



# 2011

Annual  
Town Report



All Gave Some...

Some Gave All.

## **ON THE COVER**

### **9/11 Memorial and U.S. Marine Sgt. Joshua D. Desforges Memorial**

#### **9/11 Memorial**

On September 11, 2011, the Ludlow Fire Department dedicated a Memorial in remembrance of the tenth anniversary of the horrific attack on Americans in 2001 which caused 2,977 people to lose their lives.

A program through the Port Authority of New York and New Jersey was offered to municipalities and non-profit organizations to apply for a September 11<sup>th</sup> artifact. In 2009, Chief Mark Babineau applied for and was granted approval to retain one of the artifacts. Ludlow Firefighters traveled to Hanger 17 at John F. Kennedy Airport in New York City, to retrieve Ludlow's artifact. The steel is approximately 10 feet long and weighs in the vicinity of 2,200 pounds, and was most likely retrieved from the North Tower of the World Trade Center.

Two men who lost their lives as a result of September 11<sup>th</sup> were directly connected to this Town. Nicholas Humber, 60, was a graduate of Ludlow High School and lived in Newton Mass. Mr. Humber was traveling on business aboard American Airlines Flight 11 when it crashed.

The events of September 11, 2001, were the cause of the war in Afghanistan during which time Ludlow lost Marine Sergeant Joshua Desforges, 23, who was supporting combat operations in Afghanistan.

The artifact which is housed on the grounds of the Police and Fire Complex serves as a reminder for future generations to remember the victims that were lost on that tragic day and honor those who continue to fight for our freedom today.

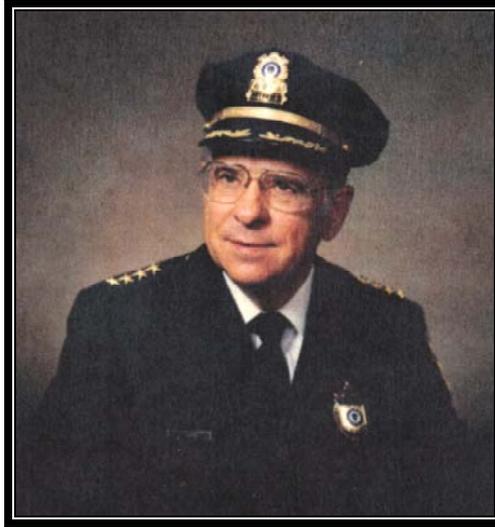
#### **U.S. Marine Sgt. Joshua D. Desforges Memorial**

To honor the life of Joshua Desforges who was killed in action on May 12, 2010 while supporting combat operations in Afghanistan, a memorial was created through the efforts of Ludlow High School Attendance Officer Tom Cote and a dedicated Memorial Committee comprised of business owners, contractors, landscapers, masons, electricians and towns people, who donated their expertise, time and materials, along with the Department of Public Works to complete the lasting memorial.

Maureen Cotti, retired LHS art teacher, designed the memorial which displays, the American Flag, three granite pillars that reflect the core values of the U.S. Marine Corps, stating the words "Honor", "Courage", and "Commitment" and a black granite bench bearing the words "All gave some...Some gave all" on the front and "Always Remember/Sgt. Joshua D. Desforges/U.S.M.C./Class of 2004" on the back.

Located at the bus turnaround at the back of the Ludlow High School, it is a lasting tribute to Joshua Desforges who gave his all for his country.

## ***IN MEMORIAM***



***JOHN R JORGE***  
***3/27/28 – 3/14/11***

Retired Police Chief John R. Jorge, the son of Luciana & Jose Jorge passed away on March 14, 2011 at the age of eighty-two. A graduate of Ludlow High School, he was appointed to the police department in 1953, earned the honor of being number one in the State Police Academy, attended law enforcement classes at several colleges, was promoted to Sergeant in 1958, Lieutenant in 1966, and Chief in 1968. Chief Jorge was credited with decentralizing the department into small bureaus including Safety, Crime, Juvenile, Detective and the DARE Program. He established the Policemen's Ball, the Special Police and weekly Police Messages in the Ludlow Register.

Chief Jorge served his country in the National Guards Co. "D" 104<sup>th</sup> Infantry from 1947-1950. He belonged to various organizations, police associations, and clubs, was a co-founder of the "Night in Portugal" Scholarship Fund and was a member of Our Lady of Fatima Parish and it's Council.

His family was very important to John. He and his devoted and loving wife of fifty-nine years, Beatrice raised two children. John who predeceased them in 2000 and Jo Ann and her husband Frank. He beamed with pride when he spoke about his children and grandchildren, Elizabeth, Olivia and Elias whom he cherished and loved unconditionally.

Chief Jorge was loyal to his job, community and Portuguese heritage. He wore Badge No. 1 in the Western Mass Chief's Association and was the longest serving Chief in the four western counties at the time of his retirement in 1993 after forty years of service to our Town. May fond memories of Chief John Jorge live on.

## ***IN MEMORIAM***



***BRIEN E. LAPORTE***  
***4/11/42 – 6/7/11***

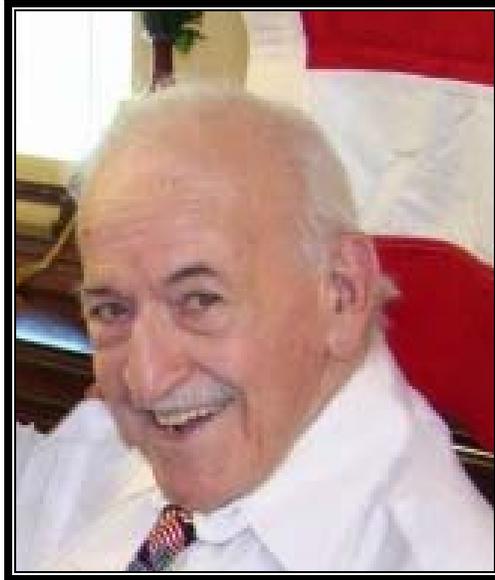
Building Commissioner Brien E. Laporte passed away on June 7, 2011 after a courageous battle with pancreatic cancer, at the age of sixty-nine. Born in Holyoke, Brien graduated from South Hadley High School and Holyoke Community College. He spent two decades in the building, construction industry and for the last twenty years enjoyed working for several towns, retiring as the Building Commissioner for the Town of Ludlow.

After high school, Mr. Laporte enlisted in the United States Navy where he attended Naval Sonar Training School in Florida. He served as a submarine sonar technician on both the U.S.S. Hard Head and Shipjack submarines and was a charter member of the Veterans of Foreign War.

Brien had many hobbies, and interests. A true outdoorsman, he loved snowmobiling, fishing, hunting, shooting, boating, camping, playing horseshoes, dominoes, stamp collecting and made a prize winning pot of chili which he graciously served for special events at Town Hall.

Mr. Laporte is survived by his loving wife of 48 years, Cecilia, his daughters Victoria (Kevin), Rebecca (John) and son Keith (Suzanne), extended family members and friends. He adored his seven grandchildren and it was apparent to his co-workers that his family meant the world to him. Peace be with you Brien.

## ***IN MEMORIAM***



***PETER E. PAPPAS***  
***6/18/23 - 6/15/11***

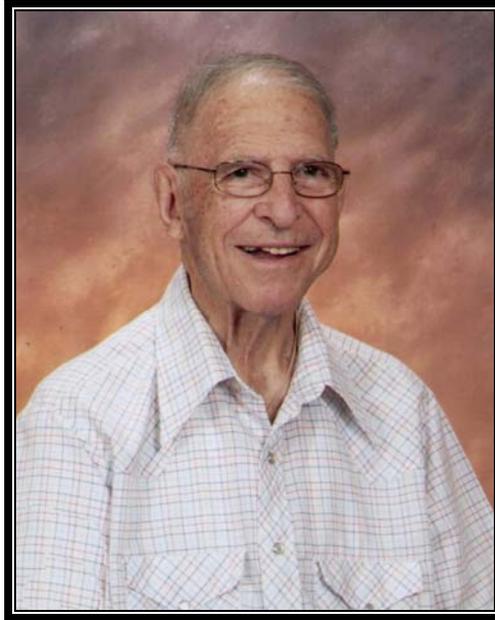
Peter E. Pappas, the interim Veteran's Agent for the Town of Ludlow from 1998 to 2000 passed away on June 15, 2011 at the age of eighty-seven. He was a lifelong resident of Palmer, educated in Springfield and retired from American International Travel Service and the United States Postal Service.

Peter served his country with honor in the CBI Theater during World War II as a B24 Gunner in the 436<sup>th</sup> Bomb Squadron. He was awarded the DFC Air Medal with Clusters, the Asiatic Pacific Ribbon with Battle Stars, the WW II Victory Medal and Presidential Citation.

Mr. Pappas was passionate in the role he played as Veteran's Agent and worked tirelessly to insure that all veterans were granted their just rewards. He was named Veteran of the Year in Ludlow in 2010 and was a life member of the American Legion, holding various positions. He served on numerous district, state and national committees, was a life member of the VFW Post 7352 in Springfield, DAV Post 1 in Boston, AMVETS Post 74, CBI Veteran's Association and life member of the 7<sup>th</sup> Bomb Group (H) Association. Peter was an advocate and generous to local youth organizations, serving on Boy's State and other youth groups.

He is survived by his sister Diane Colapietro and daughters Penny, (John) and Anita, (Andrew). Peter will always be remembered for his enthusiastic and bigger than life personality. May he rest in peace.

## ***IN MEMORIAM***



***WALTER A. PEASE, JR.***  
***7/12/20 – 12/10/11***

Walter A. Pease, one of the most respectable citizens in our community passed away on December 10, 2011 at the age of ninety-one.

A lifelong resident, Mr. Pease graduated from Ludlow High School and the University of Massachusetts. He was an assistant manager for Agway for thirty-five years and after his retirement worked at the Town Hall. His involvement with town government went far beyond his employment as he diligently served as an Election Officer and Warden for over thirty years.

A World War II Army Veteran, Walter received the Victory Medal, the American Theatre Campaign Ribbon and the Asiatic Pacific Theatre Medal.

His allegiance to the Hampden County 4-H, held no boundaries. He was a Cub Scout Troop Leader, was very involved with the First Congregational Church, serving as a Deacon, Church Moderator and cook for numerous church events. His greatest passion was the Grange. A member for seventy-five years, Walter held many offices and was the recipient of a number of awards and citations.

By his side in everything he did was his faithful and loving wife Fanny. For sixty-nine years they shared a wonderful life and raised three sons, Robert (Diane), Richard (Pamela) and Roy (Kathleen) and their daughter Susan (her husband Terry, who passed away in 2010) His fifteen cherished grandchildren and five great grandchildren will remember a kind and gentle man with a big heart and smile to match. He will be missed, but never forgotten.

## ***IN MEMORIAM***



***EDWIN J. PROKOP***  
***10/18/25 – 6/26/11***

Edwin J. Prokop, retired Lieutenant with the Ludlow Police Department, passed away on June 26, 2011 at the age of eighty-five. He was raised in Indian Orchard, attended Springfield Trade School and served as a Merchant Marine during World War II and was honorably discharged from the United States Coast Guard.

Mr. Prokop joined the Ludlow Police Department in 1958 and after thirty-two years of dedicated service, retired having achieved the rank of Lieutenant, second in command to the Chief. His accomplishments were many and for his admirable service received numerous awards and citations. For his dedication to the youth and residents of our community he was presented the “Man of the Year” award by the Polish American Citizens Club.

Lt. Prokop was a communicant of Christ the King Church and a member of their Men’s Guild. He was an avid tennis player, loved swimming, water skiing, playing ball, walking, riding his bicycle and was a dedicated Red Sox fan. His prize tomatoes were shared by his family and numerous friends. There were many sides to Lt. Prokop, and many people benefited by his unselfishness.

Lt. Prokop was sadly predeceased by his son Ronald and daughter Judith. He leaves the love of his life, Helen, who for sixty-two years shared a wonderful life together. His son Jake, Jr. and wife Jeannine along with his five treasured grandchildren and three precious great-grandchildren will remember a kind and generous man who always had a story to tell or memory to share. Lt. Prokop will be remembered fondly.

## *TABLE OF CONTENTS*

<b>Our Town</b>	1	<b>Human Services</b>	
<b>Elected Town Officials</b>	4	Board of Health	59
<b>Appointed Town Officials</b>	5	Commission on Disabilities	63
<b>Precinct Members</b>	10	Council on Aging	64
<b>Members at Large</b>	11	First Meeting House Committee	66
		Hubbard Memorial Library	66
<b>Administration</b>		Information Technology Department	68
Board of Selectmen	12	Computer Advisory	68
Town Moderator	13	Ludlow Community TV	69
		Ludlow Housing Authority	70
<b>Town Clerk</b>		Public Health Department	60
Election and Registration	44	Recreation Commission	73
Town Election, 3/28/11	45	Veterans Services	76
Spring Annual Town Meeting, 5/9/11	45	Westover Golf Commission	77
Special Town Meeting within Annual, 5/9/11 Cont.	45		
Annual Town Meeting, 5/9/11	46	<b>Our Heritage</b>	
2 <sup>nd</sup> Session Annual Town Meeting, 6/13/11	48	Agricultural Commission	77
Fall Special Town Meeting, 10/3/11	49	Historical Commission	78
<b>Finance</b>		<b>Public Safety</b>	
Town Accountant	24	Ambulance Abatement Committee	79
Board of Assessors	13	Animal Control	79
Town Collector	15	Dept. of Inspectional Services	84
Town Treasurer	43	Fire Department	80
Finance Committee	15	Police Department	87
		Safety Committee	88
<b>Education</b>		Sealer of Weights and Measures	80
Superintendent of Schools	51		
Student Support Services	53	<b>Public Works</b>	
Department of Technology	54	Board of Public Works	89
Director of Curriculum	53		
Ludlow High School	55	<b>Planning and Development</b>	
Paul R. Baird Middle School	56	Conservation Commission	92
Elementary Schools	57	Planning Board	94
		Board of Appeals	92

## OUR TOWN

The Town of Ludlow is a suburban community located in the northwest corner of metropolitan Springfield. Boston is 84 miles east of Ludlow and Worcester is 47 miles eastward. The 20,714 Town residents believe that Ludlow has established itself as a target for industrial and retail growth while maintaining its pleasant community atmosphere.

Housing is available for the elderly, the handicapped and low income families. Ludlow provides two congregate living units accommodating a total of seven individuals, and has the largest Senior Center in Western Massachusetts.

Ludlow Public Schools are comprised of five schools serving approximately 3,000 students in grades K-12. In addition, the Ludlow Schools operate an Early Childhood Program at East Street School. Headstart and Holyoke Community College/Ludlow Area Adult Learning Center are both located at 54 Winsor Street. St. John the Baptist School is the private parochial school in town.

The Randall Boys' and Girls' Club Community Center provides the Latch Key program for children as well as a summer youth camp and other recreational activities. Club memberships are available for families to partake in their exercise program, pool and game room facilities.

The town also maintains six parks, two excellent golf courses and is only minutes away from cultural and entertainment facilities in the greater Springfield area with access to both the Massachusetts Turnpike and Route 91.

## GEOGRAPHY

<b>Total Area:</b>	28.33 sq. miles
<b>Land Area:</b>	27.15 sq. miles
<b>Population:</b>	20,714
<b>Density:</b>	693 per sq. mile
<b>County:</b>	Hampden

## FY'2012 TAXES as of January 1, 2011

<b>Residential:</b>	\$1,515,096,717
<b>Commercial:</b>	133,975,003
<b>Industrial:</b>	50,833,220
<b>Personal Prop.</b>	81,851,630

## TAX RATE:

For the period from July 1, 2011 – June 30, 2012

Per \$1,000 of value

\$16.98 – Residential and Commercial

## TAX BILLS:

Tax bills are mailed twice a year and payable quarterly. Payments are due on August 1<sup>st</sup>, November 1<sup>st</sup>, February 1<sup>st</sup>, and May 1<sup>st</sup>. If unpaid by due date, interest will be added according to law from the date due to the date payment is made. Motor Vehicle Excise is due the date of issuance.

## FY'2012 CHERRY SHEET ESTIMATED STATE AID: (June 30, 2011 through July 1, 2012)

<b>Education Aid:</b>	\$13,839,661
<b>General:</b>	2,694,718
<b>Total Receipts:</b>	16,534,379

## TOWN HALL:

Built in 1974

Incorporated as a Town, 1774

## FORM OF GOVERNMENT:

Board of Selectmen

Town Administrator

Representative Town Meeting

Annual Town Meeting held the second Monday in May.

Special Town Meeting held the first Monday in October.

**VOTING:**

Town Elections are held on the fourth Monday in March.

The qualifications for registration as voters – Individuals must be eighteen years of age and a United States Citizen. Registration at the Town Clerk’s Office, Monday through Friday, 8:30 a.m. – 4:30 p.m. Special evening registration of Registrars held preceding elections. Absentee voting is also available.

**REGISTERED VOTERS, as of December 31, 2011:**

<b>Democrats</b>	5,557
<b>Republicans</b>	1,564
<b>Grn./Lib./3<sup>rd</sup>/Reform</b>	75
<b>Un-enrolled Voters</b>	5,919
<b>Total Registered</b>	<b>13,115</b>

**PASSPORTS:**

The Town Clerk’s Office is no longer an agent for passport services. State laws prohibit the sale of passports for offices that generate birth certificates. Anyone wishing to apply for a passport may obtain an application at the Wilbraham Post Office or Springfield Post Office. Fishing licenses can now be obtained on line at [www.mass.gov/dfwele/licensing/index](http://www.mass.gov/dfwele/licensing/index)

**DOG LICENSES:**

All dogs must be licensed annually by April 1<sup>st</sup>. A dog should be licensed when six months old and vaccinated for rabies. Proof of rabies vaccination is required.

<b>Fees: Spay/Neutered Dogs</b>	\$10.00
<b>Un-altered Dogs</b>	15.00

**TOWN OF LUDLOW WEBSITE:**

[www.ludlow.ma.us](http://www.ludlow.ma.us)

**TRANSPORTATION AND ACCESS**

Ludlow is located in the Pioneer Valley, known as the crossroads of New England because of its strategic position along the Connecticut River and its excellent transportation facilities.

The Massachusetts Turnpike connects the region to Boston and to Albany, New York. Interstate 91 provides direct access to Hartford Connecticut, and to Brattleboro and points north in Vermont.

The principal highway is Interstate 90, the Massachusetts Turnpike. Passenger service is available on Amtrak in neighboring Springfield.

Ludlow is a member of the Pioneer Valley Transit Authority (PVTA), which provides fixed route service to Springfield. The PVTA also offers para transit services to the elderly and disabled through the Council on Aging.

Westover Metropolitan Airport, a General Aviation facility located in neighboring Chicopee, has two asphalt and concrete runways 7,050’ and 11,600’ long.

**LUDLOW COMMUNITY TV**

Ludlow Community TV was created to promote, encourage and facilitate Ludlow Community involvement in the production of locally originated television, and to meet and manage the contractual and regulatory commitments to public educational and governmental access of the cable provider for the Town of Ludlow.

For several years LCTV has been providing Ludlow residents with an ever growing list of programs and volunteer producers. They provide weekly live coverage of the Board of Selectmen’s meetings in addition to broadcasting meetings of the School Committee, Planning Board, Board of Health, Conservation Commission, Board of Public Works and other public meetings.

The commitment of LCTV is to involve and train people of all ages who live or work in the town to become involved and/or program producers, bringing issues and events of the area to all Ludlow viewers. Hours of operation is Monday-Friday, 8:30 a.m. – 4:30 p.m. The studio is presently located at Ludlow High School.

## **PUBLIC SCHOOL DISTRICT**

### **Public Schools**

Chapin Elementary School  
East Street School  
Ludlow Early Childhood Center  
Ludlow Senior High School  
Paul R. Baird Middle School  
Veterans Park Elementary School

### **Private School**

St. John the Baptist School

## **HOUSE OF WORSHIP**

Our Lady of Fatima Catholic Church, 450 Winsor Street  
Christ the King Catholic Church, 31-41 Warsaw Avenue  
St. Elizabeth Catholic Church, 181-217 Hubbard Street  
St. Peter & Paul Ukrainian Church, 45 Newbury Street  
St. Paul's United Methodist Church, 115 Hubbard Street  
First Church of Christ, 859 Center Street  
Union Church of Christ, 53 Center Street  
Greater Love in Devine Purity & Holiness Ministries, 220 East Street  
Assembly Hall, Congregation of Jehovah's Witnesses, 157 Fuller Street  
Church of Jesus Christ of Latter-day Saints, 584 West Street  
Church of the Nazarene – 499 East Street

## **VETERANS' SERVICES**

The mission of the Ludlow Veterans' Services office is to advocate on behalf of all Ludlow veterans and provide them with quality support services, and to direct an emergency financial assistance program for those veterans and their dependents in need.

The primary function of the Veterans' Services office is to provide aid and assistance to veterans and their dependents that qualify in order to ensure their life sustaining needs. Chapter 115 of the M.G.L. governs these benefits. Office hours are Monday-Friday, 8:30 a.m. – 4:30 p.m. The office is located on the first floor of the Town Hall. Director Donald Couture is available to answer any questions that pertain to veterans services.

***ELECTED TOWN OFFICIALS***

	<b>Term Expires</b>		<b>Term Expires</b>
<b>Assessors, Board of</b>		<b>Public Works, Board of</b>	
Donald J. Lake	2012	Barry Linton	2012
Beverly A. Barry, Chair	2013	Richard Bellucci, Chair	2013
Michael S. O'Rourke	2014	David Goncalves	2013
		Thomas Haluch	2014
		William Ayers	2014
<b>Collector of Taxes</b>		<b>Recreation Commission</b>	
Fred Pereira	2014	Donald R. Cameron	2012
		Sean McBride, Chair	2013
<b>Health, Board of</b>		Jason C. Martins	2014
Neil Paquette	2012		
Dr. Bruce R. Dziura, Chair	2013	<b>School Committee</b>	
Carol Szczebak	2014	Jacob Oliveira	2012
		Michael Kelliher, Chair	2013
<b>Housing Authority</b>		Charles Mullin	2013
Paul Chrzan, Chair.	2013	James (Chip) Harrington	2014
Carol Ann Romaniak	2014	Patricia A. Gregorie	2014
Helen Garrow	2015		
Betty K. Socha	2016	<b>Selectmen, Board of</b>	
Carolyn Muzzi, State Apt.		John P. DaCruz	2012
Sidney Chevalier, Ex. Director		Antonio E. Dos Santos	2012
		Aaron L. Saunders, Chair	2013
<b>Library Trustees</b>		Jason J. Barroso	2013
Christine A. Davis, Chair	2012	William E. Rooney	2014
Elaine M. Karalekas	2013		
Diane H. Goncalves	2014	<b>Town Clerk</b>	
		Laurie Gibbons	2014
<b>Moderator</b>			
James V. Thompson	2014	<b>Town Treasurer</b>	
		Candida Batista	2012
<b>Planning Board</b>			
Joseph Queiroga	2012		
Kathleen Houle	2013		
Christopher Coelho, Chair.	2014		
Carlos Chaves	2015		
Raymond Phoenix, II	2016		

## ***APPOINTED TOWN OFFICIALS***

### **Affirmative Action/Equal Opportunity Officer**

Ellie Villano

### **Agricultural Commission**

Karen Pilon, Chairperson

Don Roberts

John B. Chenier

William Ellison

Michael C. Hogan

Ann Whitworth

Agnes Kibbe

Mark Casimiro

### **American with Disabilities Act Coordinator**

Donald Couture

### **Agent of Record**

James Bernardo

### **Airport Master Plan Consulting Committee**

Joseph Queiroga

### **Assistant Assessor/Appraiser**

Juanita Testori

### **Associate Assessor**

Jose Alves

### **Ambulance Abatement Committee**

Fred Pereira, Chair

Chief Mark Babineau

Anthony Jarvis

Lori Barbeau

### **Animal Control Officer**

Gilles Turcotte

Anne Turcotte, Volunteer

### **Board of Appeals**

Anthony Jarvis, Chair

Kathleen Bernardo

Patricia Campagnari

Paul A. Zielinski

Albert LeMay, Jr.

Michael Szlosek

Frank Siva, Alternate

### **Board of Registrars**

Laurie Gibbons

Maria McSwain

Howard Vincent

Timothy Collins

### **Building Commissioner/Zoning**

#### **Enforcement Officer**

Justin Larivee

### **Local Building Inspector**

Paul Adzima, Local Building Inspector on call

Donald Demers, Local Building Inspector on call

### **Cable Commission**

Laurence Langevin, Chair

Aaron Lavoie

Connie O'Brien

Timothy Collins

William Koss

William M. Neylon

### **Cable Operations Manager**

Michael Hill

### **Call Firefighters**

Earl Dunbar, Jr.

### **Capital Improvement Planning Committee**

Antonio Dos Santos, Chairperson

Luis Vitorino

Joseph Queiroga

Darlene Cincone

Heidi Fogg

James Young, Ex-Officio

Ellie Villano

### **Celebrate Ludlow Committee**

Maureen Rooney, Chair

Joan Haney

Elizabeth Rustic

William J. Shea

Denise Zarakas

Lisa Martin

Christine Ward

Sylvester Rogowski

William Koss

Tina Ziencina

Kathy Ouimette

Carolyn Rogowski

### **Cemetery Committee**

Antonio Dos Santos

William Ayers

James Goodreau

Douglas Stefancik

Carlos Chaves

Ellie Villano

Beverly Barry

Kelly McKenney, Advisory Member

Edward Mazur, Advisory Member

Joe Chaves, Town Resident

Joanne Martin, Town Resident

### **Chief Procurement Officer**

Ellie Villano

**Commission on Disabilities**

Andrew Bristol, Chair  
Beverly Barry  
Lizbeth Boulanger  
Joanne Odat-Staeb  
Jack Ollson

**Communications Officer**

Ellie Villano

**Community Preservation Commission**

Angela Tierney  
Agnes Kibbe  
Raymond Phoenix  
Betty Socha  
Donald Cameron

**Computer Advisory Committee**

Joe Alves, Bd. of Assessors, Chair  
Ellie Villano, Town Administrator  
James Young, Town Accountant  
Candida Batista, Treasurer  
James Harrington, School Comm.  
James Goodreau, Rep. DPW  
Fred Pereira, Collector  
Gary Blanchard, IT Manager

**Conservation Commission**

Jason Martowski, Chair  
Angela Tierney  
Ann Marie Visconti  
Andre Queiroga  
Keith Ouellette

**Constables**

Laurie Gibbons  
Det. David Kornacki

**Constable for Tax Collector**

Reid Jeffrey  
Christine Jeffrey

**Contract Compliance Officer**

Ellie Villano

**Council on Aging**

Fred Lafayette, Chair  
Albert Lemay  
Diane Goncalves  
Francis Bissaillon  
Richard Belisle  
Nancy Pauze  
Phillip Tierney  
Lucille Carneiro  
Walter Sheaff  
Helen Grabowski

**Custodian of Insurance Records**

Candida Batista

**Custodian of Tax Possession**

Candida Batista

**Economic Development Coordinator**

William Rooney

**Electrical Inspector**

Antonio Portelada

**Interim Asst. Inspector of Wires – On Call**

Richard Chenevert

**Director of Emergency Management**

Chief Mark Babineau

**Equal Opportunity Employment Officer**

Ellie Villano

**Fair Housing Committee**

Raymond Phoenix  
Chester Giza  
Ellie Villano, Ex-Officio

**Finance Committee**

Betty Landry  
Suzanne Boyea  
Albert Lemay, Jr  
Albert Fabbre  
Heidi Fogg, Chair  
Joan Cavallo  
Maureen “Kim” Downing  
Jim Young, Ex-Officio

**First Meeting House Committee**

Jeremy Kavka, Chair  
Thomas Haluch  
Agnes Kibbe  
Elsie Hiersche  
Donald Kibbe  
Marilyn Paul-Lewis  
Bert Ramage

**Graves Registration Officer**

William Shea  
Alfred Graveline

**Harassment Officer**

Michael Szlosek

**Haviland Beach Study Committee**

Darlene Kennedy  
Chester Giza

**Hazardous Material Coordinator**

Capt. Jeff Lavoie

**Historian**

Marilyn Paul-Lewis

**Historical Commission**

Agnes E. Kibbe, Chair  
Daniel Fillion  
Elsie Hiersche  
Karen Pilon

**Historic District Study Committee**

Sandra Stanek

**Information Officer**

Ellie Villano

**Information Technology Manager**

Gary Blanchard

**Industrial Finance Authority**

John D. DeBarge

**Insurance Advisory Committee**

Francine Rusiecki  
Melissa Rickson  
Dale Gagne  
Officer Jerome Mayou  
Brian Bylicki  
Edward Difiore  
Darlene Cincone  
Nick Axiotis  
Pvt. Ryan M. Pease  
Debra Potter  
Denise Kukla  
Kathleen Houle  
Capt. Jeffrey Lavoie, Alternate  
Ellie Villano, Ex-Officio

**License Agent for the Board of Selectmen**

Det. David Kornacki

**Ludlow Cultural Council**

William Nowak, Chairman  
Terri Colelli  
Olindo Dragone  
Carmina Fernandes  
Patricia A. Gregoire  
James Martin  
James Warren  
Joan Dill  
Kathy Picard  
Paula Moretti  
Nancy Pauze  
Shannon Miller  
Florence Pooler  
Barbara Picard  
Sheryl Jaffe  
Beverly Feicha  
Brian Barch  
Elaine Karalekas

**Ludlow Reservoir Ad. Committee**

James Mikaelian  
Dorothy Mikaelian  
Sheila Dias  
Aaron L. Saunders  
Dennis Fernandes

**Master Plan Committee**

John Chenier  
Aaron Saunders  
Richard Bellucci  
Carmina Fernandes  
Jason Barroso  
Sydney Chevalier  
Steve Talbot  
Kathleen Houle  
James Harrington  
Edgar Alejandro  
Bryan Nicholas  
Dianne Ollari  
Paul Villano  
Thomas Rouleau

**Matrons (Police)**

Mary Morcavage  
Shelby Anderson  
Linda Kelleher-Zina  
Tammy Turcotte  
Penny Lebel  
Elisabete Goncalves

**Mobile Home Rent Control Board**

Mary Evangelista  
Michael Bingle  
Michael Szlosek  
Marilyn Valenti

**Municipal Hearing Officer**

Michael A. Szlosek

**MMWEC Board of Directors**

Luis Vitorino

**MWRA Working Group**

**Open Space Planning**  
Ellie Villano, Ex-Officio

**Parking Hearing Officer**

Aaron L. Saunders

**Permitting Authority Trench Reg.**

Justin Larivee

**Personnel Board**

William Dzierwinski, Chairman  
John Auclair  
David Bedore  
Joanne Ollson  
Suzanne Veloze

**Physicians**

Dr. Fernando Jayma  
Dr. Shaukat Matin  
Dr. Gino Mercadante

**Pioneer Valley Planning Commission**

Christopher Coelho  
Carlos Chaves, Alternate

**Pioneer Valley Transit Authority**

William Rooney  
John DaCruz, Alternate

**Plumbing/Gas Inspector**

Joseph Kozicki

**Asst. Plumbing/Gas Inspector**

Kevin Douville

**Pond Management Committee**

Chester Giza

**Police, Auxiliary**

David Fernandes  
Bradley Hann  
Jacob Stokowski

**Police, Special**

Lt. Fernando Pina  
Lt. David Salvador  
Sgt. Wendell Prior  
Sgt. Raymond Robbins  
Sgt. Penny Lebel  
Sgt. Raymond Parylak  
Christopher Silveira  
Armando Saraiwa  
Thomas Kurpaska  
Nicholas Verteramo  
Patrick Gaughan  
Jose Branco  
James Banas  
Michel Lebel  
Jose Carvalho  
Eric Blair  
Jonathan Kuc  
James Nowakowski  
Norman Picard  
Linda Zina  
Steven Prior  
Fernando Ribeiro

**Safety Committee**

Sgt. Frank Nowak, Chair  
Chief Mark Babineau, Alternate  
Sgt. Louis Tulik, Alternate  
Capt. Joseph Crowley, Alternate  
Capt. Jeff Lavoie  
Phillip McBride  
Penny Lebel

**Safety Comm. Cont.**

Justin Larivee  
Christopher Coelho  
Barry Linton

**School Crossing Guards**

Janice Chrzan  
Irene Setterstrom  
Debra Ann Forcum  
Stanley Witowski  
James Houle  
Tina Wright  
Margaret Lavoie  
Kathleen E. Lavoie, Sub  
Douglas W. Fuller, Sub  
Lawrence E. Andre, Sub  
Jeannette M. Murphy, Sub  
Michelle A. Diotalevi, Sub

**Sealer Weights & Measures**

Douglas J. Wilk

**Sworn Weigher**

Joanne Martins

**Town Accountant**

James Young

**Town Administrator**

Ellie Villano

**Town Auctioneer**

John Kobjack, Deceased

**Town Counsel**

Doherty, Wallace, Pillsbury, Murphy PC

**Town Engineer/Director of  
Public Works**

Paul Dzubek

**Town Negotiator**

Collins & Weinberg

**Town Planner**

Douglas Stefancik

**Veteran's Services Officer**

Donald Couture

**Veterans' Memorial Committee**

James Peacey, Chair.  
Walter Craven  
Donald Couture  
Cazimess Boduch  
William Shea  
Timothy Donnelly

**Veterans' Memorial Comm. Cont.**

Roland Savoie  
Roger Savoie, deceased  
Louis Casagrande

**Westover Advisory Commission**

Barbara Hurst  
Jack Moriarty, Ex-Officio  
Gary Coelho, Site Inspector

**Westover Municipal Golf Commission**

Sean McBride, Chair  
Paul Chrzan  
Joseph O'Brien  
David Young  
Carl Tyburski  
Donald Cameron  
Jason Martins

**Westover Municipal Development Corp.  
(WMDC)**

Raymond Evans

**Energy Research Committee**

James Harrington  
Cathy Cooper  
Jason Martowski  
Douglas Stefancik  
Michael Lavelle  
Justin Larivee  
Jacob Oliveira  
Ellie Villano, Ex. Officio

## ***PRECINCT MEMBERS - 2011***

**\*\* until March 2012 election**

### **PRECINCT ONE**

2014 – David A. Gamache, 211 Wedgewood Dr.  
2014 – William J. Jolivet, Jr., 37 Gamache Dr.  
2014 – William A. Koss, 203 West St.  
2014 – Walter J. Peacey Jr., 7 Wenonah Dr.  
2014 – Denise J. Zrakas, resigned moved  
2013 – Carl V. Gregoire, 141 Cady St.  
2013 – Betty E. Landry, 40 West Belmont St.  
2013 – Albert H. LeMay Jr., 170 Cady St.  
2013 – Christine D. Peacey, 7 Wenonah Dr.  
2013 – Derek G. DeBarge, 37 Barre Dr.  
2012 – Walter Craven, 292 West St.  
2012 – Debora M. Johnson, 142 Cady St.  
2012 – Daniel J. Jordan, 192 Erin Ln.  
2012 – Stephen F. Mello, 129 Pond St.  
2012 – Alan Gregoire, 93 Cady St. \*\*

### **PRECINCT THREE**

2014 – Ann E. Chenier, 590 Lyon St.  
2014 – Brian T. Connery, 29 Tower Rd.  
2014 – John M. Diotalevi, 181 Cislak Dr.  
2014 – James L. Chenier, 628 Fuller St. \*\*  
2014 – Joanne R. Martin, 308 Miller St. #2  
2013 – Edward R. Godin, 1071 Center St.  
2013 – Walter J. Kiel, Jr., 68 James St.  
2013 – Carlton W. Leonard III, 84 Westerly Cir.  
2013 – Shane Mortimer, 184 Church St.  
2013 – Mark A. Witowski, 53 Colonial Dr.  
2012 – Stephen M. Breslin, 580 Fuller St.  
2012 – John B. Chenier, 501 Munsing St.  
2012 – Jose F. Nogueira, 1094 East St.  
2012 – Richard Paixao, 76 Windwood Dr.  
2012 – Daniel J. Valadas, 118 Fox Run Dr.

