

BOARD OF PUBLIC WORKS
Meeting Minutes
March 15, 2022
Board of Public Works Conference Room

Members Present: Stephen Santos, Keith Ouellette, Alex Simao, Daniel Soares

Members Absent: John Davis

Also Present: Ann Converse, Kenneth Batista

At 6:00 PM Mr. Santos called the meeting to order. All present stood for the Pledge of Allegiance.

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CORRESPONDENCE:

#1077 – Maureen Fontaine – Request for reimbursement for damage to a vehicle due to a pothole. Ms. Fontaine states that her car received damage due to a pothole on Fuller Street near Harris Brook School on March 7, 2022. Upon hitting the pothole her tire became flat. Ms. Fontaine brought the vehicle to Firestone Complete Auto Care who told her the tire could not be repaired, they also informed her that because the vehicle is four wheel drive she will have to replace all four tires. Ms. Fontaine is asking that we reimburse her in the amount of \$981.39. A motion was made by Mr. Simao to send claim to our insurance company. It was seconded by Mr. Soares. Vote 4-0 all in favor.

#1078 – Frank Krzanik, 183 Lyon Street – Complaint regarding water runoff in front of his property. Mr. Krzanik states that ever since the road was dug up and paved a few years ago that water runoff from the road flows down both ends of his horseshoe driveway onto his property. Mr. Krzanik stated that the edge of road in front of his property has cracked and is deteriorating, he also suggested that we put in a berm. Mr. Santos suggested that after the next rain storm we can take a ride out there to see what is happening and maybe add loam to it but other than that there is really nothing we can do about it. A motion was made to file by Mr. Ouellette. It was seconded by Mr. Simao. Vote 4-0 all in favor.

OPERATIONS SUPERVISOR REPORT:

Work Assignments – Since last week crews have been out continuously patching potholes, removing or trimming town trees, repairing damaged signs and dealt with some sewer blocks. There was a broken sewer main down at the library, crews replaced a 10” piece of concrete pipe. They have been busy again at Island Pond Cemetery with burials. There has been lawn repair done due to snow plow damage. Some equipment repair has been done along with salting during winter weather events.

New Cemetery – We were able to get back up to the cemetery and do some work; conduits have been installed under the road surfaces to accommodate water lines. The gravel piles have been knocked down and spread out. Some of the overburden that we excavated from the road is being used as fill material in depressed areas. Mr. Batista met on site with Brodeur Campbell Fence they will be providing a quote to install aluminum fence across the front of the cemetery and

coated wire fence along a portion of the right side. Reached out to Palmer Paving they are about \$4,000.00 a day for fine grading, this price also includes a roller with operator. The estimate to install 2" of binder is \$51,200.00 at current bid pricing. There is a septic tank that needs to be removed. Mr. Batista spoke with contractor about curbing and it has been ordered.

Westover Pump Station – Down to Earth Construction provided us with a quote of \$4,500.00 for labor and materials to install a 100 amp generator transfer switch. The switch will coming directly from the factory there is no date as to when it will come in. Mr. Batista will call them tomorrow to order the switch and move forward with installation.

Upcoming Work Schedule – Hot mix will be available the week of 03/21/22 so we will get crews out that week to get some of the larger potholes repaired. We will be out sidewalk sweeping ahead of street sweeping. The following week they will be removing winter flowers and repairing winter graves at Island Pond Cemetery. A crew will be opening baseball/softball diamonds and prepping athletic fields for spring use. There was some vandalism at Whitney Park in the dugout, a crew went out to power wash it and was not successful. Mr. Batista will get pricing on getting it sandblasted. We will be jetting sewer mains that feed the Chapin Street Pump Station ahead of the cleaning of the wet well. We will continue to complete tree service reports as well as prep for the planting of the public shade trees that were ordered this winter. We will be repairing the damaged tree grates along the East Street Corridor. We also have to repair several catch basins that have failed. One of the catch basins was on Holyoke Street the whole structure fell in, they are going back over tomorrow to see what needs to be done to repair. There is well over 60 tree stumps that need to be ground, there are going to get started back on doing those.

