

Town of Ludlow



2019

Annual Town Report

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IN MEMORIAM

Richard G. Belisle

1930 - 2019

Council on Aging

Brian T. Connery

1936 - 2019

Teacher, Vice Principal Middle and High School, Basketball Coach, Town Meeting Member

William Dzierwinski

1944 - 2019

Personnel Board

Lillian M. Genthner

1920 - 2019

Staff Member Tax Collector, Mrs. Buttercup, LCTV Personality

Helen Giza

1930 - 2019

Ludlow High School Cafeteria

Alfred H. Graveline

1938 - 2019

Finance Committee, Town Meeting Member

Helen S. Grosvenor

1932 - 2019

Noon Monitor East Street and Veterans Park Elementary Schools

Lorraine Hines

1934 - 2019

Ludlow School System Cook, Baird Middle School Cook Manager

William Kolodziej, Jr.

1942 - 2019

Ludlow High School Teacher, Ludlow High School Basketball and Baseball Coach, Ludlow High School Athletic Hall of Fame Chairman

Donald J. Lake

1934 - 2019

Assessor

James W. Marceau

1947 - 2019

Ludlow High School Teacher, Ludlow High School Chess Team, Class and Club Advisor, Ludlow High School Junior Varsity Boys Soccer and Girls Basketball Coach, President of Ludlow Education Association, Precinct Voter, Member of the Board of Appeals, Founding Member of Exit 7 Players, Board of Directors, Treasurer

Joan A. Methot <i>Staff Member Board of Health</i>	1932 - 2019
Phyllis J. Reis <i>Council on Aging</i>	1929 - 2019
Shirley M. Stanuch <i>Ludlow Public Schools Cafeteria Worker</i>	1923 - 2019
Nicholas A. Verteramo <i>Special Police Officer</i>	1956 - 2019
Kenneth J. Vigneault <i>Police Officer</i>	1945 - 2019
Lawrence R. Willette <i>Police Officer</i>	1927 - 2019

OUR TOWN

The Town of Ludlow was incorporated as a Town in 1774 and 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 18,647 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, and has the largest Senior Center in Western Massachusetts.

Ludlow Public Schools are comprised of five schools serving approximately 2,538 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 a before and afterschool 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 programs, pool, and game room facilities. The Recreation Department also provides a before/afterschool program from September to June and a summer program from June to August.

The Town also hosts six parks, swimming areas at Haviland Beach at Chapin Pond and the John Thompson Memorial State Pool at Whitney Park, has 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:

Total Area:	28.33 sq. miles
Land Area:	27.15 sq. miles
Population:	18,647
Density:	693 per sq. mile
County:	Hampden

Town Hall: Built in 1974

First Meeting House: Built in 1783-1784

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

FY2020 Taxable Values (as of January 1, 2019):

Residential:	\$1,702,949,329
Commercial:	\$ 169,153,781
Industrial:	\$ 61,170,350
Personal Property:	\$ 212,668,040

Tax Rate:

For the period from July 1, 2019 – June 30, 2020
Per \$1,000 of value
\$20.62 – Residential and Commercial

Tax Bills:

Tax bills are mailed twice a year and are payable quarterly. Payments are due on August 1st, November 1st, February 1st, and May 1st. 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 30 days from the date of issuance.

Voting:

Town Elections are held on the fourth Monday in March. Individuals must be eighteen years of age and a United States Citizen in order to register to vote. Registration is at the Town Clerk's Office, Monday through Friday from 8:30 am to 4:30 pm. Special evening registration of Registrars is held preceding elections. Absentee voting is also available.

Registered Voters (as of December 31, 2019):

Democrats	4,279
Republicans	1,836
Grn./Lib./3 rd /Reform	257
Un-enrolled Voters	7,620
Total Registered	13,992

Dog Licenses:

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

Fees:	
Spayed/Neutered Dogs	\$15.00
Un-altered Dogs	\$20.00

Fishing Licenses:

Massachusetts fishing licenses are available online at www.mass.gov.

Town of Ludlow Website:

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, 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 are Monday thru Friday, 8:30 am to 4:30 pm. The studio is presently located at Ludlow High School. LCTV broadcasts on channels 191, 192, and 193 on Charter Cable in Ludlow.

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

Houses 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 MGL governs these benefits. The office is located on the first floor of the Town Hall. Director Eric Segundo is available to answer any questions that pertain to Veterans services.

ELECTED TOWN OFFICIALS

	Term Expires		Term Expires
Board of Assessors		Library Trustees	
Kelly Ann Rua	2022	Garett N. Day	2022
Antonio Rosa	2021	Christine S. Davis	2021
Michael S. O'Rourke	2020	Robert R. Mishol	2020
Board of Health		Moderator	
Michael P. LaFever	2022	John P. DaCruz	2020
Carolyn M. Rogowski-Duarte	2021		
Adrienne DeSantis	2020		
Board of Public Works		Planning Board	
John H. Davis	2022	Christopher A. Coelho	2024
Alexander Simao	2022	Kathleen J. Houle	2023
Barry J. Linton	2021	Joseph L. Queiroga	2022
Thomas Haluch	2020	Raymond E. Phoenix II	2021
Guilherme F. Rodrigues	2020	Rafael L. Quiterio	2020
Board of Selectmen		Recreation Commission	
Derek G. DeBarge	2022	Sean M. McBride	2022
William Rosenblum	2022	Donald R. Cameron, Jr.	2021
Carmina D. Fernandes	2021	Jason C. Martins	2020
Manuel D. Silva	2021		
Antonio Goncalves	2020	School Committee	
Collector of Taxes		Michael J. Kelliher	2022
Fred Pereira	2020	Charles T. Mullin	2022
		Jacob R. Oliveira	2021
		James Chip Harrington	2020
		Jeffrey A. Laing	2020
Housing Authority		Town Clerk	
David A. Sepanek	2024	Kim M. Batista	2020
Audrey M. Polmanteer	2021		
Patricia C. Holley	2020	Town Treasurer	
--	2018	Elsa Barros	2021
Susan E. Stanek, State Apt.	--		
Robin Carvide, Exec. Dir.	--		

APPOINTED TOWN OFFICIALS

Affirmative Action Officer

Carrie Ribeiro

Agricultural Commission

John B. Chenier

William J. Ellison

Michael C. Hogan

Betty Kibbe

Karen Pilon

Don Roberts

Ann Whitworth

Americans with Disabilities Act

Coordinator

Eric Segundo

Agent of Record

Anjo Pereira

Airport Master Plan Consulting Committee

Joseph Queiroga

Ambulance Abatement Committee

Fred Pereira, Chairperson

Chief Ryan Pease

Lori Barbeau

Anthony Jarvis

Animal Control Officer

Gilles Turcotte

Anne Turcotte, Volunteer

Tammy Turcotte, Volunteer

Board of Appeals

Anthony Jarvis, Chairman

Kathleen Bernardo, Vice Chairman

Alan Aubin

Manuel Lopes

Joseph Wlodyka

Elaine Hodgman, Associate

Nicole Parker, Associate

Board of Registrars

Paul T. Babin, Jr.

Kim Batista, Town Clerk

Dana P. Cormier

Ruth Saunders

Building Commissioner/Zoning Enforcement Officer

Justin Larivee

Local Building Inspector

Paul Adzima, On-call

Cable Commission

Michael Assaf, IT Director, School Department

Carmina Fernandes

Thomas Ghazil

Michael Hill, non-voting member

Richard Moskal

Ellie Villano

Capital Improvement Planning Committee

Darlene Cincone

Maureen Kim Downing

Raymond Phoenix

William Rosenblum

Ellie Villano

Luis Vitorino

Kimberly Collins, Ex-Officio

Celebrate Ludlow Committee

Michelle Anecchiarico

Derek DeBarge

Tom Fournier

Bonnie Havens

Trudy Line

Mark Moran

Rebecca Paul

Karen Robison

Eric Segundo

Laurie Smith
Sarah Sweeney
Diane Walton
Joann Wrona

Chief Procurement Officer
Ellie Villano

Commission on Disabilities
Beverly Barry
Andrew Bristol
Cynthia Levine
Emily Ochs
Joanne Odatto-Staeb

Communications Officer
Ellie Villano

**Community Emergency Response
Coordinator**
Cheryl Messer

Computer Advisory Committee
Joe Alves - Board of Assessors
Elsa Barros - Treasurer
Gary Blanchard - IT Manager
Kimberly Collins – Town Accountant
James Goodreau - DPW
Michael Kelliher - School Committee
Fred Pereira - Town Collector
Ellie Villano - Town Administrator

Conservation Commission
Steven Hicks
Penny Lebel
Jason Martowski
Angela Tierney
Scott Urban

Constables
Detective David Kornacki
Detective Stephen Ricardi

Constable for Tax Collector
Christine Jeffery
Reid Jeffery, Jr.

Council on Aging
Lucille Carneiro
John DaCruz
Rosalind Forti
Helen Grabowski
Janice Grimaldi
Debora Johnson
Frank Krzanik
Frederick Lafayette
Nancy Pauze
Diane Peacey
Kara Ribeiro
Sheena Santolini

Custodian of Insurance Records
Elsa Barros

Custodian of Tax Possession
Elsa Barros

Director of Emergency Management
Chief Ryan Pease

Dog Park Committee
Diane Brouillard
Melissa Dion
Darlene Kennedy
Penny Lebel
Jesse Mendez
Sara Mendez
Steven Nicoll
Kara Ribeiro
Guilherme Rodrigues
Douglas Stefancik
Ellie Villano

Economic Development Officer
Derek DeBarge

Electrical Inspector

Richard Chenevert, On-call

Energy Research Committee

Cathy Cooper
Nuno Guerra
James "Chip" Harrington
Justin Larivee
Michael Lavelle
Jason Martowski
Jacob Oliveira
Douglas Stefancik
Ellie Villano, Ex-Officio

Equal Opportunity Employment Officer

Carrie Ribeiro

Fair Housing Committee

Chester Giza
John Pedro
Ellie Villano, Ex-Officio

Finance Committee

Anthony M. Alves
Susan Boyea
Joan Cavallo
Maureen Kim Downing
Eric Gregoire
Richard Moskal
Nicole Parker
Beverly Tokarz
Raymond Yando
Kimberly Collins, Ex-Officio

First Meeting House Committee

Thomas Haluch
Jeremy Kavka
Agnes Kibbe
Donald Kibbe
Marilyn Paul-Lewis
Bert Ramage

Hazardous Material Coordinator

Captain Seth Falconer

Historian

Marilyn Paul-Lewis

Historical Commission

Agnes Kibbe, Chairperson
James "Chip" Harrington
John Moll
Karen Pilon
Angela Tierney

Historic District Study Committee

Sandra Stanek

Industrial Finance Authority

John DeBarge

Information Officer

Ellie Villano

Insurance Advisory Committee

Michelle Anecchiarico
Nick Axiotis
Mike Bertini
Darlene Cincone

Zachary Ellison
Kathy Houle
Denise Kukla
Deputy Chief Jeffrey Lavoie
Officer Jerome Mayou
Marianne Moura
Marc Pasteris
Debra Potter
Melissa Rickson
Deidra Thompson
Sgt. Louis Tulik
Amy Vessella
Ellie Villano, Ex-Officio

License Agent for the Board of Selectmen

Detective David Kornacki
Detective Stephen Ricardi

Local Emergency Planning Committee

Ken Batista
Mike Brennan
Darlene Cincone
Andrea Crete
Derek DeBarge
A.J. Donais
Louis Gilli
Helen Grabowski
Michael Hill
Kristen Jerome
Scott Kozak
Penny Lebel
Bob McCormick
Cheryl Messer
Joe Mitchell
Ryan Pease
Dave Ritchie
Sheena Santolini
Mark Thomas
Daniel Valadas
Ellie Villano

Long Range Planning Committee

Joe Alves
Elsa Barros
Kimberly Collins
Maureen Kim Downing
Todd Gazda
James Goodreau
Michael Kelliher
Barry Linton
Sean McBride
Manuel Silva
Douglas Stefancik
Ellie Villano

Ludlow Cultural Council

Diane Brouillard
Pat Detomas
Sandra Evans
Nira Flatley
Michelle Goncalves
Susan Gove

Sharon Litourneau-Clark
Carla Roberts

Master Plan Committee

Edgar Alejandro
John Chenier
Carmina Fernandes
James "Chip" Harrington
Kathy Houle
Bryan Nicholas
Dianne Ollari
Thomas Rouleau
Steve Talbot
Paul Villano

MMWEC Board of Directors

Luis Vitorino

Mobile Home Rent Control Board

Michael Bingle
Darlene Cincone
Mary Evangelista
Michael Szlosek

Municipal Hearing Officer

Michael Szlosek

Open Space Planning Committee

Donald Cameron
Derek DeBarge
William Ellison
Thomas Haluch
James "Chip" Harrington
Elaine Hodgman
Kathleen Houle
Jason Martins
Angela Tierney

Parking Hearing Officer

Manuel Silva

Permitting Authority Trench Regulations

Michael Suprenant

Personnel Board

John Auclair
David Bedore
Lisa Asta-Ferrero
Evette Rodrigues

Physician

Dr. Shaukat Matin

Pioneer Valley Planning Commission

Ray Phoenix
John Pedro, Alternate

Pioneer Valley Transit Authority

Manuel Silva

Assistant Plumbing/Gas Inspector

Kevin Douville

Pond Management Committee

Chester Giza
Jettie McCollough
Janis Santos

Safety Committee

Ryan Churchill
Christopher Coelho
Captain Seth Falconer
Justin Larivee
Deputy Chief Jeffrey Lavoie
Penny Lebel
Barry Linton
Chief Ryan Pease
Sgt. Brian Shameklis
Alexander Simao
Derek Smolinski

Sealer Weights & Measures

Douglas Wilk

Special Police Officers (2019)

Tyler Bastos
Seth Beal
Jose Branco

David Fernandes
Joseph Fontaine
Patrick Gaughan
James Harrington
Oguzhan Karaaslan
Christian Mendes
Joseph Metcalfe
Normand Picard
Steve Ramos
Fernando Ribeiro
Juan Rivera
Cory Rodrigues
Nelson Rodrigues
Troy Rubner
Armando Saraiva
Vincent Stanek
John Wiecek

Sworn Weigher

Joanne Martins

Town Accountant

Kimberly Collins

Town Administrator

Ellie Villano

Town Counsel

Attorney Michael Schneider – Doherty,
Wallace, Pillsbury & Murphy

Town Engineer/Director of Public Works

Michael Suprenant

Town Labor Counsel

Stanley L. Weinberg

Town Planner

Douglas Stefancik

Veterans Service Officer

Eric Segundo

Westover Advisory Committee

Gary Coelho, Site Inspector

Paul Chrzan

Brian Mannix

Jason Martins

Westover Municipal Development Corp.

Maureen Kim Downing

Sean McBride

Harry Mills

Joseph O’Brien

Westover Municipal Golf Commission

Donald Cameron

PRECINCT MEMBERS – 2019

**until next election

PRECINCT 1

- 2022-Mark Augusto, 152 Barna Street
- 2022-Christine D. Peacey, 7 Wenonah Drive
- 2022-Walter James Peacey Jr., 7 Wenonah Drive
- 2022-Joanne B. Santos-Pontes, 25 Cady Street
- 2022-Daniel F. Soares, 27 Fairview Street
- 2021-Alan E. Gregoire, 93 Cady Street
- 2021-Eric A. Gregoire, 93 Cady Street
- 2021-Mark A. Imbody, 58 Cady Street
- 2021-Debora M. Johnson, 142 Cady Street
- 2021-Vincent A. Thompson, 33 Wilno Avenue
- 2020-Roland F. Gregoire, 143 Cady Street
- 2020-John E. Hiersche, 49 River Street
- 2020-William J. Jolivet, Jr., 37 Gamache Drive
- 2020-William A. Koss, 203 West Street
- 2020-Richard Oliveira, 67 Guertin Avenue

PRECINCT 2

- 2022-Manuel Eugenio, 120 Prospect Street
- 2022-Chester J. Giza, 134 Yale Street
- 2022-Frederick J. Nowak, Jr., 45 Kirkland Avenue
- 2022-opening
- 2022-opening
- 2021-Joshua Carpenter, 547 East Street
- 2021-Jose Eugenio, 120 Prospect Street
- 2021-Kathleen Marie Nowak, 45 Kirkland Avenue
- 2021-opening
- 2021-opening
- 2020-Barbara A. Gondek, 61 Williams Street
- 2020-Gerald J. Leger, 325 Sewall Street
- 2020-Jean S. Martins, 92 Lockland Street
- 2020-John Pedro, 41 Orchard Street
- 2020-opening

PRECINCT 3

- 2022-Mark R. Giebner, 186 Lyon Street
- 2022-Walter J. Kiel, Jr., 68 James Street
- 2022-Lynn Leonard, 84 Westerly Circle
- 2022-Nicole Santos Carbonneau, 320 Woodland Circle
- 2022-Lisa J. Szlosek, 165 Genovevo Drive
- 2021-Stephen A. Fiedler, 92 Longview Circle
- 2021-John F. Moll, 1251 East Street
- 2021-Richard D. Moskal, 308 Miller Street 29
- 2021-Margaret Szlosek, 165 Genovevo Drive
- 2021-opening
- 2020-Paul B. Cocchi, 312 Miller Street
- 2020-John Michael Diotalevi, 181 Cislak Drive
- 2020-Rebecca Gaffron, 12 Depont Drive
- 2020-Richard T. Rusiecki, 761 Moore Street
- 2020-opening

PRECINCT 4

- 2022-Timothy Shawn Donnelly, 149 Chapin Street
- 2022-Carrie Lynn Goodreau, 201 Stevens Street
- 2022-James L. Goodreau, 90 Posner Circle
- 2022-Fernando F. Soares, 21 Bristol Street
- 2022-opening
- 2021-Fernando Barroso, 32 Fairway Drive
- 2021-Mary Celeste Evangelista, 64 Franklin Street
- 2021-James Kenneth Goodreau, 201 Stevens Street
- 2021-Joseph A. Santos, 3 Brimfield Street
- 2021-opening
- 2020-Julieta N. Hoeckh, 423 Winsor Street
- 2020-Fritz A. Huber, Jr., 29 Laroche Street
- 2020-Richard A. Pasquini, 17 Ridgeview Circle
- **2020-Lee Winterton, 6 Circuit Avenue
- 2020-opening

PRECINCT 5

2022-Michael W. Lavelle, 139 Bridle Path Circle
 2022-Mark A. Witowski, 53 Colonial Drive
 2022-Frank J. Creegan, 467 Fuller Street
 2022-Tracy Creegan, 467 Fuller Street
 2022-opening
 2021-Kenneth J. Batista, 12 Valley View Drive
 2021-Stephen M. Breslin, 580 Fuller St
 2021-Joseph M. Drobot, 433 Lyon Street
 2021-Francis C. Krzanik, 183 Lyon Street
 2021-opening
 2020-Shane W. Mortimer, 184 Church Street
 2020-Brian M. Mannix, 353 Fuller Street #1
 2020-opening
 2020-opening
 2020-opening

PRECINCT 6

2022-Michael N. Brennan, 93 Church Street
 2022-James D. Cavallo, 179 Higher Brook Drive
 2022-Kyle T. Grondalski, 132 Fuller Street
 2022-Penny G. Lebel, 43 Wilson Street
 2022-opening
 2021-Michelle M. Mayou, 42 Nora Lane
 2021-Patrick J. Nugent, 35 Pinewood Road
 2021-Lynda A. Scheer, 25 Wood Drive
 2021-Robert W. Scheer, 25 Wood Drive
 2021-David E. Pace, 1 Waters Edge Drive
 2020-Peter C. Karalekas, Jr., 35 Old Coach Circle
 2020-Jerome D. Mayou, 42 Nora Lane
 2020-Steven F. Sawyer, 18 Rood Street
 2020-Michele Manganaro Thompson, 170 Pinewood Road
 2020-Peter H. Zima, 233 Clover Road

MEMBERS AT LARGE

Derek G. DeBarge	37 Barre Drive, Board of Selectmen, Chairman
Manuel D. Silva	17 Dinis Avenue, Board of Selectmen
Carmina D. Fernandes	1 Swan Avenue, Board of Selectmen
William Rosenblum	43 Green Street, Board of Selectmen
Antonio Goncalves	62 Munsing Street, Board of Selectmen
John P. DaCruz	826 East Street, #7, Town Moderator
Kim M. Batista	12 Valley View Drive, Town Clerk
Elsa D. Barros	149 Chapin Street, Town Treasurer
Fred Pereira	201 Stivens Terrace, Town Collector
Antonio Rosa	135 Ray Street, Board of Assessors, Chairman
John R. Auclair	16 Nash Hill Road, Personnel Board, Chairman
Christine S. Davis	193 Chapin Street, Hubbard Memorial Library, Chairman
Thomas Haluch	169 Munsing Street, Board of Public Works, Chairman
Anthony W. Jarvis	3 Andrew Street, Board of Appeals, Chairman
Raymond E. Phoenix II	45 White Street, Planning Board, Chairman
David A. Sepanek	12 Chestnut Street#102, Ludlow Housing Authority, Chairman
Francis C. Krzanik	183 Lyon Street, Council on Aging, Chairman
Eric A. Gregoire	93 Cady Street, Finance Committee, Chairman
Sean M. McBride	157 Gamache Drive, Westover Golf Commission, Chairman
Sean M. McBride	157 Gamache Drive, Recreation Commission, Chairman
Carolyn Rogowski-Duarte	25 Summer Street, Board of Health, Chairman
Jason Martowski	121 Fuller Street, Conservation Commission, Chairman
Charles T. Mullin	54 Lehigh Street, School Committee, Chairman
Attorney Michael S. Schneider	Doherty Wallace Pillsbury & Murphy PC, 19 th Floor, 1 Monarch Place, 1414 Main St., Springfield MA 01144-1002

EMPLOYEE RECOGNITION

The Town would like to recognize employees who have reached milestones in their careers with the Town of Ludlow in 2019. We thank you for your commitment, dedication and service to the residents of Ludlow.

Celebrating 35 Years of Service

John Chase
Fred Pereira

Celebrating 30 Years of Service

Arminda Aguilar
Jose Branco
Carmen Desrochers
John O'Connor

Celebrating 25 Years of Service

Susan Anderson
Pat Anecchiarico
David Belanger
James Harrington
Judi Humphries
David Kornacki
Anna Miranda
Janice Ouimette
Annmarie Santos
Christine Szlosek
Jodi Yarkey

Celebrating 20 Years of Service

Roger Boutin
Elysa Burstein
Luisa Sousa Costa
Michelle Damore
Scott Dranka
William Dubuque
Antigone Fiske
Michael Gauvin
Lisa Halpin
Stephen Johnson
John Lattanzio
Margaret MacDonald
Bonnie Manchester

Jerome Mayou
David Nally
Mary Perkins-Dobek
Melissa Rickson
Kellie Smith
Lisa Vital
Brian Walsh
Michael Whitney

Celebrating 15 Years of Service

Elizabeth Assarian
Michael Bertini
Tracey Blair
Matthew Bucholz
Charles Cangemi
James Connery
Mary Crowley
Kathleen Doyle
David Folli
Sandra Garete
Patrick Gaughan
Beth Jarzabek
Jennifer Karalekas
Erin Keane
Amanda Lemieux
Gertrude Line
Erica Marsh
Lynn McCready
Joanne McNamara
Lorraine Ney
Edward Nowak
Gina Pelkey
Julie Powers
Christopher Rea
Mario Santos
Armando Saraiva
Suzana Seara

James Sevigne
Teresa Silva
Derek Smolinski
Megan Sweet
Carlee Taggart
Peter Vamosy
Diane Wright
Jill Yarkey Judd

Celebrating 10 Years of Service

Madeleine Bragga
Cheryl Campbell
Gary Casey
Derek Chandonnet
Christina Dionne
Jason Fielding
Beth Foye
Catia Henriques
Emily Herring
Maria Kites
Paulo Jorge Mendonca
Sharon Moge
Jacob Oliveira
Barbara Papuga
Vincent Provost
Fernando Ribeiro
Nicole Sousa
Jennifer St. Marie
Arthur Thomas
Derek Trueira
Corrina Wcislo

Celebrating 5 Years of Service

Yolanda Alvarez
Joaquim Alves
Leah Antil
Amena Assaf
Sean Auclair
Amelie Avgoustakis
Kimberly Bamford
Meaghan Barbeau
Kelly Berrouard
Hillary Boutin
Jason Camp

Lynn Caron
Ryan Churchill
Jason Coddling
Joseph Coddling
Michael Coddling
Lauren Conley
Samantha Cookish
Daniel Cornely
Nicholas Crane
Timothy Culverhouse
Tammy Dawson
Angel Del Rio
Melissa Dion
Deborah Donovan
Ethan Dubois
Crystal Duprey
Melissa Dupuis
Alyssa Fialho
Mary Ellen Flemati
Bethanne Farrant
Paula Grywalski
John Haire
Nicolette Henderson
Derek Hoeckh
Charles Hoffman
Krista Homich
David Irwin
Kaitlin Jordan
Cristina Jorge
Jayme Kapinos
William Kimball
Kerri Kinne
Alexander Lafayette
Jeremy Lamontagne
Greggory LeBlanc
Amy Leveille
Matthew Livermore
William Martin
Nicholas Martin
Maria Martins
Patricia Matthieu
Jennifer McGrath
Erin Messier
Cheryl Moutinho

Laura Murphy
Khanh Nguyen
Kari Nunes
Amy O'Neil
Shannon O'Neil
Elizabeth Page
Nicole Patton
Cheryl Pereira
Deborah Potter
Elizabeth Pouliot
Carrie Ribeiro
Alisha Richardson
Zachary Richer
Mary Ann Rickson
Michael Roche
James Rock

Mario Rodrigues
Andrew Roxo
Raymond Saloio
David Sanschagrin
Marie Santos
Leslee Sharon
David Simao
Kyle Sorensen
Kristos Stebbins
Pierre Tendeng
Robbin Thibault
Elizabeth Vanderscoff
Maximiliano Viera
Zachary Warner
Renee Wnuk
Melike Yanbul

ADMINISTRATION

BOARD OF SELECTMEN

This past year was another busy and successful one for the Town of Ludlow. The Board of Selectmen consists of Derek DeBarge, Carmina Fernandes, Manual Silva, Antonio Goncalves and William Rosenblum. The Board continued to be well served by Town Administrator Ellie Villano, and staff Sandy Leacock, Kim McKay and Sharon LaDuke.

We broke ground on both the new Harris Brook Elementary School and the new Senior Center. The project finish date for Harris Brook Elementary is the new school year of 2021 and Thanksgiving of 2020 for the new Senior Center.

The Comprehensive Permit for Way Finders' proposal to build 43 low income apartments at 188 Fuller Street was approved by the Board of Appeals and appealed by the applicant. Public hearings were held in October 2019 by the Massachusetts Housing Appeals Committee (HAC) and the decision is pending.

We have received a MassWorks grant totaling 3.5 million as well as an Economic Development Administration (EDA) grant for 3.126 million all for the Riverside Drive Infrastructure and Phase 2 of the Riverwalk. We look forward to building on our strong relationship with Westmass Area Development Corp.

Our iconic Clock Tower at the Mills has received \$400,000 in historic tax credits totaling said credits to 1.6 million to date. This was paramount in helping Winn Development invest in a \$50 million restoration project that will bring jobs and 89 residential units plus eventual tax revenue to our Town. Special thanks to Secretary of State William Galvin and State Representative Tom Petrolati for their tireless work.

A Naturalization Ceremony was held at the Ludlow High School on August 14, 2019. This is the second time the Town has hosted the Naturalization Ceremony where hundreds of citizens took their oath of citizenship. Several Town departments donated their time to make this possible. A Communications System Committee was formed to oversee the implementation of the new \$4.8 million Town wide radio communications system for all departments.

A Track and Field Committee was formed in September of 2019 in order to research, fundraise for and oversee the replacement of our high school track, football/soccer field, and baseball diamond.

The 4400-foot length Center Street reconstruction project should be completed by Spring of 2020. Thank you to all residents for their patience.

Mr. William Rooney resigned from the Board of Selectmen in January of 2019 after serving on the Board since March of 2008. We extend our congratulations on becoming an Associate Justice of the Eastern Hampshire District Court and our deep appreciation for his outstanding contributions to our community.

In conclusion, Ludlow continues to be a wonderful place to live, work, and raise a family. The Board of Selectmen would like to thank the various boards, committees, department heads, and Town employees for working cooperatively to provide essential town services while maintaining a fiscally responsible approach to local government.

Respectfully submitted,
Derek G. DeBarge, Chairman

TOWN MODERATOR

Town Meeting met on the traditional dates in May and October. Meetings were efficient and timely with active debate and discussion from town meeting members.

I would like to thank the entire staff at the Selectmen's office and particularly, the Town Administrator, for providing a clear and precise warrant and the appropriate motions. This makes my duties as moderator less difficult and allows for an orderly meeting.

The Finance Committee also deserves praise for working with limited resources to obtain agreement with all departments on their budgets. This is often a time intensive process that is lengthy and cumbersome. Given recent budget constraints, reaching an agreeable middle ground is no easy task.

I urge the residents of the town to seek election for precinct seats at Town Meeting. Town Meeting is one of the few forms of government that allows any citizen to speak on the issues. Moreover, a relatively large group will vote on those services that effect their day to day lives.

I have enjoyed serving as moderator for the last six years and thank the residents of Ludlow for placing their trust in me to effectively moderate the town meetings. It has been an honor to serve my community.

Respectfully submitted,
John P. DaCruz, Moderator

TOWN CLERK

Election and Registration

Nomination papers and petitions were certified by the Registrars in the year 2019. The breakdown of registered voters per precinct as of December 31, 2019 is as follows:

Ward	Precinct	A	AA	BB	CC	D	G	H	J	K	L	O	Q	R	T	U	V	X	Z	Grand Totals
0	01	1	1	-	21	758	-	-	6	1	11	4	-	305	2	1359	-	1	-	2470
0	02	1	-	1	17	667	-	-	3	-	11	2	4	231	3	1022	-	-		1962
0	03	1	-	-	16	685	-	-	-	-	19	2	2	416	3	1498	1	2		2645
0	04	2	-	-	18	835	2	1	2	-	7	2	2	265	1	1262	-	-		2399
0	05	1	-	-	10	522	-	-	1	-	8	2	1	243	3	963	1	-		1755
0	06	2	-	-	27	812	1	1	4	2	12	3	3	376	2	1516	-	-		2761
Grand Total		8	1	1	109	4279	3	2	16	3	68	15	12	1836	14	7620	2	3		13992

Town Election March 25, 2019

A total of 1,484 (11% of 13,749 registered voters) ballots were cast. Precinct 1 – 241; Precinct 2 – 165; Precinct 3 – 285; Precinct 4 – 296; Precinct 5 – 191; Precinct 6 – 306; for a total of 1,484 ballots were cast. The polls were open from 10:00 a.m. until 8:00 p.m.

Proceedings Annual Town Meeting of May 13, 2019

ARTICLE 1: Voted that the Town accept the reports of the Town Officers as printed in the Annual Town Report for the calendar year 2018.