### **PRECINCT FIVE**

2014 – Brian M. Mannix, 66 Tilley St.  
2014 – Opening (deceased)  
2014 – John Auclair, 16 Nash Hill Rd.  
2014 – Richard Pasquini, 329 West St.  
2014 – Denise Zrakas, 188 Holyoke Cross Cir. \*\*  
2013 – Barbara J. Picard, 156 Nash Hill Rd.  
2013 – Ryan Pease, 128 Skyridge St.  
2013 – Michael Lavelle, 139 Bridlepath Cir.  
2013 – James Meehan, 38 Main Blvd.  
2013 – Edward H. Lafayette, 798 West St. \*\*  
2012 – Kenneth J. Batista, 12 Valley View Dr.  
2012 – Lisa M. Pina, 68 Overlook Dr.  
2012 – Dianne M. Ollari, 83 Michael St.  
2012 – Walter F. Targonski, 33 Holy Cross Cir.  
2012 – Kathleen A. Ouimette, 58 Homestretch Dr.

### **PRECINCT TWO**

2014 – Anna S. Amaral, 307 Howard St.  
2014 – Samantha G. Dias, 889 East St.  
2014 – Roland A. Shaughnessy, 567 East St.  
2014 – Chester J. Giza, 134 Yale St.  
2014 – Amy Ollari, 567 East St.  
2013 – Lorraine Czapienski, 127 Cedar St.  
2013 – Donald Labrecque, 191 Pine St.  
2013 – Antonio Portelada, 168 Lockland St.  
2013 – Anna Maria Ribas-Dias, 889 East St.  
2013 – Adam Lesniowski, 174 Sewall St. U 7  
2012 – Thomas Czapienski, 127 Cedar St.  
2012 – Jean S. Martins, 92 Lockland St.  
2012 – Michael Mertzic, 16 Noel St.  
2012 – Frank Silva, 311 Howard St., resigned  
2012 – Shannon M. Goodreau, 138 Howard St.

### **PRECINCT FOUR**

2014 – Carlos Goncalves, 53 Susan Dr.  
2014 – Gregory Bonzek, 120 Green St.  
2014 – Richard J. McInerny, 51 Brunelle St.  
2014 – Fritz A. Huber, 29 Laroche St.  
2014 – Joseph Santos, 3 Brimfield St. \*\*  
2013 – James L. Goodreau, 90 Posner Cir.  
2013 – Isabel Martins, 32 Fairway Dr.  
2013 – Robert A. Silva, 30 Stevens St.  
2013 – Fernando F. Soares, 21 Bristol St.  
2013 – Opening  
2012 – Fernando Barroso, 32 Fairway Dr.  
2012 – Rosa Fraga, 39 Essex St.  
2012 – James K. Goodreau, 201 Stevens St.  
2012 – Julieta Hoeckh, 423 Winsor St.  
2012 – Mary C. Evangelista – 64 Franklin St.

### **PRECINCT SIX**

2014 – William J. Ellison, 555 Miller St.  
2014 – Peter C. Karalekas, Jr., 35 Old Coach Cir.  
2014 – Timothy Mullins, 150 Clover Rd.  
2014 – Michele Thompson, 170 Pinewood Rd.  
2014 – Maryjean Gaumond, 18 Wood Dr.  
2013 – William M. Neylon Jr., 794 Chapin St.  
2013 – Leonard C. Robbins, 549 Chapin St.  
2013 – William Gaumond, 18 Wood Dr. \*\*  
2013 – James Cavallo, 179 Higher Brook Dr.  
2013 – Alexander Simao, 39 Harris Ln.  
2012 – Chris Chartrand, 156 Pinewood Rd.  
2012 – Robert W. Scheer, 25 Wood Dr. \*\*  
2012 – Brenda S. Lelievre, 301 Blisswood Dr.  
2012 – Edward J. Perreault, 19 Beachside Dr.  
2012 – Teresa Chaves, 101 Paulding Rd.

## ***MEMBERS AT LARGE***

Aaron L. Saunders	88 Fuller St. #18 , Chairman, Board of Selectmen
Jason J. Barroso	59 Minechoag Hts, Board of Selectmen
John P. DaCruz	292 Woodland Cir., Board of Selectmen
William E. Rooney	86 Pinewood Rd., Board of Selectmen
Antonio E. Dos Santos	3 McLean Pky., Board of Selectmen
Attorney James V. Thompson	110 McLean Pky., Town Moderator
Candida Batista	134 Reynolds St., Town Treasurer
Fred Pereira	201 Stivens Ter., Town Collector
Laurie Gibbons	32 Applewood Dr., Town Clerk
Beverly Barry	11 Daisy Lane, Chairman, Board of Assessors
William Dzierwinski	34 Longview Cir., Chairman, Personnel Board
Christine Davis	193 Chapin St., Chairwoman, Hubbard Memorial Lib.
Richard Bellucci	236 Westerly Cir., Chairman, Board of Public Works
Anthony Jarvis	3 Andrew St., Chairman, Board of Appeals
Christopher Coelho	15 Kirkland Ave., Chairman, Planning Board
Paul Chrzan	15 Dale St., Chairman, Housing Authority
Frederick R. Lafayette	141 Posner Cir., Chairman, Council on Aging
Heidi E. Fogg	127 Birch St., Chairman, Finance Committee
Sean McBride	78 Homestretch Dr., Chairman, Westover Golf Comm.
Dr. Bruce Dziura	42 Longfellow Dr., Chairman, Board of Health
Jason Martowski	121 Fuller St., Chairman, Conservation Comm.
Sean McBride	78 Homestretch Dr. Chairman, Recreation Commission
Michael J. Kelliher	108 Wedgewood Dr., Chairman, School Committee
Attorney David J. Martel	Town Counsel Doherty, Wallace, Pillsbury, Murphy PC One Monarch Place, Suite 1900 Springfield, MA 01144-1900

## BOARD OF SELECTMEN

The Board of Selectmen had a successful 2011 that also was witness to challenges both fiscally and meteorologically. Although Massachusetts began to recover from the Great Recession, one of the most severe winters on record and significant cost increases handed down from insurance companies caused the town to find itself on the doorstep of needing a Proposition 2 ½ override to fund town services.

The residents of Ludlow re-elected William Rooney to a second term, and the Board elected Jason Barroso to serve as Vice-Chairman of the Board of Selectmen. Not too long into the year, the town said goodbye to our retired Chief of Police John Jorge. Chief Jorge served the town as police officer for 40 years, 25 as Chief.

Mother Nature had bookend blizzards in store for Ludlow in 2011. The first, in February, caused considerable damage to town properties, most notably at the High School and Westover Golf Course. Before the second of these storms, Ludlow residents came out en masse to assist our neighbors who were devastated by the June 1 tornadoes. Among the various relief efforts, a new group *Ludlow Lends a Hand* collected food and clothing and also held a fundraiser to benefit the victims of the storm.

The Town received the welcome news that WestMass Development had taken title to the mostly vacant Ludlow Mills complex, and with \$13M of committed investment, were ready to move forward with the renovation of the mills.

Two-thousand-and-eleven also marked the tenth anniversary of 9/11. The town honored the occasion with a ceremony at the Public Safety Complex where a monument featuring steel from Ground Zero was unveiled. Dorothy McKeon, sister of Ludlow resident and American Airlines Flight 11 passenger, Nick Humber, led a large group of dignitaries and residents in the very solemn observance.

Ludlow experienced the second blizzard of the year in late October. This significantly more destructive storm left many areas of town without power for over a week. For the first time in its history, Ludlow converted the High School into an emergency shelter. Hundreds took refuge at the High School while the Town's emergency management team, led by Chief Mark Babineau coordinated services. The response to the October Blizzard required a tremendous amount of effort and cooperation from many town departments. In particular, the High School kitchen staff went above and beyond the call of duty in their efforts to keep residents at the shelter fed. The Board of Health and town nurses supervised a 24 hour a day operation ensuring that resident's sheltering needs were met. The Department of Public Works took on the monumental task of clearing our roads of full sized trees and debris while assisting utility companies to restore power. The Police and Fire Departments addressed an incredible number of service calls with unparallel professionalism while keeping the peace in town during a very uncertain time. Most importantly, residents stepped up and checked on the well being of each other.

The board and the Town, as always, were well served by our Town Administrator Ellie Villano and her administrative team Bev Tokarz, Denise Tomlinson, and Lori LeDuc. It was a pleasure and an honor to serve the town as Chairman of the Board of Selectmen in 2011.

Respectfully submitted,  
Aaron L. Saunders, Chairman  
Ludlow Board of Selectmen

## **MODERATOR**

Town Meeting met on the traditional dates in May and October. Both meetings proceeded in an efficient and timely manner.

Increasingly, the Town budget is facing the effects of declining State aid and lowering property values. After several years of no growth-low growth income, it appears that the annual Town Meeting in May 2012 will be forced to choose between higher property taxes or reduced services, most probably a combination of both.

I again thank the Selectmen's Office and particularly, the Town Administrator for providing a clear and precise warrant and appropriate motions making my duties less difficult.

The Finance Committee deserves particular praise for working with limited resources to obtain agreement with all departments on their budgets particularly when those budgets have been constrained for several years.

To the public, I would urge that more citizens seek election for precinct seats at the Town Meeting. The Town Meeting forum is unique to New England and was established by the earliest settlers. At times it appears slow and cumbersome; however, it is one of the few forums of government that allows any citizen to speak on the issues and a relatively large group to vote on those services that effect their day to day lives.

Respectfully submitted,  
James V. Thompson  
Moderator

## **FINANCE**

### **BOARD OF ASSESSORS**

Michael S. O'Rourke was elected to a three year term on the Board that was vacated by Edward P. Mazur. Mr. O'Rourke joined Donald J. Lake and Beverly Barry on the Board. Beverly Barry was elected chairman. The Board members welcomed Mr. O'Rourke to the Board and they would like to thank Mr. Mazur for his 10+ years of service on the Board

The firm of Paul S. Kapinos & Associated performed an interim year adjustment to the assessed valuation of all properties in Town. The total town valuation was reduced from \$1,792,208,050 in Fiscal 2011 to \$1,781,756,570.00 in Fiscal 2012. Resulting in a decrease of the total town valuation of \$10,451,480. The total amount that had to be raised through taxation was \$30,254,226.56 which resulted in a Fiscal 2012 tax rate of \$16.98 per thousand.

The Board would like to thank Tax Collector Fred Pereira, Alice Bolow, and Carmen Desrochers for coming into work on their Christmas Holiday in order to have the Fiscal 2012 Actual Tax Bills ready to be mailed out by December 31, 2011.

The Board would also like to thank Assistant Assessor, Juanita Testori, Associate Assessor, Joe Alves, and Lori Leduc the work they performed for the department and making it possible for the Board to meet all department deadlines and the assessors would like to welcome Deidra Thompson to their department and thank her for her contribution to the department.

Respectfully submitted by,  
Beverly Barry  
Chairman

**TAX RATE FIGURES**

Fiscal Year	Tax Rate	Personal Property Valuation	Real Estate Valuation	Total Valuation	Gross Amount Appropriated	Net Amount to be Raised by Taxation
2011	\$15.70	\$78,892,500	\$1,713,315,550	\$1,792,208,050	\$56,182,229.38	\$28,137,666.38
2012	16.98	\$81,851,630	\$1,699,904,940	\$1,781,756,570	\$58,299,021.60	\$30,254,226.56

**ABATEMENTS**

Fiscal Year	Real Estate		Personal Property		Senior Work-off	
2010	43	\$51,309.58	8	\$11,270.83	59	\$29,500
2011	36	\$15,100.26	12	\$5,717.11	60	\$30,000

**EXEMPTIONS**

Fiscal Year	Cl.22 Vets Exemptions	Cl.37A Blind Exemptions	Cl.41C (over 70) Exemptions	Total Amount Exempted
2010	159	27	37	\$118,454.12
2011	163	27	36	\$123,976.73

**MOTOR VEHICLE EXCISE**

Calendar Year	Levy Year	Number of Bills	Tax Amounts	Number of Abatements	Amounts
2010	2010	480	\$17,031.55	12	\$776.23
	2010	22,700	\$1,984,003.05	602	\$42,084.07
2011	2010	491	\$20,511.69	61	\$5,473.20
	2011	27,746	\$2,039,775.47	630	\$41,825.69
	2009			4	\$148.74
	2006			1	\$75.00

**Supplemental Tax Billing Billed**

Fiscal Year	# of Bills	Amount Billed	# of Abatements	Amount Abated
2009	18	\$46,963.35	7	\$2,296.81

**Miscellaneous**

Deeds		Building Permits/Inspections	
2010	458	2010	Approx 648
2011	448	2011	Approx 807

## **FINANCE COMMITTEE**

The basic role of the Finance Committee is to act as the official fiscal advisor to the Town. The primary duties of a Finance committee are to advise and make recommendations to Town Meeting on budgets and other areas of finance. In addition, it has authority to make transfers from the Town's reserve fund to departmental budgets for extraordinary or unforeseen occurrences.

The Finance Committee is commonly involved in the budget preparation and review of budgets in preparation for the Annual Town Meeting. Once department budgets are established, the committee reviews them and will make recommendations on these requests to Town Meeting. Prior to the Town Meeting, the Finance Committee often in an effort to improve the budget preparation hearings and to keep the lines of communications flowing between the Finance Committee and Town Department Heads, we have voted to assign members from the committee to act as a liaison and participate in the budget preparation process within the different Town departments. The Finance Committee also reviews and processes transfer requests.

The Ludlow Finance Committee meets on the third Wednesday of each month in the Finance Committee room of the Ludlow Town Hall. Meetings are scheduled from September through June with a recess during July and August. Emergency meetings can be called during the recess to handle necessary town financial business. All meetings are posted with the Town Clerk with as much advance notice as possible.

Respectfully submitted,  
Heidi Fogg, Chairman  
Ludlow Finance Committee

## **TOWN COLLECTOR**

### **REAL ESTATE & PERSONAL PROPERTY**

Real estate and personal property bills for the Town of Ludlow continue to be due on the quarterly basis: August 1<sup>st</sup>, November 1<sup>st</sup>, February 1<sup>st</sup> and May 1<sup>st</sup>. The 2011F tax rate was set by the Board of Assessors in December of 2010. The Board of Selectmen voted to adopt a single tax rate of \$15.70 per thousand for both residential and commercial properties. The amount of \$26,900,998.05 was committed to us for collection. Over 8500 real estate bills were printed, processed and mailed by December 31<sup>st</sup>, 2010. By the end of the fiscal year, we had collected or abated approx. \$26,434,359.19 or 97% of the amount committed. Additionally we received \$262,681.60 in payments for 2010F real estate, \$32,878.07 for 2009f and \$9.32 for 2008F leaving a balance of \$82,462.90, \$8,312.71, and \$0.00 respectively.

Approximately 800 personal property bills totaling \$1,238,612.74 was committed to us for collection. By the end of the fiscal year, we collected or abated \$1,220,269.29 or 98% of the amount committed to us leaving a balance of \$18,343.45. Additionally, we collected \$6,579.99 for prior years dating back to 2008F.

To accommodate our residents, real estate and personal property taxes for the Town of Ludlow may now be paid online. We realize the importance of keeping with the times and offering this new online payment option. This new payment method serves to accommodate those Ludlow residents who want the convenience of paying their taxes online, anytime day or night. We are fortunate to have found a banking partner, who has years of financial experience and who adheres to strict security methods to protect our residents' personal information. UniBank uses state-of-the industry encryption methods which safely handle these transactions so that town employees never gain access to bank account information. The process for residents to pay online is simple: with your bill and checkbook in hand,

- 1) Go to: [www.ludlow.ma.us](http://www.ludlow.ma.us)
- 2) Click on: **Taxes & Sewer**
- 3) Complete each screen to process payment

**Online payments will not be accepted after their due date.** If using a credit card (master card, visa or discover) a fee will be assessed by the credit card service provider.

### **MOTOR VEHICLE EXCISE**

Over 23,000 vehicle excise bills totaling \$1,955,840.67 million dollars were printed processed and mailed from the Collector's Office throughout the year. Payments of auto excise are due 30 days from the date the tax notice is mailed. 90% of the committed bills are paid by their due date. Automobile owners are advised not to ignore their bills for a \$5.00 tax bill can jump to \$70.00, loss of license and registration within two months if late notices go unanswered. According to Chapter 60A of the Massachusetts General Laws, "failure to receive a notice shall not affect the validity of the excise". Thus, a person who does not receive a bill is still liable for the tax plus interest and charges accrued. Therefore, it is important to keep the Registry and Post Office informed of your current name and address so that your tax bills can be delivered promptly. The Registry will be notified of any excise bill that remains outstanding. The Registrar then marks the individual's registration preventing the renewal of his (hers) motor vehicle registration and the owner's driver's license until such time as the Registrar is notified that full and final payment has been made to the Town of Ludlow. During fiscal year 2011 over 500 licenses and registrations were marked for non-payment of their excise tax. This continues to be a successful collection tool as monies were collected for delinquent accounts dating back to 1992.

As with real estate and personal property bills, to accommodate our residents, timely motor vehicle excise payments are now being accepted online. **Late payments will not be accepted online.**

### **SEWER USAGE FEES**

The Board of Public Works, in February of 2011 set the rate of \$2.90 per 100 cubic feet of water used. Approximately 4,500 sewer usage bills totaling \$1,590,796.43 were printed, processed and mailed from the Collector's Office on February 19th of 2011. By the end of the June 30, 2011, we had collected or abated \$1,463,557.32 or 92% of the amount committed to us for collection leaving a balance of \$127,239.11. Any amounts outstanding for previous years were certified to the Board of Assessors in November of 2010 and added to the owner's 2011F real estate bills. All sewer usage accounts for 2009F and prior years have now been collected in full as reflected by the -0- balance for those accounts. Sewer bills are due 60 days from the mailing date. Sewer payments received after their due date are assessed a \$10.00 Demand plus a 10% penalty in accordance with Town By-Laws.

### **DEPARTMENTAL ACCOUNTS**

Each year the Collector is responsible for the collection of over 1.5 million dollars in "In Lieu of Taxes" and the following departmental accounts:

AMBULANCE  
CEMETERY  
TRAILER PARKS  
BOARD OF HEALTH - NURSING  
BOARD OF SELECTMEN  
ROLL BACK TAXES  
HIGHWAY DEPARTMENT

During the past fiscal year \$3,246,531.95 was committed to us for collection by the above departments. By June 30<sup>th</sup>, 2011 we collected or abated \$2,839,271.64 or 88% of the amount committed. Of the above accounts, ambulance bills continue to be the most sensitive and most difficult to collect. The ambulance records have been computerized by the Collector's Office under a "General Billing Program". The computerization of these records has allowed us to abandon the time consuming practice of manual posting and record keeping. As a result, this has improved efficiency and productivity in the Collector's Office.

### **MUNICIPAL LIEN CERTIFICATES**

Upon written request from attorneys, banks, mortgage companies and real estate agencies, the Collector shall furnish a certificate of all outstanding taxes and other assessments and charges which constitute a lien on a parcel of land. The Collector consults with the Board of Assessors, DPW and other departments to secure required information. In accordance with Mass General laws, a \$25.00 fee is charged for each certificate prepared. Once again many hours were spent researching and preparing these certificates. During fiscal year 2011, we received over 600 written requests bringing in approximately \$15,000 of additional revenue. We ask attorneys and other agencies requesting such information to cooperate and mail their application to us as early as possible so that we can complete and return them in a timely manner.

Office hours continue to be 8:30 to 4:30, Monday through Friday. Additionally, to accommodate those Ludlow residents who want the convenience of paying their taxes online, day or night, we are offering a new online payment option. **Late payments will not be accepted online.** Once again, I am grateful to Mrs. Alice Bolow, Janice Ouimette, Victorina Robbins and Carmen Desrochers for their assistance. Additionally, I'd like to express my gratitude to all department heads, town employees and residents for their support and cooperation. For more up to date information, please visit the Town of Ludlow website at [www.ludlow.ma.us](http://www.ludlow.ma.us).

Respectfully submitted  
Fred Pereira, Town Collector











Financials, Revenue & Citizen Services and Human Capital Management



03/29/2012 15:32  
jyoung

TOWN OF LUDLOW  
FY'2011 ~~EXPENSE~~ BUDGET

Revenue

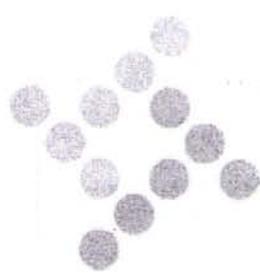
JUNE 30, 2011

PG 1  
glytdbud

FOR 2011 13

	ORIGINAL APPROP	TRANSFRS/ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01 GENERAL FUND							
122 SELECTMEN	0	-4,000	-4,000	-22,955.55	.00	18,955.55	573.9%
141 BOARD OF ASSESSORS DEPT.	0	0	0	-709.00	.00	709.00	100.0%
145 TOWN TREASURER'S DEPT.	0	-2,813,942	-2,813,942	-3,039,176.78	.00	225,234.78	108.0%
146 TOWN COLLECTOR'S DEPT.	0	-32,989,935	-32,989,935	-32,659,730.62	.00	-330,204.38	99.0%
161 TOWN CLERK'S DEPT.	0	-35,000	-35,000	-55,660.98	.00	20,660.98	159.0%
171 CONSERVATION COMMISSION	0	0	0	-2.00	.00	2.00	100.0%
175 PLANNING BOARD	0	-30,000	-30,000	-26,466.54	.00	-3,533.46	88.2%
176 BOARD OF APPEALS	0	0	0	-1,200.00	.00	1,200.00	100.0%
210 POLICE DEPARTMENT	0	-92,207	-92,207	-75,831.45	.00	-16,375.55	82.2%
220 FIRE DEPARTMENT	0	-15,000	-15,000	-29,668.81	.00	14,668.81	197.8%
241 BUILDING INSPECTOR'S DEPT.	0	-160,000	-160,000	-152,827.00	.00	-7,173.00	95.5%
244 SEALER OF WEIGHTS & MEASURES	0	-4,000	-4,000	-4,344.00	.00	344.00	108.6%
300 SCHOOL DEPARTMENT	0	-14,418,414	-14,418,414	-14,517,073.35	.00	98,659.35	100.7%
410 DEPARTMENT OF PUBLIC WORKS	0	-48,000	-48,000	-77,812.63	.00	29,812.63	162.1%
510 HEALTH DEPARTMENT	0	-40,000	-40,000	-54,191.76	.00	14,191.76	135.5%
541 COUNCIL ON AGING	0	-40,000	-40,000	-43,078.25	.00	3,078.25	107.7%
610 HUBBARD MEMORIAL LIBRARY	0	-7,000	-7,000	-6,767.68	.00	-232.32	96.7%
630 RECREATION COMMISSION	0	-85,000	-85,000	-87,696.28	.00	2,696.28	103.2%
660 WESTOVER MUNICIPAL GOLF COURSE	0	0	0	-366,500.00	.00	366,500.00	100.0%
TOTAL GENERAL FUND	0	-50,782,498	-50,782,498	-51,221,692.68	.00	439,194.68	100.9%
GRAND TOTAL	0	-50,782,498	-50,782,498	-51,221,692.68	.00	439,194.68	100.9%

\*\* END OF REPORT - Generated by Jim Young \*\*



03/29/2012 15:26  
jyoung

TOWN OF LUDLOW  
FY'2011 EXPENSE BUDGET

JUNE 30, 2011

PG 1  
glytdbud

FOR 2011 13

	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01 GENERAL FUND							
114 MODERATOR	467	0	467	467.00	.00	.00	100.0%
122 SELECTMEN	225,972	3,000	228,972	214,951.65	9,069.80	4,950.55	97.8%
131 FINANCE COMMITTEE	2,610	24,095	26,705	2,335.00	.00	24,370.00	8.7%
135 TOWN ACCOUNTANT'S DEPT.	149,207	0	149,207	147,775.37	.00	1,431.63	99.0%
141 BOARD OF ASSESSORS DEPT.	191,488	0	191,488	182,851.76	.00	8,636.27	95.5%
145 TOWN TREASURER'S DEPT.	199,385	5,900	205,285	195,826.81	900.00	8,558.19	95.8%
146 TOWN COLLECTOR'S DEPT.	222,399	3,150	225,549	220,718.72	.00	4,830.28	97.9%
151 TOWN COUNSELOR'S DEPT.	113,000	-3,599	109,402	89,946.46	3,774.50	15,680.54	85.7%
152 PERSONNEL BOARD	1,700	0	1,700	1,700.00	.00	.00	100.0%
155 INFORMATION TECHNOLOGY	207,254	6,000	213,254	202,275.36	4,906.53	6,072.14	97.2%
161 TOWN CLERK'S DEPT.	110,425	0	110,425	109,563.18	.00	861.82	99.2%
162 ELECTIONS & REGISTRATIONS DEPT	70,833	3,565	74,398	70,865.88	.00	3,531.92	95.3%
171 CONSERVATION COMMISSION	26,243	0	26,243	26,189.62	.00	53.38	99.8%
175 PLANNING BOARD	111,734	0	111,734	111,473.66	.00	260.34	99.8%
176 BOARD OF APPEALS	3,118	99	3,217	2,372.01	99.00	745.79	76.8%
192 PUBLIC BUILDINGS/PROPERTIES	672,650	33,347	705,997	694,642.31	4,140.90	7,213.83	99.0%
193 PROPERTY & LIABILITY INSURANCE	236,900	1,400	238,300	238,263.48	.00	36.52	100.0%
210 POLICE DEPARTMENT	2,996,615	70,770	3,067,385	3,022,522.97	.00	44,861.63	98.5%
220 FIRE DEPARTMENT	1,935,179	30,000	1,965,179	1,919,819.37	.00	45,359.63	97.7%
231 AMBULANCE - EMT DIVISION	654,713	11,470	666,183	633,479.60	113.18	32,590.22	95.1%
241 BUILDING INSPECTOR'S DEPT.	168,451	0	168,451	158,847.09	.00	9,603.91	94.3%
244 SEALER OF WEIGHTS & MEASURES	3,679	0	3,679	3,572.96	.00	106.04	97.1%
291 EMERGENCY MANAGEMENT	500	0	500	122.09	.00	377.91	24.4%
292 ANIMAL CONTROL DEPT.	23,150	0	23,150	19,816.58	.00	3,333.42	85.6%
299 SAFETY COMMITTEE	2,091	0	2,091	1,866.00	.00	225.00	89.2%
300 SCHOOL DEPARTMENT	0	25,194,327	25,194,327	14,412,212.48	10,642.16	10,771,472.52	57.2%
310 HIGH SCHOOL	0	573	573	4,369,277.95	573.15	-4,369,277.95	*****
311 ATHLETICS	0	150	150	209,735.01	150.00	-209,735.01	*****
320 BAIRD MIDDLE SCHOOL	0	0	0	11,412.00	.00	-11,412.00	100.0%
330 CHAPIN ST. ELEMENTARY SCHOOL	0	0	0	28,060.43	.00	-28,060.43	100.0%
340 EAST ST. ELEMENTARY SCHOOL	0	0	0	252.00	.00	-252.00	100.0%
360 TECHNOLOGY	0	0	0	408,023.96	736.00	-408,023.96	*****
370 SPECIAL EDUCATION	0	736	736	5,535,403.35	4,096.46	-5,535,403.35	*****
390 TRANSITIONAL BI-LINGUAL	0	4,096	4,096	161,191.16	.00	-161,191.16	100.0%
410 DEPARTMENT OF PUBLIC WORKS	2,909,301	127,283	3,036,584	3,012,729.17	23,380.52	474.51	100.0%
423 DPW - SNOW & ICE REMOVAL DIV.	164,250	563	164,813	567,005.67	562.50	-402,755.67	344.4%
424 STREET & TRAFFIC LIGHTING	266,000	55,000	321,000	289,386.21	22,882.10	8,731.69	97.3%
510 HEALTH DEPARTMENT	236,281	0	236,281	229,187.89	825.79	6,267.32	97.3%
541 COUNCIL ON AGING	303,906	0	303,906	297,822.57	.00	6,083.43	98.0%
543 VETERAN'S SERVICES DEPT.	223,931	26,091	250,022	244,220.72	.00	5,801.28	97.7%



03/29/2012 15:26  
jyoung

Financials, Revenue & Citizen Services and Human Capital Management



PG 2  
glytdbud

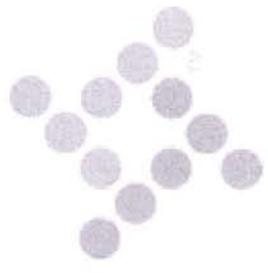
TOWN OF LUDLOW  
FY'2011 EXPENSE BUDGET

JUNE 30, 2011

FOR 2011 13

	ORIGINAL APPROP	TRANSFRS/ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
610 HUBBARD MEMORIAL LIBRARY	374,507	0	374,507	367,083.36	.00	7,423.64	98.0%
630 RECREATION COMMISSION	279,516	0	279,516	259,578.67	.00	19,937.33	92.9%
691 HISTORICAL COMMISSION	1,420	0	1,420	197.62	.00	1,222.38	13.9%
701 GENERAL DEBT AND INTEREST	3,039,614	-30,000	3,009,614	2,938,899.36	.00	70,714.64	97.7%
801 GOVERNMENT ASSESSMENTS	0	335,413	335,413	323,461.10	.00	11,951.90	96.4%
910 FRINGE BENEFITS FOR EMPLOYEES	9,708,399	80,628	9,789,027	9,691,094.70	2,483.06	95,449.24	99.0%
TOTAL GENERAL FUND	25,836,888	25,984,058	51,820,945	51,628,500.31	89,335.65	103,109.31	99.8%
GRAND TOTAL	25,836,888	25,984,058	51,820,945	51,628,500.31	89,335.65	103,109.31	99.8%

