

Meeting Minutes of December 18, 2018

The Meeting of the Board of Selectmen held on Tuesday, December 18, 2018 beginning at 6:00pm in the Selectmen's Conference Room, Town Hall.

Members Present: Manuel Silva, Chairman; Brian Mannix; Derek DeBarge

Members Absent: William Rooney, Carmina Fernandes

First Order of Business: The Pledge of Allegiance

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2019 FEB 20 P 1:05
TOWN OF LUDLOW

Visitations:

Frank Evangelista – Frank's Diner – Liquor License

Mr. Silva stated the reason we are here is for the deficiencies for Frank's Diner, we had a letter from the Fire Department stating everything was ok, but we didn't have anything from the Building Department. Mr. Evangelista said he has complied with what his initial deficiencies were.

Mr. Larivee stated there is nothing outstanding.

Captain Falconer stated that Mr. Evangelista called his office on the 4th of December and said he is all set for reinspection. Captain Falconer went down there with Deputy Lavoie, checked his property, Mr. Evangelista updated his hood certificate, updated the scheduling, increased the scheduling on cleaning. The suppression system for the hood was valid, fire extinguishers were within date, emergency lighting were in working order. The egress for the building was clear, and there were no issues at that time.

Moved by Mr. Mannix seconded by Mr. Silva, that Mr. Evangelista's alcohol license be reinstated from the revocation that had taken place and that we sign the new license renewal for 2019 if it hasn't already been done so. Vote 2-0 1 abstention

Chief Paul Madera, Police Department - Staffing

Chief Madera stated that this conversation started last Fall concerning staff where he presented a three-year plan to add an additional 5 Patrol Officers and a Sergeant, the conversation ended where we should get back together and talk about this at a later time due to what was happening at the time concerning the new budget and where we were going to be going into this next fiscal year.

One goal is when they build the new school, he would like to add a third SRO to that school. Chief Madera is looking at the current needs right now. One is that he needs to add one additional Officer into the Detective Bureau. He had a detective in there and had to pull him out because of manpower shortages. He is looking to reinstate that position as soon as possible. He has one that is out injured long term and looking at a possible retirement from that officer. The Detective Bureau has taken a significant loss of manpower and that is being supplemented by having Patrol take cases as far as they can and being followed up with the Detective Bureau. The Chief is asking to add a Detective Sergeant.

Chief Madera also said you don't have to look far to see the increase in volume of calls and investigations not just with narcotics but with all of what's happening out there.

Mr. DeBarge asked Chief Madera, you want a Sergeant for the second shift?

Chief Madera stated yes. This is a working position, an investigative position, which will have some Administrative responsibilities, but it is a on the ground working position.

Mr. DeBarge asked about the significant loss of manpower, what do you mean by that?

Chief Madera stated what happened to the DB is that we lost one officer to a long-term injury, then we took the last promotion for Sergeant pulled the Detective out of that bureau so that left one less person in that bureau. Right now, we appointed two new officers, but they won't be starting till June.

Mr. DeBarge asked about the two officers that were just hired, they were to fill in for retirees correct?

Chief Madera stated that is correct.

Mr. Mannix stated he has a great deal of concern over the Police Department paying for the School Resource Officers. The school needs to step up and they need to come down here to talk with us and talk to the finance committee.

Chief Madera is asking for funding for a second Sergeant and that would have to go through town meeting.

Mrs. Villano stated that personnel policy the compensation and classification plan are under the jurisdiction of the Board of Selectmen. She suggested that HR needs to be brought into this discussion because she is an important function of this whole process. Ultimately it is up to the Board of Selectmen to vote to approve the increase or decrease of any positions.

Mr. DeBarge stated that his concern for the safety for the schools is paramount as it is for any soft target in this town. He thinks there is more information that is needed. He needs the HR Director to be present to answer some of his questions and he needs it to be during an executive session.

Chief Madera stated that there is a lot of security questions that would have to be discussed in Executive Session.

Mr. Mannix stated that we schedule the next meeting for January 22 it will give them time to set up our agenda better. The full Board will know the date and hopefully be available.

Chief Madera stated that if you have questions sent to him ahead of time he can gather that information ahead of time.

