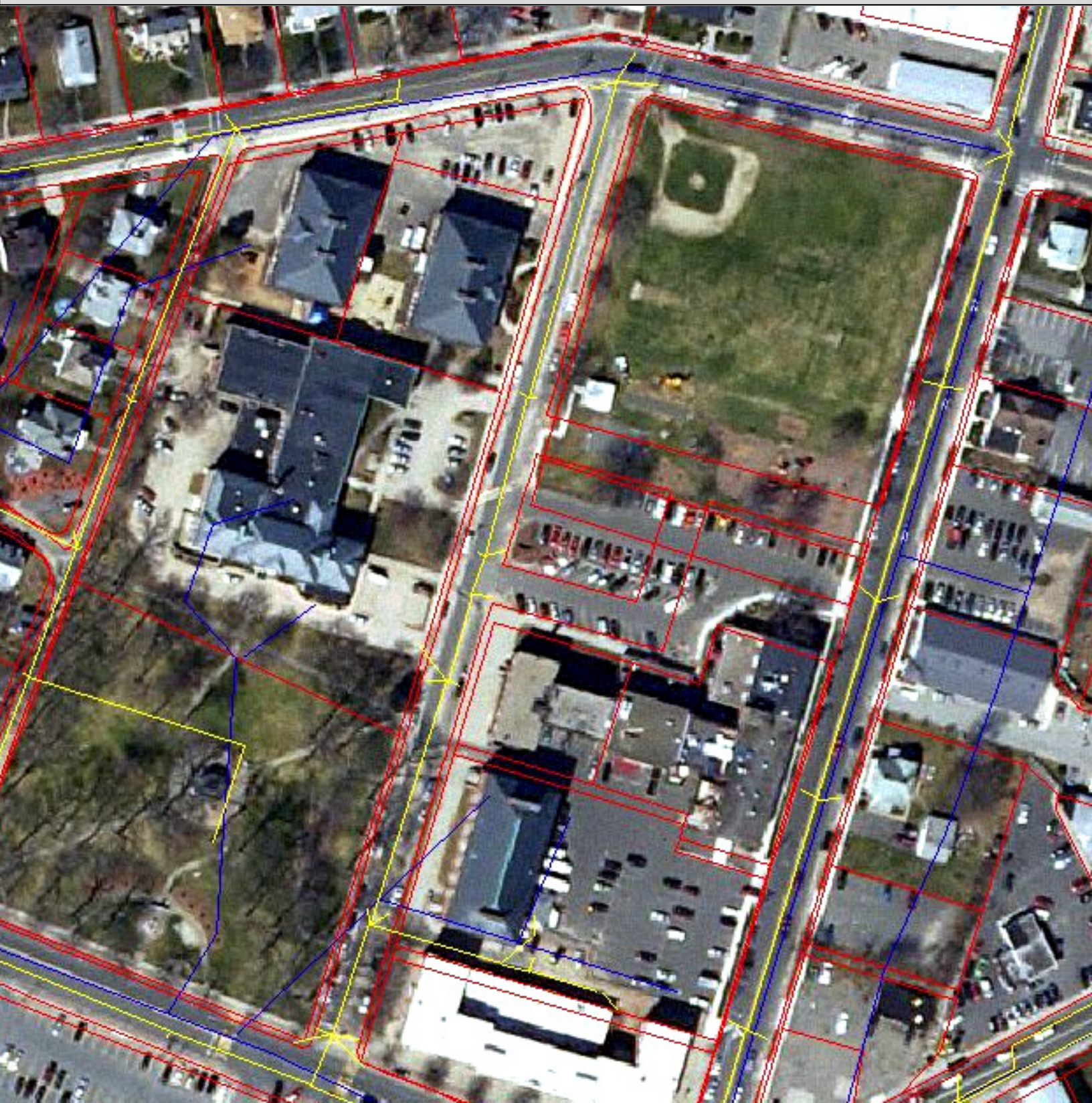


Town of Ludlow

2013 Annual Town Report



ON THE COVER

A **Geographic Information System (GIS)** is a computer system designed to store, manipulate, analyze, manage, and present all types of geographical data. GIS is basically a map that has the ability to “layer” useful information onto it. These layers may display the location of zoning such as business districts, farmland or wetlands. Other layers may include underground utilities or property boundaries. In some cases, these layers may be interactive, allowing the user to obtain more detailed information about a piece of property.

The collaborative effort between the Department of Public Works, the Information Technology Department, the Assessor’s office and the Planning Department has made a Geographic Information System available to the general public via the internet a reality.

With the foundation in place, the Town of Ludlow’s new GIS system has the ability to affect nearly every municipal department in Town while providing the general public with endless information. Currently, the system is able to provide Assessor’s records, public utilities mapping and zoning information. Future expansion of the system can include the Town’s permitting and licensing information, work order processing and even tracking DPW post-storm cleanup progress.

Ludlow’s GIS system can be accessed via the Town’s website at <http://ludlow.ma.us>

IN MEMORIAM

CAZIMESS BODUCH

1/7/1923 – 2/22/2013

Cazimess J. Boduch, a member of the Ludlow Veterans Memorial Committee and Assistant Graves Registration Officer passed away on February 22, 2013 at the age of ninety.

Cazimess was born in Ludlow on January 7, 1923 to the late Tomasz and Anna (Obrzut) Boduch. He was educated in the local school system and was the owner of a small engine repair shop. Mr. Boduch proudly served his country during World War II as a Private First Class under General George S. Patton and was the recipient of numerous medals and commendations.

He leaves to cherish his memory, his children: Robert J. Boduch, Joseph M. Boduch, Gerald D. Boduch, Ann Marie Clark, Deborah Pietras and Colleen Alves. He was a cherished grandfather to many and loving great grandfather of several. He also leaves his brother Stanley Boduch and sister Jennie Ference.

Cazimess will always be remembered for his strong commitment to serving his country and his dedication to serving veterans.

JOAN CORMACK

12/18/1930 – 5/15/2013

Joan Cormack, the first police matron for the Town of Ludlow, appointed in 1956, passed away on May 15, 2013 at the age of eighty-two.

Joan was born in Ludlow on December 18, 1930 to the late James P. and Florence (Healey) Cormack. She was educated in the local school system and the University of Massachusetts Amherst. She received her Masters Degree from Springfield College and entered the field of education, first as a History teacher and then as a Guidance Counselor.

She was a communicant of St. Mary of the Assumption Church. She was predeceased by her parents, step-mother Mary F. Cormack, her brothers James P. Cormack Jr., and Robert H. Cormack. She is survived by her friend Barbara Howard, extended family members and many friends.

Ms. Cormack will be remembered for her dedication and generosity to the Ludlow Police Department and the Council on Aging.

HELEN R. DUMAIS
9/6/1928 – 5/16/2013

Helen Dumais, former Town Meeting member, member of the Board of Appeals, and member of the Mobil Home Rent Control Board, passed away on May 16, 2013 at the age of eighty-four. She was predeceased by her husband Maurice R. Dumais Sr. in 2007.

Helen was born in Springfield on September 6, 1928 to the late Michael Baj and Catherine Gasiarek. She was educated in local schools and worked for F.W. Sickles and Digital Corporation with over fifteen years of service. She was a Communicant of the Catholic Community of St. Elizabeth and was a faithful member of the Christ the King Church Perpetual Adoration Chapel.

She leaves to cherish her memory, Thomas Dumais and wife Isabel, Alice L. Phoenix and her husband Raymond, grandson Raymond Phoenix and wife Alicia, great granddaughter Viola Rose Phoenix and extended family members and friends. Sadly she was predeceased by a son Maurice R. Dumais Jr. in 2005.

EDWARD P. GOLDEN
11/25/1930 – 7/23/2013

Edward Golden, a past member of the Board of Public Works, passed away on July 23, 2013 at the age of eighty-two.