\*\* END OF REPORT - Generated by Jim Young \*\*





**Town of Ludlow**  
Sewer Revenue Analysis  
FY'2005-FY'2011

<u>Revenue Type</u>	FY'2008		FY'2009		FY'2010		FY'2011		FY'2012	
	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
User Fees - Current Year	1,075,717	1,086,248	1,610,460	1,167,328	1,270,148	1,292,498	1,548,062	1,461,094	1,596,350	
User Fees - Prior Year	20,000	15,968	20,000	7,812	10,000	12,398	15,000	55,276	45,000	
Sewer Liens	25,000	28,360	25,000	31,985	27,500	65,640	40,000	70,278	50,000	
Permits - Sewer Tie-ins	27,500	88,850	40,000	60,150	37,500	24,250	27,500	30,790	25,000	
All Other	2,000	2,923	2,000	2,524	2,000	4,263	3,000	44,438	5,000	
Interest Income	7,500	20,431	15,000	5,169	7,500	425	2,500	25	2,000	
<b>Annual Totals</b>	<b>1,157,717</b>	<b>1,242,780</b>	<b>1,712,460</b>	<b>1,274,968</b>	<b>1,354,648</b>	<b>1,399,474</b>	<b>1,636,062</b>	<b>1,661,901</b>	<b>1,723,350</b>	
<u>Expense Summary</u>										
Salaries & Wages	131,810	129,694	149,160	133,979	154,598	134,531	143,424	144,789	146,315	
General Expenses	72,255	101,973	88,000	70,807	84,050	82,101	335,068	214,201	277,005	
Intergov'tl - Springfield Sewer	768,887	786,028	1,187,500	747,247	850,000	1,023,310	912,570	809,866	1,003,030	
Reserve Fund Transfer	25,000	25,000	50,000	35,000	0	0	0	0	0	
<b>Total Expenses</b>	<b>997,952</b>	<b>1,042,695</b>	<b>1,474,660</b>	<b>987,033</b>	<b>1,088,648</b>	<b>1,239,942</b>	<b>1,391,062</b>	<b>1,168,856</b>	<b>1,426,350</b>	
Excess Revenue/Expense	159,765	200,085	237,800	287,935	266,000	159,532	245,000	493,045	297,000	
Indirect Charges (**Not Alloc)	159,765	156,000	237,800	237,800	266,000	246,000	245,000	245,000	297,000	
Adjusted Excess Rev/Exp	0	44,085	0	50,135	0	-86,468	0	248,045	0	

Town of Ludlow  
Cherry Sheet Analysis  
FY"2011

Account Name/Number	Budget	9/30/2010	12/31/2010	3/31/2011	6/30/2011	YTD
School Chapter 70	12,738,623	3,184,655	3,184,656	3,184,656	3,184,656	12,738,623
#0101300-462001						
School Construction	1,413,671	314,835	1,098,828			1,413,663
#0101300-462003						
Charter School Reimbursement	66,128		19,338	19,355	-5,296	33,397
#0101300-462000						
State Aid Lottery	2,583,866	645,966	645,966	645,967	645,967	2,583,866
#0101145-466001						
Police Career Incentive	11,207				11,782	11,782
#0101210-466006						
Veterans Benefits	120,269	31,857	57,076	30,503		119,436
#0101146-466700						
Exemptions- Vets,Blind & SS	76,045	72,384			76,031	148,415
#0101145-461009						
Exemptions - Elderly	22,000		18,574			18,574
#0101145-461010						
State Owned Land	28,031		28,031			28,031
#0101145-461011						
School Transportation	0				5,571	5,571
#0101300-462002						
Room Occupancy	55,000	24,979	23,998	12,402	15,289	76,668
#0101145-466100						
<b>General Fund State Aid</b>	<b>17,114,840</b>	<b>4,274,676</b>	<b>5,076,467</b>	<b>3,892,883</b>	<b>3,934,000</b>	<b>17,178,026</b>
Restricted State Aid:						
School Lunch	19,387	3,643	4,415	4,944	5,428	18,430
#2515013-460100						
School Choice	636,613		181,484	181,484	223,473	586,441
#2585110-462000						
Public Library	27,996		14,331	15,865		30,196
#2383293-464012						
<b>Total State Aid</b>	<b>17,798,836</b>	<b>4,278,319</b>	<b>5,276,697</b>	<b>4,095,176</b>	<b>4,162,901</b>	<b>17,813,093</b>

*Federal ARRA Funds*

**Town of Ludlow**  
 Tax Commitments Analysis  
 7/1/2010-6/30/2011

<u>Period #</u>	<u>Date</u>	<u>Commitment #</u>	<u>#1211XX</u> <u>Personal</u> <u>Property</u>	<u>#1221XX</u> <u>Real</u> <u>Estate</u>	<u>#1261XX</u> <u>Motor</u> <u>Vehicle</u>	<u>All Other</u>
1	7/1/2010	FY'2011 Estimate Commercial	510,846.47	1,350,200.79		
		Residential		11,428,035.25		
2	7/20/2010	FY'2011 Rollback		1,110.02		
	8/27/2010	FY'2010 - 4			88,245.24	
		FY'2009			181.25	
3	9/27/2010	PILOT - MMWEC				1,570,000
4	10/15/2010	FY'2010 - 5			67,623.71	
		FY'2009 - 11			85.00	
7	1/1/2011	FY'2011 Final	727,766.27			
		Commercial - Final		1,576,391.61		
		Residential - Final		12,544,426.74		
	1/13/2011	Omitted Assessment		1,943.66		
	1/28/2011	FY'2009 - 12			915.77	
		FY'2010 - 6			33,699.97	
	1/13/2011	PILOT - SWSC				14,608.85
		PILOT - LHA				5,392.50
		Revised Assessment		252.77		
		Farm Animal- FY'2011				654.44
8	2/11/2011	FY'2010 - 7			12,428.68	
	2/18/2011	FY'2011 - 1			1,513,620.00	
9	3/11/2011	FY'2011 - Boat				4,306.00
11	5/13/2011	FY'2011 - 2			204,821.55	
		FY'2010 - 8			5,991.58	
	5/31/2011	Omitted Assess(2x)		1,628.09		
12	6/14/2011	FY'2011 - Section 5			23,720.00	
<b>Totals</b>			<b>1,238,612.74</b>	<b>26,903,988.93</b>	<b>1,951,332.75</b>	<b>1,594,961.79</b>

**Town of Ludlow**  
Debt Budget Analysis  
7/1/2010-6/30/2011

Loan Description	Debt Type	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY'2011 Actual
<u>Multi-Purpose 10/15/02</u>														
Sewer - Sports Rd. \$250,000	Principal - FY'2011				14,250									14,250
Community Ctr - \$6,000,000					333,000									333,000
Platform Truck - \$682,000					48,500									48,500
Transfer Station - \$ 250,000					14,250									14,250
	Total				410,000									410,000
Payable to:	Interest - FY'2011				2,740						2,526			5,266
Wachovia Bank					66,438						61,443			127,881
					5,796						5,069			10,865
					2,740						2,526			5,266
	Total				77,714						71,564			149,278
<u>Multi-Purpose 8/15/2009</u>					0									0
DPW - Simons St. \$524,508	Principal - FY'2011				0			52,200						52,200
Fire Tanker Truck \$350,000					0			50,000						50,000
Sewer - Allison Lane \$75,492					0			7,800						7,800
Payable to: US Bank					0			110,000		0				110,000
	Total				0			9,042						18,047
	Interest - FY'2011				0			6,000						12,000
					0			1,308						2,653
	Total				0			16,350						32,700
<u>East St. School Expansion</u>					0			0						0
11/1/1990 \$4,515,000	Principal - FY'2011				0			0						0
Payable to: US Bank	Interest - FY'2011				0			0				0		0
	Total				0			0						0
<u>School Construction - 6/15/01</u>														
High School - \$21,987,000	Principal - FY'2011												1,098,000	1,098,000
Baird Middle - \$640,000													32,000	32,000
Payable to:	Total												1,130,000	1,130,000
Wachovia Bank	Interest - FY'2011				178,347								178,347	356,694
					5,137								5,137	10,274
	Total				183,484								183,484	366,968
<u>Bank of America - 2/21/2007</u>														
Refinancing	Principal												20,000	20,000
	Interest				96,084								96,084	192,168
	Total				96,084								116,084	212,168



**Town of Ludlow**  
Free Cash Analysis  
FY'2006 thru FY'2011  
March 23, 2012

<u>Date</u>	<u>Description</u>	<u>FY'2006</u> <u>Amount</u>	<u>FY'2007</u> <u>Amount</u>	<u>FY'2008</u> <u>Amount</u>	<u>FY'2009</u> <u>Amount</u>	<u>FY'2010</u> <u>Amount</u>	<u>FY'2011</u> <u>Amount</u>
7/1/2005	DOR Certification	\$1,522,162	\$ 2,951,586	\$2,286,384	\$ 898,228	1,295,250	984,493
7/1/2006	DOR Certification						
7/1/2007	DOR Certification						
7/1/2008	DOR Certification						
7/1/2009	DOR Certification						
7/1/2010	DOR Certification						
10/3/2005	Previous Years Bills	-13,706					
11/14/2005	Fire Dept. Raises	-44,276					
5/8/2006	Reserve Fund	-100,000					
	Unpaid Bills - P/Y	-634					
5/14/2007	School Space Study		-50,000				
	FY'2008 Capital Bud		-250,000				
	Reserve Fund		-100,000				
	Transfer to Stab.Fund		-250,000			-343,000	
	Unpaid Bills - P/Y		-1,332				
	Conrail Prop.Survey		-7,000				
	DEP Environ/Lien		-40,000				
5/12/2008	Unpaid Bills - P/Y			-5,775			
	East St.- Phase IV			-40,000			
	FY'2009 Capital Bud			-238,623			
	Reserve Fund			-125,000			
	Reduce Tax Levy		-1,500,000	-1,375,000	-875,000	-825,000	-800,000
5/10/2010	Sewer Indirect Adjust.					-20,000	
	Fire Dept. Raises					-67,516	
5/9/2011	Reserve Fund						-150,000
	Total Transfers Out	-1,358,616	(2,198,332)	(1,784,398)	(875,000)	(1,255,516)	(950,000)
	<b>Balance</b>	<b>\$163,546</b>	<b>\$ 753,254</b>	<b>\$501,986</b>	<b>\$ 23,228</b>	<b>\$ 39,734</b>	<b>\$ 34,493</b>
	Excess Levy Capacity	580,599	1,008,964	965,046	71,850	823,546	79,861

**Town of Ludlow**  
 Stabilization Fund Analysis  
 FY'2003- FY'2011

<u>Date</u>	<u>Description</u>	<u>Activity</u>	<u>Balance</u>
7/1/2002	Beginning Balance		\$1,391,307
	Investment Income	92,023	
6/30/2003	Ending Balance		<b>1,483,330</b>
7/1/2003	Beginning Balance		1,483,330
	Loss on Investments	-7,460	
6/30/2004	Ending Balance		<b>1,475,870</b>
7/1/2004	Beginning Balance		1,475,870
	ATM 5/04 Transfer In	500,000	
	Interest - Citizens	7,850	
	Investment Income:		
	Merrill Lynch	50,005	
6/30/2005	Ending Balance		<b>2,033,725</b>
	STM 11/14 Transfer Out		
	Storm Drainage System		
	Electric Park Section	-200,000	
	Computer Network	-47,000	
	Investment Income	37,243	
6/30/2006	Ending Balance		<b>1,823,968</b>
	Investment Income	73,693	
6/30/2007	Ending Balance		<b>1,897,661</b>
	ATM 5/07 Transfer In	250,000	
	Investment Income	98,428	
6/30/2008	Ending Balance		<b>2,246,089</b>
	ATM 5/11/09		
	Transfer Out - Tax Levy	-500,000	
	Investment Income	22,874	
6/30/2009	Ending balance		<b>1,768,963</b>
	ATM 5/10 Transfer In	343,000	
	Investment Income	31,030	
6/30/2010	Ending Balance		<b>2,142,993</b>
	Investment Income	22,298	
6/30/2011	Ending Balance		<b>2,165,292</b>



TOWN OF LUDLOW  
SPECIAL ARTICLE - FUND 02  
6/30/10

<MM-11>

	DEPARTMENT	Balance remaining 6/30/10	FY 11 approp	FY 11 expense	FY 11 Bud Adj	FY11 Closeout (PY enc used in 11)	Balance remaining 6/30/11
FY 09 Meeting Articles:							
ATM 5/08:							
Art 9	Master Plan	50,257		30,280			19,977
Art 19	Haviland Pond Lifeguard Chairs	395					395
Art 21	Fire Substation Study	15,000					15,000
Art 35	DPW - Center Street Study	38,098		33,943			4,155
Art 36	West St. Bridge Repair	26,367		15,027			11,340
Art 44	Community Center - Pool Equipment	2,187				2,187	0
Art 58	Police Building Access System	1,463				1,463	0
Art 58	Police Administrative Cruiser	201					201
Art 58	DPW - Garage Repair Lift	29,816					29,816
Art 58	Baird School - Brick Repair	(1,600)		0			(1,600)
Art 58	East St. School - Cafeteria Tables (20)	16,698				16,698	0
STM 10/08							
Art 1	Unpaid Bills	104					104
Art 11	First Meeting House Repairs	55,328	30,000	54,588			30,740
Art 29	Purchase 223 Cady St. Property	(1,123)		0			(1,123)
FY 10 Meeting Articles:							
ATM 5/09:							
Art 17	Assessors reval	306,400	0	114,200			192,200
Art 27	COA - 14 passenger	152	0	0			152
Art 27	Fire - Ambul Comp Pr	6,744	0	6,744			0
Art 27	DPW Aerial bucket	0	0	0			0
Art 27	School - Replace HS	25,000	0	31,464			(6,464)
STM 10/09							
Art 1	Unpaid bills		0	0			0
STM 5/10:							
Art 1	Unpaid bills	(453)	453	0			0
STM 10/10							
Art 1	Unpaid Bills		28,693	28,693			0

TOWN OF LUDLOW  
SPECIAL ARTICLE - FUND 02  
6/30/10

<MM-11>

	DEPARTMENT	Balance remaining 6/30/10	FY 11 approp	FY 11 expense	FY 11 Bud Adj	FY11 Closeout (PY enc used in 11)	Balance remaining 6/30/11
Art 20	Purchase Park Place		175,000	175,000			0
STM 5/11:							
Art 1	Unpaid Bills		237	237			0
FY 11 Capital Budget:							
Art 28	COA - 14 Passenger Van Lease#2		21,000	20,848			152
	DPW Aerial Bucket Truck Lease#2		54,830	54,830			0
	School Roof - Snow Guards		32,006	32,006			0
	Town Hall Phone System		40,000	40,000			0
	Police Court Vehicle		25,747	24,059			1,688
	DPW - Pickup Truck		31,000	30,977			23
	TOTAL GENERAL GOVERNMENT	907,803	438,966	757,401	0	186,238	403,130
POLICE DEPARTMENT							
ART 20 - POLICE RADIO SYSTEM 5/10/05		4,499					4,499
STM 10/3/05 - LAPTOP COMPUTERS - POLICE		3,408					3,408
FIRE DEPARTMENT							
CIP 5/14/01-AIRPACK REPL. (FINAL)		6,845		6,722			123
AMBULANCE EMT DIVISION							
EMT I TRAINING 10/2/95		(7,805)					(7,805)
EMT PARAMEDIC TRAINING O.T.		25,141					25,141
TOTAL PUBLIC SAFETY		32,088	0	6,722	0	0	25,366
SCHOOL DEPARTMENT							
CIP 5/8/00-TECHNOLOGY PLAN		(2,769)					(2,769)
CIP 5/8/00-SOUND SYSTEM/ACOUSTICS-EAST		(3,760)					(3,760)
TOTAL EDUCATION		(6,529)	0	0	0	0	(6,529)
DEPARTMENT OF PUBLIC WORKS							
MILLER STREET BRIDGE ENGINEERING 5/10/2004		435					435
WEST@ROY BRIDGE REPAIR		2,846					2,846
A-36 FUELING STATION UPGRADE 5/14/01		(275)		654			(929)
CIP 4/12/99-GIS SYSTEM		(1,890)		945			(2,835)

TOWN OF LUDLOW  
SPECIAL ARTICLE - FUND 02  
6/30/10

<MM-11>

DEPARTMENT	Balance remaining 6/30/10	FY 11 approp	FY 11 expense	FY 11 Bud Adj	FY11 Closeout (PY enc used in 11)	Balance remaining 6/30/11
CIP 5/8/00-3/4 TON 4WH DRIVE PICKUP	(653)					(653)
CIP 5/13/02-SILVA FIELD IMPROVEMENTS	50,000					50,000
ART # 34 - East/Chapin St Intersection 5/10/04 CIP	0		0			0
Electric Park storm drain STM 11/14/05 (in data proc on GL)	75,770					75,770
Art # 53 (CIP) 5/9/05 ATM - Metal Storage building	15,958					15,958
Art # 6 5/1/09 STM - East St reconstruction	15,000					15,000
TOTAL PUBLIC WORKS	157,191	0	1,599	0	0	155,592
RECREATION COMMISSION						
CIP 4/12/99-WHITNEY PARK PLAYGROUND	2,771					2,771
CIP 5/8/00-WEST STREET PLAYGROUND	2,027					2,027
TOTAL CULTURE AND RECREATION	4,798	0	0	0	0	4,798
ARTICLES OMITTED FROM CY and Pys CLIENT SCHEDULES						
Senior Alarm 10/6/97	(2,410)					(2,410)
Platform Skirting	(190)					(190)
Sidewalk Construction 4/12/99	(2,000)					(2,000)
Senior Center heating 4/14/97	(600)					(600)
Public ways Art 15,16,17 10/4/04	3					3
TOTAL OTHER GG	(5,197)	0	0	0	0	(5,197)
rounding	0		0			0
Total special article (Fund 02)	<b>1,090,154</b>	<b>438,966</b>	<b>765,722</b>	<b>0</b>	<b>186,238</b>	<b>577,160</b>
	1,010,950		ties to		Art 20	
Art 11 STM 10/08 Grant		30,000	Fund 02 exps		95,662	
Art 20 ATM 10/10		175,000				
Art 28 ATM 5/11		204,583				
Art 1 5/10 & 11		690				
Art 1 10/10		28,693				
		<b>438,966</b>				

LUDLOW  
SRF ACTIVITY SCHEDULE  
6/30/11

	Beg Bal 6/30/2010	Federal	State	Other	Total Revenue	Transfers in	Expended	Trans out	Balance 6/30/2011
	(includes py non timing ajes)								
<b>Fund 21</b>									
Sale of Cemetery Lots	327,273			18,225	18,225				345,498
Sale of Real Estate	11,399				-				11,399
Wetland Filing Fees Revolving	73,362			4,405	4,405		579		77,188
Public Bldg. Comp. for Damage	6,469			3,368	3,368		3,368		6,469
Police Dept. Comp. for Damage	3,292			8,836	8,836		9,836		2,292
Fire Dept. Comp. for Damages	4,680			-	-		-		4,680
State - Reg. Hazmat Training	(4,316)			21,586	21,586		23,490		(6,220)
Hazard. Matl. Comp. for Dam.	4,887				-				4,887
DPW Comp. for HWY. Damages	829			900	900		-		1,729
DPW Comp. Sewer Div/Landfill	-				-		-		-
DPW Comp. for Cemetery Dam.	845			-	-		-		845
Insurance comp - Park dept	2,413			-	-		-		2,413
Health Dept.-Septic Insp.	9,388			14,713	14,713		16,300		7,801
C.O. Aging - Comp. for Damages	1,562			4,515	4,515		5,515		562
Hubbard Memorial Library Ins Comp rounding	(160) (278)				-		1,773		(1,933) (278)
<b>Total Fund 21</b>	<b>441,645</b>	<b>-</b>	<b>-</b>	<b>76,548</b>	<b>76,548</b>	<b>-</b>	<b>60,861</b>	<b>-</b>	<b>457,332</b>
<b>Fund 23</b>									
Memorial Park Project-Fed Funds	3,990			-	-		-		3,990
Celebrate Ludlow	13,075			14,356	14,356	3,000	21,978		8,453
State Funds for Elections	6,947		5,238	-	5,238		3,842		8,343
Steven's Memorial Underground Tank	5,385				-		-		5,385
Jail Impact Funds	73,001			365	365				73,366
State Tourism grant	-			-	-		-		-
Law Enforcement Trust Fd.	41,700		103		103		2,042		39,761
DARE Program	938				-		-		938
Community Policing Grant	100			350	350		170		280
Car Gift for Police Auction	30				-		-		30
Fed. Cops More - Technical Equip	104				-		-		104
Fed Grant Bullet proof vest	-			4,837	4,837		4,438		399
COPS Homeland Securitiy	(949)				-		-		(949)
Fed. School Resource Officer	29,654				-		-		29,654
Violence Against Women Grant	579				-		-		579
Police Dept-K-9 Unit	7,696			6,196	6,196		9,169		4,723
Police Dept-Gift/Donation Account	780				-		-		780
Police Safety Equipment	500				-		-		500
Police Special Response Team (2009)	8,500			100	100		-		8,600
F'97 Law Enforcement Drug Task Force	116				-		-		116
F'98 Law Enforcement Block Grant	1,524				-		-		1,524
F'99 Law Enforcement Block Grant	(998)				-		-		(998)
F'00 Law Enforcement Block Grant	(1,193)				-		-		(1,193)
F'01 Law Enforcement Block Grant	361				-		-		361
F'02 Law Enforcement Block Grant	243				-		-		243
COPS - Secure our Schools	427				-		-		427
feds Cop Fast	(3,850)				-		-		(3,850)
Firefighter's Assistance grant	30				-		-		30
Fire Dept.-Gift Account	13,675			4,863	4,863		-		18,538
Fire Dept.-S.A.F.E. Grant	2,764		5,415		5,415		5,375		2,804
Fire Dept.- Safety Equipment Grant	1,054				-		-		1,054
Fire Dept.-Patches & Pumper	313				-		-		313
Fire Dept.-Thermal Imager	4				-		-		4
Fire Dept.-Homeland Secur FY'05	(7,687)				-		-		(7,687)
Fire Dept.-FEMA Grant	241				-		-		241
Reg. Hazmat Training Fund	11,971				-		-		11,971
Defib/Monitor/Pacemaker	725				-		-		725
Ambulance Subscription Fd.	133,626			93,186	93,186		43,586	55,370	127,856
Local Emergency Management	2,480			0	-		158		2,322
Emergency Management Grant	700				-		-		700
Highway Fund Ch.90	(29,151)		729,326		729,326		723,928		(23,753)
Sportsmans Road Reconstruction(PWEC)	(4,225)				-		-		(4,225)
Hubbard St. CSO Project	(20,250)				-		-		(20,250)
Curbside Recycling Grant	(301)		10,476		10,476		10,175		-
FY'07 - Dog officer gift account	244				-		-		244
PVPC State Street CSO Abatement	(1,417)				-		-		(1,417)
Health Nurses Donations	1,839				-		134		1,705
COA Donation Activity Account	119				-		-		119

LUDLOW  
SRF ACTIVITY SCHEDULE  
6/30/11

	Beg Bal 6/30/2010	Federal	State	Other	Total Revenue	Transfers In	Expended	Trans out	Balance 6/30/2011
Conservation Comm.-WMECO 4/11	-			33,400	33,400				33,400
Vets. Memorial - ATM 5/12/08 Art#8	66,588			13,243	13,243	-			79,831
State Grant - Sr. Pharmacy Prg.	677								677
F'99 Outreach Program Grant	39								39
Outreach Program Grnt/COA formula grn	781		28,672		28,672		30,989		(1,536)
COA - Title III Repair Program FY'06	4			1,965	1,965		1,965		4
State Library Aid	45,222		30,196		30,196		23,634		51,784
Library Memorial Fund	14,202			14,374	14,374		10,183		18,393
Art's Lottery Funds	3,935		7,040		7,040		6,899		4,076
Donations - Skate Park/Rec Purposes rounding	3,978 (189)								3,978 (189)
<b>Total Fund 23</b>	<b>430,650</b>	<b>-</b>	<b>816,466</b>	<b>187,235</b>	<b>1,003,701</b>	<b>3,000</b>	<b>898,665</b>	<b>55,370</b>	<b>483,316</b>
<b>Fund 231</b>									
Cable Access Local Programming	240,398			318,661	318,661		202,741		356,318
<b>Total Fund 231</b>	<b>240,398</b>	<b>-</b>	<b>-</b>	<b>318,661</b>	<b>318,661</b>	<b>-</b>	<b>202,741</b>	<b>-</b>	<b>356,318</b>
<b>Fund 232</b>									
East St Revitalization Phase I	(8,694)								(8,694)
East St Corridor Phase II	16,612								16,612
East St Corridor Phase III	-								-
East St Corridor Phase IV	822								822
<b>Total Fund 232</b>	<b>8,740</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8,740</b>
<b>Fund 25</b>									
Childrens' Language Institute	(5,714)								(5,714)
School Comp.for Damages	118								118
School Damages Over \$20,000.	5,770								5,770
School Book Revolving Ch 44-53E1/2	15,689								15,689
Industrial Arts Matl.Fd.	136								136
<b>Total Fund 25</b>	<b>15,999</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>15,999</b>
<b>Fund 251</b>									
School Lunch Program	87,863	372,859	18,430	822,068	1,213,357		1,202,254		98,966
plug to balance	400								400
<b>Total Fund 251</b>	<b>88,263</b>	<b>372,859</b>	<b>18,430</b>	<b>822,068</b>	<b>1,213,357</b>	<b>-</b>	<b>1,202,254</b>	<b>-</b>	<b>99,366</b>
<b>Fund 252</b>									
School Athletic Fund	33,761			109,822	109,822		89,766		53,817
<b>Total Fund 252</b>	<b>33,761</b>	<b>-</b>	<b>-</b>	<b>109,822</b>	<b>109,822</b>	<b>-</b>	<b>89,766</b>	<b>-</b>	<b>53,817</b>
<b>Fund 253</b>									
School Book Revolving	(720)								(720)
H.S. Book Revolving	10,898			5,186	5,186		2,134		13,950
B.M.S. Book Revolving	(3,659)						107		(3,766)
Chapin St. Book Revolving	507			257	257		6		758
East St. Book Revolving	986			289	289				1,275
Vet's Park Book Revolving	743			343	343		577		509
<b>Total Fund 253</b>	<b>8,755</b>	<b>-</b>	<b>-</b>	<b>6,075</b>	<b>6,075</b>	<b>-</b>	<b>2,824</b>	<b>-</b>	<b>12,006</b>
<b>Fund 255</b>									
Adult Continuiung Education	168,623			99,317	99,317		143,937		124,003
Elementary Full Day Kindergarten	(6,902)								(6,902)
H.S. Summer Reading Program	1,842			9,612	9,612		14,237		(2,783)
Vet's Park Reading Program	(4,555)								(4,555)
<b>Total Fund 255</b>	<b>159,008</b>	<b>-</b>	<b>-</b>	<b>108,929</b>	<b>108,929</b>	<b>-</b>	<b>158,174</b>	<b>-</b>	<b>109,763</b>
<b>Fund 256</b>									
Early Childhood Revolving - rental	7,319			43,787	43,787		26,749		24,357
Early Childhood Revolving	141,867			74,594	74,594		90,456		126,005
<b>Total Fund 256</b>	<b>149,186</b>	<b>-</b>	<b>-</b>	<b>118,381</b>	<b>118,381</b>	<b>-</b>	<b>117,205</b>	<b>-</b>	<b>150,362</b>
<b>Fund 257</b>									
Student Transportation	(4,674)			47,178	47,178		40,000		2,504
<b>Total Fund 257</b>	<b>(4,674)</b>	<b>-</b>	<b>-</b>	<b>47,178</b>	<b>47,178</b>	<b>-</b>	<b>40,000</b>	<b>-</b>	<b>2,504</b>
<b>Fund 258</b>									
School Choice Tuition Revolving	337,827		586,441		586,441		595,441		328,827

LUDLOW  
SRF ACTIVITY SCHEDULE  
6/30/11

	Beg Bal 6/30/2010	Federal	State	Other	Total Revenue	Transfers In	Expended	Trans out	Balance 6/30/2011
<b>Total Fund 258</b>	<b>337,827</b>	-	<b>586,441</b>	-	<b>586,441</b>	-	<b>595,441</b>	-	<b>328,827</b>
<b>Fund 259</b>									
Insurance Damages	12,006			199,750	199,750		206,914		4,842
<b>Total Fund 259</b>	<b>12,006</b>	-	-	<b>199,750</b>	<b>199,750</b>	-	<b>206,914</b>	-	<b>4,842</b>
<b>Fund 260</b>									
H.S. School Gift Account	36,841			16,568	16,568		10,000		43,409
B.M.S. School Gift Account	(12,155)			200	200		-		(11,955)
Chapin St. School Gift Account	1,243			6,200	6,200		7,110		333
East St. School Gift Account	2,441			200	200		-		2,641
Vet's Park School Gift Account	1,552			300	300		-		1,852
Special Education Gift Account	523			-	-		-		523
Community Scholarship - FY'2007	580			1,050	1,050		1,000	-	630
<b>Total Fund 260</b>	<b>31,025</b>	-	-	<b>24,518</b>	<b>24,518</b>	-	<b>18,110</b>	-	<b>37,433</b>
<b>Fund 261</b>									
Special Ed Circuit Breaker	163,231	-	293,298		293,298		203,716		252,813
<b>Total Fund 261</b>	<b>163,231</b>	-	<b>293,298</b>	-	<b>293,298</b>	-	<b>203,716</b>	-	<b>252,813</b>
<b>Fund 27</b>									
Special Revenue - School 2000-2010	112				-				112
<b>Total Fund 27</b>	<b>112</b>	-	-	-	-	-	-	-	<b>112</b>
<b>Fund 272</b>									
School Health Grant FY2002/03/06/07	(431)				-		-		(431)
School Health Grant FY2008	8,037		82,820		82,820		76,491		14,366
Improve Child Mental Health FY'2008	(24,735)		88,578		88,578		51,195		12,648
<b>Total Fund 272</b>	<b>(17,129)</b>	-	<b>171,398</b>	-	<b>171,398</b>	-	<b>127,686</b>	-	<b>26,583</b>
<b>Fund 273</b>									
Academic Support Grant Prev Years	2,360				-				2,360
Academic Support Grant FY2007	(2,150)		-		-		-		(2,150)
Academic Support Grant FY2008	2,200		-		-		-		2,200
Academic Support Grant FY2009	15,066		-		-		-		15,066
Academic Support Grant FY2010	(12,485)		21,575		21,575		28,544		(19,454)
<b>Total Fund 273</b>	<b>4,991</b>	-	<b>21,575</b>	-	<b>21,575</b>	-	<b>28,544</b>	-	<b>(1,978)</b>
<b>Fund 274</b>									
Early Literacy Program FY'2008	2,944		-		-		-		2,944
Early Literacy Program FY'2009	1		-		-		-		1
H.S. Improvement FY2002	521		-		-		-		521
SAFE Environment FY'2009	(4,234)		9,608		9,608		8,303		(2,929)
SAFE Environment FY'2008	(2,425)		-		-		-		(2,425)
<b>Total Fund 274</b>	<b>(3,193)</b>	-	<b>9,608</b>	-	<b>9,608</b>	-	<b>8,303</b>	-	<b>(1,888)</b>
<b>Fund 276</b>									
Foundation Reserve FY'2007/2008	1,844				-		-		1,844
Federal ARRA Support FY'2009	-		-		-		-		-
Federal ARRA Support FY'2010	681,545	119,657			119,657		121,324		679,878
Federal ARRA - IDEA FY'2010	33,530	679,607			679,607		551,717		161,420
Federal ARRA - Title IID	(4,359)	54,449			54,449		56,973		(6,883)
Fed ARRA SFSF Carryover		69,579			69,579		15,945		53,634
Education Jobs Grant - FY'2011		250,866			250,866		280,250		(29,384)
<b>Total Fund 276</b>	<b>712,560</b>	<b>1,174,158</b>	-	-	<b>1,174,158</b>	-	<b>1,026,209</b>	-	<b>860,509</b>
<b>Fund 277</b>									
Drug Free Schools-FY2002	1,884				-				1,884
Drug Free Schools-FY2010/2011	(2,997)		-	7,532	7,532		908		3,627
Drug Free Schools-FY'2008	-		-		-		-		-
Drug Free Schools-FY'2009	(455)		-	450	450		-		(5)
<b>Total Fund 277</b>	<b>(1,568)</b>	-	-	<b>7,982</b>	<b>7,982</b>	-	<b>908</b>	-	<b>5,506</b>
<b>Fund 279</b>									
Federal ARRA - Title FY'2010	35,570	157,908			157,908		178,877		14,601
Title I FY'2011		269,427			269,427		327,676		(58,249)
Title I FY'2010/2009	(25,180)	51,584			51,584		18,402		8,002
Title I FY2008	(29,883)	-			-		-		(29,883)
<b>Total Fund 279</b>	<b>(19,493)</b>	<b>478,919</b>	-	-	<b>478,919</b>	-	<b>524,955</b>	-	<b>(65,529)</b>

LUDLOW  
SRF ACTIVITY SCHEDULE  
6/30/11

	Beg Bal 6/30/2010	Federal	State	Other	Total Revenue	Transfers in	Expended	Trans out	Balance 6/30/2011
<b>Fund 280</b>									
SPED Early Child Alloc FY2007	(102)	-	-	-	-	-	-	-	(102)
Federal ARRA - IDEA EC FY'2010	(15,365)	7,615	-	-	7,615	-	15,093	-	(22,843)
SPED Early Child Alloc FY'2009	-	-	-	-	-	-	-	-	-
SPED Early Child Alloc FY'2010	(22,850)	22,850	-	-	22,850	-	29,923	-	(29,923)
Pre-Kinder Classroom FY'2008	(7,271)	6,321	-	-	6,321	-	3,141	-	(4,091)
<b>Total Fund 280</b>	<b>(45,588)</b>	<b>36,786</b>	<b>-</b>	<b>-</b>	<b>36,786</b>	<b>-</b>	<b>48,157</b>	<b>-</b>	<b>(56,959)</b>
<b>Fund 281</b>									
PL94-142 SPED FY2002	(9,387)	-	-	-	-	-	-	-	(9,387)
PL94-142 SPED FY2007	(376)	-	-	-	-	-	-	-	(376)
PL94-142 SPED FY2006	(55,041)	717,632	-	-	717,632	-	723,735	-	(61,144)
<b>Total Fund 281</b>	<b>(64,804)</b>	<b>717,632</b>	<b>-</b>	<b>-</b>	<b>717,632</b>	<b>-</b>	<b>723,735</b>	<b>-</b>	<b>(70,907)</b>
<b>Fund 282</b>									
Community Partnerships FY2008	(1,053)	-	-	-	-	-	-	-	(1,053)
Community Partnerships FY2009/10	(49,441)	-	161,637	-	161,637	-	114,319	-	(2,123)
Family Community Grant FY'2010	-	-	-	-	-	-	-	-	-
<b>Total Fund 282</b>	<b>(50,494)</b>	<b>-</b>	<b>161,637</b>	<b>-</b>	<b>161,637</b>	<b>-</b>	<b>114,319</b>	<b>-</b>	<b>(3,176)</b>
<b>Fund 283</b>									
SPED Program Improv - FY2009	-	0	-	-	-	-	-	-	-
SPED Program Improv - FY2008	-	-	-	-	-	-	-	-	-
<b>Total Fund 283</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund 284</b>									
Class Size Reduction FY2002	213	-	-	-	-	-	-	-	213
Teache Quality Grant Part A FY2009/10	(14,195)	114,515	-	-	114,515	-	79,986	-	20,334
Enhanced Educ Tech Part B FY2009	(1,664)	3,518	-	-	3,518	-	2,484	-	(630)
Teache Quality Grant Part A FY2008	-	-	-	-	-	-	-	-	-
Enhanced Educ Tech Part B FY2008	-	-	-	-	-	-	-	-	-
<b>Total Fund 284</b>	<b>(15,646)</b>	<b>118,033</b>	<b>-</b>	<b>-</b>	<b>118,033</b>	<b>-</b>	<b>82,470</b>	<b>-</b>	<b>19,917</b>
<b>Fund 290</b>									
SPED Electronic Portfolio FY06	-	-	-	-	-	-	-	-	-
<b>Total Fund 290</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total All Special Revenue Funds</b>	<b>2,615,568</b>	<b>2,898,387</b>	<b>2,078,853</b>	<b>2,027,147</b>	<b>7,004,387</b>	<b>3,000</b>	<b>6,481,957</b>	<b>55,370</b>	<b>3,085,628</b> ties to B/S

## TOWN TREASURER

The Town Treasurer is pleased to report that over five million dollars of General Fund monies remain invested in term investments with good interest yields. This is over and above the investments, which occur during tax payment receipts. This excellent cash flow remains possible due to the cooperation of both Assessors and Tax Collector's offices. The Treasurer has collected as of December 31, 2011 the total of \$145,000.00 on Tax Titles.