ARTICLE 2: Voted that the Town accept the progress of the following committees and to have said committees continue. THE BUDGET SUB-COMMITTEE, CAPITAL IMPROVEMENT PLANNING COMMITTEE, CELEBRATE LUDLOW COMMITTEE, CEMETERY COMMITTEE, COMMUNITY PRESERVATION COMMITTEE, ENERGY RESEARCH COMMITTEE, FAIR HOUSING COMMITTEE, INDUSTRIAL FINANCE AUTHORITY, INSURANCE ADVISORY COMMITTEE, LUDLOW LOCAL EMERGENCY PLANNING COMMITTEE, LONG RANGE PLANNING COMMITTEE, LUDLOW CULTURAL COUNCIL, MOBILE HOME RENT CONTROL BOARD, MASTER PLAN COMMITTEE, 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 \$3,000.00 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 that all gifts and donations be deposited in this Special Revenue Fund to cover expenses related to this celebration.

ARTICLE 4: Voted that the Town appropriate **\$71,001,429** for Town Purposes and charges during the Fiscal Year ending June 30, 2020, and that said sum include the following salaries for elected officials:

<u>Position</u>	<u>Number</u>	<u>Annual Salary</u>
Moderator	1	\$539.00
Chairman, Board of Selectmen	1	\$4,934.00
Members, Board of Selectmen	4	\$3,872.00
Town Treasurer	1	\$67,582.00
Town Collector	1	\$74,342.00
Chairman, Board of Assessors	1	\$5,010.00
Members, Board of Assessors	2	\$3,931.00
Town Clerk	1	\$60,825.00
Chairman, Board of Health	1	\$3,300.00
Members, Board of Health	2	\$3,300.00
Chairman, Board of Public Works	1	\$3,689.00
Members, Board of Public Works	4	\$2,914.00
Chairman, School Committee	1	\$3,000.00

Members, School Committee	4	\$2,500.00
Chairman, Planning Board	1	\$3,531.00
Members, Planning Board	4	\$2,943.00

I further move that the Total appropriations be allocated to the various Town Departments in accordance with numbered 1 through 41 of the attached Budget Listing entitled “Town of Ludlow FY2020 Town budget – Article 4”, and using the column headed “FY2020 Recommended Budget”, I further move, **\$681,797** to be applied from “Fiscal Year 2020 Golf Course Revenues” to fund the Westover Municipal Golf Course Budget item 39, **\$1,650,772** to be applied from “Fiscal 2020 Sewer Fund Revenues” to Fund the Sanitary Sewer Budget item 40, **\$376,702** to be applied from “Receipts Reserved for Appropriation” to fund the Cable Budget item 41, and the balance of **\$68,292,158 is to be raised and appropriated.**

I further move, **\$33,500** to be transferred from “Fiscal Year 2020 Golf Course Revenues” to fund Fiscal Year 2020 Indirect Golf Course costs appropriated in the General Fund and **\$97,500** to be transferred from “Fiscal 2020 Sewer Revenues” to fund Fiscal Year 2020 Indirect Sewer Fund costs appropriated in the General Fund.

****BUDGET TOWN ACCOUNTANT**

ARTICLE 5: Voted that the Town establish the annual expenditures limits for each of the following already established revolving funds for use by the departments, boards, agencies or officers pursuant to Massachusetts General Laws Chapter 4, Section 53E ½ as outlined in the Town of Ludlow General Bylaws, Chapter 2, Section 42: Departmental Revolving Funds as printed below:

CPR Training	\$5,000
On-site Sewage System	\$4,000
Vaccine	\$20,000
Consultants	\$50,000
Wetlands	\$80,000
Purple Bags	\$26,000
Dog Park	\$5,000

ARTICLE 6: Voted that the town adopt M.G. Laws, c 59, sec, 5N, *Reduction of Property Tax Obligation of Veterans in Exchange for Volunteer Services*, which would establish a program that allows veterans to volunteer to provide services in exchange for a reduction of tax obligations to real property tax.

ARTICLE 7: (AMENDMENT) Voted that the town amend the Bylaws of the Town of Ludlow, Chapter II, Regulating the Conduct of Town Business, by deleting in its entirety, Chapter II, Section 27. **MOTION DEFEATED.**

ARTICLE 8: (AMENDMENT) Voted that the town amend the Bylaws of the Town of Ludlow, Chapter II, Regulating the Conduct of Town Business, by deleting in its entirety, Chapter II, Section 34. **MOTION DEFEATED.**

Moved and seconded to adjourn the Annual Town Meeting at 8:10 p.m.

Proceedings – The Special Town Meeting within the Annual Town Meeting of May 13, 2019

ARTICLE 1: Voted that the Town transfer from free cash the sum of \$18,764.17 for unpaid bills and/or overexpended of previous years as follows:

\$709.41	GZA Environmental, Inc. - Board of Appeals
\$99.29	Pioneer Valley Cardiology, Chapter 41, Sec 111F - Board of Selectmen
\$52.43	Pioneer Valley Cardiology, Chapter 41, Sec 111F - Board of Selectmen
\$52.43	Pioneer Valley Cardiology, Chapter 41, Sec 111F - Board of Selectmen
\$238.14	Pioneer Valley Cardiology, Chapter 41, Sec 111F - Board of Selectmen
\$75.56	Pioneer Valley Cardiology, Chapter 41, Sec 111F - Board of Selectmen
\$614.42	Baystate Medical Center, Chapter 41, Sec 111F - Board of Selectmen
\$14,749.53	Pioneer Valley Surgicenter, Chapter 41, Sec 111F - Board of Selectmen
\$146.88	Baystate Medical Practices, Chapter 41, Sec 111F - Board of Selectmen
\$22.23	Baystate medical Practices, Chapter 41, Sec 111F - Board of Selectmen
\$13.06	Baystate Medical Practices, Chapter 41, Sec 111F - Board of Selectmen
\$116.95	Baystate Medical Practices, Chapter 41, Sec 111F - Board of Selectmen
\$1,873.84	Baystate Medical Practices, Chapter 41, Sec 111F - Board of Selectmen
\$18,764.17	Total

ARTICLE 2: Voted that the Town appropriate the sum of Eighty-One Thousand dollars, (\$81,000) for the purchase of a Ford 350 14 passenger lift van through a three-year lease for the Council on Aging and the Twenty-seven Thousand dollars be transferred from free cash to pay for the first year of the lease.

ARTICLE 3: Voted that the town transfer from free cash the sum of \$75,000.00 to cover the additional overtime expenses incurred by the Police Department.

ARTICLE 4: Voted that the town approve the additional language change to the Senior Center Building Committee which was approved in Article 7 of the October 3, 2016 Special Town Meeting by adding the following language, “In the event of a Vacancy, the Senior Center Building Committee shall vote a replacement member”,

ARTICLE 5: Voted that the town transfer from the Insurance Damages Account 21064101 480010 a sum of One Hundred Twenty-Five Thousand Nine Hundred Nine Dollars and Ninety-Nine Cents (\$125,909.99) to a Special Article which will partially fund the purchase of a

replacement vehicle (Freightliner 6-wheel Dump Truck with Plow) within the Capital Improvement Article #13 in the May 13, 2019 Annual Town Meeting Warrant.

ARTICLE 6: Voted that the town transfer the sum of \$22,500.00 from free cash to be deposited into the Police Dispatch Accounts to assist in the equipment upgrade costs required to complete the transition to Central Dispatch during Fiscal Year 2020.

Moved and seconded to adjourn the Special Town Meeting at 8:23 p.m.

Continuation of the May 13, 2019 Annual Town Meeting

ARTICLE 9: Voted that the Town transfer from the Sewer Enterprise Account Retained Earnings the sum of \$200,000 as necessary for the Sewer Division Capital Improvements during the fiscal year beginning July 1, 2019.

ARTICLE 10: Voted that the Town appropriate State Chapter 90 Highway Aid Funds for engineering, construction, reconstruction and/or repairs to Town roads and bridges and authorize the Board of Selectmen, if necessary, to borrow in anticipation of the receipt of such State Aid.

ARTICLE 11: Voted that the Town authorize the Board of Public Works to enter into a contract with the Massachusetts Department of Transportation in the amount of \$696,635.00 for the construction and maintenance of public roads for the ensuing years.

ARTICLE 12: Voted that the Town appropriate \$10,000 to establish a budget for the Fiscal Year 2020 for the Landfill Closure Enterprise Fund for inspection and testing for air quality, general maintenance, vents and mowing and that the \$10,000 be taken from the Landfill Enterprise Fund balance.

ARTICLE 13: Voted that the Town raise and appropriate and transfer from available funds the total sum of \$390,513.00 from the sources identified later in this motion to fund the Fiscal Year 2020 Capital Improvements program as follows.

<u>Department</u>	<u>Description</u>	<u>Amount</u>
DPW	Sander/Salter Dump Truck (#37)	\$77,000
	\$225,000 – 3 rd yr. of 3yr lease	
	Freightliner 6-wheel dump truck w/plow	
	\$223,000.00 thru 3 yr. lease	\$33,000
	(less \$125,909.99 ins. Proceeds- From A.5 of May 13, 2019 STM))	
	\$97,090.01 – 1 st yr. of 3 yr. lease	

Fire Department	Fire Engine thru 5 yr. lease	\$134,000
	\$654,685 – 1 st yr. of 5 yr. lease	
	Ambulance 4 th yr. of 4 yr. lease	\$58,000
	Ambulance	
	\$221,420 – 3 year lease	\$77,000
Golf	Toro Greensmaster 3150Q	\$11,513
	\$32,806. 1 st yr. of 3 yr. lease	

I further move 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 the said sum be raised as follows: The sum of \$135,000.00 be transferred from the Ambulance Subscription Fund, the sum of \$11,513 be transferred from the Golf retained earnings, and the sum of \$244,000.00 be transferred from free cash.

ARTICLE 14: Voted that the Town transfer from free cash the sum of \$25,000.00 to fund the building infrastructure article which was established in Article 17 of the October 1, 2012 Special Town Meeting.

ARTICLE 15: Voted that the Town transfer from free cash the sum of \$100,000.00 to be used for the Fiscal Year 2020 reserve fund.

ARTICLE 16: Voted that the Town transfer the sum of \$400,000.00 from free cash to be deposited into the stabilization fund.

ARTICLE 17: Voted that the Town postpone action on Article 17 of the May 13, 2019 Annual Town Meeting Warrant. **POSTPONED**

Moved and seconded to adjourn the Annual Town Meeting at 9:00 p.m.

Proceedings Special Town Meeting of October 7, 2019

ARTICLE 1: VOTED THAT THE TOWN RAISE AND APPROPRIATE THE SUM OF \$5,110.51 FOR UNPAID BILLS AND/OR OVEREXPENDED ACCOUNTS OF PREVIOUS YEARS AS FOLLOWS:

\$184.87	Baystate Medical Center, Ch. 41, Sec. 111F - Board of Selectmen
\$271.07	Baystate Medical Center, Ch. 41, Sec. 111F - Board of Selectmen
\$132.70	Baystate Medical Center, Ch. 41, Sec. 111F - Board of Selectmen
\$548.15	Baystate Wing Hospital, Ch. 41, Sec. 111F - Board of Selectmen
\$65.51	Turley Publications - Board of Selectmen
\$240.00	Citizen Security Corp - Board of Selectmen
\$614.42	Baystate Medical Center, Ch. 41, Sec. 111F - Board of Selectmen
\$275.00	Samek Trucking - Dept. of Public Works

\$389.36	Palmer Police Department - Dept. of Public Works
\$214.84	Office of the Sheriff Hampden County - Dept. of Public Works
\$429.68	Office of the Sheriff Hampden County - Dept. of Public Works
\$214.84	Office of the Sheriff Hampden County - Dept. of Public Works
\$934.20	Mott MacDonald - Dept. of Public Works
\$595.87	Corcoran Plumbing & Heating Co. Inc. - Police Department/BOS
\$5,110.51	Total

ARTICLE 2: Voted that the Town, pursuant to G.L. c.59, sec. 38H, authorize the Board of Selectmen to negotiate and enter into a payment in lieu of taxes agreement with the owner, currently known as CPV RED ROCK SOLAR, LLC of the solar photovoltaic energy generating facility located at 0 Lyon St. (Map 20 parcel 4C) Ludlow, Massachusetts upon such terms and conditions as the Board of Selectmen shall deem to be in the best interest of the Town and to authorize the Board of Selectmen to take all actions necessary or appropriate to administer and implement such agreement; including but not limited to passing any vote or taking any other action relative thereto.

ARTICLE 3: Voted that the Town postpone action on Article 3 of the October 7, 2019 Special Town Meeting Warrant. **POSTPONED**

ARTICLE 4: (AMENDMENT) Voted that the town amend the Bylaws of the Town of Ludlow, Chapter II, Regulating the Conduct of Town Business, by deleting in its entirety, c. II, section 23 and replacing with a new section 23 which reflects increases to the fees for gas storage permits.

ARTICLE 5: Voted that the Town postpone action on Article 5 of the October 7, 2019 Special Town Meeting Warrant. **POSTPONED**

ARTICLE 6: Voted that the town authorize the Board of Selectmen to negotiate and enter into a ten (10) year contract, commencing on July 1, 2020 with the qualified vendor selected by the Massachusetts Department of Environmental Protection through a competitive bid process for recycling processing services for the Town, subject to the Board of Selectmen’s determination that the contract is in the best interests of the Town and subject to Town Meeting approval in Spring 2020 for the funding for these services.

ARTICLE 7: Voted that the town accept and report the Golf Enterprise Fund retained earnings deficit in the amount of \$21,240.64 in part 3 of the Schedule A-2 and Part 11B, line 6, of the Tax Rate Recap, and raise it from the tax levy as a General Fund subsidy.

ARTICLE 8: 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, MARIA’S WAY, IN ACCORDANCE WITH THE LEGAL DESCRIPTION AS PRINTED IN ARTICLE 8 OF THE OCTOBER 7, 2019 SPECIAL TOWN MEETING WARRANT.

ARTICLE 9: Voted that the Town authorize the Board of Selectmen to convey to the Springfield Water and Sewer Commission, with the concurrence of the School Committee, an easement in a portion of the Harris Brook Elementary School land for the purpose of installing, maintaining, repairing and replacing water supply to the Harris Brook Elementary School where said portion of land is approximately shown as the PROPOSED WATER EASEMENT on a plan of land entitled “Easement Plan of Land in Ludlow, Hampden County, Massachusetts” dated August 9, 2019, which plan is on file at the Town Clerk’s Office and where the easement area is a part of the premises described in a deed to the Town dated March 27, 1958 and recorded in the Hampden County Registry of Deeds in Book 2599, Page 404, said easement to be granted on such terms and conditions and for such consideration, which may be nominal consideration, as the Board of Selectmen deems appropriate.

ARTICLE 10: Voted that the Town raise and appropriate a sum of money not to exceed \$970,347.22 to be used to offset the unexpected deficit to the debt service for Fiscal Year 2019 for the borrowing for the Harris Brook (Chapin Street) Elementary School, East Street Elementary School and Senior Center projects.

Moved and seconded to adjourn the Special Town Meeting at 7:56 p.m.

Vital Statistics ** Notes Incomplete

Deaths** Births** Marriages**

	2014	2015	2016	2017	2018	2019
Deaths	208	211	215	219	218	256
Births	141	126	133	128	144	149
Marriages	141	131	106	120	111	106

Receipts

Coloring Books	\$18.00	Burial Permits	\$920.00	Business Certificates	\$1,535.00
Maps, Street List, By-Laws	\$1,667.00	Gas/Oil Storage Permits	\$1,850.00	Marriage Intentions	\$1,605.00
Other Revenues Miscellaneous	\$415.98	Parking Violations	\$340.00	Vitals Statistics	\$31,430.00
Neut/Spayed Dogs	\$19,440.00	Raffle Permits	\$50.00	Sales of Bicentennial Items	\$160.00
Not Neut/Spayed	\$4,240.00	Late Fee Dogs	\$800.00	Dog Boarding	\$310.00
Stray Dog	\$300.00	Kennel	\$1,160.00	Bylaw Violations	\$100.00
TOTAL	\$66,340.98				

Once again, I would like to express my sincere gratitude to the voters of the Town of Ludlow for electing me as Town Clerk. I wish to thank my office staff for their continued dedication to the town and their assistance to me. I would like to extend a thank you to the Board of Registrars and to the Town's election workers as well as the Police Department whose diligence in their duties makes the election process a smooth and enjoyable one. It is my honor and a pleasure to work beside all of you.

Respectfully Submitted,
Kim M. Batista, Town Clerk,
Chief Election Official, Board of Registrar

EDUCATION

SUPERINTENDENT OF SCHOOLS

FY2020 budget approved at the annual Town Meeting: \$32,129,259.00

Student Enrollment:

PreK-12 ~ 2,538

High School (9-12) 868 including 42 "school choice" students

Middle School (6-8) 612 including 22 "school choice" students

Veterans Park Elementary (4-5) 336 including 28 "school choice" students

Chapin Elementary (2-3) 326 including 6 "school choice" students

East Street Elementary (PreK-1) 396 including 0 "school choice" students

School Committee Changes

In March, the Ludlow School Committee reorganized and elected, Charles T. Mullin, Chairman; Jeffrey A. Laing, Vice-Chair; Jacob R. Oliveira, Secretary; Michael J. Kelliher, Member and James P. Harrington, Member.

Personnel Changes

On or before the end of the 2019 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: Barbara Bourdeau, Linda Courtney, Armando Fialho, Nancy Kurty, Marybeth Lewison, Lisa McCullough, Cindy Milner, Eileen Nacsin, Donna Soja, and Jack Ziemba.

The following faculty were employed in August 2019: Chapin Street Elementary School: Laura DeSousa, Amanda Hull; District: Cara Baillargeon, Tanja Coelho, Jacqueline Jurkowski; East Street

Elementary School: Siobhan Most, Brianna Paine, Maura Ricardi; Paul R. Baird Middle School: Susan Cox, Tamara Dennehy, Amy Rickett, Katrina Madden; Ludlow High School: Kimberly Alderman-Shapiro, Ethan Campbell, Timofey Gavrilov, Peter Gordon, Eric Hanson, Jennifer Jacobson, Maria Lekarczyk, Catherine Vershon.

Staff Recognition 2019

Elysa Burstein, Luisa Costa, Michelle D’Amore, Nancy Golec, John Lattanzio, Margaret MacDonald, Bonnie Manchester, William Moge, Mary Perkins-Dobek, Kellie Smith, Lisa Vital, Pat Anecchiarico, Timothy Brillo, Lisa Diotalevi, Judi Humphries, Denise Kukla, Anna Miranda, Janet O’Neil, Annmarie Santos, Jodi Yarkey, John O’Connor, Susan Santos

Pioneer Valley Excellence in Teaching Award Recipients

Chris Rea, Ludlow High School; David Galvin, Paul R. Baird M.S., Katie Leary, Veterans Park Elementary School and Deborah Donovan, East Street Elementary School

Pioneer Valley Excellence in Teaching Award Nominees

Leah Cook, Ludlow High School; Linda Courtney, Ludlow High School; Christina Dionne, Ludlow High School; Stephanie Fernandes, Ludlow High School; Diane Griffin, Ludlow High School; Eliza LaCroix, Ludlow High School; Jennifer McGrath, Ludlow High School; Heather Pighetti, Ludlow High School; Joanne Santos-Pontes, Ludlow High School; Michael Sittard, Ludlow High School; Brett Smith, Ludlow High School; Kerry Valentine, Ludlow High School; Tesha Ward, Ludlow High School; Kathleen Ziano, Ludlow High School; Michelle D’Amore, Paul R. Baird Middle School; Todd Ostrowski, Paul R. Baird Middle School; Carlee Taggart, Paul R. Baird Middle School; Becky Hardick, Veterans Park School; Amy Harris, Veterans Park School; Madison Spillers, Veterans Park School; Carrie Joseph, Chapin Street Elementary School; Kimberly Tresch, Chapin Street Elementary School; Jodi Yarkey, Chapin Street Elementary School; Kerri Sullivan, East Street Elementary School

Respectfully Submitted,
Todd H. Gazda,
Superintendent of Schools

SPECIAL EDUCATION DEPARTMENT

During the 2018 – 2019 school year, the Special Education Department 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). Special Education services were provided from PreK through 12th grade and post-

secondary for our 18 - 22 year old students. The Special Education Department provided inclusion, pull out and substantially separate programming in most of the schools. The goal of the Special Education 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 Transition Program at Ludlow High School continued to provide special education services to our students requiring services until 22 years old. The students continued to attend the Inclusive Concurrent Enrollment (ICE) program at Westfield State University and they continued working at various internships in the community, including working at the Ludlow Boys & Girls Club. The Special Education 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 is a list of the substantially separate programs that were available: PreK, Grs. K - 2 and Grs. 4 - 6 Intensive Autism Programs, Structured Individualized Program (SIP), Language Based Learning Disabilities Program (LLD), FOCUS Program and Life Skills/Vocational Program. Our LLD and FOCUS programs continued the transition of becoming more inclusive programs for our students. This transition allowed general education teachers and special education teachers the opportunity to co-teach. If our in district programs did not meet the needs of the students, the students were placed in out of district schools, per the determination of a Team meeting.

During the 2018 - 2019 school year, we continued with our 2 full day preschool classrooms, for typical peers and for students with disabilities. We also had 3 other preschool classrooms that ran half day programs for students with disabilities and students who are peers. We had 2 intensive programs called the Intensive Learning Program to meet the needs of new preschoolers who were 3 - 5 years old and had significant global delays and/or autism. Depending on the level of student need, some students attended half day programming, while others attended full day programming.

The Special Education Department is 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 Special Education Department also provided several related services to students such as: speech and language therapy, occupational therapy, physical therapy, adaptive physical therapy and counseling. During the 2018 – 2019 school year, our 3 licensed social workers continued to provide daily, therapeutic consultation and supports that were needed and required by students' IEPs. One social worker was assigned to the 2 elementary schools (East and Chapin), one was at Veterans and Baird and the other was at Ludlow High School.

We also had the services from our outside consultants for many of our programs. The following consultants provided support to staff, students and parents: autism consultant, language-based learning disabilities consultant, Communicare consultants and Lindamood Bell consultant. Lindamood Bell provided us with an in-district consultant from September to December. From January to May, the consult was a virtual consultant.

During the 2018 - 2019 school year, our 2 Board Certified Behavior Analysts (BCBA) continued to work with our students with autism in our PreK Intensive Learning Programs, our Grs. K - 2 Intensive Autism Program and our Grs. 4 - 6 Intensive Autism Program. They also provided support to the increasing number of children with autism that are in general education classrooms in our schools.

The Teacher of the Visually Impaired and the Teacher for Orientation and Mobility continued to provide contracted services to our visually impaired students in the district. Our full time Teacher of the Deaf continued to provide services to our deaf/hearing impaired students. She also worked with our 6th grade language-based learning disability program.

We contracted with Willie Ross School for the Deaf to provide support with the FM Systems that were used by our hearing impaired students and we contracted with Clarke School for the Deaf to provide us with maintenance services for our deaf students with cochlear implants that require specialized FM management.

Our Extended Year Program - EYP (summer school for special education students) continued to run for 4 and/or 5 weeks, Monday - Thursday, from 9:00 - 12:00 during July and August. The 5-week program was for our students with more intensive needs.

During 2018 - 2019, the Special Education Department offered to provide speech and language therapy and/or other special education services to Ludlow students with IEPs and attended St. John the Baptist School or were students that were homeschooled. Three families took advantage of the services during this school year.

The Special Education Parent Advisory Council (PAC) continued to meet the first Tuesday of most months during the school year at East Street School. All parents were welcomed to attend the meetings.

Respectfully Submitted,
Eva Tillotson, C.A.G.S.
Director of Special Education

INFORMATION TECHNOLOGY DEPARTMENT

The IT Department continues to undergo our transformation from a response-based support organization to a full-scale service-oriented IT organization. We have moved forward on our goal of in-house expanded support and installing in-house, more technology, devices and tools for our end users.

This past year was another move forward for our department. Our team is very driven and focused on supporting technology in offices and classrooms. Our goal in the year ahead is to continue on our journey of becoming true strategic partners with our district community and continue supporting needs for both data and hardware solutions. This past year we have increased providing data analysis on several areas to help make more informed decisions and continue supporting future planning efforts. As we continue down this path in an ever-changing discipline, we remain focused and aware of past, present and future challenges with respect to technology and infrastructure.

The information Technology department consists of four full time and one part time team member. This report highlights several completed projects and plans put together by our team.

It is anticipated the Technology Team will meet quarterly to discuss progress and tweak plans based on needs and financial capabilities of our District each year. We recognize that IT organizations themselves are being transformed by advances in technology and financial constraints. It is important to understand that funding challenges don't necessarily mean we should do less because we have less, but rather they provide an opportunity to innovate and to do more with less because, honestly, it's the right thing to do.

We currently support over 900 desktop computers, 19 servers, 28 network switches and 2600+ chrome devices for school year 2019 - 2020. Along with the hardware we also support almost 2700 students and over 450 staff in their use of district computers, network access and online learning resources.

Every transition involves change which can be difficult as it's stepping out of a comfortable more known situation into an unknown. Change is about movement, a force of its own. As a team, we've identified how we want to change, and we have seized every opportunity we have found. Again, this year our ultimate goal of all of our work is to be able to provide technology support services and access to technology at Ludlow Public Schools to achieve our mission and advance teaching and learning of unsurpassed quality for our students in today's age of technology.

This past year we have again updated, increased and improved several systems, applications, classroom and infrastructure items listed below, however a constant flow and commitment is needed to continue to advance.

Below are some of our completed projects over the past year:

- In-House installation of new interactive display panels at LHS and East Street schools for teaching and learning.
- Implemented, configured and supported NWEA MAP Growth application system at the Middle School for 2019 testing use (grades 6-8.)
- MCAS pre-setup of accommodation listing for student testing to ensure proper accommodations are in place and being met.

- Setup and configured a training and testing SIS - Aspen Test and Training system for staff training on new/changing system procedures and updates.
- Upgraded East Street computer lab to managed kiosk setup making it easier for students to logon and use the computers.
- In-House installation of 35 new Wifi Access points across the district to improve network access and reliability including over 4000' of new Cat 6 plenum Ethernet wiring installed across the district.
- Upgraded local on premise (Moodle) Learning Management system to replace a limited paid-for hosted system which is used to support online SEI Training courses allowing for more online course tools.
- Pack up and traded-in \$4,000 worth of old obsolete computer equipment.
- Environmentally friendly recycling of over 2.5 tons of broken obsolete computer equipment.
- Configured an additional MCAS LHS caching server and upgraded revised network model to continue improving connectivity for general use and testing.
- E-Rate submission of Category 1 Network reimbursement of 50% for Internet Services and 50% Category 2 reimbursement for a new Network Rack Enclosure, two new MCAS caching servers, 40 new wireless access points and renewal of existing wireless licenses.
- Replaced all outdated and non-functional battery backup systems at all the schools to improve system up-time, reliability and availability during power bumps/failures.
- Replaced district network firewall and service provider for savings and to handle increased network traffic and better filtering.
- In-House installation of 26 new high definition security cameras with new updated wiring at LHS, BMS and East Street Elementary School allowing on and off-site surveillance.
- Connected camera system with Ludlow Police Department dispatch.
- Replaced in-house 14 outdated over 10 year old ceiling and wall projection systems with new wall-mounted projection systems in classrooms.
- Replaced in-house old SMART board systems with new Touch Interactive Panel systems in two classrooms, computer lab and Library.

- Developed draft sites of new District and School websites.
- Removed and staged all computers and technology from Baird MS Flood Rooms.

In addition to the projects above, IT support staff have solved over 94% of our 1,620 support ticket requests last year within 48 hours.

Our Library services again continue to be a major support piece of our technology initiatives. They act as our front line for student support and Chromebook management. By partnering with and supporting them based at the schools we are expanding our reach and complementing our mission through their work and engagement.

Attendance letter generation for the entire District was done sending home custom attendance letters for all students and highlighting the importance of school attendance.

By continuing to improve our infrastructure reliability and support our staff and students effectively using and understanding the tools of today in our classrooms we can ensure our students will be prepared to thrive tomorrow.

The Ludlow Public Schools School Committee continues to support IT funding with an allocation of School Choice Funds to support district IT goals. This funding allows us to continue building upon the existing plan for our in-place one-to-one program and exploration of new online teaching tools. A full replacement cycle plan along with insurance options have been created and followed.

District-wide, teachers continue to learn from IT staff and one another as they gather for building-based professional development. We are expanding on a district wide data warehouse for in-depth data analysis. This data will be shared with various departments to look for improvement areas and track changes. To compliment this, we will utilize our Test version of our Student Information System to validate and proof out improvement plans before implementing them in our Production system.

The goal is to extend real learning beyond the school day and provide standards-based experiences and data for review. Parents, students and staff are all partners together accessing the same information online. Student experiences are becoming more consistent with improved reliability and access to tools and resources, but also as technology becomes more used in a reliable atmosphere the skill set and the comfort level of all classroom teachers grows as we continue to help support, upgrade and continue onward in a 21st Century learning environment.

In addition to the above, the IT Department also validates and certifies State and Federal reporting which includes:

DESE SIMS (October 1, March 1 and end-of-year)

DESE SCS (October 1 and with final grades at end-of year)

DESE EPIMS, (October 1, end-of year)
CRDC (Federal Civil Rights Data Collection)
DESE SDR July
US Federal ERATE application project planning and filings

Respectfully submitted,
Michael Assaf, Director of Technology

OFFICE OF CURRICULUM AND INSTRUCTION

The Office of Curriculum and Instruction oversees curriculum renewal and instructional practice, professional growth and development, grants, English language learning and assessment. In addition to these primary functions, this office is also the liaison for home school programming, and home/hospital education. This review of the 2019 calendar year highlights accomplishments, progress, and insight into each of these areas.

Curriculum

The Massachusetts Department of Elementary and Secondary Education (ESE) continually strives to make improvements and grow to reflect current knowledge and practice in education. This attention to growth results in an ongoing evolution of curriculum and instruction. In the 2019 calendar year, the Ludlow Public Schools focused on elementary mathematics, elementary reading, secondary writing, PK-12 social studies, science 9-12, and Social Emotional Learning (SEL). Some areas were focused on specific, intended outcomes while other areas required a deep and thorough vetting of the curricular area.

Elementary mathematics has been a primary curriculum focus in Ludlow for 5 years. In 2019, the scope of work narrowed to focus upon assessment methodologies to identify areas of instructional need and how to successfully support and monitor struggling mathematicians. Approximately 15 teachers who had not yet been trained, received an intensive 4 day Add+ Vantage Mathematics Recovery (AVMR) I or II training or engaged in AVMR Fractions. Teachers using these assessment tools are better able to identify areas in the curriculum that require further instruction through focused whole group and small group lessons. It is significant to note that all of the AVMR trainings that took place in 2019, to support our Ludlow educators, is a result of the district applying for and receiving \$40,000 in grant funding. Without this grant most of the trainings that occurred would not have been possible!

In March of 2019, K-5 elementary reading educators including classroom teachers, grade level leaders, reading task force members and Ludlow administrators moved to finalize their selection of a reading program. While 1 program was far beyond our financial means, 2 other programs made the final cut for consideration with *MyView* by Pearson being the selected program based

on teacher input and administrator review and approval. Reading is foundational to supporting students' academic success. This important study of reading curriculum and instruction has been the primary focus in the 2019-2020 school year. Educators have received and continue to receive direct professional development relative to program implementation, online resources, and other areas identified by teachers where they'd like additional training. Current observations from teachers, administrators, and professional development trainers note that teacher discourse around the teaching of reading and writing has dramatically increased and the consistency relative to content taught is also present. As with all things new, the district staff involved in the implementation of this program continue to work to refine our understanding, implementation and practice in an effort to improve student outcomes.