Edward was born in Palmer on November 25, 1930 to the late William J. and Mary Ellen (Bowler) Golden. Educated in local schools, he proudly served his country as a member of the 82nd Airborne and the US Special Forces during the Korean War. After a long career in construction, Edward retired from the Springfield Water Works as the superintendent of the Ludlow Reservoir.

He leaves to cherish his memory, his wife of sixty-two years Elaine (Hiney) Golden, children William, Lisa and James, nine grandchildren, sisters Eileen Fillion and Elizabeth Gaviglio and many nieces, nephews, extended family members and friends. He was predeceased by his brothers John, William, Paul and Bernard Golden and sisters Marie White and Grace O'Connor.

PAUL R. HAMEL
11/19/1944 – 6/22/2013

Paul Hamel, past President and member of the Exit 7 Players, passed away on June 22, 2013 at the age of sixty-eight.

Paul was born in Holyoke on November 19, 1944 to the late Leo and Yvonne (Desrochers) Hamel. He was a 1962 graduate of Chicopee Vocational High School and served in the United States Marine Corps from 1962 to 1966 and was a longtime employee of United Technology Research Center.

Paul was a gifted carpenter and engineer, loved theater and applying his skills to building sets and equipment for live performances, always with a smile on his face and a joke to tell to whomever would listen.

He leaves to cherish his memory, his wife and best friend Pamela Rose-Hamel, his children Brian, Larry, Laurie, Robert and Jessica, his sister Causette Duran, his brother Ronald Hamel and wife Irene, his eighteen grandchildren, many close cousins, and extended family and friends.

The Board of Selectmen proclaimed the stage at the Exit 7 Theater as the Paul R. Hamel Stage.

Paul will always be remembered for his outstanding commitment to the Exit 7 Theater.

ELSIE M. HIERSCHE
3/15/1918 – 1/22/2013

Elsie Hiersche, past Master and current member of the Ludlow Grange, current member of the Ludlow Historical Commission, current member of the First Meeting House Committee and Town of Ludlow precinct worker, passed away on January 22, 2013 at the age of ninety-four. She was predeceased by her husband Thomas A. Hiersche in 1999.

Elsie was born on March 15, 1918 in Springfield to the late Franklin H. and Ethel May (Gorman) Ellison and lived in Ludlow her entire life. Educated in local schools she was a 1936 graduate of Ludlow High School and an honors graduate of Holyoke Community College in 1982 with a degree in Early Childhood Education. Elsie worked as a bookkeeper for the family owned Hiersche and Son Electrical business. She was also a waitress for Miller's Dairy Bar, Friendly's, and worked in the educational field for many years.

Elsie was a lifelong member of the First Church in Ludlow, serving on numerous committees, teaching Sunday School, and making fudge for the church fairs for over

forty years. Elsie was actively involved in 4-H for more than seventy years with forty-five years as a local Sheep Club Leader.

She leaves to cherish her memory, daughters Janet Hartley and husband George, Nancy Kavka and husband Jeremy, Susan Vinton and Eric, Judy Harris, Peggy Vershon and Bonnie Louvitakis and husband Marco, numerous grandchildren, great grandchildren, great-great grandchildren, sister Edith Thompson and Godson Buddy Ellison, extended family and friends.

ALBERT H. LeMAY, JR.
1957 – 2013

Albert LeMay, Jr., a lifelong resident, past member of several committees for the Town of Ludlow, including the Finance Committee and the Board of Appeals, passed away on June 15, 2013 at the age of fifty-six.

Albert served his country honorably in the U.S. Navy. He was a dedicated school teacher for many years in the Springfield School System and always did his best to help the more troubled students. Albert loved sailing and was a respected, active member of the Springfield Yacht and Canoe Club.

He leaves to cherish his memory, his parents, Albert Sr. and Adelaide Mary (Savoir) LeMay, two sisters, Mary Shields and Christine Sulewski, and several nieces and nephews.

JOHN McCARTHY
1930 - 2013

John McCarthy, retired Sergeant of the Ludlow Special Police, having served the Town for over 30 years, passed away on August 25, 2013 at the age of eighty-three.

John was born and raised in Ludlow to the late John McCarthy and Yvette (Brunelle). John was currently the service manager at Central Chevrolet in West Springfield. He was the owner of the former D&S Service Station in Springfield and also owned Veronica's Restaurant in Brimfield. John served his country honorably in the U.S. Army during the Korean Conflict and belonged to the Korean War Veterans Association.

He leaves to cherish his memory, his beloved wife of fifty-five years, Veronica (Boyer) McCarthy, his children Celeste LePage and husband Gary, John McCarthy Jr and fiancé Amy Bilodeau, Kevin and wife Linda, Joy Dias and husband Sergio, Jillmarie DeCarolis and husband Steven, fifteen grandchildren, six great-grandchildren, brother Robert McCarthy and wife Michelle and his beloved Uncle Ernie Brunelle.

RITA E. PODSADOWSKI
12/13/1926 – 4/10/2013

Rita Podsadowski, former Senior Clerk for the Board of Selectmen, Town Collector, and first Executive Director of the Ludlow Housing Authority, passed away on April 10, 2013 at the age of eighty-six. She was predeceased by her husband of sixty years Walter Podsadowski.

Rita was born in Ludlow on December 13, 1926 to the late Domina and Teresa (Charpenter) Chenaille. She was a graduate of the St. John the Baptist and St. Anne's Academy. Rita was employed by the Town of Ludlow for twenty-five years. Rita was a precinct member for many years and was on several committees for the Town Hall.

She leaves to cherish her memory, her beloved children, Al Podsadowski and wife Kathleen, Ann Gallano and husband Kenric, Sandra Wainright and husband Jason, six grandchildren, two great-grandchildren, brother Albert Chenaille and wife Mary, Sister-in-laws Lucy, Hilda, and Beverly Chenaille, nieces, nephews and extended family and friends.

EDWARD W. SCHMIDT
1925 – 2013

Edward Schmidt, former educator, longtime Junior High School Principal and Interim Superintendent of Schools, passed away on August 31, 2013 at the age of eighty-eight. He was predeceased by his wife of forty-nine years, Peggy Doyle Schmidt.

A lifelong resident, he was educated in the Ludlow Public Schools. Mr. Schmidt was a Combat Army Veteran of World War II, serving as Private First Class in Company K of the 133rd Infantry Regiment, 34th Division of the Fifth Army. He was the recipient of numerous medals and commendations. He was a charter member of the Disabled American Veterans (DAV) and member of the Military Order of the Purple Heart.

Edward graduated with a B.A. in Biology from American International College and later earned a Master of Education with certified advanced graduate studies from Westfield State Teachers College.

He leaves to cherish his memory, son Steven, daughter-in-law Wendy and granddaughter Alexandra.