### TOWN OF LUDLOW TREASURER GENERAL FUND AS OF DECEMBER 31, 2011 WERE AS FOLLOWS:

<b>Bank</b>	<b>Account</b>	<b>Balance</b>
TDBankNorth	Master	676,324.50
	Sewer	7,556.21
	Golf Course	743,384.97
	Golf Course Merchant	98,998.16
	Money Market	912,121.84
	Cafeteria	458,572.13
Citizens	Master	3,633,279.32
	Guaranty Deposits	1,097,071.09
People's United	County Jail	73,485.16
	Water/Cops	237,157.79
M.M.D.T.	Money Market	102,609.59
Berkshire Bank	Money Market	2,043,899.19
Unibank	Money Market	6,357,527.90
		16,441,987.85
	<b>Payroll Distribution</b>	
	Gross Payroll	32,178,279.08
	Fica	405,372.71
	Federal Withholding	3,198,852.91
	State Withholding	1,420,475.84
	Retirement	2,818,373.18
	United Fund	3,641.50
	Annuities	437,172.68
	Health Insurance	1,282,253.34
	Life Insurance	54,224.07
	Credit Union & Banks	21,432,233.92
	Union Dues	283,185.10
	Deferred Compensation	603,333.73
	Dental	126,712.52
	Aflac	13,948.20
	Other Withholdings	98,499.38

### TRUST FUNDS AS OF DECEMBER 31, 2011

All trust funds are invested and receiving maximum interest:

Citizens Stabilization Fund	\$ 862,134.15
Bartholomew (Comm. Financial)	1,306,432.06
Paine Webber Cemetery	103,646.85
Morgan Stanley-Cemetery	858,939.53
	\$ 3,131,152.59

## HEALTH AND LIFE INSURANCE

The Town of Ludlow, through the Board of Selectmen, entered into a contract with Boston Mutual Life Insurance Company for One more Year and Blue Cross HMO Blue, HMO Care Elect-PPO, HMO Medicare, Managed Blue for Senior, Medex III and Blue Dental contracts were signed with effective dates running from July 1, 2011 to June 30, 2012. The following rates prevail:

### Monthly Premiums

#### Town's share employees share total

	Town's share	Employee's share	Total
<b>Network Blue</b>			
Individual	525.41	123.25	648.66
2 Person	1,050.84	246.49	1,297.33
Family	1,439.64	337.69	1,777.33
 <b>Blue Care Elect-PPO</b>			
Individual	605.74	142.09	747.83
2 Person	1,211.47	284.17	1,495.64
Family	1,659.72	389.32	2,049.04
 <b>Senior Plans</b>			
Medex III	310.11	310.11	620.22
Medicare HMO Blue	264.78	62.10	326.88
Managed Blue for Seniors	384.54	90.20	474.74
 <b>Boston Mutual Life Insurance</b>			
\$10,000.00 coverage for active employees		3.30	6.60
\$ 2,000.00 coverage for retirees		.66	1.32
 <b>Dental Blue</b>			
Individual	11.65	11.65	23.30
Family	33.87	33.86	67.73

Respectfully submitted,  
Candida Batista  
Treasurer

## TOWN CLERK

### TOWN CLERK ELECTION AND REGISTRATION

Nomination papers and petitions were certified by the Registrars in the year 2011. The breakdown of registered voters per precinct as of December 31, 2011 is as follows:

Precinct	A	D	G	J	L	Q	R	T	U	Grand Totals
01	-	995	2	2	9	-	274	1	1057	2340
02	-	878	-	3	6	-	207	3	832	1929

03	-	870	-	-	13	-	347	-	1147	2377
04	1	1062	1	4	11	-	210	-	941	2230
05	-	635	-	1	7	-	222	2	771	1638
06	-	1117	-	1	6	2	304	-	1171	2601
	1	5557	3	11	52	2	1564	6	5919	13115

**TOWN ELECTION MARCH 28, 2011**

A total of 2,036 (16% of 13,087 registered voters) ballots were cast. Precinct 1: 328, Precinct 2: 255, Precinct 3: 474, Precinct 4: 340, Precinct 5: 215, Precinct 6: 424, the polls were open from 10:00 am until 8:00 pm.

**PROCEEDINGS SPRING ANNUAL TOWN MEETING MAY 9, 2011**

**ARTICLE 1:** Voted that the Town accept the reports of the Town Officers as printed in the Annual Town Report for the calendar year 2010.

**ARTICLE 2:** Voted that the Town accept the progress on part of the following Committees and to have said Committees continue. The Capital Improvement/Capital Planning Committee, Celebrate Ludlow Committee, Computer Advisory Committee, Fair Housing Committee, Haviland Beach Study Committee, Industrial Finance Authority, Ludlow Local Emergency Planning Committee, Mobile Home Rent Control Board, Open Space Planning Committee, Personnel Board, Pond Management Committee, Veterans Memorial Committee, Westover Metropolitan Development Corporation, Westover Advisory Commission and Historic District Study Committee.

**ARTICLE 3:** Voted that the Town raise and appropriate the sum of \$5,000.00 for the printing of the Annual Town Report for the calendar year 2011 and the printing of the Town Meeting Warrants and recommendations.

**ARTICLE 4;** Voted that the Town raise and appropriate the sum of \$39,500.00 for the purpose of conducting an Annual Audit for the Fiscal Year ending June 30, 2011.

**ARTICLE 5: Budget\*\*Town Accountant\*\* (see end of proceedings)**

**ARTICLE 6:** Voted that the Town postpone action on Article 6 of the May 9, 2011 Annual Town Meeting Warrant. **POSTPONED**

**ARTICLE 7:** Voted that the Town raise and appropriate the sum of \$5,000.00 to be deposited in a previously established Special Revenue Fund, to be expended by the Celebrate Ludlow Committee, with the approval of the Board of Selectmen, for fireworks and general expenses related to the event. I further move the all gifts and donations be deposited in this Special Revenue Fund to cover expenses related to this celebration.

**ARTICLE 8: \*\*SEE 2<sup>ND</sup> SESSION OF THE May 9, 2011 Town Meeting (June 13, 2011)**

**ARTICLE 9:** Voted that the Town raise and appropriate the sum of \$10,800.00 to be used to meet the required ten (10) percent match of an assistance to Firefighters Grant which will be used to fund the remaining balance of the purchase of two (2) Thermal Imaging Cameras for the Fire Department.

**ARTICLE 10:** Voted that the Town transfer the sum of \$15,000.00 from the Ambulance subscription fund for the purchase of a new Automatic Chest Compression System including necessary accessories and training for use on the Fire Department Ambulances.

**ARTICLE 11:** Voted that the Town amend the Classification Plan, Schedule A, of the Personnel Policy bylaw of the Town of Ludlow by deleting the current schedule, Public Library and replacing it with the revised schedule as outlined in Article 11 of the May 9, 2011 Annual Town Meeting Warrant.

**Moved and seconded to adjourn the Spring Annual Town Meeting at 8:00 pm.**

**PROCEEDINGS SPECIAL TOWN MEETING WITHIN THE ANNUAL TOWN MEETING MAY 9, 2011**

**ARTICLE 1:** Voted that the Town raise and appropriate the sum of \$237.44 for unpaid bills and/or everexpended accounts of previous years as follows: \$237.44 – H.L. Dempsey-Invoice received after the end of Fiscal Year – final Meter Billing total - \$237.44

**ARTICLE 2: \*\*2<sup>ND</sup> SESSION OF THE May 9, 2011 (Special within the Annual Town Meeting)\*\*June 13, 2011**

**ARTICLE 3:** Voted that the Town amend the Compensation Plan of the Personnel Policy Bylaw of the Town of Ludlow as authorized under Chapter 41, Sec 108A and 108C of the Massachusetts General Laws by deleting the current minimums and maximums and increment steps for the Firefighter Personnel, as listed under Fire Department

– Schedule III, and replacing them with the minimums, maximums and increment steps as printed in Article 3 of the May 9, 2011 Special Town Meeting Warrant.

**ARTICLE 4:** Voted that the Town raise and appropriate the sum of \$34,500.00, said sum to be added to the Fire Department Personal Services Budget for Fiscal Year 2011 to fund the negotiated pay increase with the Fire Union. Said sum to include the Town's share of Employee Benefits for each of these employees, said sum to be distributed as follows, Fire Department Personal Services, \$34,000.00, and Employee Benefits, \$500.00.

**ARTICLE 5:** Voted that the Town amend the Compensation Plan of the Personnel Policy Bylaw of the Town of Ludlow as authorized under Chapter 41, Sec. 108A and 108C of the Massachusetts General Laws by deleting the current minimums and maximums and increment steps for the Laborer and Golf Course Personnel, as listed under Laborer, Schedule I and Golf Course, Schedule VIII, and replacing them with the minimums, maximums and increment steps as printed in Article 5 of the May 9, 2011 Special Town Meeting Warrant.

**ARTICLE 6:** Voted that the Town raise and appropriate the sum of \$77,570.00, and transfer from the Golf Enterprise Retained Earnings the sum of \$5,000.00. Said sum to be added to the Department of Public Works and Westover Golf Course Personal Services Budgets for fiscal year 2011 to fund the negotiated pay increase with the Local 98 Union. Said sum to include the Town's share of Employee Benefits for each of these employees, said sum to be distributed as follows, Department of Public Works Personal Services, \$76,370.00, and Westover Golf Course Personal Services, \$5,000.00, and Employee Benefits, \$1,200.00.

**ARTICLE 7:** Voted that the Town amend the Compensation Plan of the Personnel Policy Bylaw of the Town of Ludlow as authorized under Chapter 41, Sec. 108A and 108C of the Massachusetts General Laws by deleting the current minimums and maximums and increment steps for the Police Personnel, as listed under Police Department – Schedule IV, and replacing them with the minimums, maximums and increment steps as printed in Article 7 of the May 9, 2011 Special Town Meeting Warrant.

**ARTICLE 8:** Voted that the Town amend the Compensation Plan of the Personnel Policy Bylaw of the Town of Ludlow as authorized under Chapter 41, Sec. 108A and 108C of the Massachusetts General Laws by deleting the current minimums and maximums and increment steps for the Special Police, Finger Printer, School Crossing Guard and Police Matron Personnel, as listed under Police Department – Schedule IV, and replacing them with the minimums, maximums and increment steps as printed in Article 8 of the May 9, 2011 Special Town Meeting Warrant.

**Moved and seconded to adjourn the Special within the Annual Town Meeting at 8:35 pm.**

#### **CONTINUATION OF THE MAY 9, 2011 ANNUAL TOWN MEETING**

**ARTICLE 12:** Voted that the Town amend the Personnel Policy Bylaw of the Town of Ludlow by adding a new sentence to section 14.5, Workers Compensation, Section 16.1, Family Medical Leave (FMLA) and Section 20.2, Injured on Duty/Safety for the purposes of updating those three sections as printed in Article 12 of the May 9, 2011 Annual Town Meeting Warrant which reads as follows: An employee who is out of work due to workplace injury will also be notified of his/her FMLA rights and responsibilities. Workers Compensation (WC) and Family Medical Leave (FMLA) will run concurrently.

**ARTICLE 13:** Voted that the Town amend the Classification and Compensation Plans, Schedules A and B, of the Personnel Policy Bylaw of the Town of Ludlow by adding a new section, Procurement, which will read as printed in Article 15 of the May 9, 2011 Annual Town Meeting Warrant.

**ARTICLE 14:** Voted that the Town raise and appropriate the sum of \$2,500.00 to be added to the Personal Services Account for Procurement for Fiscal Year 2012 for the purposes of funding the newly created Procurement position. **DEFEATED**

**ARTICLE 15:** Voted that the Town amend Chapter IX, "Regulating the Licensing, Control and Keeping of Dogs", by deleting Section 6 and replacing with a new Section 6 and Section 7, for the purpose of outlining the description of a Nuisance Dog and the formal hearing process which will read as printed in article 15 of the May 9, 2011 Annual Town Meeting Warrant.

**ARTICLE 16:** Voted that the Town, acting through its Board of Health, re-establish a revolving fund, separate from the General Fund, in accordance with Massachusetts General Laws, Chapter 44, Section 53E1/2, for the purpose of receiving and expending on-site sewage disposal fees, said funds to be deposited with the Town Treasurer, and with payments from the fund to be expended by the Board of Health to pay sewage system inspectors and other expenses of the inspection program, said fund not to exceed \$24,000 for the fiscal year 2012.

**ARTICLE 17:** Voted that the Town vote to establish a revolving fund for the Conservation Commission, pursuant to Massachusetts General Laws Chapter 44, 53E ½, said fund to receive Wetland Fees collected by the Ludlow Conservation Commission per Chapter XV, Sec 6, of the Town of Ludlow Bylaws. Said fees to be submitted to the

Town Treasurer for deposit and expended by the Conservation Commission in an amount not to exceed \$80,000.00, only for expenses attributable to the Administration and Enforcement of the Wetlands Protection Act and Ludlow Conservation Commission Bylaws and maintenance of Conservation Land.

**ARTICLE 18:** Voted that the Town establish a revolving fund for the Conservation Commission, pursuant to Massachusetts General Laws Chapter 44, Sec 53E1/2, said fund to receive consultant fees collected by the Ludlow Conservation Commission per Chapter XV, Sec 6, of the Town of Ludlow Bylaws. Said fees to be submitted to the Town Treasurer for deposit and expended by the Conservation Commission in an amount not to exceed \$50,000.00, only to pay independent consultants for services related to the specific project for which they were collected.

**ARTICLE 19:** Voted that the Town transfer a sum, not to exceed \$20,000 from Retained Earnings to Grounds & Maintenance Supplies, #666603-543022, only to be utilized in extreme emergency. Pass any vote or take any action relative thereto. **DEFEATED**

**ARTICLE 20:** Voted that the Town transfer a sum of money, not to exceed \$85,000 from the Golf Course Retained Earnings to Grounds & Maintenance Supplies Account #666603-543022 to be used for the upgrades to the overhead utility supply lines which are in need of replacement.

**ARTICLE 21:** Voted that the Town raise and appropriate the sum of \$2,000 to be added to the Fiscal Year 2012 Recreation Department Budget, to fund the routine maintenance of the pump & filtration equipment at the Thompson Memorial State Pool. **POSTPONED**

**ARTICLE 22:** Voted that the Town raise and appropriate the sum of \$3,000 to be added to the Fiscal Year 2012 Recreation Department budget, to fund the replacement of a vacuum at the Thompson Memorial State Pool. **POSTPONED**

**ARTICLE 23:** Voted that the Town amend the Zoning Bylaws of the Town of Ludlow, section VI, Special Land Use Regulations, section 6.4 Parking Requirements, by adding section 6.4.2 Parking Guidelines, East Street Revitalization Overlay District and Non-Conforming Use Parking as printed in Article 23 of the May 9, 2011 Annual Town Meeting Warrant.

**ARTICLE 24:** Voted that the Town amend the Zoning Bylaws of the Town of Ludlow, Table 1 Ludlow Table of Principal Uses, by adding Municipal Parking under Land Use Classification/Business Uses, to be allowed in Residence A-1, Residence A, Residence B, Business A, Business B, Agriculture, Agriculture Moderate Density Overlay, Industrial A, and Industrial C with Site Plan Approval (SPA), and by the Administrative Review Committee (ASPA) in the Mill Redevelopment district (MRD) and to amend Table 1 to reflect this change as printed in Article 24 of the May 9, 2011 Annual Town Meeting Warrant. If the Mill Redevelopment District bylaw fails the MRD column will be eliminated from this table.

**ARTICLE 25:** Voted that the Town vote to amend the Zoning Bylaws of the Town of Ludlow, Section III, General Use Regulations, Section 3.0 General Regulations by adding to section 3.0.4 Fences, b. Jersey Barriers are prohibited from being used as fences to divide property lines in all zoning districts.

**ARTICLE 26:** Voted that the Town amend the Zoning Bylaws of the Town of Ludlow, Section III. General Use Regulations, Sec 3.0 General Regulations, 3.0.5 Private Swimming Pools by deleting "Above-ground pools shall have a removable ladder which shall be removed at all times when the swimming pool is not in use." "And inserting it its place, "Above-ground pools shall have a ladder that must comply with all Massachusetts Building Codes."

**ARTICLE 27:** voted that the Town amend the Zoning Bylaws of the Town of Ludlow, Section II. Zoning Districts, 2.0 Classification of Districts by adding Mill Redevelopment District to "Type," and "Full Name," and adding MRD to "Short Name."

**ARTICLE 28:** Voted that the Town amend the Zoning Bylaws of the Town of Ludlow, Section 3.2.6 Industrial A and C Districts and add "and Mill Redevelopment Districts, " by deleting the current title and the first sentence. New title and first sentence to read, Section 3.2.6 Industrial A, Industrial C, and Mill Redevelopment districts "The manufacture and production of the following industrial uses are prohibited in the Industrial A, Industrial C, and the Mill Redevelopment Districts."

**ARTICLE 29:** Voted that the Town amend the Zoning Bylaws of the Town of Ludlow, Section IV. Dimensional and Density Regulations by adding Section 4.4 Mill Redevelopment District (MRD) bylaw as printed in Article 29 of the May 9, 2011 Annual Town Meeting Warrant.

**ARTICLE 30:** Voted that the Town amend the Zoning Bylaws of the Town of Ludlow, Table 1 Ludlow Table of Principal Uses by adding column MRD with designated permitted uses through site plan approval from the Administrative Review Committee (ASPA) or otherwise as noted and written in the chart and add under Heading "Districts": MRD Mill Redevelopment District and add a Land Use classification for Mixed Use, and add Site Plan Approval from the Administrative Review Committee (ASPA) under Permitted Uses and to amend Table 1 to reflect these changes as printed in Article 30 of the May 9, 2011 Annual Town Meeting Warrant.

**ARTICLE 31:** Voted that the Town amend the Zoning Bylaws of the Town of Ludlow, Table 2 Table of Dimensional Regulations by adding the following, a row titled Mill Redevelopment District and “MRD” with designated requirements, and add Footnote “d.” which would read “Uses other than business in an MRD are subject to dimensional requirements of the MRD,” and amend Table 2 to reflect these changes as printed in Article 31 of the May 9, 2011 Annual Town Meeting Warrant.

**ARTICLE 32:** Voted that the Town amend the Zoning Bylaws of the Town of Ludlow, Table 3 Required Landscaping and add the following text, “In a Mill Redevelopment District, the required landscaped area may include land intended to be transferred to a public or non-profit entity that is dedicated to public purposes such as, parks, trails, or other open space, as presented in the district comprehensive plan and approved by the Planning Board,” and to amend Table 3 to reflect this change as printed in Article 32 of the May 9, 2011 Annual Town Meeting Warrant.

**ARTICLE 33:** Voted to amend the Zoning Bylaws of the Town of Ludlow, Table 4 Permitted Signs By Type and Zoning District by adding a column “MRD” with designated requirements written in the chart and under the heading “Districts” add MRD – Mill Redevelopment District, and to amend Table 4 to reflect these changes as printed in Article 33 of the May 9, 2011 Annual Town Meeting Warrant.

**ARTICLE 34:** Voted that the Town amend the Zoning Bylaws of the Town of Ludlow, Section VI: Special Land Use Regulations, by adding 6.9 Small Wind Energy Systems Bylaw as printed in Article 34 of the May 9, 2011 Annual Town Meeting Warrant.

**ARTICLE 35:** Voted that the Town amend the Zoning Bylaws of the Town of Ludlow, Table 1 Ludlow Table of Principal Uses, by adding Small Wind Energy System under Land Use Classification/General Uses, to be allowed in Residence A-1, Residence A, and Residence B, Business A, Business B, Agriculture, Agriculture Moderate Density Overlay, Industrial A, Industrial B and Industrial C with Site Plan Approval (SPA), and by Administrative Review Committee (ASP) in the Mill Redevelopment District (MRD) and to amend Table 1 to reflect this change as printed in Article 35 of the May 9, 2011 Annual Town Meeting Warrant. \*\*Do not read highlighted portion if the Mill Redevelopment District fails \*\* (Article 29)

**ARTICLE 36:** Voted that the Town amend the Zoning Bylaws of the Town of Ludlow, Section X, Definitions, by adding the following definitions; Clear Zone, Meteorological Towers, Small Wind Energy System, Wind Turbine Height, and Wind Turbine Rotor as printed in Article 36 of the May 9, 2011 Annual Town Meeting Warrant.

**ARTICLE 37:** Voted that the Town amend the Zoning Bylaws and Zoning Map of the Town of Ludlow, by changing from Business B to Residence B, a parcel of land owned by Mario Cachucho, located at 285, 291, & 293 State Street (Assessors Map 14B, Parcels 297 & 298), as described in Article 37 of the May 9, 2011 Annual Town Meeting Warrant.

**ARTICLE 38:** Voted that the Town amend the Zoning Bylaws and Zoning Map of the Town of Ludlow, by changing from Residence A to Business A, a parcel of land owned by McDonald’s Real Estate Company, located at 420 Center Street (Assessors Map 15B, Parcel 124), as described in Article 38 of the May 9, 2011 Annual Town Meeting Warrant.

**ARTICLE 39:** Voted that the Town amend the Zoning Bylaws and Zoning Map of the Town of Ludlow, by changing from Industrial A to Mill Redevelopment District (MRD), a parcel of land owned by Ludlow Industrial Realties, LLC, located at 100 State Street (Assessors Map 14B, Parcel 130; Map 14C, Parcel 106; and Map 14C, Parcel 106A) as described in Article 39 of the May 9, 2011 Annual Town Meeting Warrant.

**ARTICLE 5,8,40,41,42,43,44,45,46 WILL BE TAKEN UP ON JUNE 13, 2011**

**Moved and seconded to adjourn the 1<sup>st</sup> session of the May 9, 2011 Annual Town Meeting at 9:40 P.M.**

**2<sup>ND</sup> SESSION OF THE MAY 9, 2011 ANNUAL TOWN MEETING WAS HELD ON JUNE 13<sup>TH</sup> 2011.**

**ARTICLE 2: (SPECIAL WITHIN THE ANNUAL 2<sup>ND</sup> SESSION)** Voted that the Town raise and appropriate the sum of \$45,104.00 to cover the deficit for the School Health Insurance Benefits for Fiscal Year 2011. I further move that the Town vote to transfer from the 2011 overlay surplus account the sum of \$25,596.00 to cover the remaining deficit for the School Health Insurance Benefits for Fiscal Year 2011.

**ARTICLE 5: (BUDGET SEE TOWN ACCOUNTANT)**

**ARTICLE 8: \*\* SEE May 9, 2011 1<sup>st</sup> session (1<sup>st</sup> motion)** Voted that the Town amend the Compensation Plan of the Personnel Policy Bylaw of the Town of Ludlow as authorized under Chapter 41, Section 108A and 108C of the Massachusetts General Laws by deleting the current minimums and maximums and increment steps for the Non-Union Personnel, as listed under Custodians, Schedule V, Inspectors, Schedule V, Inspectors, Schedule XIV, Cable Television, Schedule XVI and Management, Schedule XIII and replacing them with the minimums and maximums and increment steps as printed in Article 8 of the May 9, 2011 Annual Town Meeting Warrant.

**ARTICLE 8: (2<sup>ND</sup> motion)** Voted that the Town amend Article 8 of the May 9, 2011 Annual Town Meeting Warrant by replacing the Compensation Scale for the Inspectors, Schedule XIV and Cable Television, Schedule XVI which was incorrectly printed in the warrant and will read as follows:

Inspectors 7/1/2011 – Schedule XIV

	Min.	1	2	3	4	5	6
I-1	20.16	20.96	21.80	22.67	23.56	24.52	25.51

Cable Television – Schedule XVI (Effective 7/1/2011)

	Min.	1	2	3	4	5
TV-1	13.26	13.77	14.28	14.79	15.30	15.81

**ARTICLE 8: (3<sup>RD</sup> motion)** Voted that the Town approve Article 8 of the May 9, 2011 Annual Town Meeting Warrant as amended by the previous vote.

**ARTICLE 40:** Voted that the Town appropriate State Chapter 90 Highway Aid Funds for engineering, construction, reconstruction and or repairs to Town roads and bridges and to authorize the Selectboard, if necessary, to borrow in anticipation of the receipt of such State Aid.

**ARTICLE 41:** Voted that the Town authorize the Board of Public Works to enter into a contract with MassDOT in the amount of \$708,247.00 for the construction and maintenance of public roads for the ensuing years.

**ARTICLE 42:** Voted that the Town appropriate \$10,000 for Landfill Closure Enterprise Fund for inspection and testing for air and water quality, general maintenance, vents and mowing and that the \$10,000 be raised from investment earnings on the Enterprise Fund Balance.

**ARTICLE 43:** Voted that the Town transfer from available funds the sum of \$213,230.04 to fund the Fiscal Year 2012 Capital Improvements program. I further move that the list entitled “Capital Improvements and Equipment” that was distributed to all Town Meeting Members be made part of this motion, and that each item listed be voted as a separate appropriation and under the jurisdiction of the Department, Board or Committee indicated. I further move that said sum be raised as follows: the sum of \$58,594.00 be transferred from the Capital Reserve Account, and the sum of \$122,804.00 be transferred from the Surplus Overlay Fund, and the sum of \$31,832.04 be transferred from the Westover Golf Retained Earnings.

Capital Planning Improvement Committee makes the following recommendations for the FY 2012 Capital Planning Budget Article

Department – Council on Aging, Description – 14 Passenger Mini bus (3yr lease \$21,000 p.y., Amount - \$21,000  
DPW – Aerial bucket Truck (3yr lease \$54,830 p.y.), \$54,830, School – Stair repairs/Baird Middle School, \$26,000,  
Security equipment/Baird, \$26,200, Security equipment/LHS, \$24,013, Town Hall – Elevator Repairs, \$29,355,  
Total \$181,398 – Golf – 5 Club Cars, \$14,500, Toro Workman, \$3,566.83, (3yr. lease - \$3,566.83 p.y.) Toro  
Greenmaster, \$10,349.25, (3 yr lease - \$10,349.25 p.y.), Toro Topdresser, \$3,415.96, (3yr lease - \$3,415.96 p.y.),  
Total \$31,832.04 – Town total, \$213,230.04, the Funding sources are as follows: Capital Planning Reserve  
\$58,594., Surplus Overlay Funds \$122,804., Golf Retained Earnings \$31,832.04 – FY2012 Funding sources  
\$213,230.04

**ARTICLE 44:** Voted that the Town transfer the sum of \$150,000.00 from free cash for the Fiscal Year 2012 Reserve Fund. I further move that the Town vote to transfer from Golf Course Retained Earnings the sum of \$20,000.00 for the Fiscal Year 2012 Golf Course Reserve Fund.

**ARTICLE 45:** Voted that the Town postpone action on Article 45 of the May 9, 2011 Annual Town Meeting Warrant. **POSTPONED**

**ARTICLE 46:** Voted that the Town transfer the sum of \$800,000 from the unreserved fund balance to be used by the Board of Assessors in determining the Fiscal Year 2012 Tax Levy.

**Moved and seconded to dissolve the May 9, 2011 Annual Town Meeting 2<sup>nd</sup> session held June 13, 2011 at 8:55 p.m.**

### **PROCEEDINGS FALL SPECIAL TOWN MEETING OCTOBER 3, 2011**

**ARTICLE 1:** Voted that the Town raise and appropriate the sum of \$23,646.38 for unpaid bills and/or overexpended accounts of previous years as follows: \$23,513.56 – Covanta Energy, \$132.82 – Deborah Hoadley, MD, LLC, \$23,646.38 TOTAL

**ARTICLE 2:** Voted that the Town raise and appropriate a sum of money to fund the position of LATOS II Part Time, under the Health Department and to add the sum of Twelve thousand one hundred sixty one dollars (12,161) to the Fiscal Year 2012 Health Department Budget, Personal Services. **DEFEATED**

**ARTICLE 3:** Voted that the Town abandon the sewer easement located on land now or formerly owned by Ludlow Industrial Realities as outlined and printed in Article 3 of the October 3, 2011 Special Town Meeting Warrant.

**ARTICLE 4:** Voted that the Town transfer from the Stabilization Fund a sum not to exceed \$75,000 (seventy five thousand dollars) for the purpose of repairing the ceiling in the Ludlow Schools Business Offices, located at 63 Chestnut Street.

**ARTICLE 5:** Voted that the Town amend the Zoning Bylaws of the Town of Ludlow, TABLE 1 LUDLOW TABLE OF PRINCIPAL USES, by removing NURSING and CONVALESCESCENT HOMES under LAND USE CLASSIFICATION/GOVERNMENT, INSTITUTIONAL, & PUBLIC SERVICE and replacing them with ADULT CARE FACILITIES to be allowed in Residence A, Residence B, Business A, Business B, Agriculture, and Agriculture Moderate Density Overlay, with Site Plan Approval (SPA) and Special Permit (SPPB), and by the Administrative Review Committee (ASPA) in the Mill Redevelopment District (MRD) and to amend Table 1 to reflect this change as printed in Article 5 of the October 3, 2011 Town Meeting Warrant.

**ARTICLE 6:** Voted that the Town amend the Zoning Bylaws of the Town of Ludlow, Section X, DEFINITIONS, by adding the following definition: Adult Care Facilities as printed in Article 6 of the October 3, 2011 Town Meeting Warrant.

**ARTICLE 7:** Voted that the Town amend the Zoning Bylaws of the Town of Ludlow, Section III. General Use Regulations, Section 3.2 Prohibited Uses. District – Specific Prohibited Uses by adding to 3.2.4 a. Agricultural District and adding a.1. as printed in Article 7 of the October 3, 2011 Town Meeting Warrant.

**ARTICLE 8:** Voted that the Town amend the Zoning Bylaws of the Town of Ludlow, Section III. General Use Regulations. Section 3.2 Prohibited Uses. District – Specific Prohibited Uses by removing Nursing Homes from 3.2.7 Aircraft Flight Overlay District and replacing it with Adult Care Facilities, as printed in Article 8 of the October 3, 2011 Town Meeting Warrant.

**ARTICLE 9:** Voted that the Town amend the Zoning Bylaws of the Town of Ludlow, Section III. General Use Regulations, Section 3.0 General Regulations by removing the current paragraph in Section 3.0.4 Fences, and replacing it with the new paragraphs as printed in Article 9 of the October 3, 2011 Town Meeting Warrant.

**ARTICLE 10:** Voted that the Town amend the Zoning Bylaws of the Town of Ludlow, Section III. General Use Regulations, Section 3.3 Accessory Use Regulations. 3.3.1 General Accessory Regulations by deleting the current paragraph from b.4. Accessory buildings and replacing it with the paragraph as printed in Article 10 of the October 3, 2011 Town Meeting Warrant.