Collins Writing in grades 6-12 launched in March of 2018 in response to the district's desire to improve instruction and student performance in writing. Educators, utilizing the 2017 English Language Arts Curriculum Frameworks, are now in full implementation of Collins Writing in English in grades 6-12. Focus correction areas (FCAs) allow educators to specifically target learning standards and provide clear instruction defining for students what is expected. The 5 types of writing, type 1, informal through type 5, formal, as well as 10% summaries are all now utilized within English instruction. In addition, social studies and science educators in grades 6-12 have initiated their Collins Writing training in the fall of 2019. Having social studies and science utilize the same writing structures establishes a consistency for student on how to write as well as allows social studies and science teachers the methods on how to successfully target explicit writing their non-fiction content areas. Such skills are vital for college and career preparation as well as in standardized tests such as the Massachusetts Comprehensive Assessment System (MCAS), Advanced Placement (AP) exams, Scholastic Aptitude Test (SATs) and other standardized measures.

In June of 2018 the Massachusetts Department of Elementary and Secondary Education (ESE) for the first time since 1999 reauthorized and approved new Social Studies Standards for grades PK-12. In the 2018-2019 school year, social studies educators revised their curriculum and instructional plans. Starting in 2019, educators in grades K-12 are trying to implement their new curriculum maps and are in the process of reviewing and revising based on drafted curriculum. In 2019, 1 classroom set of text per grade 6 and 7 history teacher was purchased to support the changes to their curriculum. Grade 8 and high school courses have been adjusted and reprioritized within the scope of course offerings grades 9-12. It is the state's expectation that most and where possible all new learning standards in Social Studies are implemented in the 2019-2020 school year.

The Next Generation Science Standards (NGSS) have been implemented PK-7 over the past 3 calendar years and the past 2 calendar years in grade 8-12. Overall the two most substantive changes in science have come at the high school. Previously, science assessment for graduation typically meant that students passed the MCAS Physics assessment. However, beginning in the 2019-2020 school year, a majority of high school students will now take the Biology assessment to meet graduation requirements. This change has also resulted in amending in their entirety curriculum maps previously updated in 2017 & 2018. This shift in assessing students in Biology

as opposed to Physics aims to align with most high schools across the state and maximizes student knowledge building upon consecutive years of Biology instruction in grade 8 and grade 9 typically commencing with the grade 9 Biology MCAS assessment in the spring of freshman year. Social Emotional Learning (SEL), while age old and a hallmark of quality instruction, has become a new area of curriculum with explicitly defined instructional competencies that are expected to be taught by all Massachusetts educators. In total, there are Five Core Competencies of SEL adopted by Massachusetts. These competencies are derived from the Collaborative for Academic, Social and Emotional Learning (CASTEL). The competencies are self-awareness, self-management, social awareness, relationship skills and responsible decision making. In an effort to identify how SEL and the 5 competencies are taught in all schools, the district had established an SEL Task Force that operated from 2017-2019. After maximizing its potential, this task force absolved and educators whose specialties include counseling and behavioral health now oversee PK-12 SEL under the guidance of the Director of Curriculum and Instruction and Special Education Director. This team of educators are now working to establish a repository of research and educational support materials for all 5 competencies for all grade bands, Pk-2, 3-5, 6-8, and 9-12. In addition, these educators are also exploring, researching, and assessing student survey options that would help the district in gathering specific SEL data about our students in an effort to customize how we provide both students and teachers with support.

Professional Development

Curriculum implementation and instructional practice are most successful when thoughtfully supported through professional development that mirrors the curriculum's intent, effectively addresses content and skill, and links learning to practice. The district's persistent efforts in advancing and sustaining focused professional development, from one year to the next, in core content areas and pedagogy is evidenced in this year's work. In 2019, the Ludlow Public Schools continued their efforts of professional growth in elementary mathematics, K-5 reading, 6-12 writing, social emotional learning (SEL), English language learning, and projected based learning. Two elementary educators completed the Math Recovery *Add+ Vantage Mathematics Fractions* course of studies. This required the educators to engage in multiple mathematics education courses resulting in each teacher becoming a certified trainer of Add+ Vantage Mathematics Recovery (AVMR) Fractions for our district. These trained professionals are now applying their skills in training fellow classroom teachers in Ludlow on how to administer the AVMR assessments as well as implement focused instruction using best practices. In addition, as a result of our trainers' engagement, Ludlow applied for and was awarded a mathematics grant that resulted in \$40,000 in mathematical professional development for K-5 math teachers which was \$12,000 above the original award. As a result of this funding, almost all teachers have been trained in AVMR improving consistency in our ability to assess our elementary mathematics instruction and more effectively plan for student learning needs.

Middle and high school English language arts educators have been and continue to be engaged in Collins Writing professional development as previously noted. A review of student outcomes reflected the need for a review of curriculum and instruction in writing with particular focus on writing for a purpose, the ability to cite contextual evidence and the ability to write succinctly.

Collins Writing provides consistency of instruction in grades 6-12 while also allowing teachers to focus on the areas for student growth. Teachers are utilizing 10% summaries on a regular basis and applying Focus Correction Areas (FCAs) which specifically define what skill a student should be including within their writing. Educators have found this professional development rewarding in that they have immediately seen improvement in student work based on the Collins Writing trainings.

Social Emotional Learning (SEL) continues to be a focus point of our educational discussions in 2019. Educators welcome more students each day who experience trauma than ever before. SEL reflects our efforts in helping all students build resiliency and maintain hope not just for learning but in life. As a district, SEL has been a primary focus for professional development that is not a core curriculum area. The Ludlow Public Schools continues to work with Ribas Associates. Previously Ribas conducted teacher and paraprofessional trainings. Now, they are supporting our efforts to refine our work with our counseling and behavioral health staff. In addition to Ribas, Ludlow educators engaged in Playmakers 101 with Life if Good's Kids Foundation (LiGKF). LiGKF is a non-are attending no-cost state sponsored SEL trainings such as SEL4MA as well as some teachers have elected to continue their Life is Good Kid Foundation, Playmaker 101 training by attending Playmaker 202 in the spring of 2020. These trainings continue to inform the work of our district relative to SEL.

SEI Endorsement is an ESE requirement of Core Academic Teachers (CATs) who provide instruction to students' whose first language is something other than English. As a district, we are in our 3rd year of offering this required course free to 12-14 Ludlow educators each semester. The course focuses on language instruction and how to support students who are learning English including things such as tiered vocabulary. While the professional knowledge gained in the course is best practice for English language learners, educators find that the language support strategies has also provided improved instruction for English speaking students who also need language support.

Project Based Learning (PBL) is an area of education that continues to be recognized as PBL connects instruction to how the learning applies to the real-world. Real-world connections provide students with the knowledge of why what they are learning is important. 24 Ludlow teachers engaged in our second, in-district offering of the Projected Based Learning/Quality Performance Assessment course in the 2019-2020 school year. Collectively, we have about 56 educators who have now received this training district-wide!

In addition to the above noted professional development, teachers also engage in numerous self-studies throughout the school year. Through this process of self-study teachers gained knowledge of necessary changes within their field.

Grants

Annually, the Ludlow Public Schools receives state and federal grant funding. The receipt of funds is calculated based on enrollment and other factors including the number of Ludlow families that indicate a socio-economic need. In FY20, our federal Title I grant saw a substantial increase in allocation of over \$66,000. Title I continues to fund essential reading and math staff, K-5 reading curriculum and professional development, extended day and year programs, and curriculum supplies and materials in an effort to increase the academic outcomes of disadvantaged students. Our Educator Quality Grant, commonly known as Title IIA, is also a federal entitlement grant that supports required Elementary and Secondary Education (ESE) programs such as the mentorship and induction of new teachers. Title IIA funds additional professional development opportunities for educators PK-12. In FY20, Ludlow's Title IIA allocation saw a slight increase just over \$1,500 from FY19.

Title III was a new entitlement grant received the Ludlow Public Schools in FY19. The district's grant office applied for funding through the Collaborative for Educational Services (CES) again in FY20 and received \$11,229, an increase of over \$1,000 since just last year. The Title III grant serves English Language (EL) Acquisition and Academic Achievement Programs for Limited English Proficient Students. Our partnership with CES was a necessity for Ludlow to receive Title III funding in FY20 as the grant requires a minimum of 100 EL students in order for a school district to be able to apply independently. Our partnership allows LPS to receive Title III allocations based on a per pupil funding formula. This results in our district being able to better financially support our ELL programs and services. At the mid-point of the FY20 school year, Ludlow has exceeded the 100 EL student population and anticipates being able to independently apply for Title III funds for the FY21 year.

FY19 was the first year the Federal government administered fund for what is called Title IVA Student Support and Academic Enrichment entitlement grant. The focus of this grant is to support social emotional learning (SEL) initiatives as well as technology. This funding supplemented professional development with SEL trainers such as Ribas Associates as well as the Life is Good Kids Foundation.

A Math Recovery grant was also sought by and awarded to the Ludlow Public School's grant office totaling at minimum \$28,000 in professional development. By July of 2019, Ludlow received \$40,000 in mathematics professional development at no cost. \$12,000 more than what was anticipated upon reward of the grant. This professional development focused solely on K-5 mathematics assessment training for educators. Without these funds LPS would have had to expend locally allocated dollars to train a fraction of the staff we were able to via the awarded grant funds.

English Language Education

Continuing to reflect state and national trends, the 2019 school year welcomed an ever-growing number of English language (EL) learners to the Ludlow Public Schools. Given the growth within this department, the Ludlow Public Schools should be commended for several major accomplishment in advancing our ELL program this year.

First, Language Acquisition Team (LAT) meetings were formalized with processes, procedures, and paperwork as defined in the regulatory guidance. Similar to special education and Section 504, LAT meetings require a team of educators to meet, review state ACCESS and MCAS testing results, as well as school-based assessments to qualify students for ELL services or determine that English proficiency has been met. Also in 2019, the federal government issued target performance indicators just weeks prior to state ACCESS testing in late January/early February. Based on the ACCESS test results, in the fall of 2019, all LAT documents had to be reviewed and where needed, updated to reflect target benchmarks for students who did not meet the performance criteria. LAT staff must then establish goals to indicate growth and educators are expected to cite evidence of such performance. Additionally, changes in preschool and kindergarten ESL servicing changed. Direct service to kindergarten students was decreased but preschool ESL services were formally added. The end result for Ludlow is a net increase of overall ESL servicing PK-Grade ` at East Street School.

This brief description is merely recognition of a much greater accomplishment Ludlow Public Schools has made in establishing regulatory compliance through the implementation of LAT meetings and general ESL documentation.

Of significant import is our district's continued ability to host Sheltered English Immersion (SEI) Endorsement courses. Like the LAT process, meeting DESE expectations and acquiring authorization to be an approved vendor of SEI Endorsement required commitment from district to establish programmatic alignment with course expectations. The result of this achievement is that over 45 Ludlow educators have been provided the opportunity to take this required course, free of charge (for cost options range from \$380-\$900) while simultaneously maximizing teacher capacity in classroom instruction for EL students.

As a district, our English language learner population continues to be concentrated in the early elementary grade span of PK-3 optimizing our ability to influence language acquisition. Thus, the programmatic improvements made in 2019 will have a long-term impact on students' experience and performance as they matriculate to the secondary level.

Assessment

Assessment is a natural part of education. Teachers are regularly assessing student acquisition of content knowledge, both formally and informally, throughout the school year. Preparing students to be able to effectively convey their thoughts, use critical reasoning skills, and apply knowledge is an essential lifelong skill reflected in assessment outcomes.

Beyond routine classroom assessments that students engage in, students in grades 3-12 are required to participate in our state assessment. In the spring of 2019, Ludlow students, in grades 3-8, participated for the 2nd year in the *Next Generation MCAS 2.0*, an online assessment. Spring 2019 assessment data from *MCAS 2.0* online continues to be limited in its reliability as it is only the second year for this assessment. Generalized observations can be made about overall student performance relative to state standards. High school students, primarily students in grades 9 and 10, for the first time at the high school level engaged in the *Next Generation MCAS 2.0* assessment which will be valid for conferring graduation requirements for participating students. Student performance in 2019 continues to be high and consistent with past performances. Ludlow Senior High School continues to be a Level 1 school.

Home Schooling and Home/Hospital Tutorial

The Office of Curriculum and Instruction also oversees home school requests and monitors home school programming. In addition, this office also oversees tutorial required for students who are home or hospital bound due to severe illness. As of the fall of 2019, Ludlow monitors about 25 school aged children, who reside in the Town of Ludlow and are home schooled. Quarterly performance updates, annual summative reports and requests for new and continued home schooling are also maintained by this office.

Approximately 4 Ludlow students were in need of home or hospital bound educational services during 2019. This temporary service is initiated in accordance with Massachusetts General Law after a student has had 14 or more absences as a result of an illness so documented by a treating physician.

The Office of Curriculum and Instruction's highlights, contained in this overview of the 2019 calendar year, indicate the continued growth and success of students, staff, our office, and the Ludlow Public Schools. We resolve to be ever faithful to supporting our staff in being the best that they can be. And as always, we will continue to evolve and improve our work to benefit our students of Ludlow and their families.

Respectfully submitted,
Erica A. Faginski-Stark, Ed.D
Director of Curriculum & Instruction

LUDLOW HIGH SCHOOL

The calendar year of 2019 at Ludlow High School was very busy and very successful. Approximately 87% of the senior class entered higher education; 2% to the military, 11% entering the workforce. There were 210 students in the graduating Class of 2019. The SAT data for the Class of 2019 was higher than national averages and state averages. Sixty graduating seniors were awarded the John and Abigail Adams scholarship which is a reflection of high achievement on the state exam MCAS. Ludlow High School was recognized as meeting targets from the MA Department of Secondary Education. For the first time in LHS history, 8 students received the Commonwealth Seal of Biliteracy. They demonstrated through an extensive exam proficiency in both English and a world language. Ludlow High School continues to maintain high eligibility standards in order to play sports or participate in extracurricular activities. Students cannot fail any course; otherwise they become ineligible to participate. Our focus at LHS is academic success first.

Ludlow High School continues to provide support for students in English and Math by implementing a tiered instructional model. Students may choose advanced placement courses, honors courses, standard 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, which are supported by a grant received from the Massachusetts Math and Science Initiative, are Biology, Calculus AB, Chemistry, English Literature and Composition, English Language and Composition, Statistics, Spanish, French, US Government & Politics, Environmental Science US History and Computer Science. Teachers have received extensive professional development to enrich student learning in these classes and promote success. Students have been supported by the grant by receiving extra help on Saturday Study Sessions to support them in passing the AP exam. LHS saw a 26% increase in qualifying AP scores; from 32 in 2012 to 90 in 2019 scoring 3, 4, or 5.

Ludlow High School in 2019 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 which we were the number one high school for food donations for the fifth year in a row, the Josh Desforges fitness challenge, Coats for Kids, Penny Wars for the Food Shelter, Suicide/Depression Awareness, Drug Prevention Awareness, as well as becoming involved in smaller charitable ventures. The high school's instrumental music students and vocal music students were very busy performing and providing entertainment at local functions along with many qualifying for District State Competitions. All of these activities support the high school's mission to help all students reach their fullest potential.

Respectfully submitted,
Lisa Nemeth, Principal

PAUL R. BAIRD MIDDLE SCHOOL

As a result of the continued hard work and dedication of our staff, parents, and community partners, Paul R. Baird Middle School students participate in a variety of learning opportunities as members of a supportive and welcoming learning community. Currently, our enrollment stands at 615 students: 209 in Grade 6; 207 in Grade 7; and 199 in Grade 8. We currently have 21 students from surrounding municipalities through the school choice program.

A priority for the 2019 school year is to implement student centered strategies to creatively engage all learners through lessons that foster the acquisition of content knowledge while supporting social emotional learning opportunities. We have embraced our vision for this year of “Life is Good.” Monthly themes celebrating characteristic traits such as optimism, courage, humor and compassion have been incorporated into our class meetings. Strategies have been implemented to promote social emotional learning. We have added flexible seating in many classrooms, as well as collaborative working spaces throughout the building to provide students a learning environment that promotes social emotional learning. Our biggest idea that we have accomplished this year is our integration of “DIRT” (daily independent reading time) that incorporates 12 “mindful” minutes every day for the entire building.

Baird continues to build healthy partnerships with families and the community. Baird has collaborated on many student-centered healthy activities with the assistance of the Ludlow CARES organization. We also continue to expand and regularly update the content of the Baird website, Twitter, Facebook and Instagram pages to more effectively utilize our other informational technology capabilities. Through these important school and community partnerships we have benefited by those who have been so generous with their time, talent, and treasure.

It is our objective to engage Baird students in demonstrating their learning in a variety of traditional and digital formats. It is our goal to create student-led classrooms in which all students are inspired and empowered to take charge of their learning. Our instructional focus continues to target motivating and engaging our students in actively participating in their learning and using their critical thinking skills to help them understand and contribute to the world around them. The 1:1 Chromebook initiative has been very successful in focusing on high level 21st century skills to provide future readiness for all students. We continue to utilize the team model at Baird to focus on addressing all student needs, including academic and social emotional.

Our core curriculum instruction (English Language Arts, Mathematics, Science, and Social Studies) is delivered by dedicated, qualified teachers in distinct grade-level teams. Additionally, our “Specials” support the development of a wide range of skills and knowledge for students. World Languages (French, Spanish, and Portuguese), Computer Technology, Robotics, STEM, Digital Arts, Health, Physical Education, Visual and Performing arts, and Music provide our students the space to explore and experience a wide-range of learning opportunities that form them into well-

rounded individuals. Our afterschool clubs and activities enrich and extend our students' learning by providing a wide variety of opportunities: Jazz Band, Yearbook Club, Tabletop Gaming Club, Baird CARES, Talent Show, Art Club, Fishing Club, Travel Club, Mindful Minutes Club, Sports Club, and Chorus Club. We believe that experiences are an essential ingredient in connecting classroom learning with real-world experiences that allow our students to develop and apply lifelong learning strategies.

The 2019 calendar year includes the retirement of Donna Soja (paraprofessional). We thank her for her many years of dedication to Ludlow Public Schools and, in particular, to the Baird Community. Additionally, we are pleased to welcome the following new staff members: Susan Cox, Tammy Dennehy, Melissa Tereso, Katrina Trajkovski (teachers) Allison Sowa (building para substitute), Amy Rickett (psychologist), and Patricia Kwasiborski (cafeteria).

In closing, on behalf of our entire school community--students, faculty, and staff--I offer my heartfelt gratitude to the citizens of Ludlow for their continued generosity and support of the Paul R. Baird Middle School. #WeAreBaird

Respectfully submitted,
Stacy Monette, Principal

EAST STREET ELEMENTARY SCHOOL

East Street School began the New Year, 2019 with over 405 students. Our new teachers who were introduced in last year's report have acclimated themselves well in Preschool, Kindergarten and Special Education. They come with a wealth of experiences from districts such as Springfield, Holyoke and Monson. We are impressed with their dedication to our children and welcome their fresh ideas to East Street.

More teachers have begun to increase their online presence with most using Bloomz or Seesaw. As a result, communication between our families and our educators has improved. One of our teachers has become a certified trainer for Seesaw and her in depth knowledge has accelerated her peer's usage of this app. Each of our general education classrooms has a Smartboard or projector and screen. Students continue to receive their technology instruction from their classroom teachers in their classroom. However, each classroom visits the school computer lab at least one period per week.

East Street School has continued to expose our staff and students to social, emotional learning. Social emotional learning lends itself closely to our Fill Your Bucket and Responsive Classroom initiatives. We continue to stress Life Is Good Kids Foundation's 10 Superpowers. Each superpower highlights a skill that helps a student become an active and productive citizen, able to exhibit grit and mindfulness. The superpowers are: Openness, Courage, Simplicity, Humor, Gratitude, Fun, Compassion, Creativity, Authenticity and Love. This fall the principals developed

a monthly incentive program to promote the 10 positive skills with our teachers. At East Street we have seen an improved positive climate that revolves around each monthly trait. This optimism spreads throughout the building and more importantly it filters to our students. They are learning valuable life lessons through our SEL programs.

Family Nights continue to help us build an inclusive learning community. In the spring, we had a bookfair with campfire themed activities, Bingo for Books. This fall we hosted an Open House with a bookfair. Together with Friendship Week in February and our March Reading Madness Month our staff continues to promote a positive learning experience for all of our students. Our staff goes out of their way to assist charities through their support of our Giving Tree and other organizations.

The PTO continues to help us raise funds for various East Street School projects. Their assistance helps teachers and students obtain learning materials that are used every day in our classrooms. Purchasing books for classroom libraries, science materials, and equipment for our playground are examples of how our PTO assists our school. In the spring, the PTO began plans to raise funds for our Peaceful Playground Project.

Educators continue to work in a collaborative model to improve instructional practices in the classroom. Each grade level team meets at least once a week to discuss best practices, plan units, and review student data. In addition, teams meet once a month at their grade level meeting and on early release days. Administration monitors meeting agendas and attends these meetings periodically. Teachers continue to set goals and collect data within the Educator Evaluation Program process which correlates with the state's educator evaluation system.

The PTO sponsored three after school clubs in the spring. Mrs. Leslee Sharon facilitated a fitness group. A Chorus Club was facilitated by our music teacher, Mrs. Nancy Nummy. The third club was offered to our kindergarten students by Ms. Heidi Arsenault and Ms. Giannakopoulos. This fall the 3 elementary schools began to use MyView by Pearson Publishing in their ELA classrooms. This English language arts program will solidify instruction making it more consistent from classroom to classroom and from school to school.

Respectfully submitted,
Thomas Welch, Principal

CHAPIN STREET ELEMENTARY SCHOOL

Chapin Street School began the school year with 330 students. Mrs. Marybeth Lewsion retired after a **30 year career** in the Ludlow Public Schools. We welcomed Kelsey Kligerman to the third grade team along with Amanda Hull a new Special Education Teacher to our Team. Mr. John Barlow our long time Physical Education teacher also retired this past December.

Through the vision and planning of the Instructional Leadership Team, professional development was implemented throughout the year which aligned with our District Improvement Plan. The elementary schools completed the second year of Empowering Writers and Eureka Programs to support the writing and math curriculum. In addition to Tiered instruction provided for those students who require extra support in reading and math both in and out of the classroom setting, extended day reading services were provided to those students in 3rd grade in T2.

The elementary schools all implemented a new reading program called, My View in September 2019. Teachers participated in professional development and used early release time to familiarize themselves with the new program. We have already seen alignment across grade levels.

Technology use is prevalent at Chapin Street School. Students use Chromebooks to write, to do research, to practice math skills, and to take on-line standardized tests in reading and math. Every classroom at the start of the year went to 1:1.Chromebooks. Each classroom is also equipped with either a Smartboard or an Elmo and projector which makes learning an engaging process through access to lessons which are visual, have sound, and are interactive. Students are learning how to use Google Presentation to create their own research and writing in order to make it visual to others, so they can present what they have learned. Students are able to view exemplars of good writing, teachers can show students how to solve math problems, and any picture or text can be viewed by a whole classroom.

This past year we focused on building a positive climate and teaching our motto of R.O.A.R. (Respect, Ownership, Attitude and Responsibility). A PBIS team continued to work hard to create a schoolwide culture of kindness and joy. We worked on the Joy of Teaching, the Joy of Learning, the Joy of Community. Each month we continue to hold Monthly Chapin Community Meetings of the entire school which focused on community building and the SEL theme and every day we encouraged daily affirmations that supported the theme being taught. We recently have integrated the “Life is Good” Superpowers each month which supports both students and teachers social emotional wellbeing.

With funding from the PTO, we offered after school clubs to include Chorus, Yoga and Patriot’s Pride. Our music teacher, Mrs. Meghan Provost conducted over one hundred third grade students in chorus practice with a culminating performance at Ludlow High School. Mrs. Joseph and Mrs. Thompson coordinated the Patriot’s Pride Club which met regularly as well as introduced Patriotism to the whole school. They accomplished this by having Veterans come to read and discuss patriot themed activities to all second grade students and teach the proper way to fold a flag to all third grade students. Ms. Tresch and Mrs. Potter taught yoga and relaxing techniques to second grade students. Lastly, Ms. Goodreau was the advisor of the student council. All of these clubs enhanced the learning experience of our students.

Respectfully submitted,
Nikki Reed, Principal

VETERANS PARK ELEMENTARY SCHOOL

The Veterans Park Community started the year off with a “Grow the Good” theme presented to us by Life is Good and Steve Gross. We were treated to a few professional development days with the Life is Good Playmaker Team. They reminded us of the importance of taking care of ourselves so that we could take better care of our students. Each month we highlight a superpower with staff and students. The superpowers are: Openness, Courage, Simplicity, Humor, Gratitude, Fun, Compassion, Creativity, Authenticity and Love. This fall the principals developed a monthly incentive program to promote the 10 positive skills with our teachers. Students are also celebrated monthly for being role models of these superpowers as we work to create a positive culture full of optimism and pride.

Our current enrollment is at 338 in the fourth and fifth grade. Students and staff continue with specializing in specific content areas, allowing students to access the full curriculum yet delivered by two different teachers. At the close of our last school year, the Intensive Autism program was moved to Baird Middle School. Lauren Lane, the teacher for this program left the district. Caitlin Clemons left our FOCUS program to accept a position at Baird. She was replaced by Julie O’Brien. Julie O’Brien ultimately had to leave the district and Beth Cohen stepped in from East Street School to teach our FOCUS program. Peter Gordon was hired as a SIP teacher as the program expanded. He was later moved to our FOCUS program. Daniel Lee joined the Veterans Park team as our building substitute. Christine James continued the responsibility of the Grade 5 Level Leader and Angela Knox as the Grade 4 Level Leader.

A new My View reading program was introduced in September of 2019. Teachers participated in several professional development training sessions to familiarize themselves with the program and began implementation at the start of the year. The staff and students have been very successful with the roll out and look forward to completing the units this year.

House Days were implemented into our schedule on our early release days. Our whole school was divided into ten “Houses”. Each house was made up of fourth and fifth grade students as well as a mixture of our staff. This was instrumental in our students becoming acclimated to new staff and students. It gave them a chance to get to know students and staff that they might not have had a chance to meet.

A mentor program was started with Ludlow High School. Several LHS students were carefully matched up with Veterans Park students; they were able to offer academic help and support as well as modeling a positive influence. Long lasting bonds were formed with some of these students and they grew quite close. Blizzard Bags continued this year to replace snow days. After School Clubs continued with high enrollments and included Running Club led by Mrs. Harris and Coding Club which was led by Miss Breen. Drama Club continues to be our biggest club. Miss James and Miss Sousa tried something new with Seussical Jr. in May of 2019. Students, parents and staff were treated to a colorful and creative musical with rave reviews. Veterans Park School 5th grade band students competed in the Music in the Parks competition held at Six Flags New

England and placed first in their division again. In June of 2019, we had our annual FUND Run which was organized by Mrs. Jorge. This year was slightly different than previous years. Instead of focusing on one charity, each house was able to pick their own charity to raise money for. These charities included Ronald McDonald House, Rick's Place and many more. We successfully raised a total of \$7,650.00!

A new DARE program was started at Veterans Park and Chapin Street schools in the Fall of 2019. Officer Cordeiro was on hand to teach these weekly classes to our fifth grade students. In an effort to keep our schools even more safe, a carline program was created by Mrs. Knowles. This alleviated the need for people to come into the building at dismissal time.

Respectfully submitted,
Melissa Knowles, Principal

FINANCE

BOARD OF ASSESSORS

FY20 was an Interim Valuation Year, the work was successfully completed and approved by the Department of Revenue on 11/22/2019. Values increased as a result of the revaluation by approximately 2.1%. The total valuation of the Town increased by 2.5%.

Ludlow's GIS website (geographical informational system) which allows taxpayers to explore their property lines online via maps and property record cards has been updated and is a great tool for the residents of the Town of Ludlow.

The Board would like to extend its sincere appreciation to Jose Alves, Assistant Assessor, Maria Fernandes, Associate Assessor and Clerks Deidra Thompson and Paula Mahoney for the work they performed in order for the Department and the Board to continue to meet Department of Revenue deadlines.

For Fiscal Year 2020 Tony Rosa was nominated the Chairman of the Board, along with Mike O'Rourke as clerk. We also would like to welcome new member Kelly Rua to the Board of Assessors as an at large board member.

Respectfully submitted,
Tony Rosa, 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
2019	19.82	\$202,830,900	\$1,875,628,250	\$2,078,459,150	\$10,391,340	\$41,195,060.35
2020	20.62	\$212,668,040	\$1,933,273,460	\$2,145,941,500	\$67,482,200	\$44,249,313.73

ABATEMENTS

Fiscal Year	Real Estate		Personal Property		Senior Work-off	
2018	55	\$32,393.03	7	\$5,843.66	61	\$30,500.00
2019	90	\$44,900.23	4	\$588.06	71	\$35,500.00

EXEMPTIONS

Fiscal Year	Cl.22 Vets Exemptions	Cl.37A Blind Exemptions	Cl.41C (over 70) Exemptions	Total Amount Exempted
2018	196	27	27	\$161,968.50
2019	208	28	22	\$170,501.55

MOTOR VEHICLE EXCISE

Levy Year	Number of Bills	Tax Amounts	Number of Abatements	Amounts
2018	24050	\$2,784,526.47	736	\$57,563.63
	(2017) 488	\$15,468.59	(2017) 65	\$4,145.20
	(2016) 1	\$30.00	(2016) 17	\$1,384.27
			(2015) 7	\$688.75
2019	24288	\$2,840,559.72	734	\$65,083.25
			(2018) 60	\$4,171.12
			(2017) 1	\$5.00

MISCELLANEOUS

Deeds		Building Permits/Inspections	
2018	477	2018	696
2019	599	2019	627

Assessors' Office

FINANCE COMMITTEE

The primary duties of the Finance Committee are to advise and make recommendations to Town Meeting on the annual operating budget and other financial matters. We are responsible for submitting our recommendations on the Annual Budget to Town Meeting and provide recommendations on all articles coming before Town Meeting. We are engaged in the budget preparation process which involves the development of the budget while following Town-wide budgetary guidelines. During the year, our statutory responsibility is managing the Town's Reserve Fund and authorizing transfers from the fund to town departments for unforeseen or emergency needs. We take our responsibility as custodian over these funds seriously and ensure that any emergency transfers meet an appropriate standard and do not circumvent Town Meeting action.

Over the past few years, the Finance Committee, in conjunction with the Board of Selectmen, has been improving our budget development process to ensure that we make better informed decisions while understanding the impact of funding decisions on the taxpayer. We are examining our needs with attention paid to key financial indicators including projecting the tax impact of spending at certain levels within the year. Forecasting our tax impact has been a substantial planning tool that has improved the decision-making process and provided necessary context around the ability to afford spending in certain areas. The establishment of the Selectman's Budget subcommittee has brought together key stakeholders, including representation from department heads, in the budget development process. It has helped start the development process earlier in the year and provide additional time for conversations about department requests thus building a better proposed budget for the Finance Committee to begin its work examining department requests. The Finance Committee has been committed to core values of affordability and sustainability, maximizing efficiencies wherever possible, transparency in our process, and preserving healthy levels of savings in the Town's "rainy day fund" or Stabilization fund. Holding these core values in mind through each and every decision we make on the Town's spending has resulted in improving our financial position as a community. We will continue to strive to strengthen that position even further through our shared commitment to these values.