Correspondence:

301. William Dzierwinski – informing the Board that he will be resigning from the Personnel Board effective immediately.

Moved by Mr. DeBarge seconded by Mr. Mannix to accept Mr. Dzierwinski's resignation from the Personnel Board effective immediately and wish him his best with a letter or certificate of Thank you. Vote 3-0 all in favor.

302. Kim Batista, Town Clerk – requesting the Board to appoint Timothy Fontaine as Records Access Officer for the Board of Health.

Moved by Mr. Mannix seconded by Mr. DeBarge that Timothy Fontaine be appointed Records Access Officer for the Board of Health. Vote 3-0 all in favor.

302a. Kim Batista, Town Clerk – requesting the Board to appoint Ken Batista as Records Access Officer for the Department of Public Works.

Moved by Mr. Mannix seconded by Mr. DeBarge to appoint Mr. Ken Batista to Records Access Officer for the Department of Public Works. Vote 3-0 all in favor.

303. Christ the King Parish – informing the Board that Christ the King Parish's center will no longer be available to the town as an election polling location.

Mr. Mannix suggests that we post on LCTV to see if anyone has the space to handle that. Also, the Board will have to get together to come up with something. He thinks we should be looking at something to replace the Chapin Street School.

Mrs. Villano stated that she did speak with the Town Clerk and they do have two or three places that could be utilized. They were trying to come up with an area within the precinct itself. There are other schools that can be used. Some communities have all their precincts vote in one spot, so that is one idea. It might be a good idea to invite the Town Clerk in to have a more robust discussion. Something does need to happen rather quickly.

Moved by Mr. Mannix seconded by Mr. DeBarge to ask the Town Clerk to come in and speak to us at one of our next two meetings and file it. Vote 3-0 all in favor.

Mr. Silva also asked to send a note of thanks to the Parish.

304. Jodi Zepke, Director Senior Center – requesting a meeting with the Board to discuss the Senior Centers van.

Moved by Mr. Mannix seconded by Mr. DeBarge to invite her in. Vote 3-0 all in favor.

Mr. DeBarge seconded for discussion. Did you talk to her about this at all?

Mrs. Villano stated no

Mr. DeBarge stated that he did. He has stopped by there as often as he can, and he knows that the van is no more. He had mentioned Capital Improvement and she mentioned that was too slow and she needed something faster. Is there anything quicker than coming through us?

Mrs. Villano stated no it must go through Capital Improvement, it is a Capital Item, it is going to cost about \$100,000. Jodi did sit with Finance and they had great concerns about depleting most of their finances. Invite her in if you feel its warranted. This would need a vote at town meeting.

305. Melinda Kinney, Senior Director Government Affairs, Charter Communications – informing the Board of channel line-up changes.

Moved by Mr. Mannix seconded by Mr. DeBarge to file. Vote 3-0 all in favor.

306. Melinda Kinney, Senior Director Government Affairs, Charter Communications – informing the Board that the Town received the PEC Access Annual Grant in the amount of \$279,158.83.

Moved by Mr. Mannix seconded by Mr. DeBarge to file. Vote 3-0 all in favor.

307. Peter Cavicchi, Interim District 2 Highway Director, MassDot – providing the Board a copy of the National Bridge Inspection Report.

Moved by Mr. DeBarge seconded by Mr. Mannix to file. Vote 3-0 all in favor.

308a. William S. Salomaa, Director, Office of Dam Safety DCR – informing the Board of the Order to Prepare an Emergency Action Plan Wade Lake Dam.

Moved by Mr. Mannix seconded by Mr. DeBarge to send to the DPW for action and to file for 308a and 308b. Vote 3-0 all in favor.

308b. William S. Salomaa, Director, Office of Dam Safety DCR – informing the Board of the Order to Prepare an Emergency Action Plan for Harris Pond Dam.

309. Chief Ryan Pease, Fire Department – notification to the Board of donations to the Fire Grants and Gifts Account, Roger and Elaine Bernier, \$10; John D. Chenier, \$10; Allan L. Clowes, \$10; Gregg and Jo Condon, \$60; Edward and Pauline Fillion, \$10; Mary Gagliardi, \$60; Alfred Halama, \$10; Mary and Michael Obrzut, \$25; Anthony T. Torres, \$25; Dianna Douches, \$40; Board to accept these donations as gifts to the Town.

