

BOARD OF PUBLIC WORKS  
Meeting Minutes  
April 26, 2022  
Board of Public Works Conference Room

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

Also Present: Ann Converse, Kenneth Batista, Jesse English

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

CORRESPONDENCE:

#1082 – Jim Wyllie, Resident – Request for an abatement to his sewer bill for 7 Park Lane. Mr. Wyllie installed a sprinkler system in the fall of 2020, but did not install an auxiliary meter. Mr. Wyllie has since contacted a licensed plumber to install an auxiliary meter. Mr. Wyllie is asking for an abatement to his sewer bill to reflect the usage of the sprinkler system. A motion was made by Mr. Ouellette to deny the request due to the fact there is no way to track the usage of the sprinkler system without an auxiliary meter. It was seconded by Mr. Simao. Vote 5-0 all in favor.

#1083 – Eric Segundo, Director of Veterans Services – Memorial Day 2022 – Mr. Segundo is requesting assistance from the Board of Public Works with closing off Winsor Street at Franklin Street and Warren Street to East to allow participants to line up for the Memorial Day Parade. The Department of Public Works will assist in the closing of the streets. A motion was made to file by Mr. Soares. It was seconded by Mr. Simao. Vote 5-0 all in favor.

#1084 – Paul Ritchie, Resident – Curbside rubbish pickup complaint – On April 11<sup>th</sup> Mr. Ritchie's trash barrel was tagged for exceeding the allowable amount of 40lbs. Mr. Ritchie found a post on the Town of Ludlow's Facebook page from January 21<sup>st</sup> that stated; there is a 40lb weight limit on trash bags and bag size cannot exceed 35 gallons. Mr. Ritchie was then confused as to why he would be tagged as each of his 4 bags in the barrel weighed in under 20lbs. Mr. Ritchie didn't realize that the barrel in total could not weigh more than 40lbs. Mr. Ritchie has noticed that many people in town use barrels that are larger than 35 gallons and their trash gets picked up. Mr. Ritchie is asking for this to be corrected either by setting a town wide rule or the annual fees be assessed for those using smaller barrels, as he believes that waste disposal is usually charged on both volume and weight. A motion was made by Mr. Simao to have Mr. Santos send Mr. Ritchie a letter addressing his concerns and if that doesn't work to have him in for a meeting. It was seconded by Mr. Ouellette. Vote 5-0 all in favor.

#1085 – Cooper Zukowski, Resident – Questions/concerns about street repairs – Mr. Zukowski is concerned with potholes on Elizabeth Drive and other streets in his neighborhood like Ventura, Jennifer and Longview. Mr. Santos asked Mr. Batista to take a ride out to check the streets and patch any potholes. Mr. Santos will send Mr. Zukowski a letter addressing his concerns. A motion was made to file by Mr. Simao. It was seconded by Mr. Ouellette. Vote 5-0 all in favor.

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TOWN OF LUDLOW

OPERATIONS SUPERVISOR REPORT:

Work Assignments – The tree crew continues to complete tree service reports, they are out daily trimming or removing trees. Our patch crew is out repairing streets damaged over the past winter and are also responding to pothole service reports. The parks crew continues to prepare fields for games as scheduled, they will also start mowing some of these fields soon. The cemetery crew is mowing daily and attending to funerals as required. We are continuing to street sweep daily and will do so until all streets are completed. More than half of the town is already swept. The first round of fertilizer has been applied to all sights except Island Pond Cemetery, Mr. Batista asked that we hold off until we can get the first round of mowing done. We helped move file cabinets at Town Hall as well as tables and chairs for the vaccination clinic. We have to install two flag poles at Memorial Park. They need to start marking foundations out at Island Pond Cemetery there is approximately thirty to be marked.

Beavers – We have received a couple calls regarding flooding due to beaver activity. The first location is 53 Higher Street, the second location is 39 Lavoie Avenue. Both of these locations have potential of backing up into our sewer interceptor into our manholes. In the past we have had Beaver Solutions come in and they have taking out the permits necessary to trap them. The cost associated with the removal would be \$275.00 setup and \$250.00 per beaver removal fee. Mr. Santos said to move forward the beavers need to be removed.

Vacation Time – Mr. Batista has four vacation days carried over from last year that have to be used by June 30<sup>th</sup>. He also has a day and a half personnel time that has to be used by the same date. Additionally, he has five weeks of vacation that was earned September of 2021 that has to be used by September 2022.

Mr. Ouellette made a motion to file the Operations Supervisor Report, seconded by Mr. Simao. Vote 5-0 all in favor.

NEW BUSINESS:

Board to approve and sign Sewer Abatement Certificates for: 8 Daisy Lane, New Crest Street, 36 Focosi Lane and 27 Gamache Drive. Mr. Ouellette made a motion to approve the sewer abatements. Mr. Simao seconded the motion. Vote 5-0 all in favor.

Business Administrator to discuss Auxiliary Meter Adjustments for Sewer Billing: Ms. Converse did an audit of past sewer billings and found several accounts where their auxiliary meter usage was higher than their total water usage provided by Springfield Water & Sewer. In the past residents would call in their auxiliary meter readings, going forward Ms. Converse is proposing that we ask residents to send in a picture of their auxiliary meter reading. A letter will be mailed to residents letting them know the new procedure for submitting their auxiliary meter reading. Included in the letter will be a photo showing them exactly what is needed.

OLD BUSINESS:

Solid Waste & Recycling Services Request for Proposals – Mr. Santos, Ms. Converse and the Town Administrator opened them; they are currently negotiating with the vendors.

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NOTES AND COMMENTS:


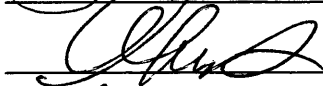


The Board signed invoices.

Mr. Santos reviewed a copy of the budget with the Board pointing out where we were going over and where we were under budget. He stated that there is still two months left to the fiscal year so we have to be very conservative with the spending moving forward.

Mr. Soares stated that the Town Wide Community Clean-up Day is May 7<sup>th</sup> at 9:00am. The Board of Selectmen reached out to Mr. Soares to help with the project. The Board of Selectmen is also looking for help from the Board of Public Works with picking up the rubbish and organic matter. Mr. Batista is getting pricing on trash bags, gloves and vests. Discussion was had to have four guys working that day, one running the sweeper, one for the mower and two truck drivers.

**Motion was made by Mr. Simao to adjourn the meeting, seconded by Mr. Ouellette. All in favor. Vote 5-0.**

NOTES ACCEPTED:

  
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