As a community our expenses continue to grow, and the resulting pressure created on our tax revenue is not a new phenomenon in municipal finance. However, as a community we must continuously examine our key cost drivers and employ strategies to control costs or create predictable increases that we can affordably plan around. While we have made significant strides to improve our budget process and stabilize our financial position, our committee is committed to continue to strengthen our position and set down a roadmap for the long-term financial stability of our community. To that end, we are thankful to have extraordinary partners in the Town's management team to collaborate with on every aspect of our duties. Our community is fortunate to have a staff of department heads and financial management professionals who are committed to managing the expansive town services offered to residents and who are dedicated stewards of the taxpayer's resources.

Thank you for the opportunity to serve our community and we look forward to the work ahead!

Respectfully submitted,
Eric A. Gregoire, Chairman

Members:

Kim Downing, Vice Chair
Beverly Tokarz, Secretary
Susanne Boyea
Raymond Yando

Anthony Alves
Richard Moskal
Joan Cavallo
Nicole Parker

FUND	Description	Balance 6/30/18	Federal	State	Other	Total Revenue	Transfer In	Personal Services	Operating Expend	Capital Expend	Total Expended	Transfers Out	Net Change	Balance 6/30/19
2101	DPW - PURPLE BAGS - (\$26,000)	\$ 26,000.00				\$ 3,639.78			\$ 3,639.78		\$ 3,639.78		\$ -	\$ 26,000.00
2102	BOH SEWAGE DISPOSAL FEES - (\$24,000)	\$ 20,774.00			\$ 51.00	\$ 51.00			\$ 18,150.00		\$ 18,150.00		\$ (19,099.00)	\$ 2,675.00
2103	BOH VACCINE FEES - (\$20,000)	\$ 20,000.00			\$ 3,370.93	\$ 3,370.93			\$ 5,113.01		\$ 5,113.01		\$ (1,742.08)	\$ 18,257.92
2104	CC WETLAND FEES - (\$80,000)	\$ 80,000.00											\$ -	\$ 80,000.00
2105	CC CONSULTING FEES - (\$50,000)	\$ 4,711.98											\$ -	\$ 4,711.98
2106	INSURANCE UNDER 20K	\$ 7,189.84			\$ 141,794.90	\$ 141,794.90			\$ 5,376.40		\$ 5,376.40	\$ 125,909.99	\$ 10,498.51	\$ 17,688.35
2108	SALE OF CEMENTRY LOTS	\$ 131,248.16			\$ 8,875.00	\$ 8,875.00							\$ 8,875.00	\$ 140,123.16
2109	SALE OF REAL ESTATE	\$ 84,921.39											\$ -	\$ 84,921.39
2111	ARTS LOTTERY COUNCIL	\$ 8,884.91		\$ 11,100.00		\$ 11,100.00			\$ 9,251.43		\$ 9,251.43		\$ 1,848.57	\$ 10,733.48
2112	CABLE TV - (RRFA)	\$ 737,518.89			\$ 279,158.83	\$ 279,158.83		\$ 162,406.69	\$ 26,184.53	\$ 21,480.36	\$ 210,071.58		\$ 69,087.25	\$ 806,606.14
2113	CLERK - DOG LICENSES - (\$5,000)	\$ 5,000.00											\$ -	\$ 5,000.00
2114	AMBULANCE SUBSCRIPTION FUND	\$ 209,887.77			\$ 88,046.00	\$ 88,046.00			\$ 659.37		\$ 659.37	\$ 98,000.00	\$ (10,613.37)	\$ 199,274.40
2115	BOH - CPR/FIRST AID TRAINING - (\$5,000)	\$ 826.40			\$ 237.50	\$ 237.50			\$ 540.35		\$ 540.35		\$ (302.86)	\$ 523.55
2116	OFF DUTY POLICE TRAINING	\$ (33,116.83)			\$ 682,101.47	\$ 682,101.47		\$ 708,712.38			\$ 708,712.38		\$ (26,610.91)	\$ (59,727.74)
	Total Funds 21XX	\$ 1,303,846.51	\$ 1,207,265.41	\$ 1,218,365.41	\$ 1,218,365.41	\$ 68,914.87	\$ 21,480.36	\$ 223,909.99	\$ 32,941.12	\$ 1,336,787.63	\$ 32,941.12	\$ 1,336,787.63	\$ -	\$ 1,336,787.63
2302	FD - AMBULANCE DONATIONS	\$ 28,765.14			\$ 315.00	\$ 315.00							\$ 315.00	\$ 29,080.14
2303	BOS - UNDERGROUND TANKS	\$ 5,385.00											\$ -	\$ 5,385.00
2304	CLK - STATE FUNDS FOR ELECTIONS	\$ 1,327.75		\$ 6,394.16		\$ 6,394.16		\$ 5,367.57			\$ 5,367.57		\$ 1,026.59	\$ 2,354.34
2305	LIB - STATE LIBRARY AID	\$ 15,225.43		\$ 30,820.58		\$ 30,820.58		\$ 32,131.81			\$ 32,131.81		\$ (1,311.23)	\$ 13,914.20
2306	LIB - LIBRARY MEMORIAL FUND	\$ 4,567.82			\$ 7,567.85	\$ 7,567.85		\$ 10,929.01			\$ 10,929.01		\$ (3,361.16)	\$ 1,206.66
2307	LIB - SELMA MAY MEMORIAL FUND	\$ 27,626.50						\$ 5,278.42			\$ 5,278.42		\$ (5,278.42)	\$ 22,348.08
2308	FD - DONATIONS	\$ 19,017.62			\$ 2,261.08	\$ 2,261.08				\$ 2,840.49	\$ 2,840.49		\$ (579.41)	\$ 18,438.21
2309	CC - WMECO RELIABILITY UPGRADE GRANT	\$ 33,400.00											\$ -	\$ 33,400.00
2310	FD - LOCAL EMERGENCY MANAGEMENT	\$ 1,338.76							\$ 245.05		\$ 245.05		\$ (245.05)	\$ 1,093.71
2311	FD - FEDERAL FEMA GRANT	\$ 270.73											\$ -	\$ 270.73
2312	VETS - MEMORIAL GIFTS AND DONATIONS	\$ 4,628.00											\$ -	\$ 4,628.00
2314	VETS - VETERANS & FAMILIES ASSISTANCE FL	\$ 6,923.00		\$ (6,923.00)	\$ 5,949.75	\$ (973.25)							\$ (973.25)	\$ 5,949.75
2315	FD - SAFE GRANT	\$ 100.00		\$ 13,877.00		\$ 13,877.00		\$ 8,254.52			\$ 11,574.98		\$ 2,302.02	\$ 2,302.02
2316	PLAN - DOG PARK DONATIONS	\$ 774.80			\$ 250.00	\$ 250.00			\$ 3,320.46		\$ 3,320.46		\$ -	\$ 350.00
2317	TRANSPORT NETW REVOLVING	\$ 15,000.01		\$ 1,243.20		\$ 1,243.20			\$ 774.80		\$ 774.80		\$ 468.40	\$ 1,243.20
2318	LIBR LSTA IDEAL LAB FED					\$ 15,000.01			\$ 1,415.40	\$ 10,506.05	\$ 11,921.45		\$ 3,078.56	\$ 3,078.56
2319	NATHAN CARREIRA SCHOL												\$ -	\$ -
2320	MASSWORKS INFR PROG REV					\$ 1,325.02							\$ -	\$ -
2321	MMP EARMARK STATE GRANT					\$ 95,000.00			\$ 4,240.32		\$ 4,240.32		\$ (4,240.32)	\$ (4,240.32)
2322	TRAFFIC ENFORCEMENT GRANT					\$ 1,041.26			\$ 168,238.27		\$ 168,238.27		\$ (1,726.37)	\$ (1,726.37)
2323	JOSEPH AND ANA DIAS MEMORIAL					\$ 25,000.00			\$ 25,000.00		\$ 25,000.00		\$ -	\$ -
2325	PD - STATE COMMUNITY COMPACT GRANT	\$ 424.66											\$ -	\$ 424.66
2330	PD - STATE 911 INCENTIVE GRANT	\$ (11,768.17)				\$ 71,792.38		\$ 58,990.01	\$ 2,684.67		\$ 61,674.68		\$ 10,117.70	\$ (1,650.47)
2332	FD - STATE HAZMAT TRAINING GRANT	\$ (4,940.47)				\$ 18,298.93		\$ 15,185.81			\$ 15,185.81		\$ 3,113.12	\$ (1,827.35)
2333	BOS - STANTON FOUNDATION GRANT	\$ 225,480.00				\$ 9,610.00			\$ 4,960.00	\$ 206,010.65	\$ 206,010.65		\$ (206,010.65)	\$ 19,469.35
2335	BOH - NURSES DONATIONS	\$ 4,391.27			\$ 40.00	\$ 40.00			\$ 532.68		\$ 532.68		\$ (492.68)	\$ 3,898.59
2336	BOH - NURSES DONATIONS	\$ 3,702.26											\$ -	\$ 3,702.26
2337	PD - COMMUNITY POLICING DONATIONS	\$ 19,973.94							\$ 10,129.89		\$ 10,129.89		\$ (4,732.50)	\$ 15,241.44
2338	PD - FED LAW ENFORCEMENT TRUST - SEIZUR	\$ 39,252.67				\$ 5,397.39			\$ 4,834.17		\$ 4,834.17		\$ 4,410.83	\$ 43,663.50
2339	PD - K-9 UNIT DONATIONS	\$ 79,279.80			\$ 9,245.00	\$ 9,245.00			\$ 2,524.00		\$ 2,524.00		\$ (2,524.00)	\$ 76,755.80
2340	PD - CORIMACK PROF DEV FUND DONATION	\$ (12,644.31)				\$ 11,150.50							\$ 1,362.50	\$ (11,281.81)
2341	REC - BULLETPROOF VEST GRANTS - ST/FED	\$ 3,978.00							\$ 9,788.00		\$ 9,788.00		\$ -	\$ 3,978.00
2342	REC - SKATE PARK DONATIONS	\$ 69,670.07			\$ 224.27	\$ 224.27							\$ 224.27	\$ 69,894.34
2343	BOS - JAIL IMPACT FUNDS - STATE GRANT	\$ 119.00											\$ -	\$ 119.00
2344	COA - DONATIONS	\$ 14.00											\$ -	\$ 14.00
2345	COA - TITLE III FEDERAL GRANT	\$ 2,475.18		\$ 832.00		\$ 832.00			\$ 25,778.86	\$ 13,454.70	\$ 54,808.56		\$ 832.00	\$ 846.00
2346	COA - OUTREACH STATE FORMULA GRANT	\$ 8,097.61			\$ 6,144.00	\$ 6,144.00	\$ 3,000.00	\$ 15,575.00	\$ 13,416.39	\$ 13,416.39	\$ 54,808.56		\$ 425.00	\$ 2,900.18
2347	CELEBRATE LUDLOW	\$ 267,500.00							\$ 8,253.95		\$ 8,253.95		\$ (4,272.39)	\$ 3,825.22
2348	BOS - SMART GROWTH ZONING GRANT - 40R	\$ 9,894.00							\$ 41,085.00		\$ 41,085.00		\$ (49,338.95)	\$ 218,161.05
2349	FITBIT CHALLENGE DONATION	\$ 1,000.00											\$ -	\$ 1,000.00
2350	DPW - RECYCLING DIVIDEND PROGRAM GRANT	\$ 855,250.06	\$ 3,322.49	\$ 228,207.01	\$ 25,797.20	\$ 257,326.70	\$ 3,000.00	\$ 95,118.39	\$ 159,098.90	\$ 273,178.84	\$ 527,396.13		\$ (267,069.43)	\$ 523,126.42
	Total Funds 23XX	\$ 855,250.06	\$ 3,322.49	\$ 228,207.01	\$ 25,797.20	\$ 257,326.70	\$ 3,000.00	\$ 95,118.39	\$ 159,098.90	\$ 273,178.84	\$ 527,396.13		\$ (267,069.43)	\$ 523,126.42

SCHOOL ACCOUNTS

251	School Lunch Program	\$ 51,508.48	\$ 450,915.45	\$ 8,620.86	\$ 581,279.39	\$ 1,040,815.70		\$ 579,926.87	\$ 417,726.59		\$ 997,653.46		\$ 43,162.24	\$ 94,670.72
	Total Fund 251	\$ 51,508.48	\$ 450,915.45	\$ 8,620.86	\$ 581,279.39	\$ 1,040,815.70		\$ 579,926.87	\$ 417,726.59		\$ 997,653.46		\$ 43,162.24	\$ 94,670.72
252	School Athletic Fund	\$ 4,303.60				\$ 49,171.44			\$ 54,607.21		\$ 54,607.21		\$ (5,435.77)	\$ (1,132.17)
252	Cheer, Swim, Fac Improv	\$ 140.00											\$ -	\$ 140.00

LUDLOW
SRF ACTIVITY SCHEDULE

FUND	Description	Balance 6/30/18	Federal	State	Other	Total Revenue	Transfer In	Personal Services	Operating Expend	Capital Expend	Total Expended	Transfers Out	Net Change	Balance 6/30/19
252	School Athletic Fund	\$ 6,875.97	\$ -	\$ -	\$ 79,052.44	\$ 79,052.44	\$ -	\$ 4,691.41	\$ 119,609.57	\$ -	\$ 124,300.98	\$ -	\$ (45,248.54)	\$ (38,372.57)
	Total Fund 252	\$ 11,319.57	\$ -	\$ -	\$ 128,223.88	\$ 128,223.88	\$ -	\$ 4,691.41	\$ 174,216.78	\$ -	\$ 178,908.19	\$ -	\$ (50,684.31)	\$ (39,364.74)
253	H.S. Book Revolving	\$ 33,140.86	\$ -	\$ -	\$ 4,243.15	\$ 4,243.15	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,243.15	\$ 37,384.01
253	B.M.S. Book Revolving	\$ 1,118.78	\$ -	\$ -	\$ 228.40	\$ 228.40	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 228.40	\$ 1,347.18
253	Chapin St. Book Revolving	\$ 927.44	\$ -	\$ -	\$ 140.69	\$ 140.69	\$ -	\$ -	\$ 687.01	\$ -	\$ 687.01	\$ -	\$ (546.32)	\$ 381.12
253	East St. Book Revolving	\$ 1,100.38	\$ -	\$ -	\$ 156.91	\$ 156.91	\$ -	\$ -	\$ 611.08	\$ -	\$ 611.08	\$ -	\$ (454.17)	\$ 646.21
253	Vets Park Book Revolving	\$ 972.76	\$ -	\$ -	\$ 342.98	\$ 342.98	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 342.98	\$ 1,315.74
253	District Book Revolving	\$ 1,071.69	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,071.69
	Total Fund 253	\$ 38,331.91	\$ -	\$ -	\$ 5,112.13	\$ 5,112.13	\$ -	\$ -	\$ 1,298.09	\$ -	\$ 1,298.09	\$ -	\$ 3,814.04	\$ 42,145.95
255	Adult Continuing Education	\$ 135,560.24	\$ -	\$ -	\$ 95,029.14	\$ 95,029.14	\$ -	\$ 57,632.40	\$ 50,682.89	\$ -	\$ 108,315.29	\$ -	\$ (13,266.15)	\$ 122,264.09
255	Vets Summer Enrichment	\$ 184.97	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 184.97
255	Summer Theatre	\$ 24.30	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24.30
255	H.S. Summer Reading Program	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Fund 255	\$ 135,759.51	\$ -	\$ -	\$ 95,029.14	\$ 95,029.14	\$ -	\$ 57,632.40	\$ 50,682.89	\$ -	\$ 108,315.29	\$ -	\$ (13,266.15)	\$ 122,473.36
256	Early Childhood Revolving - rental	\$ 87,380.79	\$ -	\$ -	\$ 41,605.20	\$ 41,605.20	\$ -	\$ -	\$ 30,715.68	\$ -	\$ 30,715.68	\$ -	\$ 10,889.52	\$ 98,270.31
256	Early Childhood Revolving	\$ 82,193.46	\$ -	\$ -	\$ 88,568.74	\$ 88,568.74	\$ -	\$ -	\$ 177,167.11	\$ -	\$ 177,167.11	\$ -	\$ (86,596.37)	\$ (6,404.91)
	Total Fund 256	\$ 169,574.25	\$ -	\$ -	\$ 130,173.94	\$ 130,173.94	\$ -	\$ -	\$ 207,882.79	\$ -	\$ 207,882.79	\$ -	\$ (77,708.85)	\$ 91,865.40
257	Student Transportation	\$ 14,248.02	\$ -	\$ -	\$ 31,455.32	\$ 31,455.32	\$ -	\$ -	\$ 8,697.92	\$ -	\$ 8,697.92	\$ -	\$ 22,757.40	\$ 37,005.42
	Total Fund 257	\$ 14,248.02	\$ -	\$ -	\$ 31,455.32	\$ 31,455.32	\$ -	\$ -	\$ 8,697.92	\$ -	\$ 8,697.92	\$ -	\$ 22,757.40	\$ 37,005.42
258	School Choice Tuition Revolving	\$ 858,113.38	\$ -	\$ -	\$ 543,282.00	\$ 543,282.00	\$ -	\$ 306,434.60	\$ 294,784.59	\$ -	\$ 601,219.19	\$ 69,388.54	\$ (127,325.73)	\$ 730,787.65
	Total Fund 258	\$ 858,113.38	\$ -	\$ -	\$ 543,282.00	\$ 543,282.00	\$ -	\$ 306,434.60	\$ 294,784.59	\$ -	\$ 601,219.19	\$ 69,388.54	\$ (127,325.73)	\$ 730,787.65
259	Insurance Damages	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Fund 259	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
260	Dias Foundation - LHS/BMS Library	\$ 5,142.90	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,561.93	\$ -	\$ 4,561.93	\$ -	\$ (4,561.93)	\$ 580.97
260	H.S. School Gift Account	\$ 29,287.40	\$ -	\$ -	\$ 10,175.00	\$ 10,175.00	\$ -	\$ -	\$ 17,880.68	\$ -	\$ 17,880.68	\$ -	\$ (7,705.68)	\$ 21,581.72
260	B.M.S. School Gift Account	\$ 5,426.05	\$ -	\$ -	\$ 1,817.41	\$ 1,817.41	\$ -	\$ -	\$ 4,078.27	\$ -	\$ 4,078.27	\$ -	\$ (2,260.86)	\$ 3,165.19
260	Chapin St. School Gift Account	\$ 3,009.26	\$ -	\$ -	\$ 689.60	\$ 689.60	\$ -	\$ -	\$ 1,366.82	\$ -	\$ 1,366.82	\$ -	\$ (677.22)	\$ 2,332.04
260	East St. School Gift Account	\$ 4,780.59	\$ -	\$ -	\$ 3,948.87	\$ 3,948.87	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,948.87	\$ 8,729.46
260	Vets Park School Gift Account	\$ 6,040.41	\$ -	\$ -	\$ 400.00	\$ 400.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400.00	\$ 6,440.41
260	Special Education Gift Account	\$ 1,029.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,029.00
260	Community Scholarship	\$ 229.64	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -	\$ -	\$ 2,299.64
	Total Fund 260	\$ 54,945.25	\$ -	\$ -	\$ 18,030.88	\$ 18,030.88	\$ -	\$ -	\$ 28,887.70	\$ -	\$ 28,887.70	\$ -	\$ (10,856.82)	\$ 44,088.43
261	Special Ed Circuit Breaker	\$ 229,608.00	\$ -	\$ 425,015.00	\$ -	\$ 425,015.00	\$ -	\$ 64,340.96	\$ 470,483.68	\$ -	\$ 534,824.64	\$ -	\$ (109,809.64)	\$ 119,798.36
	Total Fund 261	\$ 229,608.00	\$ -	\$ 425,015.00	\$ -	\$ 425,015.00	\$ -	\$ 64,340.96	\$ 470,483.68	\$ -	\$ 534,824.64	\$ -	\$ (109,809.64)	\$ 119,798.36
	Total Fund 27	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
272	School Health Grant FY2019	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 47,228.41	\$ 25,481.91	\$ -	\$ 72,710.32	\$ (80,999.60)	\$ 8,289.28	\$ 8,289.28
272	School Health Grant FY2018	\$ 6,403.50	\$ -	\$ (767.28)	\$ -	\$ (767.28)	\$ -	\$ -	\$ 5,633.00	\$ -	\$ 5,633.00	\$ -	\$ (6,400.28)	\$ 3.22
272	School Health Grant FY2016	\$ -	\$ -	\$ 80,999.60	\$ -	\$ 80,999.60	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80,999.60	\$ -	\$ -
	Total Fund 272	\$ 6,403.50	\$ -	\$ 80,232.32	\$ -	\$ 80,232.32	\$ -	\$ 47,228.41	\$ 31,114.91	\$ -	\$ 78,343.32	\$ -	\$ 1,889.00	\$ 8,292.50
273	PR Hurricane Relief	\$ -	\$ -	\$ 50,872.69	\$ -	\$ 50,872.69	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,872.69	\$ 50,872.69
273	PR Hurricane Relief	\$ 8,885.00	\$ -	\$ 3,244.08	\$ -	\$ 3,244.08	\$ -	\$ -	\$ 21,767.32	\$ -	\$ 21,767.32	\$ -	\$ (18,523.24)	\$ (9,638.24)
273	PR Hurricane Relief	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,564.45	\$ -	\$ 8,564.45	\$ -	\$ (8,564.45)	\$ -
	Total Fund 273	\$ 8,885.00	\$ -	\$ 54,116.77	\$ -	\$ 54,116.77	\$ -	\$ -	\$ 30,331.77	\$ -	\$ 30,331.77	\$ -	\$ 23,785.00	\$ 32,670.00
277	Drug Free Schools FY 2019	\$ -	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00	\$ -	\$ 2,170.74	\$ 18,172.58	\$ -	\$ 20,343.32	\$ -	\$ (343.32)	\$ (343.32)
277	Drug Free Schools FY 2018	\$ (1,132.39)	\$ 5,229.00	\$ -	\$ -	\$ 5,229.00	\$ -	\$ 950.24	\$ 3,146.37	\$ -	\$ 4,096.61	\$ -	\$ 1,132.39	\$ -
	Total Fund 277	\$ (1,132.39)	\$ 25,229.00	\$ -	\$ -	\$ 25,229.00	\$ -	\$ 3,120.98	\$ 21,318.95	\$ -	\$ 24,439.93	\$ -	\$ 788.07	\$ (343.32)
279	Title 1 FY 2019	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 279,765.37	\$ 19,064.67	\$ -	\$ 298,830.04	\$ (293,714.00)	\$ (5,116.04)	\$ (5,116.04)
279	Title 1 FY 2018	\$ (59,750.49)	\$ 318,238.00	\$ -	\$ -	\$ 318,238.00	\$ -	\$ 2,358.71	\$ 18,894.02	\$ -	\$ 21,252.73	\$ 293,714.00	\$ 3,271.27	\$ (56,479.22)
279	Title 1 FY 2017	\$ (11,595.45)	\$ 11,748.00	\$ -	\$ -	\$ 11,748.00	\$ -	\$ 6,627.00	\$ 132.00	\$ -	\$ 6,759.00	\$ -	\$ 4,989.00	\$ (6,606.45)
279	Title 1 FY 2016	\$ 0.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0.50
	Total Fund 279	\$ (71,345.44)	\$ 329,986.00	\$ -	\$ -	\$ 329,986.00	\$ -	\$ 288,751.08	\$ 38,090.69	\$ -	\$ 326,841.77	\$ -	\$ 3,144.23	\$ (68,201.21)
280	IDEA EC FY 2019	\$ -	\$ 26,000.00	\$ -	\$ -	\$ 26,000.00	\$ -	\$ -	\$ -	\$ -	\$ 29,923.00	\$ -	\$ (3,923.00)	\$ (3,923.00)

LUDLOW
SRF ACTIVITY SCHEDULE

FUND	Description	Balance 6/30/18	Federal	State	Other	Total Revenue	Transfer In	Personal Services	Operating Expend	Capital Expend	Total Expended	Transfers Out	Net Change	Balance 6/30/19
280	IDEA-EC FY 2018	\$ (0.02)	\$ 26,000.00	\$ -	\$ -	\$ 26,000.00	\$ -	\$ 29,923.00	\$ -	\$ -	\$ 29,923.00	\$ -	\$ (3,923.00)	\$ (3,923.02)
	Total Fund 280	\$ (0.02)	\$ 26,000.00	\$ -	\$ -	\$ 26,000.00	\$ -	\$ 29,923.00	\$ -	\$ -	\$ 29,923.00	\$ -	\$ (3,923.00)	\$ (3,923.02)
281	SPED - Trans.Assess FY2019	\$ -	\$ 524,849.00	\$ -	\$ -	\$ 524,849.00	\$ -	\$ 2,862.70	\$ 764,752.41	\$ -	\$ 767,615.11	\$ -	\$ (242,766.11)	\$ (242,766.11)
281	SPED - Trans.Assess FY2018	\$ (75,235.58)	\$ 192,529.00	\$ -	\$ -	\$ 192,529.00	\$ -	\$ 2,110.00	\$ 184,571.96	\$ -	\$ 186,681.96	\$ (69,388.54)	\$ 75,235.58	\$ -
281	SPED - Trans.Assess FY2017	\$ (0.46)	\$ 9,964.00	\$ -	\$ -	\$ 9,964.00	\$ -	\$ -	\$ 8,719.56	\$ -	\$ 8,719.56	\$ -	\$ 1,244.44	\$ 1,243.98
	Total Fund 281	\$ (75,236.04)	\$ 727,342.00	\$ -	\$ -	\$ 727,342.00	\$ -	\$ 4,972.70	\$ 958,043.93	\$ -	\$ 963,016.63	\$ (69,388.54)	\$ (166,286.09)	\$ (241,522.13)
282	Community Partnerships FY2019	\$ -	\$ -	\$ 103,645.00	\$ -	\$ 103,645.00	\$ -	\$ 52,000.87	\$ 47,031.97	\$ 3,011.00	\$ 102,043.84	\$ -	\$ 1,601.16	\$ 1,601.16
282	Community Partnerships FY2018	\$ (35,454.93)	\$ -	\$ 41,458.00	\$ -	\$ 41,458.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,794.52	\$ 39,663.48	\$ 4,208.55
282	Community Partnerships FY2017	\$ (2,524.86)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (2,524.86)
282	PESP Prog - FY2018	\$ (2,099.16)	\$ -	\$ 2,058.00	\$ -	\$ 2,058.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,058.00	\$ (41.16)
282	Family Community Grant FY2019	\$ -	\$ -	\$ 30,000.00	\$ -	\$ 30,000.00	\$ -	\$ 22,833.00	\$ 7,167.00	\$ -	\$ 30,000.00	\$ -	\$ -	\$ -
282	Family Community Grant FY2018	\$ 0.13	\$ -	\$ (1.00)	\$ -	\$ (1.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1.00)	\$ (0.87)
282	Family Community Grant FY2017	\$ (2,086.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (2,086.00)
282	Community Partnerships FY2008	\$ 4,436.75	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,436.75
282	Family Community Grant FY2010	\$ 1,729.70	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,729.70
	Total Fund 282	\$ (35,988.37)	\$ 177,160.00	\$ 177,160.00	\$ -	\$ 177,160.00	\$ -	\$ 74,833.87	\$ 54,198.97	\$ 3,011.00	\$ 132,043.84	\$ 1,794.52	\$ 43,321.64	\$ 7,323.27
283	SPED Program Improv FY 2018	\$ 314.41	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 297.00	\$ -	\$ 297.00	\$ -	\$ (297.00)	\$ 17.41
	Total Fund 283	\$ 314.41	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 297.00	\$ -	\$ 297.00	\$ -	\$ (297.00)	\$ 17.41
284	Teache Quality Grant Part A FY 2019	\$ 32,670.00	\$ 41,151.00	\$ -	\$ -	\$ 41,151.00	\$ -	\$ 66,597.70	\$ 1,244.95	\$ -	\$ 67,842.65	\$ -	\$ (26,691.65)	\$ 32,670.00
284	Teache Quality Grant Part A FY 2018	\$ (52,481.93)	\$ 27,053.00	\$ -	\$ -	\$ 27,053.00	\$ -	\$ 47,328.01	\$ 11,545.63	\$ -	\$ 58,873.64	\$ (1,794.52)	\$ (30,026.12)	\$ (26,691.65)
284	Teache Quality Grant Part A FY 2017	\$ (10,326.59)	\$ 13,455.00	\$ -	\$ -	\$ 13,455.00	\$ -	\$ (3,139.59)	\$ (20.90)	\$ -	\$ (3,160.49)	\$ -	\$ 16,615.49	\$ (2,508.05)
	Total Fund 284	\$ (30,138.52)	\$ 81,659.00	\$ -	\$ -	\$ 81,659.00	\$ -	\$ 110,786.12	\$ 12,769.68	\$ -	\$ 123,555.80	\$ (1,794.52)	\$ (40,102.28)	\$ (70,240.80)
	Total SRF Fund	\$ 1,365,160.50												\$ 907,543.25

Town of Ludlow
Cherry Sheet Analysis
FY 2019

ACCOUNT NUMBER	ACCOUNT NAME	Budget	Qtr End 9/30/2018	Qtr End 12/31/2018	Qtr End 3/31/2019	Qtr End 6/30/2019	YTD	OVER/(UNDER)
General Fund State Aid:								
0101145-460000	MSBA	876,912.00	-	876,912.00	-	-	876,912.00	-
0101145-461010	Exemptions- Vets,Blind & SS/Elderly	118,040.00	1,840.00	107,569.00	26,727.00	10,764.00	146,900.00	28,860.00
0101145-461011	State Owned Land	31,967.00	7,989.00	7,989.00	7,989.00	8,000.00	31,967.00	-
0101145-466001	State Aid Lottery	3,158,612.00	789,651.00	789,651.00	789,651.00	789,659.00	3,158,612.00	-
0101146-466700	Veterans Benefits	240,051.00	58,862.00	116,502.00	-	53,504.00	228,868.00	(11,183.00)
0101300-462000	Charter School Reimbursement	16,074.00	4,017.00	4,143.00	4,397.00	31,300.00	43,857.00	27,783.00
0101300-462001	School Chapter 70	13,719,693.00	3,429,921.00	3,429,921.00	3,429,921.00	3,429,930.00	13,719,693.00	-
General Fund State Aid		18,161,349.00	4,292,280.00	5,332,687.00	4,258,685.00	4,323,157.00	18,206,809.00	45,460.00
0101145-466100	Room Occupancy Tax	125,000.00	38,026.49	38,505.37	24,136.03	23,817.92	124,485.81	(514.19)
0101145-466002	Meals Tax	260,000.00	72,879.72	69,238.03	73,360.30	62,415.70	277,893.75	17,893.75
Other Excise Taxes		385,000.00	110,906.21	107,743.40	97,496.33	86,233.62	402,379.56	17,379.56
2305-460000	Public Library	30,479.00	-	15,117.98	-	15,702.60	30,820.58	341.58
2585110-462000	School Choice	617,689.00	102,948.00	198,829.00	133,221.00	108,284.00	543,282.00	(74,407.00)
Restricted State Aid		648,168.00	102,948.00	213,946.98	133,221.00	123,986.60	574,102.58	(74,065.42)
Total Cherry Sheet Aid		19,194,517.00	4,506,134.21	5,654,377.38	4,489,402.33	4,533,377.22	19,183,291.14	(11,225.86)