**ARTICLE 11:** Voted that the Town postpone action on Article 11. **POSTPONED**

**ARTICLE 12:** Voted that the Town amend the Zoning Bylaws of the Town of Ludlow, Section VI, SPECIAL LAND USE REGULATIONS, Section 6.4 Parking Requirements, by adding Municipal Recreational Park to Section 6.4.2 Parking Guidelines, and shall read, “parking spaces are as needed and are to be determined by the Planning Board, with input from relevant Boards, including but not limited to, the Recreation Commission, Board of Public Works, and the Safety Committee.”

**ARTICLE 13:** Voted that the Town amend the Zoning Bylaws of the Town of Ludlow, Section VI, SPECIAL LAND USE REGULATIONS Section 6.0 Horses and/or Ponies, by adding to Section 6.0.2, “Acreage for this purpose excludes all area used for any residential and accessory structures not intended for the purpose of the stable,” as printed in Article 13 of the October 3, 2011 Town Meeting Warrant.

**ARTICLE 14:** Voted that the Town postpone action on Article 14. **POSTPONED**

**ARTICLE 15:** Voted that the Town postpone action on Article 15. **POSTPONED**

**ARTICLE 16:** Voted that the Town amend the Zoning Bylaws and Zoning Map of the Town of Ludlow, by changing from Agriculture to Residential A, a parcel of land owned by John S Bogel, located at 26 Nora Lane (Assessors Map #10, Parcel 182), as described in Article 16 of the October 3, 2011 Town Meeting Warrant.

**ARTICLE 17:** Voted that the Town amend the Zoning Bylaws and Zoning Map of the Town of Ludlow, by changing from Agriculture to Residential A, a parcel of land owned by David B and Ann L Irvine, located at Tower Road (Assessors Map #31, Parcel 7), as described in Article 17 of the October 3, 2011 Town Meeting Warrant.

**ARTICLE 18:** Voted that the Town withdraw Article 18. **WITHDRAWN**

**ARTICLE 19:** Voted that the Town raise and appropriate the sum of one dollar (\$1.00) in order to acquire the fee simple interest and to accept as a public way the extension of Daisy Lane together with the additional parcel to be used as a stormwater detention basin in accordance with the legal description as printed in Article 19 of the October 3, 2011 Special Town Meeting Warrant.

**ARTICLE 20:** Voted that the Town of Ludlow convey to Daniel Pires and Lisa Pires, a parcel of land as described in Article 20 of the October 3, 2011 Town Meeting. Moved and seconded to amend Article 20 On the Amendment. Voted that the Town amend the motion regarding Article 20 with the following substituted motion: Voted to alter the street line of Daisy Lane as shown on a plan recorded in the Hampden County Registry of Deeds in Book of Plans 348, Page 69, as described in Article 20.

**ARTICLE 21:** Voted that the Town authorize the Board of Selectmen to accept grant funds from the Commonwealth of Massachusetts Executive Office of Housing and Economic Development, Mass Works Infrastructure Program to be used for the Municipal Parking Lot Expansion located on Park Place. I further move that the Town authorize the board of Selectmen to enter into a contract with the Commonwealth of Massachusetts and authorize the Department of Public Works to carry out said contract.

**ARTICLE 22:** Voted that the Town authorize the Board of Selectmen to enter into an agreement with a Solar Energy Company for the purposes of leasing the capped landfill located on Holyoke Street and to enter into a Power Purchase Agreement for the purchase of electricity generated by that company, both for a term of twenty years plus reasonable rights of renewal and other terms determined by the Board of Selectmen.

**Moved and seconded to dissolve the October 3<sup>rd</sup> 2011 Fall Special Town Meeting at 8:50 p.m.**

**VITAL STATISTICS \*\*NOTES INCOMPLETE**

Deaths .....	**	Births.....	**	Marriages.....	**	
Year	2006	2007	2008	2009	2010	2011
Deaths	171	182	164	194	156	166**
Births	164	168	168	148	140	144
Marriages	257	226	231	210	176	159

**RECEIPTS**

Coloring Books	\$3.00	Burial Perm.	\$550.00	Business Cert.	\$1,525.00
By Laws	\$240.00	Gas Renewal	\$1,570.00	History Book/Tax	\$110.28
Fisheries (Town)	\$630.55	Images Book/Tax	\$114.45	Maps	\$36.00
Marriage Int.	\$2,460.00	Misc.	\$953.38	Parking Viol.	\$3,155.00
Passport	\$3,175.00	Photos	\$20.00	Pole Location	\$80.00
Raffle Permit	\$70.00	St. List	\$640.00	Vitals (death)	\$4,920.00
Vitals (Brith)	\$6,190.00	Vitals (Mrg)	\$4,030.00	World War II/Tax	\$38.25
Marijuana	\$1,700.00	Dog Not N/S	\$3,450.00	Dog N/S	\$11,770.00
Late Fee	\$720.00	Dog Boarding	\$240.00	Stray Dog	\$290.00
Kennel	\$1,190.00	Total	\$49,870.01		

The Town Clerk’s office hours are 8:30 am until 4:30 pm; evening hours are available for individuals who are unable to make it in during regular business hours. Please call 583-5600 ext 1230 to make an appointment. Once again I would like to thank Christine Szlosek my assistant and Maria McSwain for all their hard work. They are truly dedicated individuals. I would also like to express my gratitude to my wardens, poll workers, schools, DPW, police, fire and to the Town Hall Employees. Most importantly to the residents of Ludlow who have supported me for so many years. I thank you all.

Respectfully submitted,  
Laurie Gibbons, Town Clerk CMMC

**SUPERINTENDENT OF SCHOOLS**

**FY2011 budget approved at the annual Town Meeting: \$25,183,685**

Student Enrollment:

K-12 3,019

High School (9-12) 1,013 including 67 “school choice” students

Middle School (6-8) 686 including 21 “school choice” students

Veterans Park Elementary (4-5) 421 including 4 “school choice” students

Chapin Elementary (2-3) 420 including 5 “school choice” students

East Street Elementary (PreK-1) 479 including 0 “school choice” students

## **SCHOOL COMMITTEE CHANGES**

In March, the School Committee reorganized and elected Dr. Michael J. Kelliher, Chairman; Charles T. Mullin, Vice-Chair; and Jacob R. Oliveira, Secretary. They were joined by Patricia A. Gregoire and James P. Harrington.

## **PERSONNEL CHANGES**

On or before the end of the 2010-2011 school year, the following employees retired after many years of service to the School Department. Their years of dedication to the students of Ludlow are greatly appreciated.

The District said farewell to the following retirees: Ann Cote, Debra Dias, Edward DiFiore, Susan Dukeshire, Jane Grassetti, Nancy Guinipero, Joanne Hassler, Robert Johnston, Debbie Lemek, Elena Marion, Dolores Nacewicz, Rosalie Parylak, Susan Phelon, Susan Polumbo, Antonio Sanches, Rosemary Schneider, and Michael Thompson.

The following faculty were employed for the 2011-2012 school year: Central Office/Administration: Kenneth J. Grew, Interim Superintendent, Eva Tillotson\*, Diana Roy\*, Lisa Nemeth, Melissa Knowles\*, Susan Pease\*, Thomas Welch; East Street Elementary School: Gregory Bertsch, Mark Caron, Jean Marshall\*, Jillian Plourd; Chapin Street Elementary School: Allison Breen, Kimberly Cowles, Meghan Fleming, Katie Knowles, Michele Manganaro-Thompson, Alyssa Moriarty; Veterans Park Elementary School: Christine James, Carol O'Shea\*, Amy Bresch; Paul R. Baird Middle School: Anna Baboval, Amanda Davies, Jessica Gonzalez, Kelly Hoogeboom, Roberta Lojki\*, William Moge\*, Lon Chubb, Laura Ramos, Katie Leary\*, Tara Teto; Ludlow High School: Jessica Brechaut, Lynan Cerruti\*, Ronald Duchesne, Crystal Dufresne, Maria Fernandes, Natalie Gebo, Christine Heymanns, Lyndsey Nunes, Diana Sands, Brandi Stratton, Tesha Ward, Carey Maguire, Lindsay Gauthier, Jacqueline Dupont

(\* Transfer)

## **STAFF RECOGNITION 2011**

Brian Bylicki, Elaine Conway, Augusta Fialho, Susan Loizzo, Cheryl Matthess, Renaldo Ribeiro

## **PIONEER VALLEY EXCELLENCE IN TEACHING AWARD RECIPIENTS**

Anne Marie Corrieri, District; Kathy Gadoury, Chapin Street Elementary School; Amy Walsh, Paul R. Baird Middle School; and Ericka Wilson, East Street Elementary School

## **PIONEER VALLEY EXCELLENCE IN TEACHING AWARD NOMINEES**

Tanya Crisostomo, Paul R. Baird Middle School; Dave Folli, East Street Elementary School; Karolina Kopczynski, Ludlow High School; and Ruth Saunders, Chapin Street Elementary School

Respectfully Submitted,  
Donna M. Hogan  
Interim Superintendent of Schools

# **CURRICULUM OFFICE**

## **INSTRUCTIONAL FOCUS**

All schools in the district guide their work with a school-wide instructional focus. Presently, every school has a focus on literacy, as the ability to read and write effectively is necessary in all curricular areas. Students are assessed on a regular basis to gauge their progress in literacy. The elementary schools use the Benchmark Assessment System, which is aligned with Readers Workshop, three times a year, and adjustments are made in their instruction as a result. Middle School students are assessed with the Scholastic Reading Inventory to determine their instructional reading levels, and the high school uses mid-term and final exams as well as MCAS results to guide their instruction.

A formalized system of tiered support has been implemented at the elementary level to support students needing additional instruction in literacy and math skills. The middle school and high school staff researched tiered intervention during the 2010-2011 academic year and created an implementation plan for 2011-2012.

## **PROFESSIONAL DEVELOPMENT**

Each school in the district has an instructional leadership team comprised of teachers representing each grade level and/or teaching team. This group, in concert with the school administrator, evaluates school data and selects best practices that address the instructional focus.

The leadership team provides the ongoing support for teachers to continually work on the instructional focus during weekly common planning times and monthly grade level or department meetings.

The district also provides professional development for teachers, with opportunities for graduate level credit in many cases. Last year's offerings included the following: SMART Board Technology, Integrating Technology in the Classroom, Peer Coaching, Mentor Training, Enhancing Learning Environments with Technology, and four categories of training for Sheltered English Immersion: Categories I, II, III, and IV. In addition, the district worked with consultants for the Collaborative for Educational Services to provide embedded professional development in the area of Reader's Workshop at the elementary schools and math for intermediate level and special education teachers. Teachers also attend subject specific professional development of their own choosing.

## **CURRICULUM DEVELOPMENT**

Curriculum in the district is reviewed on a regular basis. A committee began work in English language arts and mathematics to study the new Massachusetts Frameworks based on the Common Core and begin the work of revising the curriculum. This work will continue in the 2011-2012 school year.

Respectfully submitted,  
Diana L. Roy  
Director of Curriculum

## **STUDENT SUPPORT SERVICES**

During the 2010 – 2011 school year, the Student Support Services (SSS) department of the Ludlow Public Schools continued to provide a variety of programs to address the needs of students with disabilities in the school district and who were receiving special education services per the student's Individualized Education Program (IEP). The Student Support Services department provided inclusion, pull out and substantially separate programming in each school. The goal of the Student Support Services staff was to ensure that each student was educated in the least restrictive environment (LRE), in order for each student to receive a free, appropriate, public education (FAPE).

The Student Support Services department had a variety of substantially separate programs for students that required high level of supports and specialized instruction in order to make effective progress in school. The following was a

list of the substantially separate programs that were available: Intensive Autism Program, Structured Individualized Program (SIP), Language Based Learning Disabilities Program (LLD), FOCUS Program and Life Skills/Vocational Program. If our in district programs did not meet the needs of the students, then students could be placed in out of district schools, per the determination of a Team meeting.

The Student Support Services department was also a member of the Lower Pioneer Valley Educational Collaborative (LPVEC). As a member, we had access to other specialized programs that they provided for students who were from member school districts.

The Student Support Services department also provided several related services to students such as: speech and language therapy, occupational therapy, physical therapy, adaptive physical therapy and counseling. We also had the services from our outside consultants for many of our programs. The following consultants provided supports to staff, students and parents: autism consultant, behavioral consultant, language based learning disabilities consultant and Lindamood Bell consultant.

The Student Support Services department continued to provide speech and language therapy to Ludlow students that attended St. John the Baptist School. Students that attended St. John the Baptist School and required speech and language services per their IEPs, were provided that service at St. John's. If other services were on students' IEPs, such as reading or math, parents had the option of brining their child to our schools to receive those services.

The Special Education Parent Advisory Council (PAC) continued to meet the first Wednesday of every month at East Street School. All parents are welcome to attend our monthly meetings.

Respectfully Submitted,  
Eva Tillotson  
Director of Student Support Services

## **LUDLOW PUBLIC SCHOOLS**

### **DEPARTMENT OF TECHNOLOGY**

Information Communication Technology (ICT) plays an ever growing role in administration and management, state and federal reporting, *and most especially, in teaching and learning*. We continue to make slow but measurable progress towards our goal: The Ludlow Public Schools will use current and future technologies to increase student achievement and develop true 21<sup>st</sup> Century literacy and global awareness.

#### **ACCESS-SUPPORT-PROFESSIONAL DEVELOPMENT**

The use of technology tools and understanding new forms of literacy does not occur in a vacuum. These are the tools that our children need to learn to use wisely in their everyday lives, in workplace productivity and to succeed in a globally competitive marketplace. We continue to need all of the following four elements:

1.) access to current and reliable hardware (including a healthy infrastructure), 2.) increased Internet bandwidth, 3.) technical support and 4.) professional development to make this possible. Not surprisingly, we continue to find that when professional development is quickly followed with increased access to the tools, the effectiveness of these tools is profound, both in student engagement and student success. Given Title 1 and Year 2 - ARRA 776 Title IID funding, the elementary level in particular has benefited, moving the most quickly towards a need for 1:1 availability. The percentage of staff that embraces newer technologies and web 2.0 tools is understandably higher here than at the secondary level. With the ARRA 776 Title IID Priority 2 Grant Award (over \$100,000 over the two year period!) continuing in school year 2011, the second cohort received 45 hours of professional development

specifically in the use of technology for tiered instruction in ELA. Again, the response to this PD was clearly positive and the expectation that hardware purchases made over this school year will ensure student access to technology in very meaningful ways. A range of PD was offered in district- truly the work continues with those who have participated and shared their successful integration of technology are becoming models for those who feel less comfortable with technology and indeed a less teacher centric environment. All lesson plans created during offered professional development are posted on district technology wiki to be shared by all. The use of data to inform learning continues to grow with local formative assessments within a classroom to the Data Warehouse providing a district perspective. District-wide, teachers continue to learn from one another as they avail themselves of increased bandwidth to utilize free and some fee-based web 2.0 applications and resources. The district migrated to a branded Ludlow Public Schools Google Apps for Education, a free resource that provides email and a range of productivity and collaborative tools. Successful pilots of other web-based applications like IXL Math extend real learning beyond the school day and provide standards-based experience and data. While there are significant pockets of real technology integration, student experience is less than equitable even with small gains in improving access to tools and resources but also given the skill set and the comfort level the classroom teacher brings to technology integration. Finally, the web-based X2 Aspen Student/Parent Portal was rolled-out. This is a significant achievement providing teachers, parents, and students an arena for open communication.

We have three talented and highly skilled Library Media Specialists who support and partner with their colleagues in the use of available resources. The sole District Instructional Technology Specialist is also a valued teacher and mentor, as well as consultative work in the area of assistive technology for Student Support Services. Currently, only two Technology Support Specialists maintain over 800 computers and support over 3000 students and staff in their use of district network resources and software.

To view the DESE approved technology plan, please visit:

<http://www.ludlowps.org/pdf/LudlowTechnologyPlanSY10-12.pdf> This plan has been updated and extended through school year 2013 given that the NEASC Self-Study will occur in school year 2012 and pending the appointment of a new Superintendent.

This is the plan reviewed by the MA Department of Elementary and Secondary Education. Approval of this plan is required for E-Rate funding and NEASC accreditation. Teachers and students need access to current and reliable equipment. With limited local funding, the lack of Capital Funding given a terrible economy and a reliance on grant funding, the district technology plan will struggle to adopt the changes in education encouraged by both the state and federal government, and business in a global economy.

Respectfully submitted,  
Lorraine M. Boucher  
Director of Technology

## **LUDLOW HIGH SCHOOL**

The calendar year of 2011 at Ludlow High School was one of continued success. Approximately 90% of the senior class entered higher education; 35% to four year colleges or universities, 52% to two year colleges, 3% technical schools, 6% to the work force, 1% to the military and 2% undecided. There were 199 students in the graduating Class of 2011 that received diplomas and 9 seniors received Certificates of Attainment. The SAT data for the Class of 2011 was slightly below national averages and state averages. In order to continue to successfully prepare students for college or careers post secondary education, advanced placement biology prerequisites were eliminated and the class enrollment reached an all time high of fifty eight students. Ludlow High School continues to maintain high eligibility standards in order to play sports or participate in extracurricular activities. Students can not fail any course, otherwise they become ineligible to participate. Our focus at LHS is academic success first

Ludlow High School initiated support for students in English by implementing a tiered instructional model in 2010-2011. Students are placed in advanced placement courses, honors courses, essential level courses and/or tiered support classes to enrich their learning. All students have equal opportunities to experience these four instructional

levels. Our advanced placement courses are Biology, Calculus AB, Chemistry, English Literature and Composition, Spanish, US Government & Politics, and US History.

Ludlow High School in 2010 remained active in the community. Many students volunteered with local organizations or tutored at the elementary schools in town. The high school remained involved in popular charitable activities such as the Mayflower Marathon Thanksgiving food drive, the Josh Desforges fitness challenge, Coats for Kids, as well as becoming involved in smaller charitable ventures. The peer leaders at the high school and the students from many clubs helped organize a stop bullying campaign and students signed an anti bullying pledge during Ludlow CARES week. The high school's instrumental music students and vocal music students performed in small groups, providing entertainment at local functions. The drama club finished in the top ten performances at a regional competition and our boy's soccer team won state champion. All of these activities support the high school's mission to help all students reach their fullest potential.

Lastly, with the input of students and staff, a new Ludlow Lion mascot was presented to the community and has become the official "Lion" for Ludlow High School

Respectfully submitted,  
Lisa Nemeth, Principal  
Ludlow High School

*The mission of Ludlow High School is to provide quality and varied educational opportunities that support all students in realizing their fullest potential in a learning community and that facilitate the ongoing development of responsible adults for success in a dynamic and diverse world.*



## **PAUL R. BAIRD MIDDLE SCHOOL**

Through the hard work and dedication of staff, parents, and community members, Baird Middle School students participate in a variety of learning opportunities in a community that is supportive and welcoming. Our current enrollment is 663 students: 219 sixth graders, 232 seventh graders, and 210 eighth graders. We have welcomed 22 students into the Baird community from surrounding towns through our school choice program. It is our goal to engage Baird students in developmentally appropriate and diverse learning activities that will encourage them to develop strategies that promote life-long learning.

Our instructional focus continues to emphasize reading, writing, and math skills. While we continue under the state designation of Restructuring, our students have made significant improvement in every area of MCAS testing. We are very proud of the hard work everyone has put forth in the Baird community and we continue our efforts at meeting our student performance goals.

In addition to our academic core subjects taught by grade level teams of teachers, the instructional program known as specials supports the development of a wide range of skills and knowledge for students. Through foreign language, computer technology, health and physical education, visual and performance arts, and music, Baird students experience a wide-range of learning opportunities that lead to becoming well-rounded students. Our after school programs enrich and extend the learning opportunities of students in such diverse areas as drama, band, jazz band, journalism, stock market, Junior National Honor Society, student council, talent show, art, technology and engineering, and community service. We believe that these experiences are essential in connecting classroom learning with real-world experiences that allow students to develop and apply life-long learning strategies.

We continue our partnership with Ludlow Boys and Girls Club. The Club's after school program provides extra homework help and recreational activities from 2:30-5:30. Over 100 Baird students participate in this on-site program. This partnership expresses our commitment to providing the students of Baird Middle School a safe after school program designed to support their unique needs.

The 2010-2011 school year included the retirements of Joanne Hassler, Nancy Kowalczyk and Jacqueline Boidleau. We thank them for their many dedicated years. To Ludlow Public Schools and the Baird Community we welcomed Laura Ramos – SSS, Anna Baboval – History, and Roberta Lojko – Tiered Instruction.

I am thankful for the opportunity to work in such a dynamic school whose focus continues to be on the growth of our students. On behalf of everyone at Baird, I thank the Ludlow community for your continued support.

Respectfully submitted,  
Sheryl Stanton, Principal  
Paul R. Baird Middle School

## **LUDLOW ELEMENTARY SCHOOLS**

### **EAST STREET SCHOOL**

In the fall of 2011 East St. School opened the school year with a number of personnel changes. A new principal, Tom Welch, began on July 1st. The positions of Director of Early Childhood Education and two Instructional Coaches were dissolved. Celeste Bernardino was hired as a teacher in preschool because Nancy Golec transferred to kindergarten. Ms. Bernardino came to the East St. with a few years of experience in early childhood education. Jillian Plourd and Greg Bertsch were hired as first grade teachers. Ms. Plourd had previous experience teaching in first grade. Mr. Bertsch worked at Veterans Park School as a math tutor last year. Rose Parylak, Sue Polumbo and Deb Dias retired in June after many years of service in the district.

The Tiered Instruction Model continues to be our main focus in targeting and assisting those students who fall below our grade level benchmarks. Emphasis is placed on providing additional interventions in areas specific to the student's deficiency. Periodic district-wide testing is administered to help staff assess each students' academic progress and to improve instructional practices in the classroom.

To reach our students at an early age regarding the issues of bullying, positive social behavior and good citizenship East St. School has the Second Step Program. Our nurse, Rosanne Krawiec, facilitates the classes every morning and through a rotating basis every student receives the positive messages the Second Step Program offers.

### **CHAPIN STREET SCHOOL**

Chapin Street School also opened the 2011 school year with a number of personnel changes. Susan C. Pease, became the Principal in July, 2011. A number of new teachers joined the faculty of Chapin Street School. Meghan Fleming became the Music teacher, and she is a recent graduate of the University of Massachusetts. Katie Knowles,

who became a third grade teacher came from Springfield with a number of years of experience. Michele Manganaro-Thompson, who previously taught in Ludlow, returned after raising her children to become a third grade teacher. Kimberly Cowles, who co-taught in Springfield became a third grade teacher. Alyssa Moriarty, who served as a building substitute at Chapin along with doing a number of long term substitute positions became a third grade teacher. Carrie Kinney, who had previous experience became a substitute teacher. Maria Kites, who was an English as a second language teacher at Ludlow High School was transferred to Chapin Street. Jennifer Potter who was a second grade teacher transferred to the second grade. Allison Breen is a long term substitute for the year in Kathy Doyle's class. Finally, Kristin Breen is the new Building Substitute.

Chapin Street School is fortunate to have six tutors to help students who have fallen below the second and third grade benchmarks. The Benchmark Assessment test is used for Reading and newly created District Math Tests help teachers determine the tier of their students. Students who are in tier two receive tutoring services for a half hour five days a week.

The Bullying and Intervention Plan was created for the Ludlow Public School. Students participate in the Second Step Program each week, which is taught by Beverly Peabody our school nurse. This program helps students to understand positive social behavior so that they can model positive behavior in their own lives. Chapin Street School has a "hands-off" policy to help remind students of proper behavior too.

## **VETERANS PARK SCHOOL**

At Veterans Park School, a number of changes accompanied the start to the opening of the 2011-2012 school year. Upon the retirement of principal Susan Dukeshire, Melissa Knowles took over as principal of Veterans Park School on July 1, 2011. The additional retirements of two fourth grade teachers, Jane Grasseti and Ann Cote, required the hiring of new staff at Veterans Park. Ms. Christine James, former permanent substitute teacher filled one vacancy as a full time fourth grade teacher. Also joining the fourth grade team was Ms. Caitlin Galezowski who spent the previous year as a fifth grade math teacher at Veterans Park School. Ms. Amy Bresh joined the Veterans Park community as an experienced School Adjustment Counselor from Springfield.

Veterans Park School continues to focus on providing additional support to students performing below grade level in the areas of Math and English Language Arts through the tiered intervention model. Six teacher certified tutors were hired to provide this additional support to students. In addition to providing students with small group targeted interventions, teachers continue to differentiate classroom instruction and provide tiered support in the classrooms as well. Following extensive data analysis of both the MCAS assessment and district internal assessments, students were identified and grouped based on their performance and target areas. Groupings occurred between classrooms and grade levels to maximize instructional time designated to students identified in tier two or tier three. Core instruction continues to improve as we work toward a common understanding of grade level and school expectations.

At Veterans Park School, students and staff are committed to creating a safe, supportive and respectful environment dedicated to learning. Students and staff create a learning community that ensures high expectations and achievement so that are students are successful. These commitments are reinforced through the Responsive Classroom model and the Second Step program focusing on positive behaviors and social interactions.

Respectfully submitted,  
Thomas Welch, Principal, East Street School  
Susan C. Pease, Principal, Chapin Street School  
Melissa Knowles, Principal, Veterans Park School

## HEALTH SERVICES

### BOARD OF HEALTH

The Board of Health reorganized in 2011 with Bruce Dziura, M.D., Chairman; Carol A. Szczebak, Secretary; Neil D. Paquette, Member.

On March 28<sup>th</sup>, Carol A. Szczebak was re-elected to serve another three (3) year term on the Board of Health, however she resigned from the Board on December 31<sup>st</sup>.

On July 1<sup>st</sup>, Michael C. Pietras, P.E. was reappointed as the On-Site Sewage Disposal Inspector. Mr. Pietras witnessed thirty six (36) percolation tests, reviewed nineteen (19) septic plans and conducted thirteen (13) final inspections of septic systems when installed. Alternate Inspector John Kopinsky conducted one (1) final inspection of a septic system when installed.

Sub-surface disposal system permits for new construction issued in 2011 totaled one (1). Repairs to existing systems totaled seventeen (17).

Four (4) Beaver permits were issued in our Town to remove beavers from where dams were built.

Once again, our Annual Rabies Clinic was held at the Town Garage located at the Department of Public Works on Saturday, April 23<sup>rd</sup>. Dr. Dorsie Kovacs from the Monson Small Animal Clinic was the veterinarian again this year. Our rabies clinic was a success with sixty two (62) dogs and eighteen (18) cats being vaccinated. Veterinarians suggest that dogs and cats be vaccinated regularly, since both are exposed to wild animals.

During 2011, Health Inspectors Timothy Fontaine and Jennifer Duhaim responded to and investigated thirty two (32) citizen complaints concerning housing violations, debris, rodents, etc. One hundred fifty seven (157) food establishment inspections and seventy two (72) catering inspections were carried out in 2011.

Animal Inspector Sheila Andre responded to thirteen (13) animal bites.

### MONEY COLLECTED BY THE BOARD OF HEALTH

Nursing Services	\$18,338.00
Clinic pedicures	11,780.00
Senior Center pedicures	3,270.00
Keystone Commons pedicures	365.00
Immunizations	1,120.00
2010 Flu Clinic reimbursement	9,405.67
2010 TB Clinic reimbursement	765.00
Trailer Park assessments	18,288.00
Body Art Establishment permit	1,000.00
Body Art Practitioner permits	150.00
Food Service licenses	3,800.00
Retail Food permits	4,050.00
Trailer Park licenses	225.00
Mobile Food Server permits	225.00
Bakery licenses	700.00
Smokehouse licenses	300.00
Piggery licenses	15.00
Frozen Dessert licenses	270.00
Funeral Director licenses	300.00
Non-Alcoholic Beverage license	37.50
Milk & Cream licenses	615.00
Tobacco permits	3,250.00
Catering permits	705.00

Removal of Garbage permits	300.00
Dumpster permits	1,800.00
Well Construction permits	315.00
Disposal Works Construction permits	75.00
Septic Tank Repair permits	1,200.00
Septic Installer's permits	2,240.00
Septic Tank Pumping licenses	640.00
Permit/License Late fees	382.50
Percolation Test fees	10,200.00*
Septic Plan fees	1,615.00*
Septic Inspection fees	1,785.00*
<b>Total Money Collected</b>	<b>\$99,526.67</b>
<b>*Town's share of these fees \$2,025.00</b>	

Respectfully submitted,  
Bruce Dziura, M.D.  
Chairman

### PUBLIC HEALTH NURSES

Director of Nurses: Francine Rusiecki, RN  
Staff Part Time: Linda Maiuri, RN  
Marianne Moura, RN BSN  
Christine Pietrowski, RN  
Lorraine Ney, LPN  
Angela Kramer, RN, MS

On January 22, 2011 a functional exercise was held at the Baird Middle School designed for an Emergency Dispensing Site (EDS) response. We were the first Town in the State to include the Massachusetts Department of Public Health (MDPH), Centers of Disease Control and Prevention (CDC) and Strategic National Stockpile (SNS) to conduct a learning exercise for the response and recovery to a public health emergency. The objectives and capabilities evaluated mass prophylaxis, communication and critical resource logistics and distribution. This exercise also focused on the critical decisions and inter-agency relationships necessary to save lives during a public health emergency. The following departments participated in the drill: Police, Fire, Board of Health, Town Administrator, School, twenty (20) volunteers from Town, seven (7) evaluators from MDPH, CDC, and SNS and most of all fourteen (14) talented drama students from Holyoke Catholic High School. The students were acting out unusual scenarios as Ludlow residents and went through the different dispensing stations. An After Action Report/Improvement Plan identified are major strengths, areas for improvement, and the need for essential equipment to operate an EDS. A pallet jack and an emergency six by twelve foot utility trailer were purchased for Ludlow through our Hampden County Health Coalition following our participation in the drill.

2011 was the year of unusual weather occurrence, but the October 29<sup>th</sup> snow and ice storm was what really impacted the residents of Ludlow. Sunday, October 30, 2011 at 6:00am I received a phone call from Chief Babineau stating that the Board of Health was to open a shelter. That morning Commissioner, Neil Paquette and I went to the High School to assess the building and the shelter was established. We were so fortunate to have the emergency trailer to transport all the equipment from Town Hall to the High School. Everyone had to register when they entered the shelter, even if they only came to eat and be warm. No one was refused at the shelter. People were restricted to the hallways in front of the cafeteria and auditorium. The cafeteria became the focal point for activities; residents were fed, cots were set up in the back of the cafeteria and the nurses triage area was the in the senior section near the cots. Additional cots had to be set up in the hallways and auditorium. We had thirty (30) cots but needed more. We

received twenty-five (25) from the Red Cross and seventy-five (75) from MEMA. The High School shelter officially opened Sunday, October 30, 2011 at 1:00pm and ran through Thursday, November 3, 2011, at which time we had to transfer the shelter to the Senior Center until Saturday, November 5, 2011 at 10:00am when it closed. During the extent of the shelter; there were nine hundred eighty-seven (987) people registered, eight hundred thirty-six (836) people fed, and two hundred eighty-eight (288) slept at the shelter. The shelter population included infants to seniors; working people returning to the shelter for the night; people spending the day returning to their homes at night; and others coming in to charge their cell phones, laptops and batteries. The number of hours people worked at the shelter were: two hundred fifty-four (254) hours by the Town Nurses, one hundred sixty-three (163) by Board of Health personnel, and five hundred eighteen (518) hours by volunteers. I must commend all the nurses and volunteers who staffed the shelter for twenty-four hours for the seven days. Our shelter would not have been well-organized and safe without their help. A special thanks to Don Couture for transporting residents to and from the shelter with the van from the Senior Center, and to Jodi Ahern for providing the van and offering the Senior Center as the alternative shelter. Many more thanks go out to: A.J. Donais and Gail Kowalewski, RN at HealthSouth for offering their services to assist any shelter residents requiring more help that the shelter was not set up for; Mr. Chester Giza from Harmony Springs Beverages for donating water; and the most generous donation of food from Randall's, Radical Roaster, Tony and Penny's, St. Elizabeth Parish, the Polish Club and Jackie Breault. Kelly MacGregor and her cafeteria staff worked tirelessly with twelve hour shifts feeding three meals daily and the janitorial staff kept the High School spotless. With much gratitude, I thank all the school employees that worked at the shelter. The Board of Health continues to prepare for emergency readiness which was confirmed by our successful drill and shelter. We take preparedness seriously, and will be there for you.

In 2011, six thousand five hundred thirty-six (6,536) residents were clients of the Board of Health. Ludlow Nurses continue to make home visits, assist residents with their care, manage medication, do pedicures, provide wound care and administer injections as ordered by a physician. The number of pedicures provided by the Ludlow Nurses has increased this year. There were one thousand one hundred seventy-eight (1,178) pedicures at the Board of Health, three hundred twenty-seven (327) at the Senior Center and thirty-seven (37) at the Keystone Commons clinic. Pedicures can also be provided during a home visit. Blood pressures can be taken on Thursday afternoon at the Senior Center, the first Wednesday of each month at Wilson Housing Authority, and each afternoon at the Board of Health clinic. Many Ludlow residents continue to participate in all of our clinics. Within the last year, we have had an increase of forty-four (44) new clients. TB skin testing and administration of State regulated vaccines is also available at the Board of Health. Vaccines have been administered to the following: Vaccine for Children (VFC), nineteen (19) and adults, thirty-five (35). One hundred nineteen (119) TB skin tests were completed in our department. There is a fee of ten dollars (\$10.00) for each service provided by the Board of Health.