A new magnum nozzle will be ordered for the jetting of sewer mains. All the studs for the crosswalk at Walgreens have been installed. Because the studs had to be drilled in at an odd direction Down to Earth is going to have to order round or octagon basins. Mr. Batista told Down to Earth to move forward with the basins. We are looking at end of May beginning of June for the first round of the spring paving project per Palmer Paving.

Mr. Simao made a motion to file the Operations Supervisor Report, seconded by Mr. Soares. Vote 4-0 all in favor.

NEW BUSINESS:

Board to approve and sign Chapter 90 reimbursement requests for: Booth Street, Tower Road and Margaret Lane, Hill Terrace and the 2020 Pavement Management Program-Variants. Mr. Simao made a motion to approve the Chapter 90 reimbursement requests. Mr. Ouellette seconded the motion. Vote 4-0 all in favor.

Board to approve and sign the following abatement certificates for sewer charges: 95 Oak Knolls Circle, 85 King Street, 29 Daisy Lane, 38 May Road, 136 Letendre Avenue, 32 Mariana Lane, 109 Napoleon Avenue, 89 Pond Street, 21 Circuit Avenue and 86 Pinewood Road. A motion was made by Mr. Soares to approve sewer abatements as read, seconded by Mr. Simao. Vote 4-0 all in favor.

OLD BUSINESS:

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Green Towne Bridge – They did finish pouring the back wall and are installing the diaphragms right now. Job should be completed by end of March early April.

DPW Director Interviews – The Board would like to bring back Mr. Goodreau, Mr. Morse and Mr. English for a second interview. Motion made by Mr. Ouellette that we get in touch with the three candidates for a second round of interviews on March 22nd starting at 5pm each lasting a half hour, seconded by Mr. Simao. Vote 4-0 all in favor.

PW-2 Vacancy – Job opening will be posted externally until position is filled. Mr. Soares made a motion to post the job opening externally until filled, seconded by Mr. Simao. Vote 4-0 all in favor.

Board to discuss trash removal contract – current contract expires June 30, 2022 – Going to reach out to Waste Management to see if they will extend our contract for a year. During that time Request for Proposals will be sent out to several trash providers. Each Board member received a packet of information in regards to the process and letters from other trash providers.

Board to sign contract with Turf Products Corporation for new Toro Mower – Purchase has already been approved through capital. Just learned from the accounting office that in order for them to issue a purchase order and to release first payment a contract must be signed. Board members signed the contract.

NOTES AND COMMENTS:

Radio Communications update – Contract design and review is complete. Zoning and permitting processing - they are waiting on one from DCR. Foundation work – marking all the trees to be cut. Hopefully end of next week they are going to start excavation of the site. Project still on track to be completed in September.

Capital Improvements – Mr. Santos and Mr. Batista went to Capital on Monday and presented two proposals. First proposal was for the purchase of an ES351 Sweeper second proposal was for the boiler replacement at Whitney Park.

A wish list was received from the Town of Ludlow Recreation Commission, Mr. Santos reviewed the list with the Board. The Ludlow Recreation Commission is hoping to utilize some of the ARPA funds to do some of the upgrades needed. Mr. Santos will set up a meeting with Recreation Commission to further discuss and get better clarification.


Mr. Santos stated that sewer projects are considered for ARPA funds therefore he is working on getting an estimate to replace the Westover Pump Station. He will then submit it to ARPA to see if it will be approved for funding.

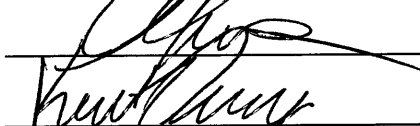
The Board signed invoices.


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**Motion was made by Mr. Ouellette to adjourn the meeting, seconded by Mr. Simao.
Vote 4-0 all in favor.**

NOTES ACCEPTED:







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