FY	ART #	DEPARTMENT		Balance Remaining 6/30/17	Balance Remaining 6/30/18	2019 Articles	2019 Activity	Current Balance Remaining
SELECTMEN:								
	Art #9	UNSAFE BUILDINGS 5/01 - 5/06	GG	\$ 13,708.00	\$ 13,708.00			\$ 13,708.00
	Art #41	Master Plan	GG	\$ 8,620.00	\$ 8,620.00			\$ 8,620.00
	Art #23	Harris Brook/Wade Dam Repairs	PW	\$ 15,000.00	\$ 15,000.00			\$ 15,000.00
		First Meeting House (State Grant)	GG	\$ 4,677.24	\$ 4,677.24			\$ 4,677.24
		CIP 5/13/02-SILVA FIELD IMPROVEMENTS	PW	\$ 50,000.00	\$ 7,372.14		\$ (5,410.00)	\$ 1,962.14
		CIP 4/12/99-WHITNEY PARK PLAYGROUND	CR	\$ 2,771.00	\$ 2,771.00			\$ 2,771.00
STM 5/9/2016:								
	2012 Art#16	Emergency Preparedness	GG	\$ 50,418.47	\$ 37,668.46		\$ (3,594.53)	\$ 34,073.93
	2012 Art#17	Building Infrastructure	GG	\$ 75,093.00	\$ 71,445.00		\$ (36,229.42)	\$ 35,215.58
ATM 5/8/2017:								
	2018 Art#14	FC used for Senior Center Professional Services	HS		\$ 20,000.00		\$ (386.18)	\$ 19,613.82
	2018 Art#16	Radio Communications Advisory Committee - Raise and Appropriate	PS		\$ 9,893.08		\$ (2,143.08)	\$ 7,750.00
	2018 Art#31	DPW - Sander/Salter Dump Truck #37 - 1st year of 3 year lease	PW		\$ 77,000.00		\$ (72,431.89)	\$ 4,568.11
	2017 Art#1	Unpaid Bills - BOS \$12,478.65 (Section 111F)	GG		\$ 12,478.65		\$ (12,356.93)	\$ 121.72
		ACTIVITY THROUGH JUNE 30, 2018		\$ 220,287.71	\$ 280,633.57	\$ -	\$ (132,552.03)	\$ 148,081.54
ATM 5/14/2018:								
	2019 Art#14	Capital Projects \$266,000 - (Sander 77,000/Fire Engine 106,000/Amb 58,000/Lib HVAC 25,000)						
	2019 Art#14	DPW - Sander - 2nd year of 3 year lease	PW		\$ -	\$ 77,000.00	\$ (72,431.89)	\$ 4,568.11
	2019 Art#14	FD - Fire Engine - 5th year of 5 year lease	PS		\$ -	\$ 106,000.00	\$ (105,957.42)	\$ 42.58
	2019 Art#14	FD - Ambulance - 3rd year of 4 year lease	PS		\$ -	\$ 58,000.00	\$ (57,006.21)	\$ 993.79
	2019 Art#14	Lib - HVAC Rreplacement	REC		\$ -	\$ 25,000.00		\$ 25,000.00
STM 10/1/18:								
	2018 Art#1	Unpaid Bills - BOS \$32,241.34 Chapter 41, 111F	GG		\$ -	\$ 32,241.34	\$ (31,343.40)	\$ 897.94
	2018 Art#1	Unpaid Bills - Golf \$360.74 Napa	GG		\$ -	\$ 360.74	\$ (360.74)	\$ -
	2019 Art#5	Deputy Chief Vehicle - Ambulance fund	PS		\$ -	\$ 40,000.00	\$ (39,859.08)	\$ 140.92
STM 5/13/19:								
	2019 Art#1	PY Bills	GG			\$ 18,764.17	\$ -	\$ 18,764.17
	2019 Art#2	COA Van Lease	REC			\$ 27,000.00	\$ -	\$ 27,000.00
	2019 Art#5	DPW Truck - Insurance partial funding	PW			\$ 125,909.99	\$ -	\$ 125,909.99
		ACTIVITY THROUGH JUNE 30, 2019		\$ 220,287.71	\$ 280,633.57	\$ 510,276.24	\$ (439,510.77)	\$ 351,399.04

Westover Golf Course
Statement of Revenue/Expenditures

Description	FY'2013 Budget	FY'2013 Actual	FY'2014 Budget	FY'2014 Actual	FY'2015 Budget	FY'2015 Actual	FY'2016 Budget	FY'2016 Actual	FY'2017 Budget	FY'2017 Actual	FY'2018 Budget	FY'2018 Actual	FY'2019 Budget	FY'2019 Actual
Revenue:														
426001 OVER/UNDER GOLF COURSE	-	-	-	(119)	-	30	-	-	-	(136)	-	(73)	-	(73)
426005 GOLF ROUNDS RECEIPTS	486,942	445,004	467,316	419,118	473,816	404,534	460,000	425,910	448,972	356,010	459,547	389,631	455,000	382,689
426007 DRIVING RANGE RECEIPTS	-	-	-	2,400	-	2,000	-	2,200	-	-	2,000	4,000	4,000	2,000
426010 GOLF CART RENTAL RECEIPTS	220,000	212,675	215,000	226,463	230,000	224,279	240,000	223,901	250,625	196,957	250,000	221,591	260,000	226,279
436030 GOLF CONFESSION RIGHTS	25,000	19,863	25,000	17,375	20,000	23,333	23,000	23,233	25,000	25,194	25,829	25,094	25,000	19,803
480001 INSURANCE COMPENSATION	-	-	-	5,600	-	-	-	8,310	-	-	-	-	-	-
480600 GOLF OTHER RECEIPTS	25,000	130,621	25,000	31,808	26,000	22,055	28,217	33,547	30,000	27,673	30,000	53,558	25,060	46,486
482010 INTEREST ON DEPOSITS	1,500	953	1,000	-	1,000	68	100	637	1,000	1,054	1,000	216	-	3,457
Total Revenue:	758,442	809,116	733,316	702,645	750,816	676,300	751,317	717,738	755,597	606,763	768,376	694,018	769,060	680,641
Expenses:														
SALARIES	296,592	275,889	327,816	306,690	336,316	318,406	309,300	328,905	313,580	287,713	315,022	331,817	352,500	302,293
GENERAL EXPENSES	338,850	340,277	328,500	313,156	336,500	315,749	366,439	320,067	381,892	347,003	362,854	279,899	323,560	334,517
TOWN INDIRECT	123,000	123,000	77,000	77,000	78,000	78,000	77,000	77,000	77,000	77,000	90,500	90,500	93,000	93,000
CAPITAL EXPENDITURES	17,244	17,244	17,244	17,245	36,497	33,409	12,251	11,913	12,251	12,337	-	-	-	-
RESERVE FUND	-	-	-	-	-	-	-	-	-	-	-	-	-	-
OVERHEAD UTILITY REPAIRS	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenses:	775,686	756,410	750,560	714,091	787,313	745,565	764,990	737,885	784,723	724,053	768,376	702,216	769,060	729,810
Operating Profit/(Loss)	(17,244)	52,706	(17,244)	(11,446)	(36,497)	(69,265)	(13,673)	(20,146)	(29,126)	(117,291)	0	(8,198)	-	(49,169)
Retained Earnings Transfer	17,244	(17,244)	17,244	-	36,497	-	13,673	-	29,126	-	-	(1,472)	-	-
OLD ARTICLES CLOSEOUT	-	8,730	-	-	-	-	-	-	-	-	-	-	-	-
Fund Balance Effect	-	52,706	-	(11,446)	-	(69,265)	(0)	(20,146)	0	(117,291)	0	(9,670)	-	(49,169)
Fund Balance - Petty Cash	-	200	-	200	200	200	200	200	200	200	200	200	200	200
Fund Balance - Res for Encumbrances	-	4,178	-	13,371	1,422	1,422	16,451	16,451	6,102	6,102	6,965	6,965	4,228	4,228
Fund Balance - Res for Expenditures	-	31,244	-	36,497	36,497	36,497	12,251	12,251	-	-	-	-	-	11,513
Fund Balance - Undesignated	236,065	236,065	210,173	210,173	152,857	152,857	141,928	141,928	47,237	47,237	36,704	36,704	-	(21,241)
Total Fund Balance	271,687	271,687	260,241	260,241	190,976	190,976	170,830	170,830	53,539	53,539	43,869	43,869	(5,300)	(5,300)
Difference	(0)	(0)	0	0	0	0	0	0	0	0	0	0	0	0

TOWN OF LUDLOW
SEWER ENTERPRISE FUND (61)
REVENUE ANALYSIS
ACTUAL 6/30/2019

ACCOUNT	REVENUE	FY2014 BUDGET	ACTUAL FY2014	FY2015 BUDGET	ACTUAL FY2015	FY2016 BUDGET	ACTUAL FY2016	FY2017 BUDGET	ACTUAL FY2017	FY2018 BUDGET	ACTUAL FY2018	FY2019 BUDGET	ACTUAL FY2019
User Fees:													
610410-421120	User Fees		\$ 1,452,697	\$ 1,405,900	\$ 1,379,408	\$ 1,199,778	\$ 1,421,850	\$ 1,217,902	\$ 1,550,848	1,286,579	1,525,651	1,420,594	1,628,901
610410-421119	User Fees		\$ 20,880	\$ 25,000	\$ 15,902	\$ 20,000	\$ 33,315	\$ 25,000	\$ 24,743	-	-	-	28,455
610410-421118	User Fees		\$ 78,368	\$ 60,000	\$ 79,845	\$ 70,000	\$ 70,731	\$ 70,000	\$ 59,877	-	-	-	-
610410-421117	User Fees		\$ 60,000	\$ 60,000	\$ 79,845	\$ 70,000	\$ 70,731	\$ 70,000	\$ 59,877	-	-	-	-
610410-421116	User Fees		\$ 35,000	\$ 25,000	\$ 15,902	\$ 20,000	\$ 33,315	\$ 25,000	\$ 24,743	-	-	-	-
610410-421115	User Fees		\$ 60,000	\$ 60,000	\$ 79,845	\$ 70,000	\$ 70,731	\$ 70,000	\$ 59,877	60,000	68,826	60,000	72,237
610410-422105	Sewer Liens		\$ 30,000	\$ 30,000	\$ 15,950	\$ 25,000	\$ 34,549	\$ 25,000	\$ 27,500	25,000	77,882	30,000	32,420
610410-445045	Permits - Sewer Tie-ins		\$ 7,500	\$ 5,000	\$ 5,143	\$ 5,000	\$ 9,192	\$ 5,000	\$ 7,429	5,000	6,414	5,000	7,698
610410-417800-432010	Other		\$ 500	\$ -	\$ (1,324)	\$ -	\$ -	\$ -	\$ -	-	-	-	-
6195095-450100	Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	91,275	-	-
6190568-491000,493000	Sale of Bonds, Premiums		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	4,467	-	-
610410-482110	Interest Income		\$ -	\$ -	\$ 5	\$ -	\$ 11	\$ -	\$ 15	-	-	-	15,059
	Total Revenue		\$ 1,585,697	\$ 1,525,900	\$ 1,494,929	\$ 1,319,778	\$ 1,569,649	\$ 1,342,902	\$ 1,650,412	\$ 1,401,579	\$ 1,802,125	\$ 1,515,594	\$ 1,784,770
61410144-51*	Salaries and Wages	\$ 151,481	\$ 149,388	\$ 133,880	\$ 136,024	\$ 141,159	\$ 136,330	\$ 141,407	\$ 143,073	143,968	145,703	156,128	148,690
61410344-52*,53*,54*,57*,61,610344-	Salaries and Wages												
591000,591500	General Expenses	\$ 282,546	\$ 355,575	\$ 305,545	\$ 314,549	\$ 328,719	\$ 320,810	\$ 334,475	\$ 297,129	337,944	388,427	333,652	344,133
61410644-564010	Intergovernmental - Spfld Sewer	\$ 849,670	\$ 666,393	\$ 769,475	\$ 614,101	\$ 725,900	\$ 776,136	\$ 738,020	\$ 988,996	787,667	1,082,624	897,814	1,090,825
611006-520000-00013	Sewer Cap Projects									423,129	126,994	351,540	356,643
611023-580000	Sewer Article - Truck									61,500	61,315	-	-
	Total Expense	\$ 1,283,697	\$ 1,171,356	\$ 1,208,900	\$ 1,064,674	\$ 1,195,778	\$ 1,233,275	\$ 1,240,773	\$ 1,456,069	\$ 1,754,208	\$ 1,805,063	\$ 1,739,134	\$ 1,940,292
	Retained Earnings Transfer - CAP							\$ 26,871	\$ 26,871	484,629	188,309	351,540	356,643
	Net Revenue	\$ 302,000	\$ 415,228	\$ 317,000	\$ 430,255	\$ 124,000	\$ 336,374	\$ 129,000	\$ 221,213	\$ 132,000	\$ 185,371	\$ 128,000	\$ 201,121
	Indirect Charges (Not Allocated)	\$ 302,000	\$ 302,000	\$ 317,000	\$ 317,000	\$ 124,000	\$ 124,000	\$ 129,000	\$ 129,000	132,000	132,000	128,000	128,000
	Adjusted Net Revenue	\$ -	\$ 113,228	\$ -	\$ 113,255	\$ -	\$ 212,374	\$ -	\$ 92,213	\$ -	\$ 53,371	\$ -	\$ 73,121

FOR 2019 13

ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
122 SELECTMEN						
145 TOWN TREASURER'S DEPT.	0.00	-75,000.00	-112,759.50	0.00	37,759.50	150.3%
146 TOWN COLLECTOR'S DEPT.	0.00	-4,671,585.00	-4,947,767.83	0.00	276,182.83	105.9%
161 TOWN CLERK'S DEPT.	0.00	-47,563,111.36	-46,874,499.28	0.00	-688,612.08	98.6%
175 PLANNING BOARD	0.00	0.00	-75,268.62	0.00	75,268.62	100.0%
176 BOARD OF APPEALS	0.00	0.00	-36,767.55	0.00	36,767.55	100.0%
210 POLICE DEPARTMENT	0.00	0.00	-825.00	0.00	825.00	100.0%
220 FIRE DEPARTMENT	0.00	-40,000.00	-117,622.55	0.00	77,622.55	294.1%
241 BUILDING INSPECTOR'S DEPT.	0.00	0.00	-71,991.00	0.00	71,991.00	100.0%
244 SEALER OF WEIGHTS & MEASURES	0.00	-300,000.00	-284,865.87	0.00	-15,134.13	95.0%
300 SCHOOL DEPARTMENT	0.00	0.00	-5,079.00	0.00	5,079.00	100.0%
410 DEPARTMENT OF PUBLIC WORKS	0.00	-14,060,767.00	-14,112,354.59	0.00	51,587.59	100.4%
510 HEALTH DEPARTMENT	0.00	0.00	-167,653.19	0.00	167,653.19	100.0%
541 COUNCIL ON AGING	0.00	0.00	-75,879.38	0.00	75,879.38	100.0%
610 HUBBARD MEMORIAL LIBRARY	0.00	0.00	-49,760.50	0.00	49,760.50	100.0%
630 RECREATION COMMISSION	0.00	-2,000.00	-3,886.00	0.00	1,886.00	194.3%
660 WESTOVER MUNICIPAL GOLF COURSE	0.00	-110,000.00	-123,517.70	0.00	13,517.70	112.3%
990 TRANSFERS IN/OUT	0.00	0.00	-221,000.00	0.00	221,000.00	100.0%
	0.00	0.00	-17,932.20	0.00	17,932.20	100.0%
GRAND TOTAL						
0.00	-66,822,463.36	-66,822,463.36	-67,299,429.76	0.00	476,966.40	100.7%

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FOR 2019 13

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
114	MODERATOR	0.00	528.00	528.00	0.00	0.00	100.0%
122	SELECTMEN	5,996.18	332,542.18	287,785.76	794.20	43,962.22	86.8%
131	FINANCE COMMITTEE	38,485.00	41,710.00	3,030.00	0.00	38,680.00	7.3%
135	TOWN ACCOUNTANT'S DEPT.	-33.20	185,872.80	184,902.46	0.00	970.34	99.5%
141	BOARD OF ASSESSORS DEPT.	0.00	246,573.00	241,827.63	0.00	4,745.37	98.1%
145	TOWN TREASURER'S DEPT.	2,500.00	261,945.00	260,370.43	0.00	1,574.57	99.4%
146	TOWN COLLECTOR'S DEPT.	2,140.00	257,560.00	256,216.47	545.00	798.53	99.7%
151	TOWN COUNSEL'S DEPT.	2,879.50	115,179.50	93,179.99	0.00	21,999.51	80.9%
152	HUMAN RESOURCES	0.00	109,935.00	97,939.02	0.00	11,995.98	89.1%
155	INFORMATION TECHNOLOGY	14,212.66	347,313.66	339,968.36	3,029.63	4,315.67	98.8%
161	TOWN CLERK'S DEPT.	0.00	118,595.00	117,166.04	0.00	1,428.96	98.8%
162	ELECTIONS & REGISTRATIONS DEPT	0.00	107,111.00	98,515.65	0.00	8,595.35	92.0%
171	CONSERVATION COMMISSION	0.00	32,809.00	30,556.95	0.00	2,252.05	93.1%
175	PLANNING BOARD	400.00	142,597.00	136,626.20	0.00	5,970.80	95.8%
176	BOARD OF APPEALS	0.00	1,656.00	504.30	0.00	1,151.70	30.5%
192	PUBLIC BUILDINGS/PROPERTIES	27,639.98	678,095.98	659,932.77	7,022.00	11,141.21	98.4%
193	PROPERTY & LIABILITY INSURANCE	0.00	427,373.00	409,793.60	0.00	17,579.40	95.9%
210	POLICE DEPARTMENT	202,633.82	3,870,559.82	3,820,627.28	27,281.96	22,650.58	99.4%
211	POLICE DISPATCH SERVICES	0.00	389,776.00	373,172.66	0.00	16,603.34	95.7%
220	FIRE DEPARTMENT	37,751.91	2,863,265.91	2,860,318.84	0.00	2,947.07	99.9%
231	AMBULANCE - EMT DIVISION	-28,659.03	956,221.97	944,012.27	1,453.86	10,755.84	98.9%
241	BUILDING INSPECTOR'S DEPT.	865.85	214,882.85	169,928.29	264.45	44,690.11	79.2%

FOR 2019 13

244 SEALER OF WEIGHTS & MEASURES	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
	4,234.00	0.04	4,234.04	4,234.04	0.00	0.00	100.0%
291 EMERGENCY MANAGEMENT	9,000.00	0.00	9,000.00	9,000.00	0.00	0.00	100.0%
292 ANIMAL CONTROL DEPT.	23,650.00	1,183.16	24,833.16	24,573.16	0.00	260.00	99.0%
299 SAFETY COMMITTEE	2,398.00	0.00	2,398.00	2,198.00	0.00	200.00	91.7%
300 SCHOOL DEPARTMENT	16,404,776.00	126,128.13	16,530,904.13	16,556,831.83	292,330.61	-318,258.31	101.9%
301 CENTRAL DISTRICT	5,400.00	-2,800.00	2,600.00	-85.00	180.95	2,504.05	3.7%
310 HIGH SCHOOL	5,395,805.00	-85,256.79	5,310,548.21	5,335,467.31	7,054.74	-31,973.84	100.6%
311 ATHLETICS	331,215.00	5,125.00	336,340.00	319,250.70	30.00	17,059.30	94.9%
320 BAIRD MIDDLE SCHOOL	276,997.00	15,071.68	292,068.68	258,367.92	1,552.90	32,147.86	89.0%
330 CHAPIN ST. ELEMENTARY SCHOOL	426,232.00	-14,736.71	411,495.29	407,829.34	103.93	3,562.02	99.1%
340 EAST ST. ELEMENTARY SCHOOL	664,111.00	62,807.18	726,918.18	641,287.14	0.00	85,631.04	88.2%
350 VETERAN'S PARK ELEM. SCHOOL	595,795.00	8,282.71	604,077.71	600,572.77	0.00	3,504.94	99.4%
360 TECHNOLOGY	470,848.00	-38.79	470,809.21	445,551.96	3,658.57	21,598.68	95.4%
370 SPECIAL EDUCATION	6,215,400.00	39,977.70	6,255,377.70	6,065,840.31	8,106.77	181,430.62	97.1%
390 TRANSITIONAL BI-LINGUAL	355,476.00	68,953.12	424,429.12	348,857.15	0.00	75,571.97	82.2%
410 DEPARTMENT OF PUBLIC WORKS	3,089,211.00	162,588.24	3,251,799.24	2,999,100.55	180,289.81	72,408.88	97.8%
423 DPW - SNOW & ICE REMOVAL DIV.	240,000.00	9,847.00	249,847.00	395,027.90	7,003.50	-152,184.40	160.9%
424 STREET & TRAFFIC LIGHTING	281,000.00	25,949.67	306,949.67	304,102.37	0.00	2,847.30	99.1%
510 HEALTH DEPARTMENT	299,794.00	0.00	299,794.00	271,708.54	0.00	28,085.46	90.6%
541 COUNCIL ON AGING	418,226.00	1,000.00	419,226.00	381,861.70	3,386.99	33,977.31	91.9%
543 VETERAN'S SERVICES DEPT.	387,517.00	-20,000.00	367,517.00	366,007.45	0.00	1,509.55	99.6%
610 HUBBARD MEMORIAL LIBRARY	490,787.00	1,990.00	492,777.00	482,254.56	0.00	10,522.44	97.9%

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TOWN OF LUDLOW
YTD BUDGET VS ACTUAL

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FOR 2019 13

630 RECREATION COMMISSION ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
630 RECREATION COMMISSION	1,516.67	362,962.67	336,373.99	200.00	26,388.68	92.7%
361,446.00						
691 HISTORICAL COMMISSION	0.00	1,420.00	75.00	0.00	1,345.00	5.3%
1,420.00						
701 GENERAL DEBT AND INTEREST	499,500.00	2,840,380.00	2,794,836.23	0.00	45,543.77	98.4%
2,340,880.00						
801 GOVERNMENT ASSESSMENTS	786,383.00	786,383.00	912,621.67	0.00	-126,238.67	116.1%
0.00						
910 FRINGE BENEFITS FOR EMPLOYEES	903.17	14,779,993.17	14,564,252.53	1,988.09	213,752.55	98.6%
14,779,090.00						
990 TRANSFERS IN/OUT	701,371.25	701,371.25	701,366.25	0.00	5.00	100.0%
0.00						
GRAND TOTAL	2,702,558.10	67,968,556.10	66,916,268.34	546,277.96	506,009.80	99.3%
65,265,998.00						

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**TOWN OF LUDLOW
STABILIZATION FUND ANALYSIS
JUNE 30, 2017**

DATE	DESCRIPTION	ACTIVITY	ENDING BALANCE AT JUNE 30TH
6/30/2007	BEGINNING BALANCE		\$ 1,897,661
ATM MAY 2017	TRANSFER IN	\$ 250,000	
6/30/2008	FY08 INVESTMENT INCOME	\$ 98,428	\$ 2,246,089
ATM MAY 2009	TRANSFER OUT - TAX LEVY	\$ (500,000)	
6/30/2009	FY09 INVESTMENT INCOME	\$ 22,874	\$ 1,768,963
ATM MAY 2010	TRANSFER IN	\$ 343,000	
6/30/2010	FY10 INVESTMENT INCOME	\$ 31,030	\$ 2,142,993
6/30/2011	FY11 INVESTMENT INCOME	\$ 22,298	\$ 2,165,291
STM OCT 2011	TRANSFER OUT - SCHOOL CEILING	\$ (75,000)	
	FY12 INVESTMENT INCOME	\$ 12,936	
6/30/2012	ATM JUN 2012	TRANSFER IN	\$ 606,000
			\$ 2,709,227
STM OCT 2012	TRANSFER OUT - BUILDING INFRASTRUCTURE	\$ (161,000)	
STM OCT 2012	TRANSFER OUT - EMERG PREPAREDNESS	\$ (90,000)	
ATM JUN 2013	TRANSFER IN	\$ 500,000	
6/30/2013	FY13 INVESTMENT INCOME(LOSS)	\$ (3,258)	\$ 2,954,969
ATM MAY 2014	TRANSFER IN	\$ 250,000	
6/30/2014	FY14 INVESTMENT INCOME	\$ 31,994	\$ 3,236,963
6/30/2015	FY15 INVESTMENT INCOME	\$ 22,193	\$ 3,259,156
STM JUN 2015	TRANSFER OUT - TAX LEVY	\$ (450,000)	
6/30/2016	FY16 INVESTMENT INCOME	\$ 54,913	\$ 2,864,069
ATM MAY 2016	TRANSFER IN	\$ 100,000	
6/30/2017	FY17 INVESTMENT INCOME	\$ 6,779	\$ 2,970,848
ATM MAY 2017	TRANSFER IN	\$ 762,710	
STM NOV 2017	TRANSFER OUT - TAX LEVY	\$ (1,600,000)	
6/30/2018	FY18 INVESTMENT INCOME	\$ (15,543)	\$ 2,118,015
ATM MAY 2018	TRANSFER IN	\$ 415,000	
6/30/2019	FY19 INVESTMENT INCOME	\$ 103,968	\$ 2,636,983

TOWN OF LUDLOW
 FREE CASH ANALYSIS
 FY2008-FY2017

	FY2008	FY2009	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019
DOR CERTIFICATION	\$ 2,286,384	\$ 898,228	\$ 1,295,250	\$ 984,493	\$ 679,656	\$ 2,283,970	\$ 1,996,749	\$ 1,133,119	\$ 1,569,736	\$ 1,171,659	\$ 1,038,159	\$ 1,001,537
PY UNPAID BILLS	\$ 5,775				\$ 2,903	\$ 1,501	\$ 2,633				\$ 177	\$ 18,764
PY DEFICITS					\$ 9,551	\$ 23,786	\$ 51,254	\$ 21,042				
CAPITAL BUDGET	\$ 238,623				\$ 351,044	\$ 473,186	\$ 30,000	\$ 179,867	\$ 170,065	\$ 158,000	\$ 158,000	\$ 271,000
RESERVE FUND	\$ 125,000			\$ 150,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 125,000	\$ 100,000
STABILIZATION FUND			\$ 343,000			\$ 500,000	\$ 15,000		\$ 100,000	\$ 762,710	\$ 415,000	\$ 400,000
OPEB TRUST FUND						\$ 50,000						
BUILDING INFRASTRUCTURE	\$ 1,375,000	\$ 875,000	\$ 825,000	\$ 800,000	\$ 500,000	\$ 500,000	\$ 800,000	\$ 900,000	\$ 1,100,000			\$ 25,000
REDUCE TAX LEVY			\$ 20,000									
SEWER INDIRECT ADJ						\$ 83,000	\$ 250,000					
FIRST MEETING HOUSE												
EAST ST - PHASE IV	\$ 40,000											
FIREFIGHTERS GRANT - 10% MATCH							\$ 25,000					
AFL-CIO RAISES					\$ 10,866							
IBPO DISPATCHERS					\$ 2,806							
LATOS RAISES					\$ 16,119							
FIRE, AMB, LIB RAISES			\$ 67,516			\$ 90,890			\$ 25,000			\$ 75,000
POLICE OVERTIME						\$ 90,000						
FIRE SALARIES						\$ 5,000						
POLICE DETAIL DEFICIT										\$ 118,884		
SENIOR CTR BUILDING COMMITTEE										\$ 20,000		
DEPARTMENTAL DEFICITS											\$ 325,700	\$ 22,500
TOTAL TRANSFERS OUT	\$ 1,784,398	\$ 875,000	\$ 1,255,516	\$ 950,000	\$ 664,342	\$ 1,921,623	\$ 1,740,941	\$ 953,675	\$ 1,504,867	\$ 1,171,659	\$ 1,023,877	\$ 912,264
BALANCE	\$ 501,986	\$ 23,228	\$ 39,734	\$ 34,493	\$ 15,314	\$ 362,347	\$ 255,808	\$ 179,444	\$ 64,869	\$ -	\$ 14,282	\$ 89,273
EXCESS LEVY CAPACITY	\$ 965,046	\$ 71,850	\$ 823,546	\$ 79,861	\$ 702,343	\$ 1,717,222	\$ 2,139,662	\$ 1,193,662	\$ 1,135,352	\$ 1,326,803	\$ 775,657	\$ 11,338

TOWN COLLECTOR

Real Estate & Personal Property

Real estate and personal property bills for the Town of Ludlow continue to be due on a quarterly basis: August 1st, November 1st, February 1st and May 1st. The 2019F tax rate was set by the Board of Assessors in December of 2018. The Board of Selectmen voted to adopt a single tax rate of \$19.82 per thousand for both residential and commercial properties. The amount of \$37,174,951.84 was committed to us for collection. Over 9400 real estate bills were printed, processed and mailed by December 31, 2018. By the end of the fiscal year, we had collected or abated approximately \$36,702,281.66 or 98% of the amount committed leaving a balance of \$472,670.18. Additionally, we received \$349,687.92 in payments for 2018F real estate; \$43,710.40 for 2017F and \$2,523.70 for 2016F leaving balances of \$45,596.68, \$3,930.59 and \$0.00 respectively.

Approximately 800 personal property bills totaling \$4,064,109.39 were committed to us for collection. By the end of the fiscal year, we collected or abated \$4,013,586.24 or 99% of the amount committed to us leaving a balance of \$50,523.15. Additionally, we collected \$8,528.91 for prior years dating back to 2013F.

To accommodate our residents, real estate and personal property taxes for the Town of Ludlow may be paid online. We realize the importance of keeping with the times and offering this online payment option. This 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
- 2) Click on: **Taxes & Sewer**
- 3) Complete each screen to process payment

If paying from a checking account a nominal fee of 25 cents will be charged. 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 24,000 vehicle excise bills totaling \$2,865,890.66 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 2019, 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. Additionally, there is a Night/Weekend drop off box in the back of the Town Hall.

Sewer Usage Fees

The Board of Public Works, in December of 2018 set the rate of \$3.30 per 100 cubic feet of water used. Approximately 4,300 sewer usage bills totaling \$1,767,732.31 were printed, processed and mailed from the Collector’s Office on December 31, 2018. By the end of June 30, 2019, we had collected or abated \$1,638,235.06 or 93% of the amount committed to us for collection leaving a balance of \$129,497.25. Any amounts outstanding for previous years were certified to the Board of Assessors in November of 2018 and added to the owner’s 2019F real estate bills. All sewer usage accounts for 2017F 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. Sewer Usage bills may be paid online similar to real estate, personal property and motor vehicle excise bills.

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:

CEMETERY
TRAILER PARKS
ROLL BACK TAXES

BOARD OF HEALTH – NURSING
BOARD OF SELECTMEN

During the past fiscal year \$1,639,756.93 in additional billings were committed to us for collection by the above departments. By June 30, 2019, we collected or abated \$1,599,803.93 or 98% of the amount committed. Effective July 1, 2015, the Ambulance Billing has been outsourced to “COMSTAR”. The Collector’s Office is no longer responsible for the collection of these accounts.

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 2019, we received over 500 written requests bringing in over \$14,000 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. Many towns now charge a \$50.00 fee for Municipal Lien Certificates and the Town of Ludlow will look to update this fee at a future town meeting.

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 continue to offer an online payment option. Once again, I am grateful to Mrs. Janice Ouimette, Lori Leduc 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.