TABLE OF CONTENTS

Our Town	1	Human Services	70
Elected Town Officials	5	Board of Health	70
Appointed Town Officials	6	Public Health Nurses	72
Precinct Members	12	Commission on Disability	74
Members at Large	13	Senior Center/Council on Aging	76
 		First Meeting House Committee	78
Administration	14	Hubbard Memorial Library	79
Board of Selectmen	14	Information Technology	81
Town Moderator	15	Computer Advisory Committee	81
 		Ludlow Community TV	82
Education	16	Ludlow Housing Authority	83
Superintendent of Schools	16	Recreation Commission	85
Curriculum Office	17	Veterans Services	90
Student Support Services	20	Westover Golf Commission	91
Department of Technology	21	 	
Ludlow High School	23	Our Heritage	92
Paul R. Baird Middle School	24	Ludlow Agricultural Commission	92
East Street School	25	Ludlow Historical Commission	92
Chapin Street School	26	 	
Veterans Park School	27	Public Safety	95
 		Ambulance Abatement Committee	95
Finance	29	Animal Control	95
Board of Assessors	29	Sealer of Weights & Measures	96
Finance Committee	30	Dept. of Inspectional Services	97
Town Collector	31	Fire Department	99
Town Accountant	38	Police Department	104
Town Treasurer	54	Safety Committee	107
Town Clerk	56	Public Works	107
Registration	56	Board of Public Works	107
Town Election	56	 	
Special State Primary	56	Planning & Development	112
Spring Annual Town Meeting	56	Board of Appeals	112
Special Town Meeting within Annual	58	Conservation Commission	113
Special State Election	65	Planning Board	115
Fall Special Town Meeting	65	 	
Vital Statistics	69	 	
Receipts	69	 	

OUR TOWN

The Town of Ludlow is a suburban community located in the northwest corner of metropolitan Springfield. Boston is 84 miles east of Ludlow and Worcester is 47 miles eastward. The 19,773 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 3,000 students in grades K-12. In addition, the Ludlow Schools operate an Early Childhood Program at East Street School. Headstart and Holyoke Community College/Ludlow Area Adult Learning Center are both located at 54 Winsor Street. St. John the Baptist School is the private parochial school in town.

The Randall Boys and Girls Club/Ludlow 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 Town also hosts six parks, two excellent golf courses and is only minutes away from cultural and entertainment facilities in the greater Springfield area with access to both the Massachusetts Turnpike and Route 91.

GEOGRAPHY:

Total Area: 28.33 sq. miles
Land Area: 27.15 sq. miles
Population: 19,773
Density: 693 per sq. mile
County: Hampden

FY'2014 TAXES (as of January 1, 2013):

Residential:	\$1,499,674,752
Commercial:	\$ 129,725,408
Industrial:	\$ 50,720,420
Personal Property	\$ 164,443,610

TAX RATE:

For the period from July 1, 2012 – June 30, 2013
\$17.17 per \$1,000 of value – Residential & Commercial

For the period from July 1, 2013 – June 30, 2014
\$17.22 per \$1,000 of value – 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 the date of issuance.

FY'2014 CHERRY SHEET ESTIMATED STATE AID (July 1, 2013 through June 30, 2014):

Education Aid:	\$13,282,703
General:	\$ 2,644,943
Total Receipts:	\$16,884,340

TOWN HALL:

Built in 1974
Incorporated as a Town, 1774

FORM OF GOVERNMENT:

Board of Selectmen
Town Administrator
Representative Town Meeting
Annual Town Meeting held the second Monday in May.
Special Town Meeting held the first Monday in October.

VOTING:

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

REGISTERED VOTERS (as of December 31, 2013):

Democrats	5,260
Republicans	1,594
Grn./Lib./3 rd /Reform	73
Un-enrolled Voters	6,300
Total Registered	13,227

PASSPORTS:

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

DOG LICENSES:

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

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

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-Friday, 8:30 a.m. – 4:30 p.m. The studio is presently located at Ludlow High School.

PUBLIC SCHOOL DISTRICT:

Public Schools

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

Private School

St. John the Baptist School

HOUSE OF WORSHIP:

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

VETERANS' SERVICES:

The mission of the Ludlow Veterans' Services office is to advocate on behalf of all Ludlow veterans and provide them with quality support services, and to direct an emergency financial assistance program for those veterans and their dependents in need. The primary function of the Veterans' Services office is to provide aid and assistance to veterans and their dependents that qualify in order to ensure their life sustaining needs. Chapter 115 of the MGL governs these benefits. Office hours are Monday-Friday, 8:30 a.m. – 4:30 p.m. The office is located on the first floor of the Town Hall. Director 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	
Beverly A. Barry, Chairperson	2016	Christine A. Davis, Chairperson	2015
Michael S. O'Rourke	2014	Diane H. Goncalves	2014
Antonio Rosa	2015	Elaine M. Karalekas	2016
Board of Health		Moderator	
Dr. Bruce R. Dziura, Chairperson	2016	James V. Thompson	2014
Timothy Fontaine	2014		
Neil Paquette	2015		
Board of Public Works		Planning Board	
Thomas Haluch, Chairperson	2014	Raymond Phoenix II, Chairperson	2016
William Ayers	2014	Carlos Chaves	2015
Barry Linton	2015	Christopher Coelho	2014
Rafael Quiterio	2016	Kathleen Houle	2018
Richard A. Zucco	2016	Joseph Queiroga	2017
Board of Selectmen		Recreation Commission	
William E. Rooney, Chairperson	2014	Donald R. Cameron, Chairperson	2015
Carmina D. Fernandes	2015	Sean McBride	2016
Brian M. Mannix	2016	Jason C. Martins	2014
Aaron L. Saunders	2016		
Manuel Silva	2015	School Committee	
		James "Chip" Harrington, Chair	2014
		Patricia A. Gregoire	2014
		Michael Kelliher	2016
		Charles Mullin	2016
		Jacob Oliveira	2015
Collector of Taxes		Town Clerk	
Fred Pereira	2014	Laurie Gibbons	2014
Housing Authority		Town Treasurer	
Helen Garrow, Chairperson	2015	Candida Batista	2015
Paul J. Czynodel	2018		
Carol Ann Romaniak	2014		
Betty K. Socha	2016		
Carolyn Muzzi, State Apt.			
Sidney Chevalier, Exec. Director			

APPOINTED TOWN OFFICIALS

Affirmative Action/Equal Opportunity Officer

Ellie Villano

Agricultural Commission

Karen Pilon, Chairperson

Mark Casimiro

John B. Chenier

William Ellison

Michael C. Hogan

Agnes Kibbe

Don Roberts

Ann Whitworth

Americans with Disabilities Act Coordinator

Eric Segundo

Agent of Record

James Bernardo

Airport Master Plan Consulting Committee

Joseph Queiroga

Assistant Assessor/Appraiser

Jose Alves

Associate Assessor

Maria Fernandes

Ambulance Abatement Committee

Fred Pereira, Chairperson

Chief Mark Babineau

Lori Barbeau

Anthony Jarvis

Animal Control Officer

Gilles Turcotte

Anne Turcotte, Volunteer

Board of Appeals

Anthony Jarvis, Chairperson

Kathleen Bernardo

Board of Appeals (Cont.)

Paul Kessler

Manuel Lopes, Alternate

John Muse, Alternate

Joseph Wlodyka

Paul A. Zielinski

Board of Registrars

Timothy Collins

Laurie Gibbons

Maria McSwain

Howard Vincent

Building Commissioner/Zoning Enforcement Officer

Justin Larivee

Local Building Inspector

Paul Adzima, On-call

Cable Commission

Carmina Fernandes

Tom Ghazil

James "Chip" Harrington

Michael Hill, non-voting member

Richard Moskal

Ellie Villano

Cable Operations Manager

Michael Hill

Call Firefighters

Earl Dunbar, Jr.

Capital Improvement Planning Committee

Darlene Cincone

Carmina Fernandes

Heidi Fogg

Joseph Queiroga

Ellie Villano

Luis Vitorino

James Young, Ex-Officio

Celebrate Ludlow Committee

Ilda Bouchie
Cathy Cooper
Maria Gamache
Elaine Hodgman
Lisa Martin
Steve McDaniel
Dan McKenney
Kathy Ouimette
Amy Peck
Darlene Rae
Ruth Saunders
Tracy Whitney
Britney Zrakas
Denise Zrakas
Lauren Zrakas

Cemetery Committee

William Ayers
Beverly Barry
Carlos Chaves
Joe Chaves, Town Resident
James Goodreau
Joanne Martin, Town Resident
Edward Mazur, Advisory Member
Kelly McKenney, Advisory Member
Douglas Stefancik
Ellie Villano

Chief Procurement Officer

Ellie Villano

Commission on Disabilities

Andrew Bristol, Chairperson
Beverly Barry
Lizbeth Boulanger
Jack Ollson
Joanne Odata-Staeb

Communications Officer

Ellie Villano

Community Preservation Act Commission

Donald Cameron
Agnes Kibbe

Community Preservation Act Commission (Cont.)