On July 27, 2011, Madeline LeBeau, RN retired after twenty-seven (27) years of service. Mandy had seen many clients over the years and is genuinely missed by all. Mandy was the senior nurse and nurtured all with the policies and procedures at the Board of Health. We are very fortunate to have Kathleen Chaconas, RN as a per diem nurse, and on December 16, 2011 Angela Kramer, RN. MS was hired to fill the part time position left by Mandy.

The continuation of pharmacies to administer flu vaccine resulted in the Department of Public Health only allowing the Boards of Health to administer State supplied flu vaccine to the uninsured or underinsured residents and not to hold public flu clinics. Vaccine could be available to everyone, with or without insurance and not an out-of-pocket expense. State supplied flu vaccine became plentiful in the fall. The State then declared that the Boards of Health could administer flu vaccine to anyone. This change in regulations required more vaccine to be ordered at the later date, resulting in fewer residents vaccinated due to this delay. A total of two hundred forty (240) doses of vaccine were supplied to the Board of Health. One hundred eighty-one (181) doses of flu vaccine were given, Ludlow Pediatrics requested thirty (30) additional doses, and twenty-nine (29) doses were lost to the October storm and power outage. We continue to go to the homebound and administer flu vaccine.



On September 22, 2011 all of the nurses completed training with Scott Troppy, from the Department of Public Health's State Lab, on MAVEN. MAVEN stands for Massachusetts Virtual Epidemiologic Network; this is a web-based surveillance system for infectious disease case investigation and case management. You must log into MAVEN twice a day to see if there is an infectious case for surveillance. This year two hundred thirty-four (234) cases have been identified. The following diseases have been investigated: Hepatitis B, Hepatitis C, Latent TB, Lyme, Streptococcus Infection, Legionella, Salmonella, Campylobacter, Haemophilus Influenzae, Anaplasmosis and Malaria. One hundred eighty-seven (187) of the documented cases originated from the Hampden County Correctional Facility (HCCF) and forty-seven (47) cases from Ludlow residents.

Our lending closet of durable medical equipment consists of donations from Ludlow residents for Ludlow residents and continues to be very successful. It is a pleasure to know that we can make someone's day easier and safer. Thank you to all who have given us equipment, your generosity is greatly appreciated.

I am proud to work with our community partners, residents, and nurses to carry on services and maintain goals for healthy living and safety in Ludlow. Our devoted nurses take excellent care of our aging residents with grace and dignity allowing them to stay in their homes as long as possible. This dedication by our staff is recognized by many grateful families. I also want to thank the Board of Health Staff and Commissioners for their support in me as Director of Nurses.

Respectfully submitted,  
Francine Rusiecki, RN  
Director of Nurses

# COMMISSION ON DISABILITY

## MEMBERS

Beverly Barry, Chairman	Lizbeth Boulanger
Joanne Odat-Staeb, Vice Chairman	Andrew Bristol
John Ollson, Secretary	Donald Couture, ADA Coordinator

Federal law defines a disability as “any physical or mental impairment that substantially limits one or more of the major life activities of an individual”. The 2000 Ludlow census revealed that many Ludlow residents are disabled. The figures showed that among those ages 5 – 20, 9.3% are disabled, among those ages 21 – 64, the rate increases to 19.2% and then further rises to 39.8% in those ages 65 and over. These numbers are staggering and are gradually increasing every year.

The Ludlow Commission on Disability was established by the Board of Selectmen, in accordance with the Americans with Disabilities Act, to help ensure that those individuals with disabilities are considered and included in all aspects of community life, including access to all municipal services, programs, meetings and employment opportunities.

In addition to receiving complaints and suggestions regarding accessibility throughout the Town, the Commission remains busy throughout the year reviewing plans submitted to the Planning Board for new construction or additions to determine accessibility for all new public buildings by all patrons. Working closely with the Building Commissioner, compliance issues are reviewed with suggestions for possible improvements. We also investigate grievances regarding the access to public buildings and services and can help facilitate problem resolution to achieve reasonable accommodations.

Two major goals of the Commission on Disability are education and increasing public awareness. We have produced an informational brochure available at town hall. This past year we have been busy working with the Architectural Access Board in Boston following up on suggestions to local business access along with religious organizations. We continue our relationship with the Celebrate Ludlow committee in ensuring festivities are accessible to all and to increase parking for the disabled in closer proximity to the celebration and the addition of accessible shuttle transportation to the site. We also are working with Department of Public Works in creating accessible sani can facilities at parks and ball fields. Commission members continue to review new construction plans for public buildings to be constructed in Town. Not only must they meet ADA requirements but suggestions are sometimes made by commission members to help make the building more user friendly to those with disabilities.

Members also continue to work in "getting the word out" regarding the Commission on Disability and how we can help the citizens of Ludlow in accessing programs, services and buildings. Access to recreational activities sponsored in the Town or by the Town is a key priority for the commission. As you can see, it's been a busy year for the Commission on Disability!

As we serve our community, we welcome, and encourage you, the citizens, to enlighten us on possible physical or service related barriers in Town. We are here to assist wherever we can in making Ludlow's services available to all. We also invite you to attend our monthly meetings which are held every third Thursday of the month at Town Hall, first floor. If you would like to join us as a member, please contact the Selectmen's office at 583-5600.

In closing, I would personally like to thank those on the Commission who share their time, knowledge and dedication in helping Ludlow grow to be a community that is equally accessible to all.

Respectfully submitted,  
Beverly Barry  
Chairman

# LOUDLOW COUNCIL ON AGING/SENIOR CENTER

## The Ludlow Senior Center

...and the reality is...

Each year I start this narrative with “it was another busy year at the Senior Center” but the reality is...this past year, it was a SUPER busy year at the Ludlow Senior Center. We had our struggles and challenges but once again we persevered! 2010 Census numbers were released and told us what we already knew...more seniors!

We started the year knowing that we were receiving a new EOTC grant van that we partnered with PVRTA to receive at no cost to the Town. The reality was...we were not sure if we could accept the van because we were unsure of the status of the Dispatch position. Without that position, there was no one to compile and complete the necessary grant paperwork each month. Our *Transportation Program* was really struggling without the Dispatcher. In May, we went to Town Meeting and asked the Town Meeting Members for the Dispatcher position. They obliged and we were able to hire a new Dispatcher and accept the new van! We now have a smooth running program and a healthy fleet of vans! It is our goal in the coming year to expand the program and provide transportation to the BSMC campus and Mercy Medical Center. There are more and more seniors that need transportation to the hospitals but the reality is...we still have limited manpower.

**Total ride FY 11 =15,249 rides**  
**Total miles driven 2011= 28,867 around Ludlow**



The *Activities Department* continues to evolve to offer a wide variety of programs and activities to reach all older adults. It is quite a task. Unfortunately upon writing this, our Activities Director, Elaine Nison has retired after 10 years of service. So the reality is...our programs and activities will undergo a transition period. A new staff person means new ideas and new activities to take our Center to the next level. We hope to bring in the coming year some new programs to the Senior Center. Our partnerships continue to flourish with the Scantic Valley YMCA, LifeCare of Wilbraham, Chicopee VNA, Ludlow Board of Health, Wing Medical Center and Food Bank. These partnerships help us grow, support us and help to bring current information and health benefits to the residents of Ludlow.

The *Outreach Department* was busier than ever as well. There are so many resources available to seniors but the reality is...there are more seniors seeking these resources and less money being invested in the resources. Fuel and utility costs are forever rising and yet fuel assistance was cut. We continue to try to help as many seniors as we can. SHINE continues to offer insurance help and AARP did a record number of taxes for area seniors last year. We are thankful for both programs and both are run by volunteers!

Unfortunately “*Esther’s Eatery*” lost Esther this past year. Esther Brown retired after being the cook at the Ludlow Senior Center for the last 24 years! It was a loss felt by all and Jodi stepped in to run the kitchen and continue to serve meals. Some days were easier than others but we made it through! We continue to average about 100 folks each day for lunch. It is still the best deal in town and quite tasty as well! For those seniors that haven’t had a meal with us...the reality is you have no idea what you are missing!!



In the past year we implemented a new data base called My Senior. This entails a swipe card and touch screen. It has taken not only the seniors but the staff a long time to become familiar with the program. This program tracks and keeps count of all those entering the building. The reality is...many do not use it and therefore are not counted. The

other reality...it is a computer and many times computers do not work. It has been frustrating for the staff and seniors but the reality is...no more sign in sheets and eventually we will all learn to use it together!



**VOLUNTEERS**...we do not know where we would be without them! The reality is...without our volunteers, our Center would not run as smoothly as it does. The kitchen staff really stepped up to the plate with the loss of Esther and many seniors helped out with decorating and with activities. **THANK YOU** to each and every volunteer that helps out at the Senior Center. We truly do not know where we would be without you! Thank you for letting us lean on you during some tough times over the last year. We are forever grateful! Thank you to the Friends of the Ludlow Senior Center who continue to raise funds for the Center and many of the programs we offer.

**Total Volunteer Hours: 17,000+**

**Total Volunteers: 132+**



**“And the reality is”**...the Ludlow Senior Center has made it through another year. The reality is...there are more seniors in town based on the 2010 Census. We already knew this but it is now printed for all to see. We continue to make due with what we have. Our general expenses have not changed in 4 years and we continue to provide services within that budget. The reality is...things cost more and yet we continue to provide increased services. We continued to lose friends but that was a reality of our jobs. We were all stretched thin in our own positions and also mourning the loss of those in the positions we were covering. It was a year of learning and compromise but the reality is...we made it through and we continue to come to work daily and make this world a better place for our seniors! We look

forward to the challenges and transitions of the coming year and if you haven't come to visit, the reality is...you are missing out! Thank you all!

**All Agency calls: 15,000+**

**Data Entries: 60,000+**

**Total Unduplicated Served: 3615+**

Respectfully Submitted,  
Jocelyn Ahern, Director and  
The Staff of the Ludlow Senior Center

Council on Aging Members:

Frederick Lafayette, Chairman  
Philip Tierney, Vice Chairman  
Nancy Pauze, Treasurer  
Lucille Carneiro, Secretary  
Francis Bissaillon  
Diane Goncalves  
Albert LeMay  
Richard Belisle  
Eileen Frink  
Walter Sheaff  
Helen Grabowski

## FIRST MEETING HOUSE COMMITTEE

The First Meeting House Committee, appointed by the Board of Selectmen for the purpose of overseeing the maintenance of the Meeting House building and premises, continues its mandate to keep the building and grounds available for meetings and other reserved functions.

The Meeting House, located at 6 Church Street, was built in 1784, and has the distinction of being one of the few remaining examples in the Connecticut River Valley of the New England barn-type meeting house. The committee welcomes and invites other interested organizations to consider scheduling their meetings at the First Meeting House, a centrally situated historic town property.

Although the Committee did not meet during the past year, members are planning a meeting early in the new year to work with the Selectmen's office and the DPW to monitor and maintain the building and the grounds.

Present members of the Committee are Jerry Kavka, Marilyn Paul-Lewis, Thomas Haluch, Elsie Hiersche, Donald Kibbe, and Bert Ramage. The Committee welcomes new volunteers who would like to help with restoration and preservation activities. The Committee also thanks Betty Kibbe and the Historical Commission for their assistance in promoting the preservation and utilization of the Meeting House.

The Friends of the First Meeting House welcome gifts and thank those who have so kindly donated in the past to the preservation fund.

The Committee will continue to work to promote, maintain, and improve our Town's Historic Meeting House.

Respectfully submitted,  
Jerry Kavka  
Chairman

## HUBBARD MEMORIAL LIBRARY

**“A THRIVING LIBRARY IS THE HEART OF ITS COMMUNITY, PROVIDING ACCESS TO INFORMATION AND EDUCATIONAL OPPORTUNITIES, BRINGING PEOPLE TOGETHER, LEVELLING THE PLAYING FIELD, AND ARCHIVING OUR HISTORY.” JOSIE BROWN, AUTHOR**

The library is truly the center of the community, providing programs and resources to all residents. Never before have public libraries been so critical to our nation's well being. As the economic downturn continued, and unemployment rose, millions of Americans visited libraries for a myriad of reasons. Supporting and fostering our public libraries remains a national imperative.

The pace of technological change continues to accelerate at warp speed! Libraries are still the only access point for computers and the Internet for many residents. Use of the library's Internet terminals jumped **39%** in 2011. **15,000** users turned to the library for the critical information they needed—to job search online, prepare a resume, or set up an email account. To promote information literacy in a rapidly changing economy, the library offered a series of free computer classes. Intended to provide beginning and hands-on training on the basics, **146** participants learned basic skills to feel at ease with using the computer, surfing the Internet, and becoming acquainted with social networking sites. Because the library is now WiFied, participants can also bring their laptops to classes. These popular classes continue in 2012. In the 1990s libraries were pioneers in providing Internet access to their communities. And as our digital world expands, so do new library eservices. The newly redesigned C/W MARS Digital Catalog features eBooks, audio books and videos for download to desktop, laptop, or mobile device. The digital collection has grown in excess of **116%** in 2011, to accommodate increased demand. Whether you just got

that new iPad, Droid Smartphone, or Kindle ereader, the Digital Catalog has an eBook for you. Just visit <http://digitalcatalog.cwmars.org> to get started.

The Massachusetts Library System (MLS) now provides services to more than 1,700 Massachusetts libraries of all types throughout the Commonwealth. MLS was established in July 2010 with the merger of the six regional library systems. The Whately office continues to provide training and technical support to the many western Massachusetts libraries. Statewide MLS Library Delivery Services are now provided to support resource sharing. Delivery services are provided to approximately 600 libraries of all types across the Commonwealth by a commercial provider, Optima, headquartered in Woburn.

In early 2012 our consortium, C/W MARS, will be launching our new Circulation system. The look will be different, but we expect to retain the best features of our old system. We think patrons will find the new features useful. Evergreen is an open source integrated Library System (ILS) initially developed by the Georgia Public Library Service. The Evergreen ILS is deployed worldwide in hundreds of libraries, and is used to power a number of statewide consortia catalogs. Evergreen will have many user friendly features. The Western and Central regions can be searched seamlessly, in one catalog. Patrons can create lists of favorite books to share with others. The system will also be more secure. Patron access will be with a library card, or login with pin number. All migrations have glitches, but we expect the transition to be a smooth one.

In an environment where libraries continually are asked to do more with less, it's nice to know that we do make a difference. Hundreds of thousands Massachusetts residents use interlibrary loan (ILL) to get items that their local library doesn't own. Residents rank ILL as one of the 3 most valued services offered by public libraries. "Free" ILL is not universal and the value of **35,948** ILLs in 2011 at our library can be calculated at a savings to the community of **over \$108,000.00**.

Statistics point to the disappointing loss of learning that takes place when kids are not in school over the summer. Providing a summer reading program offers young people and the parents the tools necessary to ensure year-long learning success. Having an adult summer reading program engages parents and all family members in the library's summer reading experience. In 2011, nearly **780** children, teens, and adults participated in the Summer Reading Program, earning rewards and feeding their imaginations. "*One World, Many Cultures*" sparked the younger set, while adult readers traveled to "*Novel Destinations*". Special programs, many made possible by the generosity of the Friends of the Library, were held to support the Summer Reading Program. Kids attended a Hawaiian luau, or a Mexican Fiesta & Piñata Party. Young crafters created Portuguese azulejos tiles and Japanese wind socks. Patrons travelled to '*Weird Massachusetts*' with author Jeff Belanger, or scrapbooked summer memories.

**Over 433 programs were held at the library for 7,620 children, teens and adults during 2011.**

The library faces the challenge of adding new materials every year, with no extra space available for growth. Although a new book case was added in the Adult stacks, space constraints still hamper our collections. In 2011, serious weeding of all collections began. Weeding provides space for new materials and increases the value of the collection by removing outdated/unwanted material in poor condition. Weeding keeps the library's holdings relevant, more attractive and searchable.

The library's large program room has been carpeted for the first time, with special detailing added around the fireplace. Carpeting has aided in deadening noise from programs, and preserved the quiet of patrons working in the Reference/Internet computer area on the main level

Providing resources and programs to all residents, the library relies on the tremendous support from its many dedicated volunteers of all ages. In 2011, **571** adults, teens, and children contributed over **3050** hours of service, a value of well over **\$24,000.00 to the community**.

The value of the Friends of the Library cannot be measured in dollars and cents. Besides raising funds for the library through memberships, books sales, or annual raffle events, the Friends provide valuable support sponsoring and promoting library programs. They encourage gifts and contributions to the library that funds museum passes to many local destinations. The Friends recently debuted newsletter is available online at [www.hubbardlibrary.org](http://www.hubbardlibrary.org). The Friends believe that good library service is important to everyone!

The library faces many challenges, but with the support of our dedicated, hardworking staff and Board member advocates we continue to tirelessly strive for improving library services as changing patron needs require.

**“WHATEVER THE COST OF OUR LIBRARIES, THE COST IS CHEAP COMPARED TO THAT OF AN IGNORANT NATION” - WALTER CRONKITE**

Respectfully submitted,  
Christine Davis  
Chairman, Board of Library Trustees

## **INFORMATION TECHNOLOGY DEPARTMENT & COMPUTER ADVISORY COMMITTEE**

### **OVERVIEW**

The Computer Advisory Committee uses the collective knowledge of its members to make technology-related decisions for the Town. The decisions are directed to the Information Technology Department for implementation.

The Information Technology Department supports and manages the Town’s technology systems including: the computer network infrastructure, servers, personal computers, phone systems, web sites and any new technology that is implemented. The goal of the IT Department is to create and maintain a dependable and secure environment which allows for accurate and efficient processing of the Town’s voice and data.

### **YEAR IN REVIEW**

One of the goals for the department in 2011 was to perform an internal audit of its disaster recovery plans, identify areas that could be improved upon, and implement any necessary changes. As with all disaster plans, the hope is that they will never need to be implemented. The surprise snowstorm in October and a subsequent power outage at the Town Hall a few weeks later put our efforts to the test. The installation of power regulators, the conversion to a virtualized server environment and other improvements helped us “weather the storm.” All internally-managed services were available for employees shortly after power was restored.

Thanks to generators at the public safety complex, vital services remained fully functional throughout the storm.

The most notable departmental project in 2011 was the conversion of most Town servers to “virtual servers.” This conversion allows multiple servers to run on one physical computer; saving on hardware costs, electricity usage and making future upgrades easier as virtualization is hardware-independent.

Another significant change was the installation of a new phone system in four buildings and its connection to the Safety Complex via the Town’s fiber optic system. The phones replaced aging and unreliable equipment while making inter-department communications easier. The installation of the updated phone system allowed us to change service providers; lowering our monthly service charges.

Our disaster recovery self-audit brought with it the implementation of additional off-site backups. Not only are standard “nightly backups” performed, but there are now “hot” copies of servers which allows for near-instantaneous recovery in the event of a failure (thanks to virtualization technology) and “snapshots” taken throughout the day that allow recovery to a specific point in time.

Major software packages were upgraded to comply with new state and federal standards, including: accounting, police information management, EMS patient care and insurance billing software. In addition to the large projects referenced above, the department performed the day-to-day duties of upgrading and maintaining technology throughout Town, fielding user issues and testing new technologies for future implementation.

### **FUTURE GOALS**

The primary goal for the next year is to continue streamlining the computer network while maintaining the current level of reliability. Tasks in 2012 will include additional virtualization, routine upgrades of older computers, and continued audits of security policies; specifically to protect against the increasingly complex viruses, malware and hackers.

### **CONCLUSION**

The ultimate goal of any IT Department is to keep its users functioning in any situation so that work can be completed without interruption. Ludlow's Information Technology Department was put to the test this year and proved that it can weather any storm. Being part of the ever-changing world of technology, we are always looking to find new and exciting ways to improve everyone's productivity and overall experience.

Respectfully submitted,  
Jose Alves  
Chairman, Computer Advisory Committee

Gary J. Blanchard  
IT Manager

## **LUDLOW COMMUNITY TELEVISION**

### **OVERVIEW**

Ludlow Community Television is a non-profit, community access television station that serves the public, education, and government needs of the Ludlow community. We provide the resources for the Town to communicate to its citizens through cable television.

### **YEAR IN REVIEW**

At the start of the year we were displaced due to the numerous snow storms experienced in town. With a section of the high school closed for a number of weeks we were forced to temporarily move our operations to the Town Hall. We operated on a limited basis for that time but still provided basic production and programming services. Once back into our high school facility we were able to implement new ideas, provide new services, and increase productions. Some of the new shows started in the past year are The Ken Zone, Simply Talking, and The Melting Pot. These shows can all be seen on our website using our new video-on-demand service that was added in the spring.

Along with these growing services we've also improved our ability to air live meetings to residents with higher quality video and audio. The Board of Selectmen's conference room in Town Hall was outfitted with new production equipment and the School Department Central Office building was wired to air live School Committee meetings. Once the School Committee is again able to use this building for meetings we will for the first time air their meetings live on Channel 19.

The staff, along with a number of volunteers, has also been hard at work producing a film to document the history of Ludlow. This film has been a work in progress for some time now but the past year has been very productive, as we have conducted many interviews and done much research, with the planned completion in 2012.

### **THE FUTURE**

LCTV is constantly looking at new ways to bring quality programming to the Ludlow community. We will continue to keep up with current technologies so our programs will be informative and entertaining. In the coming years we hope to increase our volunteer base and raise the level of interest among the high school students.

Respectfully submitted,  
Michael Hill  
Cable Operations Manager

### **LUDLOW HOUSING AUTHORITY**

The Ludlow Housing Authority, formed in 1959, provides affordable housing to eligible seniors, disabled and families. The Ludlow Housing Authority has a total of one hundred fifty (150) units of state-aided elderly/handicapped housing includes two congregate living units, Colonial Sunshine Manor located on Wilson Street, State Street Development, and Chestnut Street Development. Rental for these apartments is based on thirty percent (30%) of the tenant's net income and includes heat, water, and electricity. The Ludlow Housing Authority also owns ten (10) single family houses located on scattered sites within the Town and six (6) units called the John Thompson Manor located on Benton/Butler Streets. Rental for these units is based on twenty-seven percent (27%) of the tenant's net income with the tenants responsible for their own utilities.

Funding for these programs is made possible through the Commonwealth of Massachusetts, Department of Housing and Community Development. In addition, that office establishes eligibility guidelines. Anyone meeting the requirements is placed on the appropriate waiting list for their household composition and admitted in accordance with those guidelines.

Net income limits are established through the Department of Housing & Urban Development (HUD) with a review of the limits every two years. The Commonwealth of Massachusetts adopts the HUD income limits for elderly/handicapped and family housing. Net income limits are as follows:

One person in the family:	\$43,800
Two people in the family:	\$50,050
Three people in the family:	\$56,300
Four people in the family:	\$62,550
Five people in the family:	\$67,600
Six people in the family:	\$72,600
Seven people in the family:	\$77,600
Eight people in the family:	\$82,600

A household occupying a unit in elderly/handicapped housing shall remain eligible for continued occupancy until such time as 30% of their monthly net household income equals or exceeds the fair market rent then in effect for a unit of appropriate size for their household. In family housing it is 32%. The fair market rents as established by the Commonwealth are as follows:

Efficiency	\$ 610
One Bedroom	\$ 726
Two Bedrooms	\$ 922
Three Bedrooms	\$1,104
Four Bedrooms	\$1,281

The Ludlow Housing Authority's Operating Budget is approved by the Department of Housing & Community Development. For 2011, a total Operating Budget of \$681,858 was requested, with an anticipated revenue of \$708,100 in total revenue, thereby requesting zero subsidy from the state. Continually, through cost saving measures, the LHA has not required subsidy from the state.

The Ludlow Housing Authority gives local preference housing applicants residing in Ludlow before applicants residing elsewhere. Local veterans are also given a preference status in elderly/disabled housing. In addition, Chapter 179 of the Acts of 1995 allowed for the lowering of the eligibility age in elderly housing to sixty (60); a preference for veterans in the community in which they reside; and a placement rate of eighty-six and one half percent (86.5%) for elderly persons and thirteen and one half percent (13.5%) for non-elderly handicapped persons in public housing.

The waiting list for the elderly/handicapped developments as of December 31, 2011 - (1-bedroom) consists of (119) applicants; (2-bedroom) consists of (5) applicants; (6) congregate applicant, while the waiting list for the family developments consists of (102) applicants. During 2011 there were (28) vacancies in the elderly/handicapped units and (2) vacancies in the family units. Based on the number of elderly/handicapped units within the Ludlow Housing Authority, the average age of a unit occupant is 68. The average monthly rent is \$366.04 per unit which includes heat, hot water and electricity. The average monthly rent for family units is \$466 per month.

The Board of Health utilized the Wilson Street Community room for weekly blood pressure clinics on Wednesday mornings at 10:00 a.m. Many thanks go out to the Town of Ludlow Nursing Staff who came out to meet with the tenants to discuss health issues and perform free monitoring of vital signs of our seniors and handicapped population. A week does not go by at the Authority where the staff and tenants view the Town of Ludlow nurses coming and going between housing units to support the elderly. Our sincerest appreciation goes to the Ludlow Nursing Department for their support and dedication to the elderly and disabled residing within the Authority.

Through the Department of Housing & Community Development, in order to maintain safe, decent, affordable housing for those in need, all housing authorities within Massachusetts began the process of capital planning. A computerized system has been initiated by the Department in order to formulate, in one area, all past, present and future projects and needs of local authorities. Once information is placed within the system, modernization needs and costs can be tracked and placed on priority lists.

Through DHCD regulation, all authorities within Massachusetts must complete annual inspections of each housing unit. To this end, during the month of August, 2011, through the Department of Housing & Community Development the LHA staff completed Facility Management Training on Physical Condition Standards and Inspectional Training Methods. This training will assist staff in the inspection and evaluation of each housing unit.

A rigorous application process through the Affordable Housing Trust Fund garnished funding (\$8,800) to modernize a 3-bedroom family unit.

The LHA successfully applied for a federal grant in the amount of \$153,000 to replace nine boilers within family units as well as two buildings housing the elderly. The project was completed in September of 2011. Boiler replacements were performed by L.N. King Plumbing & Heating Company.

Working with WMECO and Advanced Energy Group, the Authority was able to replace indoor common area and outdoor lighting to both the Chestnut and Wilson Street Development. The cost of this program, absorbed by WMECO's Energy Program, \$55,520 nets an annual savings in electric utility costs of \$10,184 for the Authority. The LHA is grateful to Western Massachusetts Electric Company and Advanced Energy Group for their hard work and dedication to the Ludlow Housing Authority. The State Street Development will be assessed in early 2012 for energy cost savings.

As was a very hard winter season 2010, the financial burden of repairs to gutters, a 90 foot overhang connecting three buildings within the Wilson Street Development as well as building damage totaled \$54,000. Repairs and modernization to the overhang and buildings was performed by Robert W. Wall Construction Company.

As in previous years, the State Street Community room is currently used for a drop off station for home delivered meals. We feel fortunate to assist WestMass Elder Care to continue efforts to provide meals to our elders within the community.

The Ludlow Housing Authority would like to thank the Ludlow Fire Department, the Ambulance crew, and the Ludlow Police Department for their caring concern, support, and dedicated response to the needs of our residents at all hours and under all conditions and circumstances.

The Board of Commissioners would like to thank all of our gardening tenants who work so tirelessly to plant flowers to make our developments look so beautiful during the spring, summer and fall winter months.

A special thank you goes out to the Hampden County Correctional Center. Through an integrative program, the Hampden County Correctional Center has been able to place pre-release individuals on a one-on-one work situation with maintenance crew personnel of the Ludlow Housing Authority. This program has been a huge success, especially during these hard economic times for the Ludlow Housing Authority. The Ludlow Housing Authority would also like to thank Sheriff Michael Ashe, Jr., Kevin Crowley and Jeff DiMaio without whose assistance; we would not be able to complete some of the larger projects within the Authority. Without the assistance of this agency, the Housing Authority would not have been able to accomplish on-going necessary grounds-keeping and maintenance especially during these hard economic times.

The Ludlow Housing Authority tenants continue to look forward to the annual picnic sponsored by the Ludlow Fire Department Social Club. This event is very special to the tenants of the authority. We wish to thank the Ludlow Fire Department's Social Club for their kindness and generosity.

The Senior Center Director and staff working at the Senior Center located in the Chestnut Street building deserve a special thank you from the Ludlow Housing Authority for their on-going efforts in the programs continually evolving at the Senior Center. We thank them for there generous van service to and from our Developments on a daily basis to ensure socialization. The Senior Center serving our elderly population in Ludlow offers excellent programs as well as a meal service program on site. The tenants and staff within the Ludlow Housing Authority are grateful for the services offered through the Senior Center. It is only through the support of the townspeople of Ludlow that these services continue to be an integral part of the daily life of so many elderly individuals.

The Board of Commissioners, the Executive Director, staff members and residents of the Ludlow Housing Authority thank our list of volunteers, town departments, organizations, and churches that support and care for our elderly/handicapped tenant population. Your caring is as endless as your generosity and cooperation. Thank you for your caring support of the elderly/disabled population as well as families in need of decent, safe, affordable housing within the Town of Ludlow.

Respectfully submitted,  
Paul Chrzan, Chairperson

Members:

Betty K. Socha, Vice-Chairperson  
Helen Garrow, Treasurer  
Carol Romaniak, Asst. Treasurer  
Carolyn Muzzi, Commissioner, State Appointee

Ludlow Housing Authority Staff:

Sidney J. Chevalier, Executive Director  
Barbara Carcione, Executive Secretary  
Marie R. Manchester, Secretary  
Thomas Landry, Maintenance Crew Person  
Richard Line, Maintenance Crew Person

## **RECREATION COMMISSION**

The Recreation Department offers programs for Ludlow resident children only. This allows parents of Ludlow an affordable place for their children to go that is safe and well supervised. In 2011 we ran a Summer Program from July to August, an Afterschool Program from September to June, an Easter Egg Hunt, Campership Fund, hired Lifeguards for Haviland Beach and the Thompson Memorial State Pool, supported the Ludlow Boy's and Girl's Club Triathlon in June, scheduled the use of all parks/athletic fields and the sign at the Town Gazebo.

### **GAZEBO**

The Gazebo is utilized for prom photos, wedding ceremonies/photos, family portrait sittings, preschool graduations, Christmas Caroling, Tree Lighting, church services, and Concerts in the Park. This facility must be booked through the Recreation Department to eliminate any obstacles on that special day.

The Recreation Department wishes to express their appreciation to the Parks Department and their employees: Mark Jurga and the rest of the park employees for their excellent up-keep of all the town fields and parks.

Thanks also go out to the participants in the Concerts in the Park which runs from June – September. These concerts are performed by various artists who either put on a free concert or obtain sponsors to promote themselves and/or band. These concerts are very entertaining and enjoyed by all who attend.

### **SUMMER RECREATION PROGRAM**

The 2011 Whitney Park Summer Program continued with both the All Day and Preschool Programs being combined. The 4-6 year olds still had the option of signing up for the ½ day program but the full day program is now available for that age also. Those parents who still wished to only send their 4-6 year old ½ day had the option of signing them up for the 9:00am – 12:00pm session or 12:00pm – 3:00pm session. In any event both programs had participated in a variety of fun and recreational activities. The all day program operated from 9:00 a.m. to 3:00 p.m., Monday through Friday, July 5th to August 19<sup>th</sup>, 2011. Both the preschool and all day programs were very productive and successful. Both programs were under the direct supervision of Tiffany Coehlo & Lisa Turner. The counselor staff for these programs included: Mark Bamford, Jessica Barlow, Brian Barros, Ami Barroso, Steven Bates, Alex Bernardo, Joao Bernardo, Brett Bohl, Brian Borowiec, Jeffrey Bramucci, Steven Cassese, Anthony Catarino, Ryan Chenevert, Ariana Crespo, Shawn Czerniak, Robert Dalby, Karla DosSantos, Christopher Fanning, Laura Fanning, Kaitlyn Hackett, Larissa Hayden, Alexis Holdsworth, Jacob LaPierre, Dylan Larrow, Claire Lemek, Joseph Leonard, LaurenLewicki, Trevor Lewicki, Amanda Martins, Tyler Martins, Kevin McCullough, Alex Masse, Andrew Mill, Gilllian Cassidy-Payson, Christopher Pereira, Lauren Piechota, Jillian Pirog, Alicia Porter, Sarah Potter, Heather Provost, Gabriel Ramos, Alyssa Rooney, Brian Saloio, Christopher Scagliarini, Derek Simpson, Nicole Turner, Anna Villano, Sophie Villano and Jake Zina.

The extra staff consisted of junior counselors (children unable by age to qualify for the program or a paid position) ages 13-15, Christopher Gates & Bryant Leitao acted as subs when needed.

The enrollment for the 2011 program was 229 children with an average daily attendance of 180 (Ludlow residents only). The daily activities included arts and crafts, outdoor sports, co-operative games, swimming, drum demo and walking field trips to McDonalds, Burger King, Subway, Mikey's and Friendly's.

The following special events also passed the summer at Whitney: World Cup, Wet and Wild, Christmas in July, Field Day, Wacky Week, Halloween Day, Suitcase Science, Talent Show & a BBQ. This year it was a summer time theme, there was a speed pitch, wild rapids slide & a bounce house for the children's entertainment. Popcorn and cotton candy were available for snacks and hot dogs were available for lunch. The outside entertainment at the Summer Camp this year was The Suitcase Science & a drum demo. Field trips included: Roller-skating at Interstate 91, Basketball Hall of Fame, Holyoke Children's Museum, Play Bousquet and Showcase Cinemas on rain days.