Respectfully submitted
Fred Pereira, Town Collector

Town Collector's Report - July 1, 2018 to June 30, 2019

<u>ACCOUNT</u>	<u>COMMITTED</u>	<u>OUTSTANDING</u>	<u>REFUNDS</u>	<u>PAYMENTS</u>	<u>ABATEMENTS</u>	<u>TAX TITLES</u>	<u>BALANCE</u>
2016 real estate		2,523.70		2,523.70			0.00
2017 real estate		90,234.29		43,710.40		42,593.30	3,930.59
2018 real estate		462,480.48	567.73	349,687.92		67,763.61	45,596.68
2019 real estate	37,174,951.84		151,443.66	36,602,323.54	251,401.78		472,670.18
2013 personal porperty		7,686.67		210.27			7,476.40
2014 personal property		5,892.57		40.96			5,851.61
2015 personal property		6,136.72		4.56			6,132.16
2016 personal property		5,183.53		31.88			5,151.65
2017 personal property		4,059.40		136.19			3,923.21
2018 personal property		13,831.58	14.66	8,105.05			5,741.19
2019 personal property	4,064,109.39		3,572.31	4,016,570.49	588.06		50,523.15
8							
1992 motor v excise				5.00*			0.00
1993 motor v excise				11.25*			0.00
1994 motor v excise				11.25*			0.00
2003 motor v excise				19.69*			0.00
2008 motor v excise				75.94*			0.00
2009 motor v excise				216.14*			0.00
2010 motor v excise				131.25*			0.00
2011 motor v excise				164.58*			0.00
2012 motor v excise				159.38*			0.00
2013 motor v excise				460.10*			0.00
2014 motor v excise		10,930.37		205.83	10,724.54		0.00
				1,157.40*			
2015 motor v excise		10,905.56		2,351.47	688.75		7,865.34

Town Collector's Report - July 1, 2018 to June 30, 2019

ACCOUNT	COMMITTED	OUTSTANDING	REFUNDS	PAYMENTS	ABATEMENTS	TAX TITLES	BALANCE
2016 motor v excise	13.54	20,508.20	668.56	6,899.94	1,148.13		13,142.23
2017 motor v excise	42.71	54,091.12	1,073.77	32,548.64	1,806.25		20,852.71
2018 motor v excise	279,629.68	150,637.22	20,091.99	383,077.74	17,208.03		50,073.12
2019 motor v excise	2,586,204.73		13,383.82	2,404,345.34	45,173.16		150,070.05
2012 boat excise		30.00			30.00		0.00
2013 boat excise		10.00			10.00		0.00
2014 boat excise		53.00			53.00		0.00
2015 boat excise		68.00			68.00		0.00
2016 boat excise		58.00			58.00		0.00
2017 boat excise		48.00		15.00			33.00
2018 boat excise		141.00	14.58	30.00	14.58		111.00
2019 boat excise	6,563.00		206.76	3,431.00	3,275.76		63.00
2017 sewer usage		92,778.93	2,136.76	30,589.98	601.40		0.00
CERT TO ASSESSORS					63,724.31*		
2018 sewer usage	1,767,732.31		6,832.41	1,636,322.78	8,744.69		129,497.25
2016 sewer usage lien		188.64		188.64			0.00
2017 sewer usage lien		2,737.14		1,217.97		1,289.06	230.11

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 the Assessors and Tax Collector's offices. The Treasurer has collected as of December 31, 2019 the total of \$349,670.47 on Tax Titles.

General Fund as of December 31, 2019

Bank	Account	Balance
TD BankNorth	Master	\$6,323,984.12
	Sewer	\$1,244,758.30
	Golf Course	\$80,639.61
	Golf Course Merchant	\$10,647.24
	Money Market	\$21,108.91
	Cafeteria	\$137,122.64
	Student Activity (HS)	\$66,060.76
	Student Activity (MS)	\$37,343.89
Citizens	Master	\$24,176,551.05
	Guaranty Deposits	\$183,262.26
Easthampton Savings	County Jail	\$75,192.33
	Water/Cops	\$242,490.37
	Money Market	\$1,790,709.75
People's Bank	Money Market	\$1,664.78
	Money Market	\$15,000.01
M.M.D.T.	Money Market	\$58,799.82
Unibank	Money Market	\$315,876.54
TOTAL		\$34,781,212.38

Payroll Distribution

Gross Payroll	\$41,576,383.57
Fica	\$558,209.78
Federal Withholding	\$3,621,331.12
State Withholding	\$1,782,345.91
Retirement	\$3,805,521.51
United Fund	\$1,074.00
Annuities	\$462,127.72
Health Insurance	\$1,749,795.33
Life Insurance	\$43,351.60
Credit Union & Banks	\$28,000,938.35

Union Dues	\$321,682.78
Deferred Compensation	\$585,770.05
Dental	\$170,317.07
Aflac	\$23,696.28
American Fidelity	\$340,817.87
Other Withholdings	\$109,404.20

Trust Funds as of December 31, 2019

All trust funds are invested and receiving maximum interest:

Citizens Stabilization Fund	\$902,079.83
Bartholomew (Comm. Financial)	\$2,665,305.89
Bartholomew (Comm. Fin. OPEB)	\$325,765.53
Bartholomew (Cemetery)	<u>\$1,515,900.82</u>
Total	\$5,409,052.07

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 HMO Blue New England, Blue Care Elect-PPO, Managed Blue for Senior, Medex II and Dental Blue contracts were signed with effective dates running from July 1, 2019 to June 30, 2020. The following rates prevail:

Monthly Premiums			
	Town's Share	Employee's Share	Total
Network Blue			
Individual	\$599.66	\$140.65	\$740.31
2 Person	\$1199.32	\$281.31	\$1480.63
Family	\$1643.07	\$385.40	\$2028.47
Blue Care Elect-PPO			
Individual	\$733.64	\$172.08	\$905.72
2 Person	\$1467.24	\$344.16	\$1811.40
Family	\$2010.13	\$471.50	\$2481.63
Senior Plans (Effective 1/1/2019 – 12/31/2019)			
Medex III	\$199.51	\$199.51	\$399.02
Managed Blue for Seniors	\$250.76	\$58.82	\$309.58

*Medicare HMO Blue was eliminated on 08/01/2015

Boston Mutual Life Insurance			
\$10,000.00 coverage for active employees	\$2.56	\$2.56	\$5.12
\$2,000.00 coverage for retirees	\$.51	\$.51	\$1.02

Dental Blue			
Individual	\$12.87	\$12.88	\$25.75
Family	\$37.43	\$37.44	\$74.87

Respectfully submitted,
Elsa Barros, Treasurer

HUMAN SERVICES

BOARD OF HEALTH

The Board of Health reorganized in 2019 with Carolyn Rogowski-Duarte, Chairman; Adrienne DeSantis, Secretary; and Michael LaFever, Member.

On March 25th, Michael LaFever was elected to serve a three (3) year term on the Board of Health. Adrienne DeSantis was elected to serve a one (1) year unexpired term on the Board of Health. On July 1st, Michael C. Pietras, P.E. was reappointed as the On-Site Sewage Disposal Inspector. Mr. Pietras witnessed twenty-seven (27) percolation tests, reviewed seventeen (17) septic system plans and conducted thirty-four (34) final inspections of septic systems when installed. John Kopinsky, P.E. was reappointed as the Alternate On-Site Sewage Disposal Inspector. Mr. Kopinsky witnessed eight (8) percolation tests, reviewed five (5) septic system plans and conducted two (2) final inspections of septic systems when installed.

On August 18th, the Board hired the very first full time Health Agent for the Town. Andrea Crete, MPH, R.S. brings over 12 years of experience in public health. Ms. Crete will be the department head for the Board of Health and conduct all pertinent inspections carried out by the Department including but not limited to: food establishment inspections, septic plan reviews, perc testing, septic inspections, and complaint investigations. During 2019, Ms. Crete witnessed twenty-two (22) percolation tests, reviewed fifteen (15) septic system plans and conducted nineteen (19) final inspections of septic systems when installed.

Sub-surface disposal system permits for new construction issued in 2019 totaled six (6). Repairs to existing systems totaled thirty (30).

Two (2) Beaver permits were issued in our Town to remove beavers from where dams were built. Animal Inspector Sheila Andre responded to eight (8) dog bites and three (3) cat bites. Ms. Andre also conducted a total of twenty-three (23) barn inspections.

During 2019, our Health Inspectors responded to and investigated thirty-six (36) citizen complaints concerning housing violations, debris, rodents, chickens, etc. One hundred forty-six (146) food establishment inspections were carried out in 2019. Two (2) body art establishments and four (4) pool inspections were conducted during 2019.

Some of the major accomplishments for the Department in 2019 include substantial office improvements and restructuring, hiring of a full time Health Agent, being awarded a \$2500 FDA grant to conduct a self-assessment on meeting 9 retail program standards pertaining to the Department’s food inspection program, and sending some of our staff nurses to volunteer at “Operation Stand Down” in both Boston and Springfield.

In looking forward to 2020, this Department has some exciting goals. The Board would like to increase revenue and strengthen the workforce, offer a skin course for body art practitioners, have a few of the staff become lead determinators, possibly offer lead testing for children under age 6, and finalizing the necessary training to hopefully have Ludlow become a CERT town.

MONEY COLLECTED BY THE BOARD OF HEALTH IN 2019	
Nursing Services	\$18,225.00
Clinic Pedicures	\$10,045.00
Senior Center Pedicures	\$3,450.00
Immunizations	\$1,040.00
Sharps Containers/Disposal	\$816.00
2019 Flu Clinic Reimbursement	\$2,885.79
CPR	\$1,168.00
Trailer Park Assessments	\$18,864.00
Body Art Establishment Permit	\$2,000.00
Body Art Practitioner Permits	\$400.00
Food Service Licenses	\$6,560.00
Retail Food Permits	\$6,400.00
Trailer Park Licenses	\$360.00
Mobile Food Server Permits	\$1,080.00
Bakery Licenses	\$750.00
Smokehouse Licenses	\$330.00
Piggery Licenses	\$80.00
Frozen Dessert Licenses	\$800.00
Funeral Director Licenses	\$450.00
Non-Alcoholic Beverage License	\$100.00
Milk & Cream Licenses	\$1,760.00

Tobacco Permits	\$6,300.00
Tobacco Violation/Fines	\$500.00
Removal of Garbage Permits	\$200.00
Dumpster Permits	\$3,560.00
Well Construction Permits	\$1,080.00
Disposal Works Construction Permits	\$510.00
Septic Tank Repair Permits	\$2,550.00
Septic Installer's Permits	\$2,475.00
Septic Tank Pumping Licenses	\$1,000.00
Permit/License Late Fees	\$560.00
Percolation Test Fees	\$12,985.00
Septic Plan Fees	\$2,700.00
Septic Inspection Fees	\$2,700.00
TOTAL	\$114,683.79

Respectfully submitted,
Carolyn Rogowski-Duarte, Chairman

BOARD OF HEALTH – PUBLIC HEALTH NURSES

Director of Nurses: Cheryl Messer, BSN, RN, NHDP-BC
Staff Part Time: Marianne Moura, BSN, RN
Staff Full Time: Angela Kramer, MS, RN
Staff Full Time: Sandra Table, BSN, RN

The Ludlow Board of Health Nursing Staff continues to do home visits to assist residents with pedicures, manage medication, provide minor wound care, administer injections/vaccines or perform vital signs and medical assessments, which we then report to their physician. A physician's order is required before the nurse can visit the client.

In 2019, a total of three thousand seven hundred twenty-three (3,723) client services/visits were made to our residents by the Board of Health Nurses, of which, forty-one (41) were new clients. Between our homebound residents and our two flu clinics, we have administered one hundred and sixty-six (166) flu vaccines this year.

Our nursing clinic hours are Monday through Friday 8:00 am to 4:00 pm. We are closed on Holidays and Weekends. Our service extends to all our Ludlow residents regardless of age or mobility status. TB Testing, CPR classes and sharps containers (and disposal) is for anyone to utilize. This year we have also opened up Pedicures in our afternoon clinics (in the office) or Tuesdays at the Senior Center to residents outside of Ludlow for a slightly higher fee than our Ludlow residents.

There is a fee of fifteen dollars (\$15.00) for all our services including: home visits, pedicures, TB skin tests, adult vaccinations, and treatments done in the office, Senior Center and Keystone Commons.

The Public Health Nurses are active with the following clinics. There were seven hundred thirty-one (731) pedicures at the Board of Health afternoon pedicure clinic, two hundred and sixty-two (262) at the Senior Center Tuesday pedicure clinic and two hundred fifty-eight (258) home visits were at the Keystone Commons (Keystone: total of seventy-two (72) clients). Twenty-one (21) B12 injections were given and one (1) ProLia injection was administered. Blood pressure clinics were held on Tuesday afternoons at the Senior Center, the first Wednesday of each month at Wilson Housing Authority (28) twenty-eight B/P checks, and each afternoon (1:00 pm to 3:30 pm) at the Board of Health clinic.

TB skin testing and administration of State regulated vaccines are also available at the Board of Health. Vaccine for Children (VFC) is a division of the Massachusetts Department of Public Health Immunization Program and provides children through eighteen (18) years of age with State supplied vaccine. Currently the only State supplied vaccines that we carry are Pneumovax 23 (pneumonia) and Td (tetanus). These vaccines are usually given to children transferring into the Ludlow School System. Children are evaluated for their insurance coverage and their vaccine record is documented on the State website, Massachusetts Immunization Information System (MIIS). Adults must be uninsured or underinsured to be eligible for State supplied vaccine. TB skin testing is available to anyone in the public. We administered one hundred and ten (110) TB (Mantoux/PPD) skin tests from our department to residents and others from surrounding communities.

The Department of Public Health's reduced budget continues to affect the amount of State supplied flu vaccine we receive. The State recognizes the fact that many people are going to local pharmacies for their vaccines, which is reducing the number of State supplied vaccines now available at the Boards of Health. This year, our allocation from the State was ten (10) doses of flu vaccine to be given to children and anyone without insurance. We were able to purchase two hundred and ten (210) doses of flu vaccine and vaccinated forty-six (46) homebound residents. A flu clinic was held at the Ludlow Town Hall Hearing Rooms 1 & 2 on October 22nd and October 31st, 2019. A total of eighty-eight (88) residents were given flu shots at the clinics. The remaining vaccine was available at the Health Department for walk-ins. We still have Flu Vaccine available.

Residents continue to purchase and dispose of sharps containers at the Board of Health. The cost is four dollars (\$4.00) to purchase a quart size container and the disposal fee is also four dollars (\$4.00). Larger containers can also be purchased for an additional fee – 1 gallon is eight dollars (\$8.00) and the 2 gallon is twelve dollars (\$12.00).

The Ludlow Board of Health's Director of Nurses continues to offer CPR, Hands-Only CPR and First Aid classes to the community. Our Nurse, Cheryl Messer, is a licensed through the American Heart Association CPR/First Aid/ AED, and 'Stop the Bleed' instructor. This year, twelve (12) CPR

classes, certifying fifty-four (54) people, have been held. Classes cost \$45.00 per person and the certification card from the American Heart Association is good for two years.

The Board of Health has recently opened up our CPR classes to all of our local restaurants and establishments in our Town to include a detailed Choke Saver component to our CPR training. Response is going great!

We also have a group of thirty-seven (37) dedicated volunteers for Emergency Preparedness. We have held several new meetings/classes teaching the volunteers Hands-only CPR and Stop-the-Bleed, along with new material for emergency preparedness. We also have obtained, through FEMA, our title of: 'Ludlow CERT Emergency Preparedness Volunteers'. CERT is Citizens Emergency Response Team. This is the beginning of formalized training, which is to come. We have also participated in a mock emergency 'Call-Down' drill. Out of 37 Volunteers, 30 responded immediately and 23 were "available" for our pretend disaster. Quite impressive for this wonderful group of dedicated volunteers.

In September of 2019, the Ludlow Board of Health Nurses assisted the Veteran's Department and performed free pedicures/foot care to our Veterans at "Operation Stand Down", both in Boston and in Springfield, MA. Nurses Sandy Table and Cheryl Messer, along with two of our Emergency Preparedness Volunteers attended Boston, and Nurses Angela Kramer, Sandy Table and Cheryl Messer attended at the Springfield events.

Cheryl Messer, BSN, RN, NHDP-BC - Director of Nurses, has gone through the American Nurses Credentialing Center (ANCC) for certification and passed and obtained her National Healthcare Disaster Professional Board Certification (NHDP-BC).

The Massachusetts Virtual Epidemiologic Network, MAVEN is the web-based surveillance system for infectious disease. Confirmed cases are investigated by the nurses at the Board of Health along with the Infection Control nurse at the jail. Surveillance was done on the following diseases; Arbovirus, Babesiosis, Hepatitis C, Influenza, Group B Streptococcus, Hepatitis A, Influenza, Streptococcus Pneumonia, Campylobacteriosis, Cryptosporidiosis, Legionellosis, Giardiasis, Measles, Mumps, Varicella, Pertussis, Salmonellosis, Shigellosis, and Human Granulocytic Anaplasmosis.

Angela Kramer, MS, RN, is the Regional MAVEN Nurse who continues to serve the following Towns: Blandford, Granville, Ludlow, Montgomery, Monson, Palmer, Tolland, and Wilbraham. Angela works with the computer program from the Massachusetts Virtual Epidemiologic Network (MAVEN) by doing the disease surveillance for the communities not having a Public Health Nurse.

Latent tuberculosis has continued to remain low this year in our Town. Ludlow has had four (4) Latent TB cases and no (0) Active TB cases. The Hampden County Correctional Facility (HCCF) has had fourteen (14) new inmates who were positive for Latent TB and there were no (0) Active TB

cases. The Hampden County Correctional Facility (HCCF) has had fifty-five (55) Hepatitis C cases and four (4) Hepatitis A cases in 2019.

Ludlow residents donate gently used and clean durable medical equipment to our “Lending Closet”. Please contact the Board of Health prior to bringing in any equipment (to return or donate). Due to remodeling of our Board of Health Offices and fire safety precaution, there is extremely limited space to hold the Durable Equipment. Most requested items are: shower benches/chairs, wheelchairs, transport wheelchairs, commodes, walkers, walkers with seats, and canes. Our two (2) transport wheelchairs that were donated to the Board of Health are available for short periods of time (2 weeks) to our residents and are very appreciated by all that use them. Thank you to all who have given us equipment. Your donations are really valued!

All our Public Health Nurses have a common goal: to carry on services and to provide education for our Ludlow residents on how to maintain healthy living and safe practices.

We must acknowledge our devoted nurses (Marianne Moura, Angela Kramer, Sandra Table and Cheryl Messer) who take excellent care of all of our residents and especially our aging residents with compassion, grace and dignity, allowing them to stay in their homes as long as possible. This dedication by **all** our staff is recognized by many grateful residents and their families. I also want to thank the Board of Health Staff, our Health Agent and our Commissioners for their continuing support.

Respectfully submitted,
Cheryl Messer, BSN, RN, NHDP-BC
Director of Nurses



COMMISSION ON DISABILITY

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 latest 2010 Census figures, however, no longer track disability. We can only assume the numbers have increased in Ludlow.

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. 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. This may include parking that is in close proximity to the entrance.

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 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. 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 and welcome new commission member, Cynthia Levine, 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

Members:

Beverly Barry, Chairman
Joanne Odat-Staeb, Vice Chairman
Cynthia Levine
Andrew Bristol
Eric Segundo, ADA Coordinator

COUNCIL ON AGING

The Ludlow Senior Center

...loss and gain...

2019 was a very challenging year in some aspects at the Ludlow Senior Center. In my 17 years, we have never lost as many of our friends as we did in 2019. While we mourn their loss, their memories live on in all of us, in our halls and they have paved the way for those that have yet to come visit us. All of the loss has affected many of our services and programs, but we gained many new friends last year and our exercise programs continued to grow. Boomer Boot Camp, Tai Chi, Yoga, Line Dancing, Dance Fit, Volleyball and Chair Volleyball numbers were all at an all-time high. We are definitely getting a sneak peek as to what is to come!

Outreach continued to be busier than ever. Fuel Assistance, SNAP, open enrollment and case management continued to keep our Outreach Coordinator very busy. We are finding each year that more and more resources are in demand. We also continued partnerships with the Board of Health, Scantic Valley YMCA, Ludlow Police and Fire, the Food Bank, SHINE, AARP and the Hampden County Sheriff's Department.

We gained a New Activities Director this past year who has brought many new events and life to the Senior Center. We are always curious as to what she will come up with next. Always read our newsletter to see what we have to offer. With the addition of our new van, we were once again able to offer day trips and other outings. It was a long year without that van, but our Drivers and Dispatcher made the demand for transportation work. "Donna's Kitchen" continued to be a consistent last year and was and still is the best place in Town for lunch.

I think the most exciting part of the last year was the momentum of the new Ludlow Senior Center. In December of 2019, we broke ground and the building is now taking shape. It has not been an easy process, but it will all be worth it when we step foot in our new building. The new Senior Center will be located at 228 State Street. We have an address, so it is really happening!

Through all the loss and gain of the last year, one thing remained constant and that was the love and support we received daily from our participants and volunteers. Once again, we never would have gotten through the year without you! The Friends of the Ludlow Center Senior was once

again such an important part of the Center. Their advocacy and fundraising was very much a grass roots effort and provided the Center with resources to operate day to day. Their efforts have been so appreciated and I thank you for your continued support of the Center.

Once again, I am so very proud to be a part of the Ludlow Senior Center and what we provide to the community. The next year is going to be full of changes, more loss but the gains will all be worth it. See you 228 State!

Respectfully submitted,
Jodi Zepke, Director

Staff of the Ludlow Senior Center - Carla Roberts, Debbie Borecki, Matt Pszeniczny, Jack Alves, John Garcia, Debbie Johnson, Maria Ardolino, Jorge Fialho, Donna Haluch-LaRose and Naomi White

Council on Aging Members:

Frank Krzanik, Chairman	Diane Peacey	Sheena Santolini
Frederick Lafayette, Vice Chairman	Nancy Pauze	Janice Grimaldi
Kara Ribeiro, Secretary	John DaCruz	Debbie Johnson
Helen Grabowski, Treasurer	Rosalind Forti	

Senior Center Building Committee:

Fred Lafayette	Steve Santos
Richard Moskal	Michael Szlosek
Derek DeBarge	Jodi Zepke
Matias Goncalves	

FIRST MEETING HOUSE COMMITTEE

The First Meeting House Committee was appointed by the Board of Selectmen for the purpose of overseeing the maintenance of the Meeting House building and premises. The Meeting House, built in 1783-84, will eventually be available for groups wishing to schedule their meetings and other functions. The building is a centrally situated historic town property located in Ludlow Center and is one of the few surviving examples remaining in the Connecticut River Valley of New England barn-type meeting houses. Historic objects and collections, important to the Town's history will be displayed and be available for public viewing when restorations are completed.

In 2019, the Department of Public Works continues to maintain the physical integrity of the building and grounds.

Members of the Committee are Marilyn Paul-Lewis, Thomas Haluch, Donald and Betty Kibbe, Bert Ramage and Jerry Kavka. 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

The Hubbard Memorial Library began 2019 with efforts by the Board of Trustees, staff and Planning Committee to implement our five-year strategic plan. This strategic plan, approved by the Massachusetts Board of Library Commissioners, outlines vital steps necessary for the Hubbard Memorial Library to advance and evolve while remaining true to its core role as an important community resource.

One of the core goals of the strategic plan is to partner with local businesses, community groups, town departments and schools. To that end we have partnered with the Ludlow Area Adult Learning Center English as a Second Language education program to provide an ESL Conversation Group. This group meets at the library on a weekly basis to allow for the cultural interaction and improvement in English proficiency from persons from all over the world.

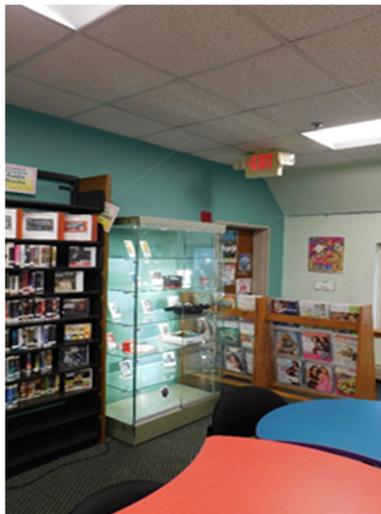
Another key objective of our strategic plan is enhanced marketing to the community. This year saw the installation of two 43-inch televisions used for digital signage to help market library programming, services, and databases.

The strategic plan also charges the library with developing new funding sources to improve technology resources and equipment available to the public. To further this objective, the library (with major efforts by July Siebecker, Youth Services Department Head) pursued, was awarded, and implemented a \$15,000 grant from the Institute of Museum and Library Services and the Massachusetts Board of Library Commissioners to plan and develop CreateHub. CreateHub is our branding for a makerspace which introduces pre-teen and young adults to vital collaborative and technology which lays a foundation for skills necessary in the 21st century workplace. This effort has resulted in the complete enhancement of the Young Adult section of the library along with a wide variety of new resources and technologies referenced below.

Before:



After:



The staff of the library continues to evaluate and improve on the collections available to our patrons. Some of these new additions include new formats for enjoying books such as Playaway

readers. These devices contain an entire book on a small self-contained electronic device. You can simply check one out and plug your headphones into to listen to books anywhere.

The library acquired several new databases: Bookflix (children's educational resource), TrueFlix (children's educational resource), and AtoZ Food America.

Additionally, we have acquired a variety of items that circulate as part of our "Library of Things". Included in this collection are cameras, camcorders, tripods, tablets, Chromebooks, 3D Doodlers (devices used to create 3D objects), robotics, Kilowatt Kit (home energy usage analysis device), laser distance measurer, sewing machines, drawing tablets, puppets, and puzzles. A majority of these new items in our Library of Things were acquired through a grant from the Institute of Museum and Library Services and the Massachusetts Board of Library Commissioners.

Separately, the library has acquired PlayStation, Microsoft Xbox, and Nintendo switch gaming consoles for in house use. A collection of video games for each of these consoles has been acquired and will be available for circulation to the public. Other new resources available for in house use include a green screen set and Adobe Photoshop Elements Photo and Video editing software installed on four adult computers and all of the Youth Services computers.

A new complement to the technology acquired through the MBLC IdeaLab grant is virtual reality. The library has acquired two Oculus Quest VR Headsets along with a variety of educational, creative, experiential, and entertainment applications to allow patrons to explore this powerful new technology.

This year we have circulated 88,415 items with a dollar value of \$1,222,573.29 to citizens of Ludlow and surrounding towns. Based on these figures, every \$1 spent on our budget has resulted in \$2.40 worth of value in circulating materials only. The library also provides free services including the use of meeting rooms, adult and youth programming and clubs, computer training and assistance, scanning, databases as well as a warm, welcoming atmosphere.

The Youth Services Department offered 508 programs with 7355 attendees. The Adult Services department offered 228 programs with 1759 attendees. The Adult and Youth Services Summer Reading Program provided enhanced learning opportunities and reading skills development to 813 patrons. The 783 attendance for the Youth Services Department was the third highest number recorded during the last twenty-three years.

Our collection now numbers 64,515 items with access to 8,099,088 items in our CW Mars consortium alone. This number does not include e-book collections or collections available statewide through lending between consortia.

Staff continue to excel. July Siebecker, Youth Services Department Head, was awarded the Larry Romans GLBTRT award from the American Library Association. Each year, the award will honor a librarian who has demonstrated excellence in the area of mentoring, who has successfully encouraged others to serve as mentors, and who has impacted the lives and careers of others

through tirelessly devoting time, energy, and talent toward helping others succeed in our profession.

Challenges remain. We are currently understaffed, which limits our ability to perform outreach to the community and pursue new initiatives such as digitization of historical resources. Maintenance of this historic building is ongoing, and costs associated with this effort are not sufficiently provided for in our budget.

The Library Trustees and staff would like to acknowledge and thank the hard work performed by the Friends of the Library and volunteers who help by supporting library programming and providing invaluable assistance in our efforts to serve our patrons.

Respectfully submitted,
Patrick McGowan, Director
Christine S. Davis, Chair,
Board of Trustees

INFORMATION TECHNOLOGY DEPARTMENT & COMPUTER ADVISORY COMMITTEE

Overview

The Computer Advisory Committee meets as necessary to make decisions for the Town as they relate to large-scale technology projects.

The Information Technology Department manages and supports the Town's technology systems including: the fiber Wide-Area-Network (WAN), copper and wireless Local-Area-Networks (LANs), servers, PCs, printers, phones, security cameras, access control systems, websites and any new technologies as they are implemented. The goal of the IT Department is to create and maintain a dependable, secure environment which allows for efficient processing of the Town's data, voice and video.

Year in Review

In 2019, the IT Department performed a great deal of "behind the scenes" projects to expand the capabilities of the network and keep it running smoothly. Internet firewalls and desktop anti-virus software were replaced with the latest technology to protect the network and its data. The majority of the PCs have been upgraded to the latest version of the Window operating system. We were heavily involved in the consolidation of the police and fire dispatch centers. Several departments have been added to our centralized permitting program. The initial setup has been completed for the implementation of an "employee self-service" system which will streamline

the payroll sometime in mid-2020. In addition to these projects, day-to-day routine maintenance, troubleshooting, web page updates and staff training keeps the Department constantly busy.

I'd like to take this opportunity to commend the employees of the IT Department for the way they handled a targeted cyber-attack on the network earlier this year. Unlike many other municipalities that were attacked, their many years of combined experience allowed for a swift cleanup, no data loss and very little downtime for the users.

Respectfully submitted,
Jose Alves, Chairman,
Computer Advisory Committee
Gary J. Blanchard, IT Manager

LUDLOW COMMUNITY TELEVISION

Overview

Ludlow Community Television is a public access television station located inside Ludlow High School. We provide resources for the town to communicate to its citizens through cable television. LCTV broadcasts on channels 191, 192, and 193 on Charter cable in Ludlow and provides live streaming and video-on-demand at www.ludlowtv.org.

Year In Review

In 2019 we filmed 140 government meetings and 314 programs and other videos, for a total of approximately 323 hours of original local programming. We continued to increase our online presence by making available a 24/7 live stream of channel 191 on our website. Over the past year we've made a number of technology improvements in our facility and at our remote broadcast locations to bring higher quality video to the viewers.

The Ludlow Cable Committee continued negotiations for a cable franchise license renewal with Charter Communications in 2019. With the license renewal we hope that our department will continue to receive the adequate funding needed to grow and improve over the course of the next 10 years. The goal is to ensure that Ludlow's cable related needs will be met, and any previous issues or concerns will be addressed with Charter during this process.

The Future

As always, we will continue to look at ways in which we can grow, improve, and increase the amount of local programs we produce. We hope that the future will also bring an expanded video production program at the high school, as well as the other schools. We also hope that license renewal negotiations will result in customer service and signal quality improvements for Ludlow residents.

Respectfully submitted,
Michael Hill, LCTV Manager

LUDLOW HOUSING AUTHORITY

The Ludlow Housing Authority, formed in 1959, provides affordable housing to eligible seniors, handicapped and families. The Ludlow Housing Authority has one hundred fifty (150) units of state-aided elderly/handicapped housing and includes two congregate living units, Colonial Sunshine Manor located on Wilson Street, State Street Development, and Chestnut Street Development. The Ludlow Housing Authority also owns six (6) single family homes located on scattered sites within Town, one (1) duplex on Howard Street and six (6) units called the John Thompson Manor located on Benton/Butler Streets.

The Commonwealth of Massachusetts, Department of Housing and Community Development (DHCD), fund public housing programs and establish eligibility rules and guidelines. Applicants who meet the qualification and eligibility guidelines are placed on appropriate waiting lists for their households.