Lisa Labonte
Raymond Phoenix
Betty Socha
Craig Spice
Angela Tierney

Computer Advisory Committee

Joe Alves, Chairperson – Asst. Assessor
Candida Batista – Treasurer
Gary Blanchard – IT Manager
James Goodreau – DPW
James “Chip” Harrington – School Comm.
Fred Pereira – Town Collector
Ellie Villano – Town Administrator
James Young – Town Accountant

Conservation Commission

Jason Martowski, Chairperson
Penny Lebel
Edgar Minnie II
Keith Ouellette
Angela Tierney

Constables

Detective David Kornacki

Constable for Tax Collector

Reid Jeffrey
Christine Jeffrey

Contract Compliance Officer

Ellie Villano

Council on Aging

Fred Lafayette, Chairperson
Richard Belisle
Francis Bissaillon
Lucille Carneiro
Eileen Frink
Diane Goncalves
Helen Grabowski
Albert LeMay
Nancy Pauze
Phillip Tierney

Custodian of Insurance Records

Candida Batista

Custodian of Tax Possession

Candida Batista

Director of Emergency Management

Chief Mark Babineau

Economic Development Coordinator

Carmina Fernandes

Electrical Inspector

Antonio Portelada

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

Ellie Villano

Fair Housing Committee

Chester Giza

Raymond Phoenix

Ellie Villano, Ex-Officio

Finance Committee

Maureen Kim Downing, Chairperson

Suzanne Boyea

Joan Cavallo

Albert Fabbre

Douglas Fish

Heidi Fogg

Betty Landry

John Maggi

Jim Young, Ex-Officio

First Meeting House Committee

Jeremy Kavka, Chairperson

Thomas Haluch

Agnes Kibbe

Donald Kibbe

Marilyn Paul-Lewis

Bert Ramage

Graves Registration Officer

Eric Segundo

William Shea, assistant

Alfred Graveline, assistant

Harassment Officer

Haviland Beach Study Committee

Darlene Kennedy

Chester Giza

Hazardous Material Coordinator

Captain Jeff Lavoie

Historian

Marilyn Paul-Lewis

Historical Commission

Agnes E. Kibbe, Chairperson

Daniel Fillion

John Moll

Karen Pilon

Thomas Vickers

Historic District Study Committee

Sandra Stanek

Information Officer

Ellie Villano

Information Technology Manager

Gary Blanchard

Industrial Finance Authority

John D. DeBarge

Insurance Advisory Committee

Nicholas Axiotis
Michael Bertini
Brian Bylicki
Darlene Cincone
Dale Gagne
Kathleen Houle
Denise Kukla
Officer Jerome Mayou
Private Ryan M. Pease
Debra Potter
Melissa Rickson
Francine Rusiecki
Captain Jeffrey Lavoie, Alternate
Ellie Villano, Ex-Officio

License Agent for the Board of Selectmen

Detective David Kornacki

Long Range Planning Committee

Manny Silva, Chairperson
William Ayers
Beverly Barry
Candida Batista
Maureen Kim Downing
Todd Gazda
Michael Kelliher
Barry Linton
Edward Mazur
Joe Queiroga
James Young
Ellie Villano

Ludlow Cultural Council

Brian Barch
Joan Dill
Beverly Feicha
Rosalind Forti
Sheryl Jaffe
Elaine Karalekas
Linda Leveille
Nancy Pauze
Barbara Picard
Florence Pooler

Ludlow Reservoir Advisory Committee

Sheila Dias
Dorothy Mikaelian
James Mikaelian
Aaron Saunders

Master Plan Committee

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

Matrons (Police)

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

Mobile Home Rent Control Board

Jason Barroso
Michael Bingle
Mary Evangelista
Bert Ramage

Municipal Hearing Officer

MMWEC Board of Directors

Luis Vitorino

MWRA Working Group

Open Space Planning

Donald Cameron
William Ellison
Carmina Fernandes
Thomas Haluch
James "Chip" Harrington
Elaine Hodgman
Kathleen Houle
Jason Martins
Keith Ouellette

Parking Hearing Officer

Brian Mannix

Permitting Authority Trench Reg.

Justin Larivee

Personnel Board

William Dzierwinski, Chairperson
John Auclair
David Bedore
Joanne Ollson
Suzanne Velozo

Physicians

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

Pioneer Valley Planning Commission

Christopher Coelho
Carlos Chaves, Alternate

Pioneer Valley Transit Authority

Aaron Saunders

Plumbing/Gas Inspector

Joseph Kozicki

Assistant Plumbing/Gas Inspector

Kevin Douville

Pond Management Committee

Chester Giza
Janice Santos

Police, Auxiliary

Courtney Call
Ryan Churchill
Ralph Gonzalez
Michael Healey
Michael McLean, Jr.
Nelson Milano
Peter Porra
Kevin Quiterio
Juan Rivera
Michelle Turner

Police, Special

Matthew Anderson
James Banas
Nicholas Begin
Jose Branco
Jose Carvalho
Ryan Churchill
David Fernandes
Sylvia Ferreira
Marie Gaudreau
Patrick Gaughan
Ralph Gonzalez
Mike Healey
Jonathan Kuc
Thomas Kurpaska
Michel Lebel
Adam Madera
Mike McLean, Jr.
Nelson Milano
Sgt. Raymond Parylak
Norman Picard
Peter Porra
Sgt. Wendell Prior
Kevin Quiterio
Fernando Ribeiro
Tony Ribeiro
Juan Rivera
Lt. David Salvador
Armando Saraiva
Christopher Silveira
Nicholas Verteramo

Procurement Officer
Amy Priest

Safety Committee

Sergeant Frank Nowak, Chairperson
Christopher Coelho
Justin Larivee
Captain Jeff Lavoie
Penny Lebel
Barry Linton
Phillip McBride
Chief Mark Babineau, Alternate
Captain Joseph Crowley, Alternate
Sergeant Louis Tulik, Alternate

School Crossing Guards

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

Sealer Weights & Measures

Douglas J. Wilk

Sworn Weigher

Joanne Martins

Town Accountant

James Young

Town Administrator

Ellie Villano

Town Auctioneer**Town Counsel**

Doherty, Wallace, Pillsbury, Murphy, PC

Town Engineer/Director of Public Works

Paul Dzubek

Town Negotiator

Collins & Weinberg

Town Planner

Douglas Stefancik

Veterans Service Officer

Eric Segundo

Veterans Memorial Committee

James Peacey, Chairperson
Louis Casagrande
Timothy Donnelly
Roland Savoie
William Shea

Westover Advisory Commission

Gary Coelho, Site Inspector
Barbara Hurst

Westover Municipal Golf Commission

Sean McBride, Chairperson
Donald Cameron
Paul Chrzan
William Koss
Jason Martins
Joseph O'Brien
Carl Tyburski

Westover Municipal Development Corp.

Maureen Kim Downing

PRECINCT MEMBERS - 2013

** cacaous in 2013/openings

PRECINCT ONE

2016 Derek G. DeBarge, 37 Barre Dr.
2016 Timothy S. Donnelly, 39 Arnold St.
2016 Betty E. Landry, 40 W. Belmont St.
2016 Christine D. Peacey, 7 Wenonah Dr.
** Opening
2015 Garett N. Day, 55 Willard Ave.
2015 Albert J. Fabbre, 10 Fontaine St.
2015 Alan E. Gregoire, 93 Cady St.
2015 Eric A. LGregoire, 93 Cady St.
2015 Debora M. Johnson, 142 Cady St.
2014 David A. Gamache, 211 Wedgewood Dr.
2014 John E. Hiersche, 49 River St.
2014 William J. Jolivet Jr., 37 Gamache Dr.
2014 William A. Koss, 203 West St.
2014 Walter J. Peacey Jr., 7 Wenonah Dr.

