or comments?

Ms. Ward stated that she witnessed that this a very civilized Board and that is refreshing.

Mr. DeBarge thanked Ms. Ward for applying and we were desperate to fill that position.

Ms. Ward stated that she welcomed the opportunity and seems like a good fit. She was looking for a calmer community with room for growth and Ludlow was the right fit. She feels that Ludlow is much more of a community than she is used to and much calmer.

Mr. Gennette asked how long she was in Holyoke?

Ms. Ward stated that she was there for 4 ½ years.

Mr. Gennette asked if Ms. Ward lives in Town or would like to in the future?

Ms. Ward stated that she is considering a move to Ludlow because they currently live in Chicopee. Her husband is the director of the Criminal Justice and what was formerly the legal studies program at the Elms College. They live across from the Elms but moving to Ludlow seems like the right fit for them.

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Mr. Goncalves asked if Planning Board Meetings were discussed with Ms. Ward?

Ms. Ward said it was.

Mr. Goncalves did not like the fact that the Building Commissioner did not attend the meetings.

Ms. Ward stated that she is a strong believer in interdepartmental communications. She does not see how things can get done efficiently unless there is communication.

Mr. Rosenblum welcomed Ms. Ward and is looking forward to things being more streamlined.

Ms. Ward stated that she is all about efficiency. She thinks the biggest part of that is IT. She has heard good things about updated website and possibly permitting online.

Mr. Strange stated there is a meeting the week that she starts.

Mr. Gennette stated that there have been a lot of changes with the new Town Administrator, the new Director at the DPW, new Superintendent of schools. There is a rejuvenation starting here and Ms. Ward will be a part of that.

Mr. Goncalves stated that the mills project if very exciting and coming along. He is looking forward to all of the new and exciting things happening.

Moved by Mr. DeBarge to appoint Ms. Leslie Ward as the Town of Ludlow's new Building Commissioner effective July 18, 2022, seconded by Mr. Rosenblum. Vote 4-0. All in favor.

CORRESPONDENCE

118. Board to approve a request to charge off medical expenses and lost wages in Chapter 41, Section 111F for an injury sustained by a Police Officer as a result of an incident that occurred on May 15, 2022.

    Moved by Mr. Rosenblum to approve a request to charge off medical expenses and lost wages in Chapter 41, Section 111F for an injury sustained by a Police Officer as a result of an incident that occurred on May 15, 2022, seconded by Mr. Gennette. Vote 4-0. All in favor.

119. Our Lady of Fatima Parish – applications for Liquor License One Day permits for September 1, 2, 3, 4 and 5 for the Annual Festa. Board to waive the fee if approved.

    Moved by Mr. Rosenblum to approve the applications for Liquor License One Day permits for September 1, 2, 3, 4, and 5 for the Annual Festa and Our Lady of Fatima Parish and to waive the fees, seconded by Mr. DeBarge. Vote 4-0. All in favor.

120. Douglas J. Stefancik, Town Planner – informing the Board of approve site sketch for the placement of a shed at Town Hall, 488 Chapin Street.

    Moved by Mr. Gennette to file, seconded by Mr. Rosenblum. Vote 4-0. All in favor.

UNFINISHED BUINESS

Board to sign the corrected five One Day Liquor License permits for Our Lady of Fatima Parish Annual Festa.

Moved by Mr. DeBarge to approve and sign the Selectmen Meeting Minutes of November 30, 2021 with all members present, seconded by Mr. Gennette. Vote 4-0. All in favor.

Moved by Mr. DeBarge to approve and sign the Executive Session Minutes of February 22, 2022 with all members present, seconded by Mr. Rosenblum. Vote 4-0. All in favor.

NEW BUSINESS

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Moved by Mr. Gennette to approve and sign the Pool Table and Mechanical Amusement Device License for Bocage Inc. dba Open Door Café, 247 Cady Street, seconded by Mr. DeBarge. Vote 4-0. All in favor.

Board perused Executive Session Minutes of March 1, 2022.

BOARD UPDATES/MISC.

American Rescue Plan Act (ARPA) Funds Updates.

Mr. Goncalves stated that there was some miscommunication between the engineers previously engaged in the Track and Field Project and the Board is going to bring them back into the fold. He is hoping there will be a good update at the next meeting with this.

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

Event Calendar:

July 4th – Independence Day – Town office closed.
September 1-4th – Festa 2022.

CLOSING COMMENTS

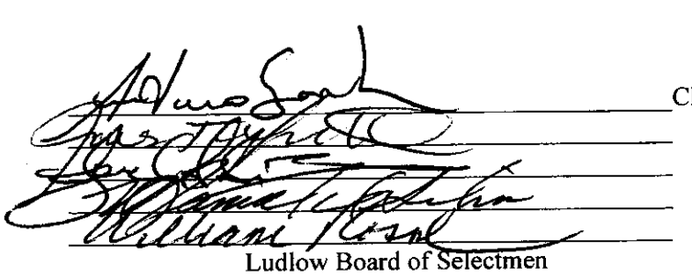
Mr. Rosenblum is excited about the direction the Town is going in and looks forward to the fresh ideas with these new people. He believes they are getting into a proactive atmosphere, and he looks forward to working with all of the new people coming into the town.

Mr. DeBarge wanted to let everyone know about Tasty Tuesdays at the High School every Tuesday in the front parking lot beginning today and running through August 23rd. It is presented by the Ludlow Lion's Den Athletic Association, the class of 2024 and proceeds from this will go to Ludlow High Athletics and facility improvements and activities. Mr. DeBarge saw it on his way into the meeting today and was impressed with the turnout.

Mr. Gennette agreed with Mr. Rosenblum that there are a lot of good things happening in Town and it's good timing with the recession starting. He believes anything the Town can do to save money; he is all for. Mr. Gennette let the Board know that Al Dias was in the hospital but is now doing well.

Mr. Goncalves agreed with Mr. Rosenblum that there are exciting things happening in town and he is glad that the new people have a desire to make Ludlow a great place. He asked the residents to send letters or emails with any questions or ideas they may have about anything.

Moved by Mr. Rosenblum, to adjourn this meeting at 8:06 p.m. and not return to open meeting but to enter into Executive Session for the purposes of discussing the discipline or dismissal of, or complaints or charges brought against a public officer, employee, staff member or individual, seconded by Mr. DeBarge. Vote 4-0. All in favor.



Chairman

Ludlow Board of Selectmen

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