The closing ceremony began with the lowering of the flag and ended with a summary of the events of the day.

The Recreation Commission and the summer program staff would like to thank the DPW for remodeling the butler building (previously utilized by the Parks Dept.) for an added facility in case of inclement weather. The Clubhouse combined with the use of this building now creates enough space for the children to do activities and/or games during rain days and we no longer have to cancel the program.

### **PRESCHOOL SUMMER PROGRAM**

The summer of 2011 was the 13<sup>th</sup> year for the Preschool Program at Whitney Park, it served children ages 4 to 6. Preschool program was also under the direct supervision of Tiffany Coelho & Lisa Turner. The ratio of 1 counselor for every 5 children is imperative to the success of the program (the ratios are mandated by the State) which also makes it easier to provide the extra attention needed for the younger children.

The intent of the Preschool Program is to provide recreation for children ages 4-6 that normally would not have a program to attend until the age of 6. The program combined recreational activities with academic games, arts and crafts, swimming & physical education. Some special events held were Beach Day, Halloween Day, Wild West Day, Pirate Day, Fairy Tale Day, Multicultural Week, Fire Safety Day, Christmas in July, Wacky Week, Field Day, Talent Show, BBQ and Birthday Party Day which ended with pizza and cake & ice cream. Field trips included Big Adventure, Holyoke Children's Museum, Showcase Cinemas (on rain days) & Interskate 91.

We also have a Health Care Provider on staff from 9:00am-3:00pm. This position was held by EMT certified Shaun Foley & Scott Labrie.

### **THOMPSON MEMORIAL STATE POOL**

In a joint effort between Senator Gale Candaras, Representative Thomas Petrolati, the State (DCR), Recreation Commission, Board of Selectmen and the BPW the Thompson Memorial State Pool was reopened in June of 2010. The pool is a partnership between the State (DCR) and the Town which means that the State remains the owner of the facility but the town (Recreation Department) is in charge of operations.

The hours of operation are Mon-Fri 12:00-7:00 Sat & Sun 9:00-7:00 (public swim), Mon, Thurs, Fri 9:30-11:30 (senior swim), and every day from 7:00pm-8:00pm is family swim. We offered swim lessons, pool passes, had a few birthday parties and group visitations. The pool also offers a concession stand with drinks, ice cream & snacks.

The Headguards were Emalee Furtek & Dan Oliveira and the lifeguards were Kathryn Ammann, Jennifer Cardinal, T.J. Cummings, Avery Dubois, Ethan Dubois, Angela Harrington, Rachel Kolbinski & Aaron Leastman. Keith Desilets & Sean Egan worked as subs. The pool was closed a few days due to incidents in the pool that had to be treated with chemicals which required it to be closed for 24 hours.

The main responsibility of the lifeguards is for the safety of all swimmers secondary duties are to keep the facility and its grounds clean and free of all debris and trash. Headguards are to perform weekly skill trainings and rescue trainings with the lifeguards to keep them aware of incidents that could happen during the course of the day. In addition to these duties a daily report is to be filled out with such information as weather conditions, number of bathers, accidents and incidents and any other pertinent information or comments that they feel is necessary to be brought to the attention of the Recreation Commission.

### **HAVILAND BEACH**

The summer of 2011 estimated serving 5,490 bathers (3,241 Residents and 2,249 Non-Residents). The Pond hours of operation were Monday-Friday from 10:00 a.m.–8:00 p.m. and Saturday-Sunday from 9:00 a.m.–8:00 p.m.

This year the Recreation Commission's two Head Lifeguards were: Breonna Harrington & Christine James, the five Lifeguards were: Ryan Corchesne, Alex Dzialo, Joshua Flowers, Paige Mullins & Sean Palatino. Christopher Gates, Keith Desilets, and Nicole Fuller worked as subs.

The lifeguards main responsibility is for the safety of the swimmers, in addition they are responsible for the upkeep of the beach area and bathhouse. The headguards are required to perform weekly skill trainings and simulated rescues with the lifeguards to keep them aware of the incidents that could happen during their shifts. In addition to these duties, they are required to give a daily report, which includes such information as weather conditions, approximate number of bathers, accidents and incident reports, and any other comments that they feel should be brought to the attention of the Recreation Commission.

### **CAMPERSHIP FUND**

The Campership Fund is a program in need of donations. These donations allow children of low-income families to attend the program even though they are unable to pay the one time registration fee.

### **WHITNEY PARK AFTERSCHOOL PROGRAM**

The Ludlow Recreation Department's Afterschool program at Whitney Park is growing slowly. Our program had an enrollment of 20 children this year, (we are licensed for 40 children) through the Department of Early Education and Care. This program is offered to Ludlow Residents with children in grades K-5 with busing available through the Ludlow Public Schools Business Office. The hours of operation are Monday-Friday, from 3:00pm-6:00pm, with the exception of school vacations when the times of operation are 9:00am-5:00pm. and early release days. This year due to availability of staff we were also open on ½ days. These days will be a year to year decision depending on the availability of staff.

The program Director is Sarah Potter & Lisa Turner was the sub Director. Steve Bates and Tony Catarino as Group Leaders with Jessica Barlow & Derek Simpson as subs. Being our fifth year we feel that this program is a great success and are confident that in the future our 40 slots will be filled. We offer homework help, use of computers, do arts & crafts, play games, watch movies, and encourage out door play as much and whenever possible. The children are also provided with a daily drink & snack. Some special events were as follows: Birthday Day (we have pizza and cake for children who have birthdays during the month), we decorated pumpkins for Halloween and had a Halloween Party, the children made decorations for Thanksgiving and also made a chart of what they are thankful for, at Christmas time they made ornaments for their trees and made out wish lists for Santa. Santa arrived during their Christmas Party and listened to their last minute wishes. The Recreation Commission would like to thank Alda & Gordie Grimes for helping out at the Christmas Party.

### **WHITNEY PARK EASTER EGG HUNT**

For the past 10 years the Recreation Department has been putting on an Easter Egg Hunt at Whitney Park for Ludlow children ages 2-8. This event is free and scheduled the Saturday before Easter at 11:30 am. The children are asked to bring a basket, bag, bucket etc. to collect their eggs which are hidden around the playscape areas of the Park. When the children arrive at the Park they are asked to sign in with their name and phone number where they will be entered into a drawing for an Easter Basket. After the hunt the children and parents are then offered a snack in the clubhouse while the Easter Basket prizes are drawn. This has been a successful and fun event with about 100 children in attendance every year.

The 2011 total revenue from this department is \$97,275 consisting of \$6,532 from pond fees, \$16,913 miscellaneous, \$10,080 collected from January – June and \$9,000 collected from August - December for Afterschool Program tuition, and \$54,750.00 collected from camp fees.

Respectfully submitted,  
Sean McBride, Chairman  
Recreation Commission

## **VETERANS SERVICES**

The Veterans' Services Department continues to have increasing numbers for veterans' benefits and services. The Department is constantly busy with calls and office visits that are comprised of health care requests, returning OEF/OEF veterans issues, VA loans, Ch.115 benefits, burials Mass State annuities, tax abatements, education, job searches, and case management.

### **M5 SERIES GUN (90MM) LOCATED AT EAST ST. PARK**



Chapter 115 MGL reimbursements from the Commonwealth to the Town of Ludlow for all benefits have also increased greatly. Obtaining Ludlow's full share of State reimbursement is paramount to this department. For Federal Benefits the Department maintains over 60 Federal VA cases, acts as graves Officer and replaces all the flags at Ludlow's five cemeteries.

### **KILLED IN ACTION MEMORIAL**



I encourage any Veteran, widow or dependent of a Veteran to seek these services. I can be reached at 583-5600 x 1291 Monday thru Friday 8:30 A.M.- 4:30 P.M. I can also schedule appointment at your home or any location that is best for you.

Ludlow is a truly unique and patriotic Town, for which I am proud and grateful. I would like to thank all the Town department's, volunteer's, and special groups that make all of our Town ceremonies possible.

In Service to Veterans,  
Donald J. Couture  
Director of Veterans' Services

## WESTOVER MUNICIPAL GOLF COURSE COMMISSION



The Westover Golf Course would like to take this opportunity to thank its patrons for their loyalty and commitment over the past year. Like many leisure based businesses the continued downturn in the economy has had a negative impact on rounds played at Westover, However, the Commission is hopeful that a late finish to last season coupled with an early start this spring that the numbers will stabilize.

There are a number of exciting and necessary improvements being made at Westover that will enhance the golf experience and improve overall conditions of the facility. The major and most important of these improvements is an electrical upgrade from the primary meter to the clubhouse buildings. These upgrades will increase reliability by replacing wires, poles and transformers that have outlived their usefulness. The upgrades will also include a generator that will supply the building during any outages thus allowing the golf operation to continue during interruptions in electrical service. Additionally, there are a number of ground improvements currently underway including the installation of some paved cart paths, drainage systems to eliminate standing water issues and the replacement of our maintenance facility building which collapsed under the snow last winter.

The Commission would like to thank its staff of professionals for their dedication and hard work over the past year and would also like to thank the citizens of Ludlow for allowing us the opportunity to serve on the Westover Golf Commission.

Respectfully submitted,  
Sean M. McBride, Chairman  
Westover Golf Commission

## OUR HERITAGE

## LUDLOW AGRICULTURAL COMMISSION

### ENGINE OF HARMONY

The Ludlow Agricultural Commission continues to be an Engine of Harmony for the town. It is a board of 8 Ludlow residents, including farmers, interested in creating and maintaining an amiable environment concerning Ludlow's agriculture and small farms.

The board has been in existence since 2007 and has worked to promote local agriculture and small farms. We have been successful in helping to pass a Right to Farm bylaw which helps allow townspeople and farmers to co-exist comfortably.

## SUMMARY OF 2011

Throughout the course of 2011, the Agricultural Commission helped several land/large animal owners with issues concerning their land and management of large animals. All parties involved were able to come to mutual agreements concerning these issues. The Agricultural Commission is always available to help guide and educate local land owners with issues involving their land or animals; we also are here for land owners that are trying to keep parcels of land within their family. We can show them ways to hang onto their land for enjoyment of future generations.

Respectfully submitted,  
Karen Pilon, Chairman  
Ludlow Agricultural Commission

### **Members:**

Mike Hogan  
William Ellison  
Don Roberts  
Jay Chenier  
Ann Whitworth  
Betty Kibbe  
Mark Casimiro

## HISTORICAL COMMISSION

The Historical Commission's powers and duties are primarily to preserve, protect, and develop the historical and archeological assets of the town. The Commission shall conduct researches for places of historic and archeological value, shall cooperate with the state archaeologist, and shall seek to coordinate the activities of unofficial bodies organized for similar purposes. The Commission works very closely with the Massachusetts Historic Commission.

In February, March, and again in September, members met with HAP representatives to discuss the proposed adaption and reuse of the Stevens Memorial Building for affordable senior housing. By reusing this historic building, the plan is to create 28 units of housing for low-income seniors, with 4 units being handicap accessible. The Stevens Memorial Building has always held an important role in the Town. The Stevens Memorial Building, erected in 1906 as a recreation and educational center for the employees of the Ludlow Mills, is located within the Ludlow Village Historic District. The members of the Ludlow Historical Commission support this endeavor as the building remains in very good structural condition and is well suited for the proposed project.

In December, members of the Commission, attended a program, "The Re-Emergence of the Ludlow Mills" at the Ludlow Mill complex. The program was sponsored by Westmass Area Development Corporation with speakers representing the businesses involved in helping to get this project off the ground. A new health care facility by Health South is planned for erection on Mill property. Another proposed project in the very near future is the development of 83 units of senior independent housing for the Mill property. The Ludlow Mill Complex is located within the Ludlow Village Historic District.

The members of the Ludlow Historical Commission support this preservation and redevelopment of the Ludlow Mill Complex.

The Ludlow Historical Commission books on Ludlow' history are available for sale in the town clerk's office at Ludlow Town Hall. The books are as follows: A HISTORY OF LUDLOW, MASSACHUSETTS 1774-1974, IMAGES OF AMERICA: LUDLOW, REMEMBERING WORLD WAR 11, and COLOR THE ABC'S OF LUDLOW.

The Commission holds meetings the last Wednesday of the month.

Respectfully submitted,  
Agnes E. Kibbe, Chairperson

Members:  
Karen E. Pilon  
Elsie Hiersche  
Craig D. Spice, resigned 4/30/11  
Daniel C. Fillion

## **PUBLIC SAFETY**

### **AMBULANCE ABATEMENT COMMITTEE**

The Ambulance abatement Committee met once during fiscal year 2011. We received 7 hardship abatement requests from individual taxpayers throughout the year. Five of those requests were recommended for approval to the Board of Selectmen and two were denied.

Denied abatement requests are referred back to the Town Collector for him to set up an affordable payment schedule with the individual taxpayer.

As always, we strongly recommend that all residents of the Town of Ludlow invest in the Ambulance Subscription Service. For the annual cost of \$40.00, when you use the ambulance, your insurance is billed and the balance, after insurance payment, is paid from the town subscription fund. This covers all members of your household.

Respectfully submitted,  
Fred Pereira, Chairman  
Ambulance Abatement Committee

**Members:**  
Mark Babineau, Fire Chief  
Anthony Jarvis, Resident  
Lori Barbeau, Resident

## **ANIMAL CONTROL**

There were 1408 dogs registered in Ludlow as of 12/21/2011. We urge animal owners in the town to keep their animals updated with their rabies vaccinations and licensed in the town as per state law. There are clinics in the spring that offer rabies shots at a reasonable cost. Check your local papers for time, location and costs.

Please be sure not to leave your animals outside or neglected by not having proper shelters, food and water. Dog owners are responsible for the care of their animals at all times.

We received 693 telephone calls in 2011 regarding complaints, requesting information of roaming dogs, injured animals, dead animals in the roadways, lost and found dogs and cats. People should be good neighbors to one another by keeping their animals under control and on their property at all times. Many animals domestic and wild were killed in the roadway in 2011, keep a watch on your animals so they don't become one of the statistics.

Please feel free to call Gill or Anne Turcotte at 596-5484 if you have any questions. Thank you for allowing us to serve you.

Respectfully submitted,  
Gilles and Anne Turcotte,  
Animal Control Officers

## DEPARTMENT OF WEIGHTS AND MEASURERS

The purpose of the Weights & Measures Department is to test, adjust, seal, or condemn all weighing and measuring devices used for buying and selling. The Department is also involved in consumer protection and investigates all consumer complaints. Weights & Measures also checks scanners in all retail establishments for accuracy.

### SCALES

Over 10,000 lbs.	3
5,000-10,000 lbs.	1
100-1,000 lbs.	1
Under 100 lbs.	62
Metric Weights	32
Apothecary Weights	30
Gasoline Pumps	116
Oil Tanks	7
Reverse Vending	4
Scanning System	14
<b>TOTAL</b>	<b>270</b>

**Amount of fees billed \$4,719**

Respectfully submitted  
Douglas Wilk  
Sealer Weights & Measures

## FIRE DEPARTMENT

The Fire Department continued to provide fire and emergency services to the Town, twenty-four hours a day, seven days a week, with a staff of dedicated Firefighter/EMT's and Paramedics. Services provided by the Department included fire suppression, hazardous materials response, rescue, paramedic level ambulance service, carbon monoxide response, fire prevention and inspection, and fire education.

2011 was dominated by extreme weather events. The year started with record snowfall in January and February which affected emergency response, caused numerous building collapses and closures, and buried many of the Town's fire hydrants. Although not in the direct path of the June 1 tornado, we sustained damage from the accompanying severe thunderstorms, including downed trees and power lines and multiple lightning strikes, one of which caused a structure fire at Blisswood Village condominium complex. The Ludlow Fire Department provided mutual aid assistance in the immediate twenty-four hours following the tornado to our neighbors in Wilbraham, who suffered a devastating and direct hit from this storm. The microburst that occurred on July 26 brought high winds and hail, some the size of baseballs, causing widespread damage throughout the southern portion of Town. In late August, Hurricane Irene set its sights on Western Massachusetts. Fortunately, Ludlow was spared most of the effects of this storm. The late October Nor'easter was the worst of the year's weather events; heavy wet snow caused massive widespread damage and unprecedented power outages throughout the Town.

Captain Charles "Chuck" Cabana retired on January 30, 2011 after nearly 34 years of service. Chuck started as an auxiliary firefighter in 1977 and was appointed a call firefighter in 1979. On January 25, 1982 he became a permanent firefighter/emergency medical technician. He was appointed to Captain on July 1, 1988, a position he held until his retirement. Captain Cabana was a certified Hazardous Materials Technician and served on the District Statewide Hazardous Materials Team since 1990. Captain Cabana was also a founding member of the Department's student fire education program. I thank Captain Cabana for his years of hard work and dedication to the Town of Ludlow and to the Ludlow Fire Department. We wish him good luck and a happy, healthy and long retirement.

In January, Firefighter/Paramedic Jeffrey Lavoie was appointed to the position of Captain and assigned as the Fire Prevention and Code Enforcement Officer. Captain Lavoie is a 17 year veteran of the Department.

On April 1, 2011, after 10 years of service, Firefighter/Paramedic Cara Rintala resigned from the Department; we thank her for her ten years of dedicated service.

At the Annual Town Meeting in May, voters approved two articles submitted by the Fire Department. The first article requested funds for the required match of a federal *Assistance to Firefighters Grant* the Department was awarded to replace our aging thermal imaging cameras. The second article appropriated funds from the Ambulance Subscription Fund to purchase an automatic chest compression device which is used on patients suffering from a cardiac arrest. Studies have shown an increased number of positive patient outcomes who are revived with the assistance of this device.

Three new firefighters were hired in June to fill vacancies that existed within the Department. After a lengthy review and interview process Paramedics Robert Dooley, Peter Guertin and Matthew Niles were selected. At the time of his hiring, Firefighter Guertin was employed by the Sharon Fire Department and held numerous professional certifications, including Firefighter I/II and hazardous materials technician. Firefighters Dooley and Niles began their twelve week recruit training at the Department of Fire Services Firefighting Academy in October. They graduated December 23, certified to Firefighter I/II and hazardous materials operational level.

On September 11, 2011, the tenth anniversary of the terrorist attacks in New York, Washington, D.C. and Shanksville, PA, over 500 people attended the dedication of the Town's 9/11 memorial. A twisted piece of steel, recovered from the World Trade Center's North Tower, serves as its centerpiece. The long process of acquisition began in November 2009 with a letter to the Port Authority of New York and New Jersey requesting an artifact. Over the next 18 months numerous letters, e-mails, contracts and other documents were exchanged between the Department and the Port Authority. Finally, on April 7, 2011, Fire Department Captains James Machado and Jeffrey Lavoie had the honor of traveling to JFK Airport in New York to retrieve this piece of steel.

The cooperative efforts to construct this memorial were amazing. Many citizens, employees, businesses and civic organizations generously donated time, talents and finances to complete this permanent memorial that honors all those lost as a result of the events of September 11, 2001. ***"LUDLOW WILL NEVER FORGET"***

An estimated 400 people attended our Annual Open House on Sunday, October 17. Visitors were able to view the department's vehicles and equipment up close and to meet numerous members of the Fire Department staff. Highlights for many were the Jaws of Life demonstration, rides in the bucket of the Department's platform truck, and 'Sparky' the robotic fire dog. We want to extend a thank you to the Ludlow High School Boys and Girls track teams for their invaluable assistance during this event.

The Fire Department responded to 973 fire/rescue calls during 2011. Below is a breakdown of these calls:

Structure Fires.....	43
Other Fires ( <i>vehicle, brush, rubbish, etc.</i> ).....	25
Rescue, Vehicle Accidents, Assist Ambulance.....	203
Alarm Activations.....	227
Hazardous Materials Responses.....	62
Other Hazardous Responses.....	87
Mutual Aid Given.....	18
All Other Responses: ( <i>Carbon Monoxide Incidents, lockouts, flooded basements, investigations, burning complaints, etc.</i> )...	308

The Fire Department remitted a total of \$51,417.09 to the Town Treasurer for fees collected for services, fire reports, donations, and permits issued.

## **FIRE PREVENTION REPORT**

2011 was a transition year for the Fire Prevention Office. Jeffrey Lavoie was promoted to Captain and took over the office in February of 2011. Throughout the year, Fire Prevention Officer Lavoie attended training sessions concentrating on Conducting Fire Investigations, Inspections, Code Enforcement, Blasting, Report Writing, Fireworks, Oil Burners, Plans Review, Smoke Detector Inspections, and Building Code Classes. Captain Lavoie conducted fire drills at schools, businesses and institutions, performed fire and life safety inspections, reviewed building and site plans, performed 21-E site assessments, investigated complaints of fire hazards, conducted fire origin and cause investigations, and assisted local residents and businesses with fire code compliance issues.

The *Student Awareness of Fire Education* (S.A.F.E.) program was delivered in all the Town schools to children in kindergarten through grade five. Firefighters Ryan Pease and Jan Thornton coordinated the program and delivered it with assistance from many members of the fire department. Due to cooperative efforts by the Fire Department, School Department, Parent Teacher Organizations and the Ludlow Rotary Club, the S.A.F.E. program was again successfully presented to the students. Since the inception of the program statewide in 1995, fire deaths of children under the age of 18 has fallen 92%. In 1994, 25 children ages 18 and under died in fires in Massachusetts. In 2006 that number dropped to 1. Also, there were 36 civilian fire deaths in Massachusetts in 2010 compared to a high of 61 in 2007. Furthermore, unofficial numbers for the Commonwealth in 2011 again show a drop in fire deaths, including not one single fire death of a child under the age of 18. These numbers are indicators that education and prevention efforts have been working in Massachusetts.

One of the most important measures you can take to keep your family safe at home is to install and maintain working smoke detectors and carbon monoxide alarms - this cannot be stressed enough. Carbon Monoxide was a major issue during the week without power that followed the October 29 snowstorm, as people were using unconventional methods to heat their homes and were running generators too close to their dwellings.

In addition to the *S.A.F.E.* program, additional public fire education efforts continued throughout the year. Fire extinguisher training and fire and life safety education programs were provided to various schools, businesses and civic organizations.

Captain Edwin Prokop and Private Walter Peacey continue to serve as the Juvenile Fire Setter Intervention officers.

The following is a list of permits issued by the Fire Prevention Office:

Smoke Detector .....	209
Oil Burners & Tanks.....	108
LP Gas Permits .....	36
Flammables Permits .....	3
Tank Truck Permits .....	6
Black Powder Permits .....	0
Blasting Permits.....	3
Tank Removal Permits .....	21
Sprinkler System Permits .....	2
Storage Tank Permits.....	8
Fire Alarm Permits .....	1
Cannon Permits .....	0
Fire Suppression Permits .....	4
Fireworks Permits.....	1
Vent Free Gas Heater Permits .....	3
Miscellaneous Permits .....	0

A total of 405 permits were issued. Permit fees collected totaled \$10,830.00

## **AMBULANCE SERVICE**

The Department continued to provide paramedic level ambulance service to the Town. We are currently licensed for, and operating, three paramedic level transport ambulances and one non-transport ambulance. Staffing is provided by firefighters cross-trained as EMT's. Currently, we have 19 EMT/Paramedics, 3 EMT/Intermediates, and 7 EMT/Basics.

The Department continued its affiliation with Mercy Medical Center; Dr. Louis Durkin serves as our Medical Director.

The Department responded to 2,405 emergency medical calls in 2011, an increase of 2.1% over the previous year. Billing for ambulance services rendered totaled \$1,415,702.00, an increase of 7.7% from 2010. Ambulance revenues are deposited to the Town's General Fund.

Thanks in part to changes voted upon at the Annual Town Meeting in May, the Ambulance Subscription Program continues to be successful. The \$40.00 subscription fee covers any unpaid balance that an insurance company does not pay for emergency ambulance services provided by the Ludlow Fire Department Ambulance Service to Ludlow residents enrolled in the program. All residents living in the same household are covered under one subscription payment. 2,269 households subscribed to this program during 2011, resulting in \$90,760.00 being deposited to the Ambulance Subscription Fund. Balances remaining in this fund are used to offset ambulance service capital expenses.

The Fire Department applied for, and was successfully awarded, a *Federal Assistance to Firefighters Grant* in the amount of \$115,500.00 for the purpose of replacing our current cardiac monitor/defibrillators - two are ten years old and the third is seven years old. The new monitors will have advanced capabilities - EKG Trending, which allows paramedics to more easily diagnose EKG changes, and Carbon Monoxide Level monitoring, which will improve patient outcomes and firefighter safety on the fireground. Grant funding also includes a five year service contract, ensuring that the devices remain at peak operational readiness. The cardiac monitor replacement project is expected to be completed by the spring of 2012.

## **EMERGENCY MANAGEMENT**

Fire Chief Mark Babineau serves as the Town's Emergency Management Director. Duties include coordinating all emergency management and response activities during Town wide emergencies and events, serving on the Town's Emergency Planning Committee, updating the Town's Comprehensive Emergency Response Plan, coordinating mandated National Incident Management Training for employees and officials, and serving as the point of contact between the Massachusetts and Federal Emergency Management Agencies.

In August, a new Town wide mass notification system, *Blackboard Connect*, was implemented. The system allows Town officials to create and immediately disseminate important safety and time sensitive information, including extreme weather warnings, safety warnings, road closures, Amber Alerts and other important information. The system was used throughout the aftermath of the October Nor'easter delivering important public safety messages including safety warnings, shelter information and updates from WMECO regarding power restoration efforts to our residents. The majority of the funding required to implement this system was provided by grants and donations, with the balance from Town funds.

For the first time in years the Town's Emergency Operations Center (EOC) was activated. The first activation occurred in preparation for the arrival of Hurricane Irene on Saturday, August 27. Fortunately, we avoided a direct hit, and with minimal need, de-activated on Sunday, August 28. The second activation occurred in response to the October Nor'easter. The EOC was activated during the early morning hours of Sunday, October 30 and remained open through Monday, November 7. Daily meetings with Department Heads, Town and State Officials, and utility companies and contractors were held to coordinate immediate response actions and recovery efforts. Topics

addressed included shelter operations, road and building closures, public safety issues, public information, and cleanup activities.

In closing, I would like to take this opportunity to thank the Officers, Firefighters and Staff of the Department for their hard work, dedication, and understanding during what has been another very challenging year.

I would also like to remind residents that properly installed and maintained smoke detectors and carbon monoxide alarms play a critical role in reducing related illnesses, injuries and deaths. To keep you and your family safe, please install and maintain working smoke detectors and carbon monoxide alarms in your home.

Respectfully submitted,  
Mark H. Babineau  
Fire Chief

## DEPARTMENT OF INSPECTIONAL SERVICES

Calendar year 2011 has seen some improvements from year 2010. Moving forward, residents of the town are starting to remodel their homes, slowly crawling on out of the poor economy. In 2010, we had only 74 reshingle permits and 35 siding permits, but in 2011, we had 551 reshingle permits and 269 siding permits.

We are also looking forward to the start of the HealthSouth Hospital at the Mill Complex and the start of the senior housing rehab to the old mill buildings. The start of the medical building on the corner of Moody and Holyoke Streets will hopefully bring the start of the development of the corner of West and Holyoke Streets with Black Diamond Development LLC.

The Stevens Memorial building is still a project on the books that will hopefully gain some speed and continue to move forward to revitalize the great historic building that has been in this town for so many years.

Our department looks forward to providing the greatest service possible for the residents of the town and for contractors.

The following is a breakdown of the permit activity for the calendar year 2011, including public safety certificates.

# OF PERMITS	TYPE OF PERMIT	ESTIMATED VALUE
13	SINGLE FAMILY DWELLINGS .....	3,008,286
3	CONDOMINIUM DWELLINGS.....	375,000
3	DWELLING CONVERSION .....	62,750
10	DWELLING, ADDITIONS .....	554,905
77	DWELLING, ALTERATIONS .....	1,281,832
4	COMMERCIAL, NEW CONSTRUCTION.....	1,986,253
16	COMMERCIAL, RENOVATIONS/ADDITIONS .....	981,792
8	COMMERCIAL-NEW ROOF.....	277,870
4	REPAIR OF FIRE-DAMAGED STRUCTURES .....	454,369
4	SUNROOM ADDITIONS .....	78,150
6	KITCHEN REMODEL .....	54,550
6	PORCHES .....	53,729
26	DECKS.....	117,880
25	SWIMMING POOLS.....	350,943
32	FENCES.....	115,627
551	RESHINGLE.....	4,916,511
269	SIDING .....	2,595,873

113	WINDOW & DOOR REPLACEMENT .....	549,608
9	DETACHED GARAGES/CARPORTS .....	133,300
30	STORAGE SHEDS .....	109,452
3	BARNs .....	57,000
1	POOL SHEDS .....	50,000
2	GAZEBOS .....	25,000
21	TEMPORARY STRUCTURES .....	8876
23	CHIMNEYS, WOOD-BURNING, COAL STOVES, ETC .....	73,977
22	PELLET STOVES, BOILERS & FURNACES .....	67,421
32	SIGNS .....	40,825
4	SOLAR PANELS / ARRAYS .....	74,550
7	HANDICAP RAMPS .....	22,710
58	INSULATION.....	167,862
10	MISCELLANEOUS.....	7,300
21	PERMITS TO DEMOLISH .....	60,283
73	CERTIFICATES OF INSPECTION.....	0
6	CERTIFICATES OF INSPECTION – MULTI-FAMILY .....	0

---

<b>1,492</b>	<b>PERMITS ISSUED at an estimated value of .....</b>	<b>\$18,714,484</b>
	<b>FEES COLLECTED.....</b>	<b>\$151,754</b>

The following is a listing of **ELECTRICAL PERMITS** issued.

SINGLE FAMILY DWELLINGS .....	17
ADDITIONS TO DWELLINGS.....	18
ALTERATIONS TO DWELLINGS .....	60
EMERGENCY LIGHTS, MULTI-FAMILY .....	4
BUSINESS/INDUSTRIAL, NEW .....	2
ADDITIONS/ALTERATIONS TO BUSINESS BLDGS.....	22
REPAIRS TO FIRE DAMAGED STRUCTURES.....	4
ANNUAL PERMITS .....	1
BOILERS/FURNACES/WATER HEATERS .....	55
CENTRAL AIR CONDITIONING .....	13
GARAGES.....	6
GENERATORS .....	14
HOT TUBS .....	2
LOW VOLTAGE SYSTEMS .....	11
PORCHES.....	1
SECURITY SYSTEMS .....	39
SERVICE .....	168
SHEDS .....	5
SOLAR PANELS.....	3
SWIMMING POOLS.....	15
MISCELLANEOUS.....	8
<b>Total Number of ELECTRICAL Permits Issued:.....</b>	<b>469</b>
<b>FEES COLLECTED.....</b>	<b>\$28,805</b>

The following is a listing of **PLUMBING & GAS-FITTING PERMITS** issued.

SINGLE FAMILY DWELLINGS .....	17
SINGLE FAMILY DWELLING, GAS.....	16
NEW CONSTRUCTION, COMMERCIAL .....	1

ADDITIONS DWELLINGS .....	14
ADDITIONS DWELLINGS, GAS .....	3
ALTERATIONS TO DWELLINGS .....	47
ALTERATIONS TO DWELLINGS, GAS .....	27
ALTERATIONS TO COMMERCIAL .....	16
ALTERATIONS TO COMMERCIAL, GAS .....	13
REPAIRS TO FIRE DAMAGED STRUCTURES.....	1
BACKFLOW PREVENTERS / BY PASS METERS.....	34
BOILERS .....	28
COOKING RANGE, GAS .....	11
DISHWASHERS .....	21
FURNACES, GAS .....	31
GAS FIREPLACES / LOGS .....	5
GENERATORS .....	9
HOT WATER TANKS .....	113
HOUSE LINES/TEST, GAS.....	4
SWIMMING POOL HEATERS, GAS.....	1
TANKLESS .....	7
MISCELLANEOUS PLUMBING.....	24
MISCELLANEOUS GAS.....	23
<b>Total Number of PLUMBING &amp; GAS-FITTING Permits Issued: .....</b>	<b>466</b>
<b>FEES COLLECTED.....</b>	<b>\$27,045</b>

The following is a listing of **TRENCH PERMITS** issued:

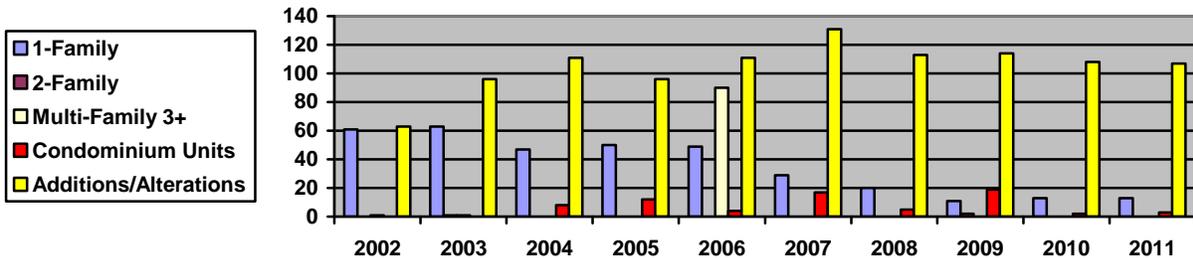
<b>Total Number of TRENCH Permits Issued: .....</b>	<b>65</b>
<b>FEES COLLECTED.....</b>	<b>\$1,550</b>

The following is a list of **SHEET METAL PERMITS** issued:

<b>Total Number of SHEET METAL permits issued:.....</b>	<b>9</b>
<b>FEES COLLECTED.....</b>	<b>\$900</b>

**TOTAL FEES COLLECTED FOR 2011.....\$210,054**

	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011
1-Family	61	63	47	50	49	29	20	11	13	13
2-Family	0	1	0	0	0	0	0	2	0	0
Multi-Family 3+	1	1	0	0	90	0	0	0	0	0
Condominium Units	0	0	8	12	4	17	5	19	2	3
Additions/Alterations	63	96	111	96	111	131	113	114	108	107



I want to thank my staff, Mr. Antonio Portelada, Inspector of Wires, Mr. Joseph Kozicki, Plumbing/Gas Inspector, and Mrs. Lorraine Czapienski, Office Assistant, for all their extra hard work and extreme dedication. I also want to extend my thanks to Mr. Paul Adzima, On-Call Local Building Inspector, Mr. Kevin Douville, Assistant Plumbing/Gas Inspector, Mr. Richard Chenevert, Assistant Inspector of Wires and Mr. Stephen Trembley, Interim Assistant Inspector of Wires.