PRECINCT TWO

2016 Lorraine C. Czapienski, 127 Cedar St.
2016 John J. Dryjowicz, 153 Ray St.
2016 Donald C. Lebreque, 191 Pine St.
2016 Antonio Portelada, 168 Lockland St.
** Opening
2015 Thomas A. Czapienski, 127 Cedar St.
2015 Jean S. Martins, 92 Lockland St.
2015 Ana Parrelli, 399 East St.
** Opening
** Opening
2014 Chester J. Giza, 134 Yale St.
2014 Amy B. Ollari, 567 East St.
2014 Roland A. Shaughnessy, 567 East St.
** Opening
** Opening

PRECINCT THREE

2016 Edward R. Godin, 1071 Center St.
2016 Walter J. Kiel Jr., 68 James St.
2016 Carlton W. Leonard III, 84 Westerly Cir.
2016 Lisa J. Szlosek, 165 Genovevo Dr.
** Opening
2015 Edward P. Mazur, 101 Woodland Cir.
2015 Richard Paixao, 76 Windwood Dr.
2015 Daniel J. Valadas, 118 Fox Run Dr.
2015 Debra A. Woodbury, 142 Timberidge Rd.
** Wayne Woodbury, 142 Timberidge Rd.
2014 Ann E. Chenier, 590 Lyon St.
2014 Brian T. Connery, 29 Tower Rd.
2014 John M. Diotalevi, 181 Cislak Dr.
2014 Joanne R. Martin, 308 Miller St., #2
2014 Richard T. Rusiecki, 761 Moore St.

PRECINCT FOUR

2016 James L. Goodreau, 90 Posner Cir.
2016 Isabel Martins, 32 Fairway Dr.
2016 Albert L. Picard, 30 Circuit Ave.
2016 Robert A. Silva, 30 Stevens St.
2016 Fernando F. Soares, 21 Bristol St.
2015 Fernando Barroso, 32 Fairway Dr.
2015 Mary C. Evangelista, 64 Franklin St.
2015 James K. Goodreau, 201 Stevens St.
2015 Julieta N. Hoeckh, 423 Winsor St.
2015 Joseph A. Santos, 3 Brimfield St.
2014 Gregory Bonzek, 120 Green St.
2014 Carlos Goncalves, 53 Susan Dr.
2014 Fritz A. Huber Jr., 29 Laroche St.
2014 Richard J. McInerny, 51 Brunelle St.
2014 Richard A. Pasquini, 17 Ridgeview Cir.

PRECINCT FIVE

2016 Michael W. Lavelle, 139 Bridle Path Cir.
2016 Ryan M. Pease, 128 Skyridge St.
2016 Barbara J. Picard, 156 Nash Hill Rd.
2016 Mark A. Witowski, 53 Colonial Dr.
** John Chenier, 501 Munsing Dr.
2015 Kenneth J. Batista, 12 Valley View Dr.
2015 Stephen M. Breslin, 580 Fuller St.
2015 Edward H. LaFayette, 798 West St.
2015 Kathleen A. Ouimette, 58 Homestretch Dr.
2015 Denise J. Zrakas, 188 Holy Cross Cir.
2014 John R. Auclair, 16 Nash Hill Rd.
2014 James L. Chenier, 628 Fuller St.
2014 Edgar R. Minnie II, 975 Lyon St.
2014 Lisa M. Pina, 68 Overlook Dr.
** Opening

PRECINCT SIX

2016 James D. Cavallo, 179 Higher Brook Dr.
2016 Theodore S. Chmura III, 150 Higher Brook
2016 William L. Gaumont, 18 Wood Dr.
2016 Penny G. Lebel, 43 Wilson St.
2016 Leonard C. Robbins, 549 Chapin St.
2015 Christopher E. Chartrand, 156 Pinewood Rd.
2015 Teresa D. Chaves, 101 Paulding Rd.
2015 Patrick J. Nugent, 35 Pinewood Rd.
2015 Lynda A. Scheer, 25 Wood Dr.
2015 Robert W. Scheer, 25 Wood Dr.
2014 William J. Ellison, 555 Miller St.
2014 Maryjean L. Gaumont, 18 Wood Dr.
2014 Peter C. Karalekas Jr., 35 Old Coach Cir.
2014 Timothy K. Mullins, 150 Cover Rd.
2014 Michele M. Thompson, 170 Pinewood Rd.

MEMBERS AT LARGE

Beverly A. Barry	11 Daisy Lane	Chairman, Board of Assessors
Candida M. Batista	134 Reynolds St.	Town Treasurer
Donald R. Cameron Jr.	583 Center St.	Chairman, Recreation Commission
Christine S. Davis	193 Chapin St.,	Chairman, Hubbard Memorial Library
Maureen K. Downing	22 Elizabeth Dr.	Chairman, Finance Committee
William Dzierwinski	34 Longview Cir.	Chairman, Personnel Board
Dr. Bruce R. Dziura	42 Longfellow Dr.	Chairman, Board of Health
Carmina D. Fernandes	1 Swan Ave.	Board of Selectmen
Helen Garrow	171 Stivens Terr.	Chairman, Ludlow Housing Authority
Laurie A. Gibbons, CMMC	32 Applewood Dr.	Town Clerk
Thomas Haluch	169 Munsing St.,	Chairman, Board of Public Works
James Chip Harrington	122 Overlook Dr.	Chairman, School Committee
Frederick R. Lafayette	141 Posner Cir.	Chairman, Council on Aging
Brian M. Mannix	353 Fuller St., #1	Board of Selectmen
Jason Martowski	121 Fuller St.	Chairman, Conservation Commission
Sean M. McBride	157 Gamache Dr.	Chairman, Westover Golf Commission
Fred Pereira	201 Stivens Terr.	Town Collector
Raymond E. Phoenix II	45 White St.	Chairman, Planning Board
William E. Rooney	86 Pinewood Rd.	Chairman, Board of Selectmen
Aaron L. Saunders	88 Fuller St., #18	Board of Selectmen
Manuel D. Silva	17 Dinis Ave.	Board of Selectmen
James V. Thompson	110 McLean Prkwy.	Town Moderator
David J. Martel (Town Counsel)	Doherty, Wallace, Pillsbury, Murphy PC One Monarch Place, 19 th Floor 1414 Main St., Springfield, MA 01144-1002	

ADMINISTRATION

BOARD OF SELECTMEN

2013 was another successful year for the Board of Selectmen as it continued to deal with fiscal challenges. In March, the voters elected Brian Mannix to a three year term to the Board of Selectmen and the Board voted Manual Silva to serve as Vice Chairman.

Police Chief James McGowan retired from the Police Department in May after 20 years as Chief and a total of over 34 years with the Department. The Town wishes Chief McGowan a healthy and enjoyable retirement. The Board appointed Lt. Paul Madera to serve as Acting Chief.

In August, the solar energy farm on the former Town landfill became operational. The Town is expected to save in excess of \$100,000 in annual utility costs. Special praise is given to the Town Administrator and the Energy Committee for their hard work in completing this project.

The Town and WestMass Area Development Corporation continued to work during the year to rehabilitate the former Ludlow Mills site. In December, Healthsouth opened on the site as part of a \$27 million investment to bring a state-of-the-art rehabilitation hospital to Ludlow.

The Board was once again served well by Town Administrator Ellie Villano and her extremely capable staff – Beverly Tokarz, who retired in August, Denise Tomlinson, Lori LeDuc, and newest member Ann Converse.