Moved by Mr. DeBarge seconded by Mr. Mannix to accept the gifts as read by the Chairman. Vote 3-0 all in favor.

310. Eric Gregoire – informing the Board that he will be resigning from the Capital Improvement Planning Committee effective immediately, also requesting the Board to appoint Kim Downing to serve as the Finance Committee Representative.

Mrs. Villano stated that the Town Moderator appoints to the Finance Committee but the Board of Selectmen appoint the Capital and this is a liaison position so when the Finance Committee's world the Vice Chairman serves on the Finance Committee.

Moved by Mr. Mannix seconded by Mr. DeBarge to appoint Kim Downing as the Finance Committee Representative for the Capital Improvement Planning Committee effective immediately. Vote 3-0 all in favor.

Moved by Mr. DeBarge seconded by Mr. Mannix to thank Eric for his time on Capital Improvement Planning and wish him luck as Chairman on Finance. Vote 3-0 all in favor.

311. Parker E. Elmore, President CEO & Actuary, Odyssey Advisors – the Postemployment Benefits GASB 74/75 Actuarial Report for the fiscal year 2017 and 2018 is available for view in the Selectmen's Office.

Moved by Mr. Mannix seconded by Mr. DeBarge to file. Vote 3-0 all in favor.

312. William F. Galvin, Chair, Massachusetts Historical Commission – announcing Round 25 of the Massachusetts Preservation Projects Fund Grant Program. The application deadline is March 22, 2019.

Moved by Mr. Mannix seconded by Mr. DeBarge to file. Vote 3-0 all in favor.

313. Chief Paul Madera and Lt. Daniel J. Valadas, Police Department – requesting the Board to approve the following individuals to be reappointed as Special Police Officers to the Ludlow Police Department, effective January 1, 2019: Tyler J. Bastos, Seth M. Beal, Jose E. Branco, David J. Fernandes, Joseph P. Fontaine, Patrick F. Gaughan, James P. Harrington, Karaaslan Oguzhan, Christian J. Mendes, Joseph E. Metcalfe, Norman R. Picard, Steve N. Ramos, Fernando L. Ribeiro, Juan Rivera, Cory J. Rodrigues, Nelson Rodrigues, Troy J. Rubner, Armando J. Saraiva, Vincent B. Stanek and John Wiecek.

Moved by Mr. Mannix seconded by Mr. DeBarge to appoint these Special Police Officers stated by yourself and 313. Vote 3-0 all in favor.

314. Mechilia Salazar, Ludlow Boys and Girls Club – application for license to conduct a one day “Beano” Event on January 27, 2019.

Moved by Mr. Mannix seconded by Mr. DeBarge to allow Ludlow Boys and Girls Club the license for Beano for January 27, 2019. Vote 3-0 all in favor.

315. Mr. Barry Linton – Application for a Class II Motor Vehicle License.

Moved by Mr. Mannix seconded by Mr. DeBarge to schedule a hearing for Mr. Barry Linton for the application for a Class II Motor Vehicle License. Vote 3-0 all in favor.

Unfinished Business:

Board to authorize the Town Administrator to sign the Cable License Renewal Ascertainment Report for the Town of Ludlow.

Moved by Mr. Mannix seconded by Mr. DeBarge that we sign the Cable License Renewal Ascertainment for the Town of Ludlow, the Town Administrator signs. Vote 3-0 all in favor.

Board to approve and sign the Agreement between the Police Unions for Narcan Deployment.

Moved by Mr. DeBarge seconded by Mr. Silva to approve and sign the Agreement between the Police Unions for Narcan Deployment. Vote 2-1

Board to approve and sign the remaining Common Vic and Entertainment Licenses.

Moved by Mr. Mannix seconded by Mr. DeBarge to approve and sign the remaining Common Vic and Entertainment Licenses for 2019. Vote 3-0 all in favor.

Board to approve and sign the Executive Session Minutes from November 6, 2018.