- Elderly/handicap applicants must be sixty (60) years of age or disabled to apply for housing. Residents who work or live in the Town of Ludlow may receive a preference when reviewed and verified by the Authority. Rents for elderly/handicap units are based on 30% of the tenant's net adjusted gross income and includes heat, hot water and electricity.
- Family units are based on 27% of the tenant's net adjusted gross income and tenants are responsible for their own utilities.
- 760CMR (5) Local Resident regulation: a person who has a principal residence or a place of employment in a city or town at the time of application to the housing authority in that city or town and at the time of final determination of eligibility and qualification. Temporary residence with relatives or friends in the city or town is not sufficient unless the person's last residence and domicile was in the city or town. In the case of an applicant determined by the housing authority to be homeless, the applicant may select one community for local preference, either the community from which he or she was

displaced through no fault of his or her own, or the community in which he or she is temporarily placed.

- Veteran: Any veteran applying for elderly/handicap housing also receives a preference, if they provide a DD214 Form.

The New State Centralized Waiting List for applicants (CHAMP), is fully active. Applicants can go to www.mass.gov/applyforhousing and apply on line, retrieve their application and/or make any changes necessary to their current application.

As in previous years and continuing, the State Street Community Room is currently used as a drop off station for home delivered meals. We feel fortunate in assisting Western Mass Elder Care's effort in providing meals to our community.

The Department of Housing and Community Development (DHCD) revises income limit guidelines. Effective March 1, 2019 the income limits for Ludlow Housing Authority are:

One-person family:	\$45,000	Five-person family:	\$69,750
Two-person family:	\$51,650	Six-person family:	\$74,900
Three-person family:	\$58,100	Seven-person family:	\$80,050
Four-person family:	\$64,550	Eight-person family:	\$85,250

Our sincere thanks go out to the Board of Health, Ludlow Nursing Staff, who come out to meet with residents to discuss health issues, perform free monitoring of vital signs and conduct blood pressure clinics for our seniors and non-elderly population.

Ludlow Housing Authority would like to thank the Ludlow Fire Department, Ambulance crew and the Ludlow Police Department for their support and dedicated responses to the needs of our residents at all hours of the day or night and under all circumstances and weather conditions. We are very appreciative of the Mass Trial Court Community Service Program. Through this integrated program, they have been able to send supervised crews to help the community. This is a successful program and very productive for us.

Ludlow Housing Authority is always seeking further funding from DHCD and other programs to become energy efficient, improve outdated units and maintain its commitment to affordable housing.

Work in Progress:

Working with the LEAN program to change out light fixtures with energy efficient lighting. We have been approved and received full funding for new light fixtures in eligible apartments, common areas and parking areas in our three developments.

We have also received some Health and Safety Initiative Funds to accomplish some much-needed outside hand railings, sidewalk (water pooling) leveling, and additional sidewalk lighting additions and repairs.

We achieved our goal of disposing of four (4) off-line scattered site homes and we have purchased a duplex to replace two (2) of the homes and have families living in them. We are now looking to purchase two (2) more units to be at full inventory again.

We are in the process of upgrading our Chestnut Street lobby, community room and common hallways with flooring and lighting. This project is split between FY20 and FY21, as well as upgrades including Wilson Street laundry facility area, Wilson Street Community Hall window, 705 windows, and State Street outside sewer drainage system.

Ludlow Housing Authority Board of Commissioners would like to thank all our Town Agencies for their help whenever we need or request it and working together to make our Town of Ludlow a safe and healthy place to live.

Respectfully submitted,
Robin Carvide, Executive Director

Ludlow Housing Authority Board of Commissioners:

David Sepanek, Chairperson

Patricia Holley

Susan Stanek

Audrey Polmanteer

RECREATION COMMISSION

The Recreation Department offers most 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 2019, we ran a Summer Program from June to August, a Before/Afterschool Program from September to June, an Easter Egg Hunt, Campership Fund, hired lifeguards for Haviland Beach and the Thompson Memorial State Pool, hired an assistant Pool Manager, 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: Mike Almeida, Mike Hastings, Barry Haber and the rest of the park employees

for their excellent up-keep of all the town fields and parks.

We would also like to thank the DPW/Park Department for always being there to help when needed. Thanks also go out to the participants in the Concerts in the Park series which runs from June to 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. A thank you also goes out to the Ludlow Cultural Council for making sponsorships available to entertainers to be able to perform at the Mack Donnelly Gazebo.

Summer Recreation Program

The 2019 Whitney Park Summer Program continued with both the All Day and Preschool Programs being combined. This year the Summer Program hours for both programs were from 9:00 am to 5:00 pm. The same time frame applied to drop off, no earlier than 8:30 am and pick up must be by 5:00 pm.

Another change that was made to these programs was their availability to nonresidents that “work” in Ludlow. Parents are required to provide the same information as a resident in addition to providing their 2 most recent pay stubs as proof of employment in town.

The 4-6 year olds still had the option of signing up for the half-day program with the full-day program being available also for those ages. Those parents who still wished to only send their 4-6 year old half day had the choice of signing them up for the 9:00 am to 1:00 pm session or 1:00 pm to 5:00 pm session.

In any event both programs had participated in a variety of fun and recreational activities. The all-day program operated from 9:00 am to 5:00 pm, Monday through Friday, June 24th to August 9th, 2019. Both the preschool and all-day programs were very productive and successful. Both programs were under the direct supervision of Nathaniel Ferreira and Nate Zucco. The counselor staff for these programs included: Seth Abdou, Hailie Alvarenga, Brian Beem, Stephanie Bouthiller, Erica Crespo, Jacob Dias, Connor Doherty, Imani Doyle, Jensen Ducharme, Zachary Dunn, Morgan Faria, Stephanie Ferreira, Rachel Forcier, Noelle Fradette, Ryan Goncalves, Caleb Hansen, Serena Hayden, Regan Hoar, Tarik Hodzik, Husamettin Ibas, Ibrahim Ibas, Jacob Knowlton, Kyle Knowlton, Brianna Lefebvre, Isabella Martinez, Mariza Martins-Gil, Victoria Melanson, Brian Patrick, Christopher Patrick, Darren Peabody, Matthew Roda, Mario Rodrigues, Carlie Smith, Danielle Smith, Liam Smyth, and Alexis Zina.

The enrollment for the 2019 program was 170 children with an average daily attendance of 130. The daily activities included arts and crafts, outdoor sports, co-operative games, swimming, and walking field trips to McDonalds, Burger King and Subway.

The following special events also passed the summer at Whitney: World Cup, Christmas in July,

Spirit Day, Superhero Day, Halloween Day, Red, White & Blue Day, Carnival Day, and Talent Show. This year it was a summer time theme, there was a water slide, and bounce house for the children's entertainment. Popcorn and cotton candy were available for snacks and pizza was available for lunch. Field trips included: Roller-skating at Interskate 91, Holyoke Children's Museum, Bounce Trampoline Park, Majestic Theatre, 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 Department) 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 2019 was the 21st year for the Preschool Program at Whitney Park, it served children ages 4 to 6. Preschool program was also under the direct supervision of Nathaniel Ferreira and Nate Zucco. 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 to 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 and physical education. Some special events held were Beach Day, Halloween Day, Pirate Day, Fairy Tale Day, Christmas in July, Talent Show, BBQ and Birthday Party Day which ended with pizza and cake and ice cream. Field trips included Lupa Zoo, Bounce Trampoline Park, Showcase Cinemas (on rain days) and Interskate 91.

We also have a Health Care Provider on staff from 10:00 am to 4:00 pm. This position was held by Margaret Swanson.

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 Monday through Friday 12:00 pm to 7:00 pm; Saturday and Sunday 10:00 am to 7:00 pm (public swim); Monday, Thursday, Friday 9:30 am to 11:30 am (senior swim);

and every day from 7:00 pm to 8:00 pm is family swim. We offered swim lessons, pool passes, had a lot of birthday parties, Church retreats and group visitations. The pool also offers a concession stand with drinks, ice cream and snacks. This year the pool was visited 4,801 times. Not included in that amount is the Whitney Park Summer Program which visits the pool daily for the 7 weeks that it is in operation. The daily entry fee for the pool is included in the enrollment fee for the Summer Program.

The Headguards were Brian Callahan and Abigail Potorski. The lifeguards were Jacob Fialho, Brenna Hoar, Jessica Lauzon, Teagan Quill, Alexandra Silva, Arianna Silva and Laura Tomlinson. Katherine Ashe, Brooke Chisholm, Christiana Greco, Elizabeth Pearson, and Gabrielle Poindexter were subs for the pool this year.

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.

The Assistant Pool Manager position this year was held by Luis Angel. Zachariah Costa was a sub Assistant Manager. The Assistant Pool Manager has the responsibility for the safety and control of all persons in and around the pool as well as managerial, administrative, and facility duties. This position works under the direct supervision of the Recreation Commission and the Certified Pool Operator Manager.

Haviland Beach

The summer of 2019 estimated serving 1,451 bathers (917 Residents and 534 non-residents). The widening of Center Street construction deterred patrons from visiting the pond this year, so the attendance was lower than previous years. The Pond hours of operation were Monday through Friday from 10:00 am to 8:00 pm and Saturday and Sunday from 9:00 am to 8:00 pm.

This year the Recreation Commission's two Head Lifeguards were: Jennifer Callahan and Jelissa Powers-Bennett. The Lifeguards were: Elizabeth Burgess and Savannah Gay. Somer Brenn, Brooke Chisholm and Alexander Rougellis were subs for the pond this year. Jonathan Beauregard worked as the gate monitor at the Pond this year as we did not have enough applicants to fill all the lifeguard positions. This allowed the Lifeguards to concentrate on just guarding and not having to take the time to do the gate also. 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 Before & Afterschool Program

The Ludlow Recreation Department offered a **Before & After School Program** for the 2018/2019 year. Our programs are able to have an enrollment of 40 children, we had a total enrollment of 46. The Before school program had an attendance of 28 children. The hours of operation are 6:15 am to 8:05 am which is when the bus picks them up to take them to their assigned school. We offer limited breakfast items and a drink for children should it be necessary. The Before School Program is available Monday through Friday with the exception of school delay, vacation weeks (we are open 9:00 am to 5:00 pm) and holidays.

Afterschool program at Whitney Park is growing slowly. This year the program had an enrollment of 38 children; (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 through Friday, from 3:00 pm to 6:00 pm, with the exception of school vacations when the times of operation are 9:00 am to 5:00 pm and early release days. This year due to availability of staff we were also open on half days. These days will be a year to year decision depending on the availability of staff.

The program Director is Mario Rodrigues, the group leaders are Jensen Ducharme, Stephanie Ferreira, Isabella Martinez, Brian Patrick. The Before School Program group leaders were Susan James and Carol Whilby. Husamettin Ibas and Ibrahim Ibas were subs for both programs. Being our twelfth year, we feel that this program is a great success and are confident that in the future our 40 slots will continue to be filled. We offer homework help, use of computers, do arts and crafts, play games, watch movies, and encourage outdoor play as much and whenever possible. The children are also provided with a daily drink and 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, 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 Kelly and Gordie Grimes for helping out at the Christmas Party.

Whitney Park Easter Egg Hunt

For the past 20 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 and drink in the clubhouse while the Easter Basket prizes are drawn. This event is held rain, shine or snow and has been a successful and fun event with about 100 children in attendance every year.

The 2019 total revenue from this department is \$128,433.00 consisting of \$2,217.00 from pond fees; \$15,004.00 from pool passes/entry; \$6,259.00 from pool concession; \$1,440.00 from swim lessons; \$489.00 miscellaneous; collected \$50,744.00 from September to December 2018 and January to June 2019 for Before/Afterschool Program tuition; and \$52,280.00 collected from camp fees.

Respectfully submitted,
Sean McBride, Chairman

VETERANS SERVICES

The Town of Ludlow Veterans' Services mission is to honor and recognize the service and sacrifice of our military Veterans and their families. By serving as their principal advocate, we are ensuring that they receive the care, support and recognition earned in service to their country. It is also our mission to provide them with quality support services, and to direct an emergency financial assistance program for those Veterans and their dependents in need. Massachusetts General Law, Chapter 115, Veterans Benefits, provides benefits in obtaining housing, food, medical reimbursements, and employment services to those in need. Veterans are encouraged to visit our office to learn about all local, state, and federal benefits they may be entitled to.

The Veterans Service Department provided approximately \$272,163 in benefit payments to veterans and widows in need for fiscal year 2019. 75% of this amount is reimbursed back to the town by the Commonwealth of Massachusetts under Massachusetts General Law Chapter 115.

Federal benefit payments made by the Veterans Administration to Ludlow residents totaled approximately \$516,066 this past year, an increase of approximately \$72,000. These payments include, VA compensation for a disability due to military service, pensions payments for Non-Service-Connected Disability, which is a benefit paid to wartime veterans with limited income who are no longer able to work, and Dependency and Indemnity Compensation (DIC) payments, which is a tax free monetary benefit paid to eligible survivors of military service members who died in the line of duty or eligible survivors of Veterans whose death resulted from a service-related injury or disease, and Survivors Pension benefit, which may also be referred to as Death

Pension, is a tax-free monetary benefit payable to a low-income, un-remarried surviving spouse and/or unmarried child(ren) of a deceased Veteran with wartime service.

In addition to the above services, the Veterans Services Department is responsible for conducting patriotic events which showcases the town's deep commitment to our military and veterans. These events include, the Annual Memorial Day Parade, Veterans Day Ceremony, and most recently, Wreaths Across America, where this past December we laid over 1000 wreaths across all our Veterans graves in Ludlow Cemeteries. Our department is also responsible for replacing flags at all our Veterans graves just before Memorial Day and as needed throughout the year. This past year our office welcomed Katie Wilczynski as our Administrative Assistant and she has been a great asset to the Veterans Department. If we can be of any assistance, or have questions concerning any of the above programs and services, please call or email me at 413-583-5600 ext. 1290, or email esegundo@ludlow.ma.us, Monday through Friday 8:30 am to 4:30 pm.

Respectfully submitted,
Eric Segundo
Director of Veterans' Services



WESTOVER MUNICIPAL GOLF COURSE

The Westover Golf Commission would like to take this opportunity to thank Ryan Linton, Golf Course Superintendent and his staff, Bill Kubinski, Head Golf Professional and his staff, and all the Town of Ludlow departments for their continued dedication in providing a quality recreational facility for the residents of the Town of Ludlow and surrounding communities.

The 2019 operating season was a success on many fronts, we rebounded in both course conditions and rounds played compared to the previous year caused by the extreme weather patterns in 2018. Our staff continued to make strides in improving both the golf course and the clubhouse to provide our patrons a positive experience both on and off the course. The grounds staff did a great job bringing the greens back into great shape, continued work on improving the sand traps, and completed several projects around the course to improve the overall aesthetics. The clubhouse staff continued to make sure all our guests are taken care of and the 19th hole continued to provide a wonderful spot to enjoy a meal during or after a round of golf. The staff is always welcoming and truly adds to the total experience at Westover Municipal Golf Course.

Again, the Commission extends its thanks to the entire staff for their continued hard work and diligence to ensure our patrons have a great experience at Westover Municipal Golf Course.

Thank you again to everyone who came out to the course last year and to the Town of Ludlow for allowing us to serve the local community. We look forward to seeing everyone this upcoming golf season!

Respectfully submitted,
Sean 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 7 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 2019

Although 2019 was a quiet year for us, 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. We are always available to give land owners in town direction and information to help them with their intent to farm.

Respectfully submitted,
Karen Pilon, Chairman,
Mike Hogan, Secretary

Members:

William Ellison
Don Roberts
Jay Chenier

Ann Whitworth
Betty Kibbe

LUDLOW 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 archeologist, and shall seek to coordinate the activities of unofficial bodies organized for similar purposes. The Commission works very closely with the Massachusetts Historical Commission.

The April meeting consisted of updating on several subjects such as renewal of membership in National Trust for Historic Preservation, discussion of the movie stage curtain at the former Burr theater, whether it is worth saving or not, news of Eric Nelson's death with members present signing a sympathy card, and Secretary Galvin's announcement of the 2019 Survey & Planning Grant cycle, also a letter of support for the Massachusetts State Historic Tax Credit Application, 1st Round 2019 Westmass' Mill #8-Clock Tower Rehabilitation Project-Ludlow Mills was forwarded to support this project.

The May meeting opened with Austin Sanders of Westmass giving us an update on Westmass. Brian Nicholas is serving as the interim president of Westmass. Historic tax credits of \$400,000 were awarded in the 2nd round: a total of \$1.5 million to date has been awarded with additional still needed.

Our June meeting was held at the First Church in Ludlow center. Along with our members, church members were treated to a very interesting program by Dave Robison, genealogist. The church members are looking for advice on how to display, save, and preserve church artifacts. We were shown several artifacts that were saved from the 1980 church fire.

The August meeting was attended by Austin Sanders of Westmass giving an update on Riverside Drive at the Mill complex. Work is to begin in May 2020 and the duration should be less than 2 years. A letter of support was forwarded regarding Massachusetts State Historic Tax Credit Application, 3rd Round 2019 Westmass' Mill #8-Clock Tower Rehabilitation Project-Ludlow Mills. This project will be coupled with affordable housing and other mixed-uses of the iconic "Clock Tower" mill building. Also, guest Roger Rinaldi, attended our meeting to try to find out the age of his house. Our members gave him some ideas of where to obtain records.

On October 10th, Chair Betty Kibbe attended an administrative review committee viewing of the site plans for the new Ludlow senior center to be located on State Street. This meeting was attended by several heads of departments looking for input and inquiries of the site plans on State Street Map 14B/C Parcel 130.

Throughout the year, we continue to write letters of support for the various projects concerning the historic buildings in town especially the Ludlow Mill Complex. We also receive many genealogy questions and also inquiries of former residents of the town. We try to help as best as

we can and also direct them to proper research places. We also receive so many pleasant comments about the Riverwalk located at the Ludlow Mill Complex.

The Ludlow Historical Commission books on Ludlow's 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 Ludlow Historical Commission holds meetings on the last Wednesday of the month.

Respectfully submitted,
Agnes (Betty) Kibbe, Chairperson

Members:

Karen E. Pilon, Secretary
John Moll
Angela Tierney
James (Chip) Harrington

PUBLIC SAFETY

AMBULANCE ABATEMENT COMMITTEE REPORT

The Ambulance Abatement Committee did not meet during fiscal year 2019.

The outsourcing of the Ambulance billing to Comstar started on July 1, 2015. Comstar will work with the Fire Department, the Town Treasurer and the Town Collector during this transition period. This should result in less duplication of work and a more efficient billing and processing procedure for Ambulance bills.

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

Members:

Ryan Pease, Fire Chief
Anthony Jarvis, Resident
Lori Barbeau, Resident

ANIMAL CONTROL

At the end of 2019, there were over 1,550 dogs licensed in the Town of Ludlow. The Town dog licensing period begins yearly on March 1st and expires March 31st of the following year. According to State and Town bylaws, all dogs six (6) months and older must be licensed every year. Neutered males and spayed females are \$15. Intact males and females are \$20. Your pet can be registered in person or by a mail-in dog registration form. You must have an updated rabies certificate with the date of expiration on it as well as proof that the dog is spayed or neutered when obtaining a dog license. If your dog is not licensed by July 1st, a \$10.00 late fee per dog will be charged.

Animal Control responded to over 600 calls. These calls pertained to Town bylaw violations/complaints, stray animals, deceased and injured wildlife and a variety of animal welfare checks.

Residents are reminded to never approach, attempt to capture or touch presumably sick or injured wildlife. Please call the Ludlow Police Department and/or Animal Control for immediate assistance. Over 70 deceased animals were removed from the public roadways. Motorists are reminded to use extra care when driving.

Please respect your neighbors and their property. Our pets are extensions of our family and it is our responsibility to keep them safe at all times, paying special attention during hot and cold weather months.

If you have any questions or if we can be of any help, please call us at 596-5484 between the hours of 8:00 a.m. and 5:00 p.m. Monday through Friday. Please enjoy wildlife and respect it.

Respectfully submitted,
Gilles & Anne Turcotte
Animal Control Officers

DEPARTMENT OF INSPECTIONAL SERVICES

Calendar year 2019 saw a slight increase in permits from the year 2018. The construction of new single-family homes increased by three (3) from last year and the construction of new condominium units also increased by three (3). Residents are consistently finding ways to keep their homes energy efficient with the installation of solar panels, insulation, new doors and windows. Additions, alterations and renovations to existing homes decreased slightly compared to 2018.

Building Permits were issued for the construction of the new Harris Brook Elementary School on Chapin Street and the new Ludlow Senior Center on State Street. Construction has begun and inspections are ongoing and will continue through completion of these projects.

Our Department is projecting 2020 to be a busy year for new residential construction due to the availability of vacant lots and approval of new subdivisions in town. We will continue to strive towards excellence by ensuring that the permit process be as smooth and easy as possible for all contractors, residents and business owners and we look forward to being of service for all of your building and inspectional needs.

The following is a breakdown of the permit activity for the calendar year 2019:

No. of Permits	Type of Permit	Estimated Value
22	Single Family Dwellings	\$6,735,300
11	Condominium Dwellings	\$1,952,140
1	Two-Family Dwellings	\$275,000
60	Dwelling – Additions & Alterations	\$1,140,246
2	Footing & Foundation	\$0
3	Commercial – New Construction	\$50,102,378
18	Commercial – Renovations/Additions	\$696,076
2	Commercial – Demolition	\$10,000
6	Commercial – Cell Tower Antennas/Equipment	\$132,500
4	Commercial – Fire Suppression Systems	\$137,712
1	Commercial – Footing & Foundation	\$28,000
9	Commercial - Roofing	\$804,168.19
1	Commercial – Solar Panels/Arrays	\$24,517
19	Commercial – Signs	\$49,135
4	Commercial – Temporary Stage & Tents	\$8,050
2	Repair of Fire Damaged Structures	\$558,122
12	Decks	\$80,950
22	Swimming Pools/Hot Tubs	\$453,629
8	Fences	\$12,198
79	Re-shingle	\$859,437
13	Siding	\$208,665
86	Window & Door Replacement	\$728,961
17	Sheds, Barns, Garages	\$274,718
1	Temporary Structures	\$17,000
26	Chimneys, Wood-Burning, Pellet Stoves, etc.	\$61,361
61	Solar Panels/Arrays	\$1,520,262
132	Insulation	\$511,296
1	Retaining Walls	\$75,000
4	Permits to Demolish	\$17,900
	TOTAL	\$67,474,721.19

627 Permits Issued at an estimated value of \$67,474,721.19
Total Fees Collected \$186,831.73

Number of ELECTRICAL Permits Issued: 408
Fees Collected \$45,002.20

Number of PLUMBING & GAS-FITTING Permits Issued: 386
Fees Collected \$36,585.00

Number of SHEET METAL permits issued: 18
Fees Collected \$2,150.00

Annual Inspection Fees Collected \$7,826.00

TOTAL FEES COLLECTED FOR 2019 \$278,394.93

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
1-Family	13	13	10	20	24	21	11	24	19	22
2-Family	0	0	0	0	0	1	1	0	1	1
Multi-Family 3+	0	0	0	29	0	0	0	0	0	0
Condominium Units	2	3	23	10	3	10	29	5	8	11
Additions/Alterations	108	107	98	92	86	67	77	70	64	60

I want to thank my inspectors, Mr. John Roda, Inspector of Wires; and Mr. Steven Lopes, Plumbing & Gas Inspector for all of 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, and Mr. Richard Chenevert, Assistant Inspector of Wires.

Respectfully submitted,
Justin Larivee, Building Commissioner

FIRE DEPARTMENT

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

It was another busy year for the Department. Last year the department had over a 10% increase to our overall call volume. We responded to 4,602 fire, rescue, and emergency medical service calls, reflecting increases of 361 medical responses and 63 fire/rescue responses. Over the past ten years, we have seen a 17% increase in the number of fire/rescue responses and an almost 60% increase in the number of ambulance responses. Keeping up with the increasing demand for service with limited staffing is, and will continue to be, the greatest challenge facing the Department now and into the future.

During the year, two senior firefighters retired. Firefighter Walter J. Peacey retired on May 5, 2019. Walter, or Jim as he is known as, was appointed as a full time Firefighter to the Ludlow Fire Department on February 22, 1993 and served our department until his retirement on May 25, 2019. Before going full time, Jim served as an auxiliary and a call firefighter starting in 1989. During his 28 plus years of dedicated service to the Town of Ludlow, Jim served on many apparatus purchasing committees, negotiations teams, union president, and was active in the Fire Department's Social Club. When Jim was hired, he was an EMT / Basic, in 2006 he went back to school to advance his knowledge to become a certified EMT / Intermediate. He also became a certified Hazardous Materials Technician and was selected to serve on the elite District (4) Massachusetts Hazardous Materials Response Team in 2007. Jim was a senior member of the department who served as a mentor to many. He was always willing to share his wealth of knowledge and experience with all of the newer firefighters. His leadership as a senior Firefighter will be missed by all, and we wish him well in his retirement.

On November 9, Firefighter James A. Maciag retired from the Department after 32 years of service. He began his career with the Department on July 6, 1987. Jim was always the first to lend a hand to fellow firefighters or to donate his time to a worthwhile cause. Jim served as the President for the Ludlow Fire Department Social Club for many years. He volunteered many hours participating in charitable activities supporting numerous organizations that are sponsored by the Social Club. His experience and knowledge will be missed by our Department, and we wish him well in his retirement.

On May 25, Sharon E. Person retired after more than 15 years of service to the Department. Sharon's knowledge of her job was second to none. Over her tenure, she worked with three different Fire Chiefs. Sharon was always the first to greet anyone who entered the Department with a smile and a friendly conversation. She will be missed by all at the Department.

On May 6, Shari Bray started at the Department to fill the role of Administrative Assistant from the retirement of Sharon Person. Shari comes to the Department with experience working for the Town. After a brief training, Shari has transitioned well into her new role at our Department.

As a result of retirements in 2018 and 2019, the Board of Selectmen appointed three new firefighters. In January of 2019, Andrew Blake and Jared Falconer were appointed as Firefighter / Paramedics to the Department. Private Blake started on February 25, followed by Private Falconer on March 18. Both graduated from the Recruit Training Program at the Massachusetts Fire Academy in Springfield, on September 16th. Corey Gaouette was hired in June of 2019 and

began his career as Firefighter / Paramedic on July 22. Private Gaouette is scheduled to attend the Recruit Training Program at the Massachusetts Fire Academy in Springfield, in April of 2020.

To commemorate the eighteenth anniversary of the September 11, 2001, terrorist attacks in New York, Washington, D.C., and Shanksville, PA, and to honor all those affected by the events of that day, a Remembrance Ceremony was held on September 11 at the Town's 9/11 Memorial at the Public Safety Complex. Approximately 85 people, including firefighters, police officers, town employees, and members of the public, were present at this annual service.

On Sunday, October 20, an estimated 325 people attended the Fire and Police Departments' Annual Open House, held at the Public Safety Complex. Visitors to the Fire Department were able to view emergency vehicles and equipment, as well as meet numerous members of the Fire Department staff. Highlights for many were "Sparky" the robotic fire dog, and a demonstration of the "Jaws of Life", which employed our new battery-operated extrication tools. We wish to extend a sincere thank you to the Ludlow High School Boys and Girls Cross Country teams, who once again provided invaluable assistance during this event.

The Fire Department responded to 1028 fire/rescue calls during 2019 - an increase of 63 calls from the previous year. The breakdown of these calls is as follows:

Structure Fires	32
Other Fires (<i>vehicle, brush, rubbish, etc.</i>)	19
Rescue, Vehicle Accidents, Assist Ambulance	404
Alarm Activations	263
Hazardous Materials Responses	67
Other Hazardous Responses	5
All Other Responses: (<i>Carbon Monoxide Incidents, lock-outs, flooded basements, investigations, burning complaints, etc.</i>)	238

The Fire Department remitted a total of \$31,314.23 to the Town Treasurer for fees collected for services, fire reports, donations and permits issued.

Ambulance Service

The Department continued to provide paramedic level ambulance service to the Town. We are currently licensed for, and are operating, three paramedic level transport ambulances, and one paramedic level non-transport ambulance. Staffing is provided by firefighters' cross-trained as EMT's - 32 EMT/Paramedics, and 2 EMT/Basics.

The Department continued its affiliation with Mercy Medical Center; Dr. Matthew Couchon serves as our Affiliate Hospital Medical Director.

The Department responded to 3,574 emergency medical calls in 2019, an increase of 361 calls over the previous year. Comstar continued to provide the Town's ambulance billing service, collecting a total of \$1,298,753.83. All revenues from ambulance billing are deposited to the Town's General Fund. A total of \$150.00 was collected in fees for photocopies and reports.

The Ambulance Subscription Program continues to be successful. The \$40.00 subscription fee covers balances after insurance company payments are made for emergency ambulance services provided by the Ludlow Fire Department for residents enrolled in the program. All residents living in the same household are covered under one subscription payment. 2,201 households subscribed to the program, resulting in \$88,530.00 being deposited to the Ambulance Subscription Fund. Balances remaining in this fund are used to offset ambulance service capital expenses, including the purchase of new ambulances. Total revenue generated by the Ludlow Fire Department Ambulance Service was \$1,387,433.80 in 2019.

Emergency Management

Fire Chief Ryan Pease currently serves as the Town Emergency Management Director. His 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.

The Town renewed its contract with Blackboard Connect, the provider of the Town-wide Mass Notification System. The system allows Town officials to create, and immediately disseminate, important safety and time-sensitive information, including extreme weather warnings, road closures, safety warnings, Amber Alerts, and other important data. The system was utilized in advance of Super Storm Sandy and is employed by numerous Town departments. On a regular basis Fire, Police, Department of Public Works and the Board of Health are able to quickly and efficiently deliver messages to employees, contractors, and volunteers within each agency. Funding for this program is provided by a combination of Grants and Town funds.

The Town's Local Emergency Planning Committee, or LEPC, held regular meetings throughout the year. The committee is certified through the Massachusetts Emergency Management Agency and the State Emergency Response Commission. The committee consists of representatives from all pertinent Town Departments, including Fire, Police, Department of Public Works, Board of Health, Schools, Town Administrator, Cable Access, and industry and citizen representatives.

Fire Prevention Report

Captain Seth M. Falconer continued the duties of Fire Prevention Officer for the Ludlow Fire Department. Captain Falconer attended training sessions concentrating on Inspections, Code Enforcement, Blasting, Report Writing, Fireworks, Oil Burners, Plans Review, Smoke Detector Inspections, Sprinkler Systems, Building Code Classes, and Arson Investigation. He 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 Fire Prevention Office investigated six structure fires in 2019.

The Student Awareness of Fire Education Program (S.A.F.E.) program was delivered in all the Town schools to children in pre-kindergarten through grade five. Firefighters Jan Thornton and Zac Ellison coordinated and delivered the program 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 provided to the students. Since the inception of the program statewide in 1995, fire deaths have fallen 92% for children under the age of 18. In 1994, 25 children ages 18 and under died in fires in Massachusetts. In 2006 that number dropped to 1. Unfortunately, there were 45 civilian fire deaths in Massachusetts in 2018, fire deaths decreased by 22% from 58 in 2017. 40 fatal fires killed 45 civilians; 24 men, 19 women and 2 people under age 18. In 2018, smoking fires were the leading cause of residential fire deaths; smoking fires caused 13, or 33% of home fire deaths.

One of the most important measures to 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. Residents with questions regarding placement or maintenance of smoke detectors may find more information on our website, found under ludlow.ma.us or by calling the Ludlow Fire Department at 413-583-8332. 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.