Respectfully submitted,
William E. Rooney
Chairman

TOWN MODERATOR

This is my final Annual Report as Moderator. I have served as Moderator since 1993 and believe it has been an honor and a privilege to have held this office.

Twenty-one years were marked with great changes in Ludlow: two attempts to legislate a Charter changing the form of government from the Town Meeting format; the renovations to Ludlow High School and Baird Middle School at great savings to the Town; and the building of the Randall Boys & Girls Club replacing the original Boys & Girls/Stevens Memorial Building on Chestnut Street.

A case can be made that the Town Meeting is an obsolete form of government. It generally meets twice a year where other forms of government with mayor/city council can meet weekly. However, Ludlow voters appear satisfied with the current procedure and the results seem to justify that satisfaction. As you examine the makeup of Town Meeting, I have a concern that there are always a substantial number of unfilled precinct voter positions. Ten signatures will put a voter on the ballot and allow you a direct vote on the Town budget, zoning, and every other issue. This occurs nowhere in the United States, but New England.

I would like to express my appreciation to the Executive Secretaries/Managers and the Office of the Board of Selectmen who have been invaluable in preparing warrants and motions for Town Meetings causing the meetings to run with little confusion or delay.

A special thanks to Attorney David Martel who is town counsel. Attorney Martel's efforts to produce a workable warrant are appreciated. His counsel is always helpful and his professional demeanor has helped Ludlow's progress.

I acted as Moderator on the proposition that each side of an issue would get to speak, that each speaker should remain on topic and that personal attacks would not be allowed. Any errors were not intentional. Any successes should be credited to the participants at the Town Meeting.

Respectfully submitted,
James V. Thompson,
Town Moderator

EDUCATION

SUPERINTENDENT OF SCHOOLS

FY2013 budget approved at the annual Town Meeting: \$25,708,208

Student Enrollment:

K-12 ~ 2,822

High School (9-12) 963 including 42 “school choice” students

Middle School (6-8) 660 including 32 “school choice” students

Veterans Park Elementary (4-5) 428 including 0 “school choice” students

Chapin Elementary (2-3) 366 including 0 “school choice” students

East Street Elementary (PreK-1) 405 including 0 “school choice” students

SCHOOL COMMITTEE CHANGES

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

PERSONNEL CHANGES

On or before the end of the 2013-2014 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: David Borkowski, Pamela Borkowski, Nancy Cox, Marilyn D’Agostino, Richard Kaskeski, Karen Kozaczka, Rita Laferriere, Julie Markiewicz, Carlos Neto, Reinaldo Ribeiro, Judith Rodgers, Nancy Roy, Armando Tereso, and Mary Jane Zywiak.

The following faculty were employed for the 2013-2014 school year: Central Office: Philip Rainey; East Street Elementary School: Ashley McGurn, Jennifer Shores, Kerri Sullivan, Sharon Moore*; Chapin Street Elementary School: John Barlow*, Tiffany Coelho, Amber Goodreau, Marsha Klenke; Veterans Park Elementary School: Donna Billard-Gabriel, Andrea Morton, Paul R. Baird Middle School: Tanya Crisostomo*, Stephen Dickenson, Simon Edwards, Diane Griffin, Krysten Langone, Megan Lutz, Amy Mason, Susan Rodio, Sherry Saloio, Kimberly Wisell*; Ludlow High School: Christine Callahan, Leah Cook, Nicole Court-Mellion, Linda Duame*, AnnMarie Griffin, Ronald Hokanson, Kevin Kudla, Jennifer LaValley, Gerald Martin, Teresa Poteat*, Fermina Renta, Karen Roy, Lisa Roy, Kerry Valentine.
(*Transfer)

STAFF RECOGNITION 2013

Arminda Aguilar, Deborah Casagrande, Martin Fanning, Susan Pease, Lisa Teixeira.

PIONEER VALLEY EXCELLENCE IN TEACHING AWARD RECIPIENTS

Katherine Dias, Ludlow High School; Jennifer Prior, Ludlow High School; Donna Katz, Ludlow Public School District; Michelle Jurkowski, Veterans Park Elementary School

PIONEER VALLEY EXCELLENCE IN TEACHING AWARD NOMINEES

Teresa Poteat, Ludlow High School; Laura O'Keefe, Paul R. Baird Middle School; Mary Elkas, Chapin Street Elementary School; Meghan Fleming, Chapin Street Elementary School; Carrie Joseph, Chapin Street Elementary School; Jennifer Maurer, East Street Elementary School; Kaitlin Cookish, Veterans Park Elementary School; Pamela Gebo, Veterans Park Elementary School; Angela Martins, Veterans Park Elementary School

Respectfully Submitted,
Todd H. Gazda
Superintendent of Schools

CURRICULUM OFFICE

INSTRUCTIONAL WORK

All schools in Ludlow guide their work with an instructional focus, a school-wide leadership team, and a strategic use of data to inform the work. The curriculum office supports this work with staff development, including curriculum revision and alignment, as well as professional development.

Instructional leadership teams consisting of teachers, administrators, and counselors help with the school-based decision making and the delivery of professional development. There are no instructional coaches in the Ludlow Public Schools, but we do have Curriculum Instructional Leaders for grades six through twelve and Grade Level Leaders for Pre-Kindergarten through grade 5. These leaders are also full-time teachers in the school system, providing leadership in their grade level or subject area departments. The Grade Level Leaders were new in the 2012-2013 school year, hired through grant funding.

All of the Ludlow schools have an instructional focus that presently involves literacy, and they all utilize a testing instrument to help with that data analysis. In addition to the MCAS for grades 3-10, the elementary school teachers use the Benchmark Assessment System, middle school teachers use the Scholastic Reading Inventory, and high school teachers use common assessments, such as mid-terms and final exams. All grade levels also administer a district math assessment which informs instruction in that area, and this year we added the Scholastic Math Inventory (SMI) to provide additional benchmarks for math in grades 3-8.

Ludlow utilizes a system of instructional tiered support in grades K-9. Students who are lacking in basic skills in reading and math are given targeted interventions to help them catch up with their grade level. This support, which is offered in addition to regular classroom instruction, is provided by Title I tutors, special educators, and retired educators who work part-time as interventionists. Most of this instruction happens during the school day, but grant funds allowed us to offer additional support in an after school program in the spring of 2013 (K-5) and a summer school reading program for the same grades.

In the 2012-2013 school year, we added intervention support to behavior as well. Utilizing the PBIS model (Positive Behavioral Interventions and Supports), the staff at Chapin Street School, Veterans Park School, and Baird Middle School have all instituted the PBIS system to identify the expected behaviors for all students and provide interventions for students with social/emotional or behavioral needs. The curriculum office has supported these endeavors with grants for PBIS training, Responsive Classroom training, Bully-proofing Your School training, and Crisis Intervention training for counselors and teachers at all grade levels. Curriculum office grants have also supported the research and development at Ludlow High School of an Advisory Program, which provides additional support from trusted adults for our teenage students.

PROFESSIONAL DEVELOPMENT

The professional development focus for any school year involves district, building, and individual goals. The primary district initiative in the 2013 school year was the research and development of a new Educator Evaluation System that meets new state standards and supports all educators in their growth as professionals. The curriculum office worked in concert with the teachers association and the administrative team to unpack the parts of the new educator evaluation system, negotiate the elements that needed impact bargaining, and research a program that would make the system manageable. We purchased Baseline Edge by Longleaf Solutions to manage educator evaluation and guide professional development, with the curriculum office assisting with the implementation.