Moved by Mr. DeBarge seconded by Mr. Mannix to accept the Executive Session Minutes of the Board of Selectmen held on Tuesday, November 6, 2018 with all members present but Mrs. Fernandes. Vote 3-0 all in favor.

Board to approve, sign and release the Executive Session Minutes from December 4, 2018.

Moved by Mr. DeBarge to accept the Executive Session Minutes for the Board of Selectmen’s Meeting held on Tuesday, December 4th with all members present except for Mrs. Fernandes.

Moved by Mr. DeBarge seconded by Mr. Mannix to approve and sign and release the Executive Session Minutes of the Board of Selectmen’s Meeting held on Tuesday, December 4 with all members present except for Mr. Rooney and Mrs. Fernandes. Vote 3-0 all in favor.

New Business:

Board to approve reducing the price of the Veteran’s Book. Current \$12.00, The Committee would like to sell them for \$5.00.

Mrs. Villano stated that this is a book that was written and introduced back in 2000, that may have been a second printing. The Historical Commission paid for the printing, they have recouped all the cost of

the sales. They have several cases of books left and they would like to try and move them. They are asking the Board to allow a reduction in the price from \$12 to \$5.

Moved by Mr. Mannix seconded by Mr. DeBarge that we allow the Veterans Committee to reduce the price of their Veterans Book from the current price of \$12 to \$5. Vote 3-0 all in favor.

Board to approve and sign the ABCC 2019 Seasonal Population Increase Estimation Form.

Mrs. Villano stated that is for the Seasonal Increase and there is no increase.

Moved by Mr. Mannix seconded by Mr. DeBarge to approve and sign the ABCC 2019 Seasonal Population Increase Estimation Form. Vote 3-0 all in favor.

Board to approve and sign the ABCC 2019 Renewal Certification Form.

Moved by Mr. Mannix seconded by Mr. DeBarge to approve and sign the ABCC 2019 Renewal Certification Form. Vote 3-0 all in favor.

Mrs. Villano stated that the Renewal Certification Form is along with all the renewal forms the Board must sign a Recertification Form for any licenses that failed to renew during November or any licenses that were revoked. The form that you will be signing is the one that has Joy's listed as having not renewed.

Board to approve liquor hours for New Year's Eve.

Moved by Mr. DeBarge seconded by Mr. Mannix to allow our establishments to continue selling liquor until 2am and keep their establishments open until 3:45am. Vote 3-0 all in favor.

Board to approve and sign the Class I, II, III Licenses.

Moved by Mr. Mannix seconded by Mr. DeBarge to sign the Class I, II, III Licenses for 2019. Vote 2-0 1 abstention.

Board to peruse Selectmen's Meeting Minutes of November 6, 2018.

Board to peruse Executive Session Minutes from November 20, 2018.

Closing Comments:

Mr. DeBarge stated that he had the opportunity to go to the Senior Games at the Senior Center which was fun. It was a good time as always. There were some very good Billiards players. Thank you for the invite. The Wreaths across America at the Island Pond Cemetery that is always a good site to see. Last year was cold and snowy and kind of in the Christmas spirit, hanging the wreaths on the Veterans' Cemeteries, this year it was warmer and got a lot of people out. Finally, Happy Holidays, Merry Christmas and Happy New Year to all. Hope you have a safe happy holiday with your family and please remember those that can't be with their families, those who are deployed and those who have passed on.

Mr. Mannix wishes everybody a Very Merry Christmas.

Mr. Silva also wishes everybody a Very Merry Christmas and New Year. Stay safe and drink responsibly. Also, the Senior Games we attended was a great function. We encourage seniors to go to the Senior Center, they do so many things over there it is incredible.

Moved by Mr. DeBarge seconded by Mr. Mannix to move into Executive Session at 7:41pm and not return.

Board to enter into Executive Session for the purposes of strategy for contract negotiations for Kim Collins, Town Accountant and for the purpose of contract negotiations with Fire Union.

*To conduct strategy sessions in preparation for negotiations with non-union personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel. Also, 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.

The Chair so declares.

[Handwritten signatures and initials over horizontal lines]

Ludlow Board of Selectmen

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

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