Respectfully submitted,  
Justin Larivee  
Building Commissioner

## **POLICE DEPARTMENT**

In 2011, the Department suffered an emotional loss with the passing of two of Ludlow's finest police officers, Retired Chief John R. Jorge on March 12<sup>th</sup> and Retired Lieutenant Edwin J. Prokop on June 26<sup>th</sup>.

Retired Chief John R. Jorge was appointed police officer in 1953, Sergeant in 1958, Lieutenant in 1966 and Chief in 1968. Chief Jorge served the community for 40 years with compassion and dedication. He was a pioneer of change and his integrity and leadership left an indelible mark and legacy that will long be remembered by all.

Retired Lieutenant Edwin J. Prokop joined the Department in 1958 and after 32 years of dedicated service retired after achieving the rank of second in command. He was a respected, hardworking and loyal police officer, devoted to his family and community, an inspiration to all who knew him.

### **PERSONNEL & TRAINING**

On February 7, 2011, our newest officer, Ricardo Funch began his twenty one week Western Mass. Regional Police Academy training in Springfield, Ma. On July 28, 2011 he was appointed a full time police officer assigned to the midnight shift. Congratulations and wishes for a long and prosperous career go out to Officer Funch.

In February, Officer Paul Dobek attended a two day MJPOA-NASRO School Safety Conference in Norwood, Ma and Officer Stephen Johnson attended two days of State 911 Emergency Training. In March, Sergeant Daniel Valadas attended Reid Interview and Interrogation Training for three days in Manchester, Ct. In April, Officers Derek DeBarge and Stephen Ricardi attended a three day training program in Leicester, Ma for Narcotics Investigation and Officer James Sevigne attended Bike Patrol Training at the MPTC Academy in Springfield for three days in May. In July, Officers Fred Balbino and Derek DeBarge attended a two day NESPIN Course in Franklin, Ma for Advanced Vehicle Contraband Concealment Training. All officers and supervisors attended two days of In-Service Training located at the MPTC Academy at STCC in Springfield, Ma.

The Special Police Organization, under the direction of Officer Mark Witowski and Special Police Lieutenants David Salvador and Raymond Parylak, assisted the police department in over 20 events including weekend patrol duties. Over 4,600 hours of training and volunteer hours were donated by 31 Special Police Officers to the community of Ludlow. Congratulations go out to Special Police Officer Jose Branco, who was promoted to Sergeant in June, 2011.

### **K-9**

In 2011, Officer Michael Whitney and K-9 Rocky continued their bi weekly training and performed their yearly certification under North American Police Work Dog Association.

In April, over \$2000.00 was raised for the K-9 Fund at a Pasta Dinner held at the Polish American Citizens Club. Also, the Rotary Club held its annual K-9 Poker Run in September raising over \$5,000.00. We thank the PACC, the Rotary Club and the citizens of Ludlow for all their generosity. The community's support is instrumental in providing a K-9 Unit that is well equipped and highly trained. The K-9 Unit is entering its tenth year of existence

and Officer Whitney and canine Rocky continue to support patrol traffic stops, building checks, warrant services, along with assisting outside services upon request.

### **DEPARTMENT**

The Ludlow Police Department ended the 2011 year with 11,403 logged requests for service. Of these requests 1,304 involved investigations/incidents, 534 reportable motor vehicle accidents and 481 involved arrests. Also logged in to the department were 157 destruction of property offenses, 71 burglaries/breaking and enterings, 62 simple assault and batteries, 43 intimidation offenses, 115 larcenies, 40 thefts from a motor vehicle, 14 forgery/counterfeit crimes, 39 narcotic/drug offenses, 15 disorderly conducts, 37 operating under the influence, 13 liquor law violations, 17 motor vehicle thefts, 17 identity frauds and 9 trespassing violations.

The Police Department Detective Bureau, recognizing the extent to which illegal drugs have affected our community, has placed an emphasis on drug investigations over the last year. As a result of the efforts of officers assigned to drug related investigations, drug related arrests have increased by 70% over the previous year. Investigations are initiated based on information received from a variety of sources including street officers, community members, confidential informants and other law enforcement agencies.

The primary objective is to conduct investigations with the purpose of arresting drug dealers and seizing assets acquired through illegal means. The primary focus of the enforcement effort is directed towards mid-level drug dealers. However, investigations range from arresting street level dealers, to those engaged in trafficking quantities. Officers have seen success in prosecutions and last year seized thousands of dollars and a motor vehicle.

In addition to his duties as second in command, Lieutenant Paul Madera secured \$60,816.00 in grant money for the Ludlow Police Department. The 2011 State 911 Grant Award totaled \$44,230.00 and the Federal and State reimbursement for Bullet Proof Vests totaled \$16,586.00. Thanks go out to him for all his hard work preparing and securing these funds for the Department.

Fees collected by the Police Department during the 2011 year are as follows:

Photocopies	\$ 3,255.00	
Administrative fees	28,731.99	
Firearm permits	6,450.00	
Court Fines	6,260.00	
RMV violations	<u>28,118.00</u>	
	\$ 72,714.99	TOTAL FEES

I would like to thank the Board of Selectmen and the Finance Committee for their support during the budget process which allowed us to have such a successful year.

As always, I'd like to acknowledge and thank all officers and civilian personnel for their dedicated service and team work in providing professional and proficient police service to the community.

Respectfully submitted,  
James J. McGowan  
Chief of Police

### **SAFETY COMMITTEE**

The committee meets on the second Thursday of the month, at Town Hall, to review requests for Class I, II, and III licenses, sites plans, and special permits. This committee also reviews requests submitted by residents for signs, traffic lights and other traffic issues which they feel are of concern. The Safety Committee in turn makes a recommendation to the Board of Selectmen for further action. Members will sometimes make a request that those applicants applying for licenses, special permits, and/or site plan approvals, appear before the Safety Committee in

order to address any issues that may be pertinent for review. This is done in the hope of clarifying any issues that cannot be ascertained by a review of any submitted plans.

2011 was another busy but constructive year for the committee. Decisions and recommendations were made that would help to insure safety to the residents and motorists alike. Some of the recommendations to the Board of Selectmen included, but were not limited to, placing numerous "Stop" signs throughout the town to slow down the flow of traffic, recommendations that traffic studies be done in key areas throughout the town and before new construction sites were allowed to progress.

The Safety Committee wishes to thank the Board of Selectmen and the Board of Public Works for their cooperation in implementing our recommendations, and all Town Departments for their assistance in these matters. To the citizens of the Town of Ludlow, we continue to request your input and suggestions.

#### MEMBERS

SGT Francis J. Nowak	Chairman	Police Department
Penny Lebel	Vice-Chair	Community
CPT Jeff Lavoie	Member	Fire Department
Barry Linton	Member	Department of Public Works
Justin Larivee	Member	Building Commissioner
Phillip McBride	Member	Community
Christopher Coelho	Member	Planning Board

Respectfully submitted,  
Sgt. Francis J. Nowak, Chairman  
Safety Committee

### **BOARD OF PUBLIC WORKS**

The Board of Public Works is pleased to present this Annual Report to the Town of Ludlow which summarizes and describes the activities performed by the Department of Public Works during the 2011 calendar year.

The 2011 year will be known as the year of the storms. The DPW responded to a Northeastern snow storm in January, tornado on June 1<sup>st</sup>, later that month a rain Microburst, hurricane Irene and the Halloween snow storm. The storms tested the Town and DPW and the implementation of the Ludlow Emergency Response Plan.

#### **HIGHWAY DIVISION**

The DPW provides services to maintain the town's public ways and streets in a safe, passable condition for the convenience of the community. The administration office utilizes a computerized Work Order Program to electronically record and log all inquiries from the public to systematically respond and address street and infrastructure deficiencies and problems in the public way and or on public properties. The Board appreciates and encourages the community to report public infrastructure concerns to the Department of Public Works' Administration Office.

Road maintenance, rehabilitation and reconstruction projects continued throughout the year with funds appropriated by the Town through the annual budget process and with funds received through the Commonwealth Chapter 90 Highway Program. The Chapter 90 funds are generated from gasoline taxes and are distributed to towns annually for the maintenance of accepted public ways. The Town has approximately 130 public road miles.

During the 2011 calendar year, the road reconstruction projects were Swan Avenue including reclamation, paving, and storm drainage improvements. Fuller, Rood and Church Streets was a reconstruction project which included

road reclamation and paving. Chapin Street was surface rehabilitated in anticipation of storm drainage improvements in the spring. Also, Poole Street was paved from Alden Street to the Belchertown line. Lastly, storm drainage improvements were installed for Bowles Avenue.

In addition to the street paving projects the DPW provides routine maintenance and improvements to the infrastructure. For example, the DPW maintains roadway markings, cross walks and line striping, replace and install street signs, and street sweeping. The department has continued with a preventative maintenance program including pavement crack sealing to extend the life of the asphalt pavement.

The Department was proactive with the cleaning of storm drain catch basins on a regular maintenance schedule.

During the 2011 construction season, approximately 182 Construction within the Public Way Permits for projects within the public way were issued, resulting in \$12,935 in fees and \$1,400 in bonds collected typically for the construction of new driveways and installation of utility services.

### **SANITARY SEWER DIVISION**

The DPW, through the Sewer Enterprise Fund, is responsible for the operation, inspection and maintenance of the sanitary sewer collection system including two (2) sanitary sewer lift stations located at Chapin Street and Moody Street. The DPW has developed a sanitary sewer line maintenance program to flush and clean the sewer collection lines. The division responds on a 24-hour basis for sewer line obstructions and/or other problems with the system.

The DPW issued or renewed 10 Drain Layer Licenses which generated \$500 in fees and issued 24 Sewer Service Connection Permits. The division collected a total \$27,410 in fees during 2011.

### **FORESTRY DIVISION**

The DPW provides tree maintenance for the town shade trees located within the public ways and on select public properties. The division is responsible for the planting, trimming, pruning and/or removal of damaged, diseased or dangerous town trees. The trees and branches are chipped and stockpiled for use on town projects. Wood chips are available at the compost area for the residents as the supply allows. The Forestry Division celebrated the annual Arbor Day event at Island Pond Cemetery with tree plantings by the Boy Scout Pack 180, Troop 180 and the Venture 180. The event marked the 5<sup>th</sup> year that Ludlow was awarded a Tree City designation.

### **PARK DIVISION**

The DPW is responsible for the maintenance of the town playgrounds, parks and athletic fields as well as providing routine maintenance to the School Department's athletic fields. The activities consist of lawn maintenance, athletic field striping for various sporting events and the restoration of the fields as funds allow.

The department is developing an expansion and renovations to West Street Park on a recently acquired lot. The renovations include improvements to the baseball field and amenities and new parking lot.

DPW personnel assisted at special events during the year which are sponsored by the town and/or organizations that included the Memorial Day Celebration, Sunday Concerts in the Park, Veteran's Day activities, Christmas Tree Lighting Ceremonies and other functions conducted throughout the town and special events at the Ludlow Fish and Game Club property.

### **CEMETERY DIVISION**

The DPW maintains and operates the five cemeteries within the town: the largest cemetery is the Island Pond Cemetery located on Center Street. The other town cemeteries include the Ludlow Center Cemetery, Sikes Cemetery, Fuller Street Cemetery and the East "Ould" Cemetery. DPW continued with landscape betterments at Island Pond Cemetery.

The following is a summary of activities and fees collected during FY 2011.

Number of lots sold	118	Income from lots sold	\$ 62,000
---------------------	-----	-----------------------	-----------

Number of burials	66	Income from burials	\$ 33,750
Number of monument foundations	49	Income from foundations	\$ 6,750
Total Income			\$102,500

### **ENGINEERING DIVISION**

The DPW maintains the records for plans, plats and maps for the community. In addition, this division maintains plan files for the Planning Board and Assessors' Office, including the annual updates of the Town Street Map, Assessors' maps, zoning maps and Voter Precinct maps. This division provides engineering and survey assistance and information to other departments, boards and committees upon request. The engineering staff provides technical analyses and recommendations to the Planning Board for the various projects during the year including subdivisions and commercial developments. The division provides technical inspection of all public and private improvement projects.

The sale of copies of record plans generated \$256 in fees.

### **SOLID WASTE COLLECTION AND DISPOSAL, RECYCLE CENTER/TRANSFER STATION**

The DPW operates the Solid Waste Transfer Station and Recycling Center for the residential community at the DPW facility on Sportsmen's Road which provides the collection and disposal of trash and recycle material needs of the community. The DPW yard is accessed from Claudia Way for composting and brush disposal.

Residential curbside collection of trash and recyclables was provided by private vendor. Household trash is transferred and disposed at the Covanta Energy Resource Recovery Facility to generate electrical power. The recyclables are collected and transferred to the Municipal Recycling Facility (MRF) in Springfield. The combination of the curbside trash collection and drop-off at the Transfer Station accounted for 6,983.39 tons of trash transported to the Covanta Energy Resource Recovery Facility for incineration to generate electrical power. This recycling program generated 752.40 tons of paper, 396.07 tons of mixed containers (glass and cans) 44.55 tons of scrap metal and approximately 3021 tons of vegetative material were processed for compost. The compost/ loam is used on town projects and is available to town residents.

The Solid Waste Collection and Disposal operational costs were augmented by fees generated from the sale of residential permits for the use of the Transfer Station. The DPW issued 2,022 permits to the residents which generated \$10,250 in fees. Also, the DPW provided 500 recycle bins at no charge to encourage the recycling effort by the town. The DPW issued permits for the disposal of products identified as hazardous materials that generated \$5,140 in fees.

The town received \$51,435 from the MRF from the collection of recycle materials.

### **GRANTS**

The following is a listing of grant applications and awards made during the past year:

- MRF Advisory Board Grants in the amount of \$1250 for the purchase of public space recycle containers.
- Park Organic Land Care Project in the amount of \$2,000 for organic lawn treatment products.
- FEMA reimbursement for the January Nor'easter snow storm work in the amount of \$71,500.

### **CAPITAL IMPROVEMENT PROJECTS**

The following is a description of the Capital Improvement Projects in the design phase at the time of this publication:

- Chapin Street Drainage Improvements
- State Street Road Improvements
- Massachusetts Highway Transportation Project for improvements for Center Street from Sewall Street to Beachside Drive. The construction cost estimate is 4 million dollars.
- East Street Bridge for structural improvements.

West Street Bridge for structural improvements.

### **ACKNOWLEDGEMENT**

The Board of Public works wishes to take this opportunity to acknowledge and thank the staff of the Department of Public Works for their commendable efforts and performance during the year of 2011.

On behalf of the Department of Public Works, this Annual Report is submitted to the Town of Ludlow by the Board of Public Works.

Respectfully submitted,  
Richard Bellucci, Chairman  
Board of Public Works

Members:  
David Goncalves  
Thomas Haluch  
Barry J. Linton  
William R. Ayers, Jr.

## **PLANNING AND DEVELOPMENT**

### **BOARD OF APPEALS**

The Board of Appeals consists of five (5) regular members, and at this time has two (2) alternate members, who are volunteers appointed by the Board of Selectmen. The Board of Appeals is charged with hearing appeals or petitions for variances or section 6 findings according to Massachusetts General Law, Chapter 40A, and the Town of Ludlow Zoning Bylaws. The Board of Appeals meets, on an as needed basis, at Town Hall, conference room two (2) at 7 PM, upon receipt of a request for a Hearing/Appeal, Variance/Section 6 Finding. During the year of 2011 there were Seventeen ( 17 ) request for Hearings/Appeals, Variance/Section 6 Findings, Nine ( 9 ) Variances were granted, Two ( 2 ) Variances were denied, Seven Section 6 Findings were approved, and Two ( 2 ) applications were Withdrawn.

The Board of Appeals would like to thank Mrs. Patricia Campagnari for assistance over the last 6 years and wish her well on her retirement. We would like to thank the various boards and departments who assisted us in obtaining the information needed for the public hearings. A special thanks to the Building Department, Assessors Office, Town Clerks Office, the Planning Board, and the Board of Selectmen's office, without their help the task of obtaining the needed documents and information would be extremely difficult.

Respectfully submitted  
Anthony W. Jarvis, Chairman  
Board of Appeals

Members:  
Paul Zielinski  
Kathleen Bernardo  
Albert LeMay Jr.  
Paul Kessler

Alternate Members:  
Michael Szlosek  
Carmen Fernandes

## **CONSERVATION COMMISSION**

The Ludlow Conservation Commission is a State mandated board comprised of volunteers appointed by the Board of Selectmen for three year terms. The Conservation Commission works on the Town's behalf in administering the Massachusetts Wetlands Protection Act (M.G.L. Chapter 131, § 40), Rivers Protection Act, and Town of Ludlow

Conservation Commission Bylaws (Chapter XV). The Commission is dedicated to the preservation of Ludlow's wetland resources for the benefit of our present and future residents.

Regular meetings of the Conservation Commission were held on the first and third Wednesday evenings of each month at 6:30 P.M. in 2011 and no meeting schedule changes are planned for 2012. Site inspections were scheduled on Saturday mornings prior to each meeting in the winter, and on Wednesday evenings prior to each meeting in the summer, and attended by any/all members.

The Commission began 2011 with five (5) members and no vacancies on the Commission. The year ended with five (5) members and no vacancies. Regretfully, Conservation Commissioner Nelson Tereso resigned from the Commission in August. In October 2010, the Commission was fortunate enough to fill the vacancy with the appointment of Keith Ouellette.

During 2011, the Conservation Commission worked on five (5) Notices of Intent, one of which the Public Hearing is scheduled for 2012. One (1) Notice of Intent was amended to allow for minor changes to the WMECO Greater Springfield Reliability Project. Five (5) Requests for Determination of Applicability were filed with the Commission, four (4) of which resulted in a negative determination, and one (1) being withdrawn. The Commission issued twelve (12) Certificates of Compliance, with two (2) being partial approvals for completion of work on subdivisions, and one (1) Enforcement Order. Emergency Certifications are requested when a project must take place immediately to prevent danger to individuals and/or damage to property. The Commission issued one (1) Emergency Certification in 2011. Wetland Regulations do not require a Public Hearing prior to the issuance of emergency permits. Otherwise, all permits issued by the Commission require a Public Hearing process. Only specific permit requests, however, mandate under the Massachusetts Wetlands Protection Act that abutters are individually notified.

Projects under the Conservation Commission's purview in 2011 continued to range from those as simple as shed installations to single family homes, subdivisions, several condominium projects, utility projects large and small such as sewer extensions and upgrades, and the WMECO Greater Springfield Reliability Project. The total monies collected by the Conservation Commission in 2011 were \$36,092.00, which were collected from application filing fees and as partial compensatory mitigation for temporary and permanent impacts on the wetland resource areas for the WMECO Greater Springfield Reliability Project Upgrade. The Commission is looking into using this donation for purchasing land to provide the public access and parking to the Town Forest.

Commissioners continue to enjoy attending MACC Conferences twice each year as well as other training classes that may be offered. These educational conferences assist Commissioners with staying informed about changes in regulations and/or policies and provide us with the necessary training so that we can remain current in our knowledge of conservation/wetland regulations, allowing us to make informed decisions on projects that require our involvement. Commission members attended the MACC 2011 Annual Environmental Conference in Worcester MA, in February, as well as the MACC (Massachusetts Association of Conservation Commissions) fall 2011 Fundamentals Workshop. Additionally, we continue to work with our local office of the Department of Environmental Protection when we need assistance with answering a complicated question or resolving difficult issues. The D.E.P. Circuit Rider Program allows us to have a personal contact at the Department and has provided us with guidance on many such occasions.

Members of the Conservation Commission continue to participate on committees such as the Community Preservation Act Committee, the Master Plan Committee, the Energy Committee, and the Disaster Preparedness Committee. Additionally, we work in conjunction with other town departments to maintain consistency with permitting procedures. We also review all permit applications submitted to the Planning Board, Building Department and Board of Health, some of which require a sign-off from the Commission Office. G.I.S. continues to be a valuable asset to us in this review process.

Respectfully submitted,  
Jason Martowski  
Chairman

## PLANNING BOARD

Two applications for **SUBDIVISION APPROVAL** were received:

720 Chapin Street – Garcia Court - 3 lot Preliminary Subdivision – John & Melissa Garcia – Withdrawn  
Center Street – Rosewood Estates – 15 lot Preliminary Subdivision – Tony Goncalves – Approved

Ten applications for **SITE PLANS** were approved except as noted:

119 Winsor Street	John DaCruz
343 Winsor Street	Steve McDaniel (denied)
325 East Street	Jim Carvalho
782 Center Street	Fernando Nogueira
336 Poole Street	Verizon Wireless
1115 Center Street	Jose Fernandes (withdrew)
420 Center Street	McDonald's
17 Moody Street	Lyon Office, LLC
10 Perimeter Road	Dyno Machine (denied)
471-478 Center Street	Ludlow Center, LLC

Four applications for **SITE PLAN ADDENDUMS** were approved except as noted:

631 Center Street	Randall's Farm
12 Carmelinas Circle	Lower Pioneer Valley Educational (pending)
460 West Street	Keystone
562 Holyoke Street	United Rentals

Twenty-four applications for **SPECIAL PERMITS** were approved except as noted:

142 Timberidge Road	Home Office
245 Moore Street	Home Office
25 Parker Lane	Home Office
343 Winsor Street	Four family (denied)
1624 Center Street	Home Office
57 Elm Street	Home Office
471 East Street	Home Office
115 Shawinigan Drive	Home Office
123 Shawinigan Drive	Home Office
43 West Avenue	Home Office
410 East Street	Home Office
901 East Street	Home Office
336 Poole Street	Cell phone tower
283 Chapin Street	Home Office
142 Marion Circle	Home Office
20 Reynolds Street	Home Office
94-96 Minechoag Heights	Home Office
53 Morse Street	Home Office
133 Wedgewood Drive	Accessory Apartment
150 Cady Street	Bake and decorate cakes
420 Center Street	Drive through
71 Highland Avenue	Manufacture tools
471-478 Center Street	Drive through
46 Fern Street	Home Office

Thirty-three **CHANGES OF OCCUPANCY** were approved:

46-48 Birch Street	Butcher shop
289 East Street	DIY Brewing
109 C&D West Street	Storage
77 Winsor Street	Wellness
20 East Street	Pieroway's
30 Chestnut Street	Marta Law Office
314 Center Street	First Niagara Bank
223 East Street	East Side Deli
79 East Street	Permanent Addiction Tattoo
115 Sewall Street	Aesthetics
131 Center Street	Massage Therapy
115 Sewall Street	Booth rental
345 Holyoke Street	Booth rental
40 East Street	Admirals Bank
403 West Street	Trojan Horse Limited
223 East Street	Claudio's Pizza
326 West Avenue	Spa West
123 Center Street	Affiliated Construction Services
67 East Street	Fancy Feet Plus
116 Sewall Street	Western Mass Educational Advocacy Services
100 State Street	Westmass Area Development Corporation
247 Cady Street	Flavr Flames Kitchen, LLC
154 East Street	Bella Couture Salon & Day Spa
42 Perimeter Road	Reese Auto Reconditioning
535 East Street	Pioneer Valley Financial Group, LLC
653 Center Street	Apex Dental Associates
592 B Center Street	Modern Castle, Inc.
370 Fuller Street	JM Polishing
733 Chapin Street – Unit 104	TRJ Construction
430 Center Street	Ludlow Automotive
71 East Street	Copy Dawg Print Shop
77 Winsor Street	Baystate Dental
433 Center Street	Keller Williams Realty

Eight **APPROVAL NOT REQUIRED SUBDIVISIONS** were endorsed:

Center Street	Antonio Goncalves
26 Goddu Street	Mara C. & Fernando Marques
782 Center Street	Fernando Nogueira
51 Alden & Poole Streets	James Wlodyka
1244 Center Street	Michael Jodoin & Wendy Lee
17 Moody Street	Lyon Office, LLC
471-478 Center Street	Ludlow Center, LLC
19 Joy Street	James Thompson

**ZONE CHANGES:**

- \* Mario Cachucho – 285-293 State Street, Map #14B, Parcels 297 and 298 – Business B to Residence B  
Action Taken: Approved
- \* McDonald's – 420 Center Street, Map #15B, Parcel 124 – Residence A to Business A  
Action taken: Approved
- \* Ludlow Realties, LLC – 100 State Street, Map #14B, Parcel 130 & Map #14C, Parcel 106 & 106A – Industrial A to Mill Redevelopment District  
Action Taken: Approved

- \* John Bogel – 26 Nora Lane, Map #10, Parcel 182 – Agriculture to Residential A  
Action Taken: Approved
- \* David & Ann Irvine – Tower Rd., Map #31, Parcel 7 – Agriculture to Residential A  
Action Taken: Approved
- \* Jasca Group, LLC – West and Brooks Streets, Map #7, Parcels 18, 19, 21, 24 & Map #8, Parcel 11 –

Agriculture to Industrial A  
Action Taken: Withdrawn

### **STREET ACCEPTANCE:**

- \* Daisy Lane Extension  
Action Taken: Approved

### **CHANGES TO THE ZONING BYLAW:**

- \* Gave the Planning Board the ability to waive up to 5 parking spaces within the East Street Revitalization Overlay District
- \* Created a Land Use Classification for Municipal Parking
- \* Prohibited Jersey Barriers from being used as fencing
- \* Ladders for above-ground pools must comply with the state building code
- \* Created a new zone of Mill Revitalization District
- \* Created a bylaw for Small Wind Energy Systems and added corresponding definitions
- \* Removed the Nursing and Convalescent Homes Land Use Classification and replaced it with a broader classification of Adult Care Facilities and added supporting language to the bylaw
- \* Changed the general regulations for fences
- \* Limited unattached accessory building size in residential districts to 50% of the size of the principal structure
- \* Added parking guidelines for Municipal Recreational Parks
- \* Created a minimum lot size requirement for horses and/or ponies

### **OTHER NEWS**

During the March election, Planning Board member Raymond Phoenix ran un-opposed and was re-elected to a five year term. Mr. Phoenix has served on the Planning Board since 1998.

The Master Plan Committee, created and funded by Town Meeting in 2008 for \$125,000, which began its work in 2009, has worked on reviewing and commenting on the draft chapters completed by the Pioneer Valley Planning Commission. The Master Plan is now in final draft form and the draft Master Plan was presented to the Planning Board by the Master Plan Committee. The Planning Board is now reviewing the draft Master Plan document. The Master Plan consists of the following chapters: Land Use; Housing; Economic Development; Open Space and Natural Resources; Historic, Cultural, and Recreational Resources; Transportation; Public Services & Infrastructure; Energy & Sustainability; Education; and Implementation. The Master Plan is now almost complete and only involves a minimal amount of the original \$125,000.

The Chapter 40R Advisory Committee held two hearings for public input on the four areas identified where a Smart Growth Zoning District would be an appropriate location. These areas consist of the downtown along East Street, the Riverside district, the Ludlow Mills, and Scott's Corner. After the second public hearing the Scott's Corner district was eliminated. A Smart Growth Zoning District would encourage municipalities to create dense residential or mixed-use zoning districts near transit stations, in areas of concentrated development such as existing city and town centers, and in other highly suitable locations. The 40R Smart Growth Zoning Application will be sent to the Department of Housing and Community Development for approval.

Under the Green Energy and Efficiency umbrella, the Town has worked on establishing a Small Wind Energy Systems Bylaw which Town Meeting approved in May. After receiving District Local Technical Assistance from the Pioneer Valley Planning Commission, the Town is working with the Commission on crafting a Large-Scale,

Ground-Mounted Photovoltaic System Bylaw. Also, the Town sent out a Request for Proposals for the installation of solar arrays on the closed municipal landfill. The Town is currently in negotiations with a prospective company.

In September, the Town sent in an application for a grant from the MassWorks Infrastructure Program to the Executive Office of Housing and Economic Development. The intent was to apply for this grant to tear down a vacant house at 13 Park Place and construct a parking lot for the patrons of the Hubbard Memorial Library, Senior Center, and Memorial Park. Unfortunately, the Town found out in October that the Town's grant application was not selected. The Town will try again next year.

There were also major developments with the Ludlow Mills Project. At May Town Meeting the property was rezoned from Industrial A to Mill Redevelopment District (MRD) and a bylaw specific to the Mill Redevelopment District was adopted. Westmass Area Development Corporation announced in December that Winn Development was going to renovate Mill #10 into 83 units of senior independent housing. HealthSouth also announced that it would relocate its 53 bed facility to the site by constructing a new single-floor facility that would include private rooms and an open-floor plan gym.

Total Fees generated by the Planning Board were:  
**\$28,188.75**

Respectfully Submitted,  
Christopher Coelho, Chairman  
Planning Board

Members:  
Raymond Phoenix  
Kathleen Houle  
Carlos Chaves  
Joseph Queiroga

**Editors Note:**

**Gary Blanchard, the IT Manager was again instrumental in designing the cover for this Town Report. It was a fairly easy decision to showcase the two memorials since we observed the tenth anniversary of 9/11. Gary's unique approach to divide the cover to capture the essence of each monument separate but yet together brings a lasting remembrance and reminder of a terrible tragedy that was felt by all Americans.**

**This year the departments submitting reports couldn't be more cooperative and helpful to me. I would like to publicly thank them for taking the time to accommodate my deadlines, while managing their own workload. I appreciate the support.**

**Beverly C. Tokarz**

## TELEPHONE NUMBERS

<b>TO REPORT AN EMERGENCY</b>	<b>911</b>
<b>Animal Control Officer (Gilles Turcotte)</b>	<b>596-5484</b>
<b>Appeals, Board of</b>	<b>589-9678</b>
<b>Community TV</b>	<b>583-5654</b>
<b>Department of Public Works</b>	<b>583-5625</b>
<b>Fire Department</b>	<b>583-8332</b>
<b>To Report a Fire</b>	<b>911</b>
<b>Hubbard Memorial Library</b>	<b>583-3408</b>
<b>Ludlow Community Center/Randall Boys &amp; Girls Club</b>	<b>583-2072</b>
<b>Ludlow Housing Authority</b>	<b>589-7272</b>
<b>Police Department</b>	<b>583-8305</b>
<b>Emergency Calls</b>	<b>911</b>
<b>Recreation Commission</b>	<b>583-8856</b>
<b>Sealer of Weights &amp; Measures</b>	<b>626-0091</b>
<b>Senior Center</b>	<b>583-3564</b>
<b>Town Engineer</b>	<b>583-5625</b>
<b>TTY Phone</b>	<b>583-5668</b>
<b>Westover Golf Course</b>	<b>583-8456</b>
<b>Pro Shop</b>	<b>547-8610</b>

### School Department:

<b>Superintendent's Office</b>	<b>583-8372</b>
<b>Business Office</b>	<b>583-5663</b>
<b>Instructional Services</b>	<b>583-5665</b>
<b>High School</b>	<b>589-9001</b>
<b>Middle School</b>	<b>583-5685</b>
<b>Chapin Street School</b>	<b>583-5031</b>
<b>East Street School</b>	<b>589-9121</b>
<b>Veterans Park School</b>	<b>583-5695</b>

### Ludlow Town Hall

	<b>Main Number:</b>	<b>583-5600</b>
<b>Accounting Department</b>		<b>x1240</b>
<b>Board of Assessors</b>		<b>x1220</b>
<b>Board of Health / Nursing</b>		<b>x1270</b>
<b>Board of Selectmen / Town Administrator</b>		<b>x1200</b>
<b>Building &amp; Inspectional Services</b>		<b>x1210</b>
<b>Conservation Commission</b>		<b>x1285</b>
<b>Information Technology Department</b>		<b>x1295</b>
<b>Planning Board</b>		<b>x1280</b>
<b>Town Clerk</b>		<b>x1230</b>
<b>Town Collector</b>		<b>x1260</b>
<b>Town Treasurer</b>		<b>x1250</b>
<b>Veterans' Services / ADA Coordinator</b>		<b>x1290</b>

All gave some  
Some gave all.



IN HONOR OF  
ALL MEN AND WOMEN  
WHO GAVE OF THEMSELVES  
IN ALL OUR WARS TO  
PRESERVE AMERICAN FREEDOM  
AND LIBERTY