Administrators were trained in the new requirements by Dr. Anne MacKenzie, Executive Director of the Lower Pioneer Valley Educational Collaborative, using the training modules offered by the Department of Elementary and Secondary Education (ESE). Principals followed up with monthly training modules for staff members, acclimating them to the new process of self-assessment, the creation of SMART Goals, the process of unannounced and announced observations, the collection of evidence of teaching practice aligned to established rubrics, and the new rating system.

A second district initiative was to support teachers in the integration of Common Core Literacy in all subject areas. A district course was offered in the fall of 2012, taught by consultants from UMass and the Western Mass Writing project (WMWP) and attended by teachers of all subject areas from grades K-12. In addition, job-embedded

professional development was provided by Dr. Sanford Roth, literacy consultant with the Collaborative for Educational Services, to teachers instituting a common-core aligned writing curriculum at Chapin Street School.

Other district initiatives involved continued training in technology, Responsive Classroom, and Mentor Training, all taught by in-district teacher trainers.

Building and department goals were supported at that level, including continued work in understanding the shifts in teaching demanded by the Common Core and the new standards for teaching English Language Learners. All four of the ESL teachers and the coordinator, who is also the curriculum director, were trained in the new WIDA standards for teaching students who are English Language Learners (ELLs). They also were trained to administer the new ACCESS for ELLs assessment, which replaces the former proficiency test for ELLs in Massachusetts.

Additional grants allowed teams of teachers to attend outside trainings that supported goals in the arts, health and physical education, teacher mentoring, and suicide prevention. The high school MSSA grant significantly expanded the Advanced Placement program at that site.

CURRICULUM DEVELOPMENT

The Mathematics, English Language Arts, and World Languages departments worked for a second year to revise the curriculum to align with the new Massachusetts Frameworks. This second year allowed curriculum developers to obtain feedback from teachers of each course, and to create individual curriculum maps that contain the elements of UbD (Understanding by Design), the mapping template most universally used.

In the spring, new curriculum committees were appointed in Physical Education, Health, and Family Consumer Science, as well as in English as a Second Language. The ESL committee will start from scratch, as no written curriculum has currently existed for this department. Both committees will work through all of the 2013-2014 school year and into the 2014-2015 school year.

REPORT CARDS AND ASSESSMENT

In the 2012-2013 school year, the Ludlow Public Schools rolled out the new standards-based report card for grades K-5, aligning with the 2011 Massachusetts Frameworks and including four grade points, instead of three. The goal was to provide a more accurate picture of student proficiency as well as a more clearly-worded rubric. In the spring of 2013, we gathered feedback about the report card format and made appropriate revisions for the 2013-2014 school year.

The Curriculum Office also wrote a grant to support East Street School in its implementation of MKEA, the Massachusetts Kindergarten Entry Assessment. This

involved training and professional development in the use of the Teaching Strategies Gold assessment tool, an extensive formative assessment system to be used with all Kindergarten students.

OTHER CURRICULUM OFFICE RESPONSIBILITIES

The Curriculum Office is also in charge of approving home school plans, home tutoring for students who are hospital or homebound, and McKinney-Vento transportation for homeless students.

Respectfully submitted,
Diana L. Roy, C.A.G.S.
Director of Curriculum

STUDENT SUPPORT SERVICES

During the 2012 – 2013 school year, the Student Support Services (SSS) Department of the Ludlow Public Schools continued to provide a variety of programs to address the needs of students with disabilities in the school district and who were receiving special education services per the student's Individualized Education Program (IEP). Special Education services were provided from Pre-K through 12th grade. Some students also received Post Secondary services. These were 18 - 22 year old students. One of these students received Community Based programming. The Student Support Services department provided inclusion, pull out and substantially separate programming in each school. The goal of the Student Support Services staff was to ensure that each student was educated in the least restrictive environment (LRE), in order for each student to receive a free, appropriate, public education (FAPE).

The Student Support Services Department had a variety of substantially separate programs for students that required high level of support and specialized instruction in order to make effective progress in school. The following was a list of the substantially separate programs that were available: Intensive Autism Program, Structured Individualized Program (SIP), Language Based Learning Disabilities Program (LLD), FOCUS Program and Life Skills/Vocational Program. During this school year, we began a new program at our preschool. This is our ABA Lab for preschoolers that need an integrated preschool program and discrete trial programming because of their autism diagnosis. If our in district programs did not meet the needs of the students, then students could be placed in out of district schools, per the determination of a Team meeting.

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

The Student Support Services Department also provided several related services to students such as: speech and language therapy, occupational therapy, physical therapy, adaptive physical therapy and counseling. We also had the services from our outside consultants for many of our programs. The following consultants provided support to staff, students and parents: autism consultant, behavioral consultant, language based learning disabilities consultant and Lindamood Bell consultant. We also contracted with Perkins School for the Blind for a Teacher of the Visually Impaired to provide support to our visually impaired student and with Clarke School for the Deaf for a Teacher of the Deaf to provided support to our hearing impaired/deaf students. We also contracted with Willie Ross School for the Deaf to provide support with the FM Systems that were used by our hearing impaired/deaf students.

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

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

Respectfully Submitted,
Eva Tillotson, C.A.G.S.
Director of Student Support Services

DEPARTMENT OF TECHNOLOGY

Information Communication Technology (ICT) continues to play an ever growing role in administration and management, state and federal reporting, *and most especially, in teaching and learning. The Ludlow Public Schools must use current and future technologies to increase student achievement and develop true 21st Century literacy and global awareness.* While we continue to make slow but measurable progress towards our goal, we are still at that critical crossroads for the full adoption of ICT into the curriculum.

ACCESS – SUPPORT – PROFESSIONAL DEVELOPMENT

The use of technology tools and understanding new forms of literacy do not occur in a vacuum. These are the tools that our children need to learn to use wisely in their everyday lives, in workplace productivity and to succeed in a globally competitive marketplace. Not surprisingly, we continue to find that when professional development is quickly followed with increased access to the tools, the effectiveness of these tools is profound, both in student engagement and student success. We continue to need all of

the following four elements (all supported by a healthy infrastructure) to make this possible:

1. Access to current, reliable, and now mobile technology (netbooks, Chromebooks and even a few iPads)
2. Increased Internet bandwidth,
3. Technical support and, of course,
4. Professional Development

The wireless network was completed at Baird Middle School in the fall of 2012, with Ludlow High School up and running during the summer of 2013, ahead of schedule. Students and staff at Chapin and East Street schools also saw their wireless networks fully operational. Bring Your Own Device, or “BYOD,” proved to be successful and presented no major issues. Generally, any concerns regarding classroom disruption were negated. Demand for Internet bandwidth, not surprisingly, has increased dramatically. With state and federal grant monies funding Mass Broadband Institute, we anticipate doubling our bandwidth without any increase in cost.

District-wide, teachers continue to learn from one another as they gather for building-based professional development. There was no district offering for technology training during 2012-2013. The goal is always to extend real learning beyond the school day and provide standards-based experience and data. Aspen CL (curriculum and learning) was purchased, and will be a strong tool to be used at all levels, in addition to the current Aspen SI (student information system). With curriculum maps to be shared, and a true integration between student and teacher Aspen access and Google Docs, this learning platform grows ever more robust. Parents, students and staff, particularly in grades 4 -12 are all partners in this endeavor. Student experience should become more consistent with improving access to tools and resources but also as the skill set and the comfort level of all classroom teachers grows as we transition to a 21st Century learning environment. Our state mandated assessments will soon be moving over the digital fence as well. Ludlow Public Schools was chosen for online beta testing for the spring of 2014.

We have three talented and highly skilled Library Media Specialists who support and partner with their colleagues in the use of available resources. The sole District Instructional Technology Specialist is also a valued teacher and mentor, as well as performing consultative work in the area of assistive technology for Student Support Services. Currently, a small staff of three maintains nearly 900 computers (and 700 Chromebooks for school year 2014!) and support more than 2,900 students and staff in their use of district network resources, software, and a wide range of Internet based tools and applications.