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

Smoke Detector	321
Oil Burners & Tanks	37
LP Gas Permits	34
Flammables Permits	5
Tank Truck Permits	16
Black Powder Permits	0
Blasting Permits	5
Tank Removal Permits	17
Sprinkler System Permits	2
Storage Tank Permits	19
Fire Alarm Permits	5
Cannon Permits	0
Fire Suppression Permits	4
Fireworks Permits	2
Vent Free Gas Heater Permits	3
Hazardous Process Permits	3
Miscellaneous	1

**A total of 474 permits were issued.
Permit fees collected totaled \$12,940.00**

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 like to thank all the members of the Department for their assistance and continued support in delivering exceptional emergency services to the Town. On behalf of the Fire Department, I would also like to thank the Board of Selectmen, all Town Departments, and members of the community for your cooperation and assistance during the past year.

I would like to remind all 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,
Ryan M. Pease, Fire Chief



POLICE DEPARTMENT

The Ludlow Police Department ended the 2019 year with 17,805 logged requests for service. Of these requests, 1594 involved investigations/incidents, 675 reportable motor vehicle accidents and 560 arrests. Also, logged into the department were 43 destruction of private property offenses, 38 burglary/breaking and entering, 96 simple assault and batteries, 44 aggravated assaults, 26 thefts from a motor vehicle, 5 counterfeiting/forgery crimes, 64 all other larcenies, 25 narcotic/drug offenses, 2 disorderly conducts, 51 operating under the influence, 2 liquor law violations, 4 motor vehicle thefts, and 2 robberies. In addition, there were 1554 traffic citations issued.

Personnel

Detective Alison Metcalfe retired on a disability after twenty-seven years with the department. We thank her for her dedication and commitment to the department and the community of Ludlow. Congratulations to our newest member, Officer Matthew Dent, who completed training at the Western Mass Police Academy and commenced work in November. We wish Officer Dent a long and prosperous career at LPD. In December, two new student officers who were appointed by the Board of Selectmen in the spring, Matthew Halastra and Oguzhan Karaaslan are currently attending the Police Academy in Springfield with an anticipated graduation in May of 2020. In

addition, recently appointed Student Officers Adam Roach and Matthew Corbin will be attending the Police Academy in February of 2020.

Training

During 2019, Ludlow Police Officers completed training in many specialized police courses and professional development training. Most notably each full-time officer completed training in the administration of Narcan (nasal Naloxone) which allows each officer to now carry this life-saving medication on-duty. Officers Gabe Cordeiro and Jhon Wielblad completed DARE officer training and they began teaching the program in the Ludlow Elementary schools beginning this past fall. Officer Cordeiro also completed training as a defensive tactics instructor through the Massachusetts Municipal Police Training Committee (MPTC). Officer Matthew Dent also completed his Recruit Officer Course and graduated from the 59th ROC at the Western Mass Police Training Academy.

Officers Wielblad and Liszka completed training in IPMBA Police Mountain Bike Course which allows both of them to join the department's list of bike patrol officers. Officer Brad Tierney became the Ludlow Police Department's first IACP Nationally Certified Drug Recognition Expert. Officers Sean Auclair, Ryan Collette, Jordan Liszka and Peter Gallagher also completed Patrol Drug Recognition and Advanced Roadside Impairment Driving Enforcement (ARIDE).

Officers Andrew Roxo and Sean Auclair completed the East Coast Gang Investigators Association training. Officer Melissa Dion completed ALICE Certified Instructor Training Certification. Sergeants Brian Shameklis and David Irwin completed MPI Ten Day Executive Training Program. Sergeant Sean Knox completed the MPTC Front-line Leaders Course.

Full-time Ludlow Police Officers must complete 40 hours of mandated in-service training at the MPTC Western Massachusetts Police Academy located on the campus of Springfield Technical Community College or they must be trained at police departments that have certified MPTC instructors. This in-service training has three annual yearly blocks of instruction on Legal Update, Defensive Tactics, and Domestic Violence Investigation, along with other half-day blocks of instruction on specialized topics. The in-service training is state-mandated continuing education for all Massachusetts police officers.

Along with in-service training, all police officers and supervisors completed twice yearly firearms qualification, rifle qualification, CPR/AED certification, Hazardous Materials training, Infectious Diseases training, Massachusetts Office of Alcohol Breath-Testing Certification, Massachusetts Office of Emergency Medical Services (OEMS) EMT continuing education, and bi-annual First Responder training.

K-9

The Ludlow Police Department's K9 Unit entered its 18th year in 2019 and its third K9, Max. This

was Max's second full year of completed service. Officer Whitney and K9 Max are currently assigned to the 3pm-11pm patrol shift. Officer Whitney and Max also completed their annual re-certification in both patrol and narcotics detection. They further participated in several advanced patrol classes.

With the continued support of the citizens of Ludlow, the program continues to thrive and is well-supported by our community. We take this opportunity to thank everyone for their support.

SRT

2019 was a busy year of transition for the Ludlow Police Department's Special Response Team (SRT). The team, along with members of the Hampden County Sheriff's Department, Palmer Police Department, Ware Police Department, and Chicopee Police Department merged together to form the Hampden County Regional Special Response Team. The newly expanded team continued to train regularly throughout the year meeting the training standards set for a part time Special Response Team by the National Tactical Officer's Association. Ludlow members of the SRT continued to provide assistance to the Ludlow School Department as instructors for scenario based training for all staffing. Officer Andrew Roxo and Officer Ryan Churchill expanded Tactical Emergency Casualty Care training to the entire department. This training greatly enhanced every Officer's lifesaving skills. The SRT continued to support the narcotic detectives by assisting in several drug operations and warrant services throughout the year. The team hosted a National Tactical Officers Association SWAT Basic Course, and has continued to update its equipment and training.

This year we continued to advance and update our training and tactics with a number of outside the agency advanced schools and conferences. The schools included Detective Steven Ricardi and Officer Brandon Vigneault attending the New York Tactical Officers Association Conference. Finally, we are continuing to build the regional team with interest from other agencies. Additionally, we are building important working relationships with other area teams including Westfield SRT, Springfield ERT, and the UMASS Police Department Tactical Team. We have continued joint training sessions and shared tactics, techniques, and resources. The Hampden County Regional SRT will yield great benefits to the safety and security of the citizens in every involved community involved while keeping the financial burden at its lowest level.

We look forward to another year of training and providing the Town of Ludlow with a highly trained team capable of handling critical incidents and saving lives.

Detective Bureau

The Ludlow Police Department Detective Bureau has experienced innovation and growth in 2019. The increased use of technology to investigate and solve crime has continued to evolve as our Detectives have written and received technology-related search warrants in record numbers

including technical, “first of their kind” Geofence Search Warrants. The unit has also created a Media Center within the office to process and store various types of digital evidence. To manage the growing complexity of investigations, the Bureau has added two positions, Detective Alex Goncalves, whose primary responsibility will be criminal investigations, and Detective Brandon Vigneault, who will work primarily as a narcotics investigator along with Detective Steve Ricardi. Sexual Assault investigations continue to be managed primarily by S.R.O. Melissa Dion. Members of the Detective Bureau continue to receive training in crime scene processing and narcotics investigations to stay current with the latest legal and investigative techniques. The Detective Bureau is currently supervised by (Acting) Detective Sergeant David Kornacki.

Special Police

The Special Police Officer (SPO) Unit and the Special Police Association ended the calendar year with twenty-two members. Sgt. James Sevigne continues as the assistant manager of the unit, along with Officers Jerome Mayou and Andrew Roxo as advisers and trainers of the SPO unit. They provide training, schedule coordination, and direction for the SPO's and they act as liaisons to the full-time police department staff on any matters involving the use of Special Police Officers.

The Special Police Supervisor Cadre currently consists of Sgts. Armand Saraiva and Jose Branco. SPO Sgt. Norman Picard resigned his position last July after twelve years of service to the Town of Ludlow. We commend him for his dedicated service and leadership with the Special Police Unit and we wish him well with his future endeavors.

This past year also saw the departure of three other special police officers most for employment with other law enforcement agencies. SPO Tyler Martins became a full-time Amherst Police Officer. SPO Geena DeTorrice left to become a Phoenix, Arizona Police Officer, and SPO Oguzhan Karaaslan was appointed as a full-time Ludlow Police Officer. We thank all of these former special police officers for their service and we wish them well in their future endeavors.

In December 2019, the special police unit added four newly appointed special officers: Connor Sormanti, Justin Cruz, Avrohom Resnick, and Mateusz Cieslak. Throughout the year the unit accepts applications and after a lengthy selection process, including police review board interviews and background screening, a list of new candidates are chosen for possible future appointments.

Each year a special police officer must complete mandated in-service training consisting of Legal Update and Defensive Tactics training (16 hrs.), annual firearms qualifications (8 hrs.), CPR/AED training (3 hrs.), Hazardous Materials training (3 hrs.), and Communicable Diseases training (3 hrs.).

Last year the Special Police Officers contributed over 2800 volunteer hours of service to the Town. The Special Police assisted with policing of the Holyoke Road Race & Parade, the Rotary Club Bike Rodeo, the Hubbard Library Egg Hunt event, the Garden Club Color Run, the Memorial

Day Parade, the Relay-for-Life event, the Special Olympics Cruiser Convoy, the Cyclonaut Sprint Triathlon, Celebrate Ludlow, the Our Lady of Fatima Festa, the Ride Like an Animal Motorcycle Run, the Hubbard Library Car Show, the Rag-Shag Parade & Halloween Carnival, and the Toys-for-Tots drive.

Central Dispatch

During fiscal year 2019, the former Ludlow Police Dispatch Center has been converted to a fully operational Central Dispatch Center for both Police and Fire. The Central Dispatch Center has now become the primary 911 PSAP for all communication within the public safety sector for the Town of Ludlow. Our dispatchers have taken on this new role with great professionalism and attention to detail as their call volume has seen a significant increase. Along with this conversion, Central Dispatch now receives 911 cell phone direct calls. In the past, 911 cell phone calls would be received by the State Police and then transferred to our Dispatch Center. During this conversion, our Dispatchers have attended training courses and committee meetings in an effort to provide a smooth transition to where we are today.

Staffing and scheduling for Central Dispatch has seen little change in the past year. We have retained a roster comprised of 9 full time Dispatchers along with 2 per diem dispatch positions to assist in coverage as needed. All Dispatchers are required to be certified in Emergency Medical Dispatch (EMD), CPR and a minimum of 16 hours of continuing education courses each year. Central Dispatch is a vital element for the Ludlow Safety Complex as well as the Town of Ludlow. Our Dispatchers continue to work in serving our community with honor, integrity and professionalism.

Total Fees collected by the Police Department during the year 2019 are as follows:

Administrative Fees	\$50,854.35
Firearm Permits	16,562.50
Photocopies	5,510.00
Fingerprints, Door to Door Solicitation	2,960.00
Sale of Police Cruisers	9,000.00
RMV Violations	30,968.20
Court Fines	<u>1,767.50</u>
TOTAL FEES	\$117,622.55

2019 was Chief Pablo P. Madera’s last year of service to the Town of Ludlow. Chief Madera retired in January 2020, after a thirty-eight-year career with the police department. Chief Madera joined the Ludlow Police Department in December 1982. As a twenty-year-old, he was one of the youngest officers to ever be appointed as a full-time Ludlow Police Officer. He worked as a patrol officer for ten years, until his promotion to Sergeant in December of 1992. In May 2012, Sergeant Madera was promoted to Lieutenant Madera and was the second in command of the police department under Chief James J. McGowan. In May 2013, Lieutenant Madera was

appointed the Acting Chief of Police, upon Chief McGowan's retirement. He remained in that position until his permanent appointment to Chief of Police on July 1, 2014. He served as the Ludlow Police Department's Chief Executive for over six years. His faithful and dedicated service will be missed.

I'd like to acknowledge and thank all officers, dispatchers, special police, and civilian personnel of the Ludlow Police Department for their dedicated service and teamwork; providing a proficient and effective police service to the community. Finally, I'd like to thank the residents of Ludlow for all of their past and continued support of the police department.

Respectfully submitted,
Lt. Michael N. Brennan, Acting Chief

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, site 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.

2019 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 was 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.

Respectfully submitted,
Sgt. Brian Shameklis, Chairman

Members:

Sgt. Brian Shameklis	Chairman	Police Department
Penny Lebel	Vice-Chair	Community

Capt. Seth Falconer	Member	Fire Department
Alexander Simao	Member	Department of Public Works
Justin Larivee	Member	Building Commissioner
Ryan Churchill	Member	Community
Christopher Coelho	Member	Planning Board
Barry Linton	Alternate Member	Department of Public Works
Dep. Chief Jeff Lavoie	Alternate Member	Fire Department
Off. Derek Smolinski	Alternate Member	Police Department

DEPARTMENT OF WEIGHTS AND MEASURES

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

DEVICES CHECKED

Scales:

Over 10,000 lbs.	4
5,000-10,000 lbs.	1
10-5,000 lbs.	63
Metric Weights	32
Apothecary Weights	30
Gasoline Pumps	124
Oil Trucks	11
Reverse Scanning	2
Scanners	15
Total no. of devices	282

Amount of fees billed \$5,499.00

Respectfully submitted,
Douglas J. Wilk, Sealer of Weights &
Measures

PUBLIC WORKS

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 2019 calendar year.

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 staff entered 965 inquiries into the system. The Board appreciates and encourages the community to report public improvement or facility problems 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 received \$699,828 in Chapter 90 funds in 2019. The Town has approximately 135 public road miles to maintain.

During the 2019 calendar year, the road reconstruction projects included the following streets:

STREET	FROM	TO
Auburn Street	Holyoke Street	Atlantic Street
Deroche Circle	Holyoke Street	End
Helena Street	Deroche Circle	Cul de sac
McKinley Avenue	West Street	End
Miller Street	East Street	Ventura Street
Nash Hill Road	West Street	Lupa Zoo
Old Coach Circle	Church Street	Cul de sac
Rood Street	Center Street	Church Street

In addition to the street paving projects, the DPW provides routine maintenance and improvements to the infrastructure. For example, the DPW maintains roadway markings, crosswalks and line striping, replaces and installs street signs, performs roadside mowing, and does street sweeping. The Department has continued with a preventative maintenance program including pavement crack sealing to extend the life of the asphalt pavement.

During the 2019 calendar year, sidewalk projects included the following streets:

STREET	FROM	TO
Canterbury Place	Canterbury Street	Newbury Street
Newbury Street	Winsor Street	Ludlow Funeral Home
Warsaw Avenue	Sewall Street	Center Street
Winsor Street	Stevens Street	Newbury Street

During the 2019 construction season, approximately 199 Construction within the Public Way Permits for projects within the public way were issued, resulting in \$18,815.00 in fees and \$15,000 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 three (3) sanitary sewer lift stations located at Chapin Street, Lawton Street, and First Avenue. Two of the pump stations at Chapin Street and Lawton Street have the mission control and communication system to allow staff to monitor pump operation remotely and receive alarm notifications. 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 fourteen (14) Drain Layer Licenses which generated \$700 in fees and issued thirty-one (31) Sewer Service Connection Permits. The division collected a total of \$34,237.00 in sewer fees during 2019.

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.

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.

DPW personnel assisted at special events during the year which are sponsored by the Town and/or organizations that included the Sunday Concerts in the Park, Veteran’s Day activities, Christmas Tree Lighting Ceremonies and other functions conducted throughout the town and special events like Celebrate Ludlow.

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 2019:

Number of lots sold	86	Income from lots sold	\$43,000
Number of burials	104	Income from burials	\$53,992
Number of monument foundations	50	Income from foundations	\$6,825
		Total Income	\$103,817

Engineering Division

The Engineering Division maintains the records for plans, plots 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 Maps, 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 analyses and recommendations to the Planning Board for the various projects during the year including subdivisions and commercial developments. The division provides site inspections of all public and private improvement projects. They file all necessary state and federal mandated reports as well as file for grants and reimbursement paperwork for declared emergencies. They meet with consultants to discuss and review major projects proposed and ongoing in Town.

Worked with Town Counsel, consultant Mott MacDonald, and the City of Chicopee on an intergovernmental agreement to allow the mobile home park Bluebird Acres to construct a sewer line from a failed septic system in Chicopee to an existing sewer system in Ludlow.

Completed Massachusetts Small MS4 General Permit under the National Pollutant Discharge Elimination System with consultant Mott MacDonald to meet the requirements of reporting to the Environmental Protection Agency and Massachusetts Department of Environmental Protection.

Working with Planning Department, Conservation Department, Westmass, and consultant Wright Pierce on the development of construction plans for Riverside Drive behind the Ludlow

Mills and the extension of the Riverwalk to provide improved access for development on the Mill's property.

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 for 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 a private vendor. The recyclables are collected and transferred to the Materials Recycling Facility (MRF) in Springfield. The combination of the curbside trash collection and drop-off at the Transfer Station accounted for 5071 tons of trash. This recycling program generated 68 tons of paper, 13 tons of mixed containers (glass and cans), and an additional 1289 tons of single stream recycling, 76 tons of scrap metal and approximately 1703 tons of vegetative material were processed for compost. The compost/loam is used on town projects.

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 1116 permits to the residents which generated \$16,745 in fees. Also, the DPW provided 457 recycle bins at no charge to encourage the recycling effort by the town. The DPW issued permits for the disposal of products identified as bulk materials that generated \$37,170 in fees. The DPW issued waste reduction bags that generated \$88,550 in fees.

Grants

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

- MassDEP Recycling Dividends Funds under the Sustainable Materials Recovery Program in the amount of \$8,800 to be used on recycling equipment.
- Executive Office of Housing and Economic Development, Massachusetts Office of Travel and Tourism \$100,000 for rehabilitation and replacement of damaged sidewalks along Town roadways.
- Executive Office of Housing and Economic Development, Massachusetts Office of Travel and Tourism \$90,000 for a needs assessment at the Fuller Street and Chapin Street and Fuller Street and Cady Street intersections for possible safety improvements.

Capital Improvement Projects

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

- Jack Goncalves and Sons continues to work on the awarded Massachusetts Highway Transportation Project for improvements for Center Street from Sewall Street to Beachside Drive. The contract award was for \$3,659,388 dollars. The project is underway and remaining items include signage, traffic signalization upgrades, and paving.
- A. Pereira Construction Co. Inc. finished the contract for the Sewer Construction Project on Cady Street, Grimes Street, and Rood Street in the amount of \$314,190 dollars. The work included the installation of approximately 2500 feet of 8” sanitary sewer main, installation of approximately 800 feet of 6” sanitary sewer lateral and included pavement trench repair. The residential units have started to connect to the newly installed public sewer.

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 2019.

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,
Thomas Haluch, Chairman

Members:

Thomas Haluch
Alex Simao
Barry Linton
Guilherme Rodrigues
John Davis

PLANNING AND DEVELOPMENT

BOARD OF APPEALS

The Board of Appeals consists of five regular members and at this time has two associate members who are all volunteers appointed by the Board of Selectmen. The Board of Appeals is charged with hearing appeals or petitions for Variances, Section 6 Findings, and Special Permits 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 Ludlow Town Hall in the Selectmen’s Conference Room, third floor at 7:00 pm, upon receipt of a request for a Hearing, Appeal, Variance, Section 6 Finding or Special Permit.

During the year of 2019, there were two (2) requests for Special Permits, one special permit was approved, and one special permit was withdrawn without prejudice. There were three (3) requests for a Variance; three variances were granted.

The Comprehensive Permit that was approved by the Board of Appeals for Way Finders' housing project at 188 Fuller Street was appealed by the applicant. The Massachusetts Housing Appeals Committee (HAC) held public hearings in October of 2019 and the decision of the HAC is pending.

Mr. Paul Zielinski resigned from the Board in May of 2019 after 15 years of dedicated commitment and service. We thank Mr. Zielinski and wish him well in all his future endeavors. Mr. Alan Aubin became a regular member replacing Mr. Zielinski, which left an open associate member position. Ms. Elaine Hodgman was appointed as an associate member in September.

A special thanks to the Building Department, Board of Selectmen's Office, Planning Board, Assessor's Office, and the Town Clerk's Office; without their help the task of obtaining the needed documentation and information would be extremely difficult.

Respectfully Submitted,
Anthony W. Jarvis, Chairman

Members:

Kathleen Bernardo, Vice Chair
Alan Aubin
Joseph Wlodyka
Manuel Lopes

Alternate Members:

Nicole Parker
Elaine Hodgman

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 2019 and no meeting schedule changes are planned for 2020. 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 2019 with five (5) members and no vacancies on the Commission. The year ended with five (5) members and no vacancies.

During 2019, the Conservation Commission worked on nine (9) Notices of Intent. Sixteen (16) Requests for Determination of Applicability were filed with the Commission, all of which resulted in a negative determination. The Commission is also holding one (1) Conservation Restriction. Emergency Certifications are requested when a project must take place immediately to prevent danger to individuals and/or damage to property. The Commission issued two (2) Emergency Certifications in 2019. 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 2019 continued to range from those as simple as shed installations to single family homes. We also continued to work with Westmass on the Ludlow Mills and the River Walk project. In 2019 the Commission continued the process to bring a dog park to the Town of Ludlow to be located at Camp White on Munsing Street. The total monies collected by the Conservation Commission in 2019 were \$11,075.00, which were collected from application filing fees.

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. 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

Members:

Penny Lebel
Steve Hicks
Angela Tierney
Scott Urban

PLANNING BOARD

Zoning

There were not any **ZONE CHANGES** or changes to the **ZONING BYLAW** in 2019.

Subdivision Control

There were zero **(0)** applications for **PRELIMINARY or DEFINITIVE SUBDIVISIONS** submitted.

Seventeen (17) applications for **APPROVAL NOT REQUIRED SUBDIVISIONS** were endorsed except as noted:

- 51 Alden Street, 751 Poole Street Lisa J. LaBonte, Joseph L. Wlodyka
- 46 Bridle Road Paul S. Smith
- 202 Cady Street Tony Aleixo
- 471-485 Center Street Ludlow Center, LLC (The Colvest Group)
- 533 & 0 Center Street LFP Holdings, Inc. (Legacy Fire Protection
(Map 16A, Parcels 45, 46) Inc)
- 0 Colonial Drive Hazel Bazinet
- 768 East Street Marco Vieira
- 389 Fuller Street James Pafumi
- 38 Goddu Street Erica Heim
- 54 Grimes Street & 279 Cady Street Paul Chaves, Horacio Salvador
- 17-21 Lower Whitney Street Jose M. Alves
- 0 Lyon Street (Map 20, Parcel 2) Estate of Anthony Grabowski c/o Michael
Chernick, Esq.
- 1017 Lyon Street Adam & Wendy Provost
- 581 Miller Street William J. Ellison
- 697 Moore Street Ralph Berry
- 240 Ventura Street Jose M. Alves
- 0 West Street (Map 8, Parcel 1A) John C. Farr

Special Permits

Eighteen (18) applications for **SPECIAL PERMITS** were approved except as noted:

- 34 Aldo Drive Home Occupation
- 121 Arnold Street Home Occupation
- 87 Barna Street Home Occupation
- 53 Blanchard Street Home Occupation
- 60 Bluegrass Lane Home Occupation

- 450-456 Center Street Drive-thru
- 477 & 481 Center Street Drive-thru
- 484 & 488 Center Street Drive-thru
- 217 Church Street Home Occupation
- 30 Clark Street Home Occupation
- 25 Essex Street Home Occupation
- 25-27 Maple Street Home Occupation
- 185 Miller Street Business in AGMD
- 21 Mineral Spring Avenue Accessory Apartment
- 167 Parker Lane Home Occupation
- 43 Russell Street Home Occupation
- 52 Skyridge Street Home Occupation
- 356 Ventura Street Accessory Apartment

Site Plans

Twelve (12) applications for **SITE PLANS** were approved except as noted:

- 450-456 Center Street Colvest/Wilbraham, LLC
- 471-485 Center Street Ludlow Center, LLC (The Colvest Group)
- 484 & 488 Center Street Inspired by Opportunity LLC
- 533 & 0 Center Street Legacy Fire Protection Inc.
(Map 16A, Parcels 45 & 46)
- 766 Chapin Street Town of Ludlow
- 498-504 Fuller Street Huxley Solar LLC
- 15 Hubbard Street Fernando Jayma
- 0 Lyon Street (Map 20, Parcel 4C) CPV Red Rock Solar LLC
- 185 Miller Street Joe Salvador / Capital Design & Dev.
- 280 Moody Street John Margeson – Life Supply Co.
- 0 West Street & 62 Nash Hill Road Kearsarge Solar LLC
(Map 9, Parcels 18 & 36A)
- 0 Whitney Street (Lower) VDS Properties, LLC
(Map 14B, Parcels 74 & 75)

Eight (8) applications for **SITE PLAN ADDENDUMS** were approved except as noted:

- 135 Carmelinas Circle Scott Shaw
- 484 & 488 Center Street Wendy's Restaurant
- 533 Center Street Legacy Fire Protection
- 14 Chestnut Street Mid America Properties, LLC
- 194 East Street Ludlow Nutrition
- 219 Moody Street Peter M Ostrowski Inc.

- 183 Ravenwood Drive T-Mobile / American Tower
- 345 West Street Mirosław Kopec

Twenty-three (23) applications for **CHANGE OF OCCUPANCY** were approved except as noted:

- 148 Amherst Street Ludlow Burial Vault d/b/a John Gil Company Corp.
- 135 Carmelinas Circle Discount Auto Repair
- 200 Center Street, Suite 17C Marty's Real Estate
- 433 Center Street, Suite 11 Ludlow Nail and Spa
- 433 Center Street, Suite 27 Smithland Supply
- 733 Chapin Street, Suite 203 Law Office of Gary Scagliarini
- 1102 Center Street Turnpike Acres
- 56 East Street Fitclub 24
- 65 East Street Dave and Diosa's New Age Shop
- 194 East Street Ludlow Nutrition (**WITHDRAWN**)
- 12 Lakeview Drive Chin's Kitchen
- Mass Pike Westbound Service Area D'Angelo
- Mass Pike Westbound Service Area Papa Gino's
- 40 Ravenwood Drive Viriathus Consulting, LLC
- 112 Sewall Street Red Caraval Antiques
- 114 Sewall Street Coco Lush Studios (**DENIED**)
- 114 Sewall Street Coco Lush Studios
- 116 Sewall Street Fatima Afonso-Mendes (office space)
- 314 Sewall Street A Touch of Care
- 68 State Street Winn Managed Properties LLC
- 201 West Avenue The Nunes Companies, Inc.
- 326 West Avenue Esthetics by Erin @ SpaWest
- 405 West Street Lawn Partners Inc.

Other News

During the March election, Planning Board member Christopher Coelho ran unopposed and was re-elected for another 5-year term on the Planning Board. Mr. Coelho has served on the Planning Board for twelve years. The Board would like to also acknowledge and thank their staff, Town Planner Douglas Stefancik and Administrative Assistant Susan Urban for all their efforts and hard work.

On January 8, 2019 the Planning Board held a joint meeting with the Board of Selectmen to approve a Housing Production Plan. The Planning Board worked with a consultant to develop a plan to address the Town's affordable housing needs.

Over the past year the Board approved three large-scale, ground-mounted, photovoltaic systems. CPV Red Rock Solar, LLC was approved in February 28, 2019, to be located on 21 acres (13.5 acres in Ludlow and 7.4 acres in Granby), at the end of Lyon Street and extending into the Town of Granby. It is a 4.4 MW ground-mounted solar photovoltaic system. Kearsarge Solar, LLC was approved on July 11, 2019, to be located on West Street and Nash Hill Road, on 13 acres. It is a 3.6 MW ground-mounted solar photovoltaic system. Huxley Solar, LLC was approved on August 8, 2019, to be located at 498/504 Fuller Street, on 33 acres. It is a 5.0 MW ground-mounted solar photovoltaic system.

In June the Planning Board approved a site plan for VDS Properties, LLC to construct six units of town house style residential units on Lower Whitney Street, which lies in the Smart Growth Overlay District, where two of the units will have an affordable housing restriction.

Several new projects were approved on the Center Street/Route 20 corridor. In January, Legacy Fire Protection, located at 533 Center Street, received site plan approval from the Planning Board to construct a 2,880 sq. ft. office building and a 1,764 sq. ft. addition to an existing building. The Planning Board approved a site plan and special permit for Inspired by Opportunity LLC, for a Wendy's Restaurant on September 12, 2019, to be located at 484 & 488 Center Street. The existing building on site will be demolished and a new 2,584 square foot restaurant with drive-thru will be constructed, with seating for 67.

The Planning Board approved a site plan and special permit for the Colvest Group at 471-481 Center Street on September 26, 2019. The project will consist of razing the former Friendly's and Joy's Restaurants. Construction of a 5,230 sq. ft. medical building at 471 Center Street, a 2,382 sq. ft. fast food building with a drive-thru, which will be a KFC Restaurant at 481 Center Street, and a 5,991 sq. ft. retail building to be built at 485 Center Street.

In December, the Colvest Group, also received site plan approval and a special permit for property located at 450-456 Center Street for the construction of a 1,500 sq. ft. bank building (People's Bank) with a drive-thru.

Our currently approved subdivisions, Maria's Way, Sunset Ridge and Parker Lane Extension see a healthy amount of single-family residential development. These three subdivisions have a combined total of 89 buildable lots.

Construction continues on the dog park, Barks and Recreation, located at Camp White on Musing Street. The Town received \$225,000.00 from the Stanton Foundation for the construction of the dog park. The Stanton Foundation's mission is encouraging positive dog/human relationships by supporting the development of enclosed dog parks in Massachusetts cities and towns. The dog park is expected to be open in 2020.

The Town received MassWorks Infrastructure Program funding in the amount of \$3.5 million for the Riverside Drive Infrastructure Project. This funding is to be combined with \$3.126 million from the Economic Development Administration for a total on \$6.626 million. This funding would

be applied toward the development of 4,500 feet of new roadway connecting the Ludlow Mills main entrance on East Street to First Avenue. The Riverside Drive Infrastructure Project will open up over 60 contiguous acres of pre-permitted light industrial property in the eastern most section, consisting of undeveloped acreage that is in high demand within the New England region. In August, Wright-Pierce was selected as the design engineer for the project and will take this project through design, permitting, and construction. Redevelopment of this historic mill complex over the next fifteen years is projected to create 2,000 jobs, leverage \$200 million to \$300 million in private investment, and increase annual municipal property tax revenues to the Town of Ludlow by \$2 million at buildout.

Lastly, this past May, the clock tower project at the Ludlow Mills has received \$400,000 in historic tax credits from Secretary of State William Galvin, bring the total to \$1.6 million in historic tax credits from the state. The funding will help the developer, Winn Development complete a \$50 million restoration project that is expected to add 89 residential units and create up to 100 construction jobs. The tax credits would be used to offset various state business taxes such as corporate excise, employee withholding, sales and use taxes. The potential tax revenue is forecast to be between \$600,000 to \$900,000 once the housing and commercial units are filled.

Total Fees generated by the Planning Board were **\$28,960.90.**

Respectfully Submitted,
Raymond Phoenix, Chairman

Members:

Christopher Coelho
Joseph Queiroga
Kathleen Houle
Rafael Quiterio

TELEPHONE NUMBERS

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

School Department:

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

Ludlow Town Hall Main Number:

Accounting Department	x1240
Board of Assessors	x1220
Board of Health / Nursing	x1270
Board of Selectmen / Town Administrator	x1200
Building & Inspectional Services	x1210
Conservation Commission	x1285
Human Resources	x1237
Information Technology Department	x1295
Planning Board	x1280
Town Clerk	x1230
Town Collector	x1260
Town Treasurer	x1250
Veterans' Services / ADA Coordinator	x1290