The DESE approved technology plan; this transitional plan was updated and extended through school year 2014. A new three year technology plan is under development. We expect that the Ludlow Public Schools will continue to make more rapid strides toward embedded ICT but with ever present budgetary constraints.

The Ludlow Public Schools School Committee continues to support ICT funding and \$50,000 in School Choice Funds was approved for use in 2014 to support district ICT goals. To take advantage of WiFi implementation, 700 Chromebooks were ordered for school year 2014. Students and staff will have access to this low cost, mobile technology. As a Google Apps for Education district, this implementation should be seamless. With no real replacement cycle in place, however, the district technology plan will still struggle to adopt the necessary changes in education encouraged by both the state and federal government, and business in a global economy.

Respectfully submitted,
Lorraine M. Boucher,
Director of Technology

LUDLOW PUBLIC SCHOOLS



LUDLOW HIGH SCHOOL

The calendar year of 2013 at Ludlow High School was one of continued success. Approximately 85% of the senior class entered higher education; 46% to four year colleges or universities, 36% to two year colleges, 3% technical schools, 7% to the work force, 7% to the military and 1% undecided. There were 234 students in the graduating Class of 2013 that received diplomas and 2 seniors received Certificates of Attainment. The SAT data for the Class of 2014 was higher than national averages and state averages. In order to continue to successfully prepare students for college or careers post secondary education, the Class of 2015 was the first 10 grade class in its entirety to take the PSAT exam. Ludlow High School continues to maintain high eligibility standards in order to play sports or participate in extracurricular activities. Students can not fail any course; otherwise they become ineligible to participate. Our focus at LHS is academic success first.

Ludlow High School 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, and US History. 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 30% increase in qualifying AP scores; from 32 to 108 scoring 3, 4, or 5.

Ludlow High School in 2013 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, the Josh Desforges fitness challenge, Coats for Kids, Penny Wars for the Food Shelter, 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.

Lastly, with collaboration amongst students, staff and community members, Ludlow High School had a three day accreditation visit in March from the New England Association of School and Colleges. The ten person team evaluated our curriculum, instruction, assessments, school leadership, school facilities, and community resources. Ludlow High School received the final report granting LHS full accreditation.

Respectfully submitted,
Lisa Nemeth, Principal
Ludlow High School

The mission of Ludlow High School, with parent and community participation, is to provide a rigorous academic program to develop college bound and career ready young adults. We provide educational opportunities for students to work collaboratively and independently to acquire knowledge, analyze problems, and develop 21st century skills necessary for making meaningful contributions to the global community. Students promote a safe environment by acting with responsibility, compassion and integrity.

PAUL R. BAIRD MIDDLE SCHOOL

Through the hard work and dedication of staff, parents, and community members, Baird Middle School students participate in a variety of learning opportunities in a community that is supportive and welcoming. Our current enrollment is 649 students: 197 sixth graders, 219 seventh graders, and 233 eighth graders. We have welcomed 32 students into the Baird community from surrounding towns through our school choice program. It is our goal to engage Baird students in developmentally appropriate and diverse

learning activities that will encourage them to develop strategies that promote life-long learning.

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

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

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

The 2012-2013 school year included the retirements of David Borkowski, Rita Laferriere and Nancy Roy. We thank them for their many dedicated years to Ludlow Public Schools and the Baird Community. We welcomed new staff members: Megan Lutz, licensed social worker; Krysten Langone, SSS; Sherry Saloio, SSS; Diane Griffin, SSS; Kimberly Wisell, Physical Education teacher; Simon Edwards, SIP teacher; and Stephen Dickenson, Math & Robotics teacher.

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

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

EAST STREET ELEMENTARY SCHOOL

East Street School began the 2012/2013 school year with the same faculty and staff from the previous school year. There were no retirements and we were fortunate that

everyone came back in the fall. Three of our most respected and veteran teachers were given the roles of Grade Level Leaders: Grace Dolan 1st grade, Heidi Arsenault kindergarten, and Elaine Conway in preschool facilitated common planning time and grade level meetings. They were instrumental in assisting their teams in planning instruction and analyzing common assessments.

East Street School developed two new initiatives during the school year. One initiative called “How Full Is Your Bucket?” creates a positive behavior climate throughout the school. The premise is that students have an imaginary bucket that, when full, makes them happy and nice to their peers. Your bucket gets full by the good deeds and kindness you show to others. It has created a common language throughout the building that children understand and staff can relate to. Another state mandated initiative was the Mass Kindergarten Entry Assessment (MKEA). Within four years all districts with kindergarten classrooms will have to develop an assessment system using one of the two computer programs approved by the EEC. Kindergarten teachers used a computer based program called, Teaching Strategies Gold, to help them track their students’ progress in nine developmental areas, including math, literacy, and cognitive abilities.

Three more Smart Boards were purchased through school and PTO funds and installed in classrooms. Currently seven classrooms have these interactive whiteboards. The plan would to eventually install a Smart Board in each classroom and to train all faculty members on the system. These Smart Boards are extremely versatile in assisting teachers in facilitating their daily instruction to the students. All teachers at East received a Chromebook at the end of the school year and are learning to use them in the classroom.

The PTO sponsored two after school clubs in the spring. Besides the chorus, run by Nancy Nummy, two first grade teachers offered a science club to kindergarten and 1st grade students. Heather Sawkiewicz and Greg Bertsch developed lessons and taught children in proven science methods beyond the curriculum in early elementary education.

Respectfully submitted,
Thomas Welch, Principal
East Street School

CHAPIN STREET ELEMENTARY SCHOOL

Chapin Street Elementary School opened the new school year by welcoming some new staff members to the school. Amber Goodreau became a second grade teacher and Tiffany Coelho became a third grade teacher. John Barlow became the Physical Education Teacher. Eileen Mongeau became an ELA Interventionist.

Technology was in the forefront as the whole school became WiFi accessible. All

teachers received Chromebooks and each classroom received two Chromebooks for classroom use. Through the hard work of the PTO three Smart Boards were acquired and installed bringing the total to 13 in the school. This technology is visual and allows a classroom of students to interact with the lesson being presented.

Beginning in the fall a Positive Behavior Interventions and Support model was implemented, called R.O.A.R., which emphasizes Respect, Ownership, Attitude, and Responsibility. Students are rewarded for positive behaviors with a ROAR ticket which can be cashed in for a list of activities at Chapin Street. The program has been successful and well received by students and teachers.

Mrs. Meghan Fleming Provost conducted over ninety students in her after school Chorus, which is one of the afternoon clubs. She had them perform at Ludlow High School during the holiday season to the enjoyment of family and teachers along with a spring Concert. Ms. Jodi Yarey and Mrs. Nancy Raymond coordinated the Student Council which consisted of third graders, who planned special days during the school year and organized Community Service Projects, such as Pennies for Patients. Ms. Barbara Daley and Ms. Judi Humphries conducted a Math Club. All of these extra clubs enhanced the students' learning experiences.

Chapin Street School was rated as a Level 1 School for the performance of the third grade students on the ELA and Math MCAS in 2013. This accomplishment is a direct result of all the hard work and dedication of all our wonderful teachers beginning at East Street School and continuing with the Chapin Street Teachers. Chapin Street School is a wonderful learning environment for all the second and third grade students of our town. It is a safe and supportive school which strives to make all students successful during the time they are here.

Respectfully submitted,
Susan C. Pease, Principal
Chapin Street School

VETERANS PARK SCHOOL

Students at Veteran's Park participate in a variety of learning opportunities in this supportive community. Our enrollment is up to 442 in the 4th and 5th grade and we maintained the same staff as the previous year. Two teachers transitioned from Grade 4 to Grade 5 to maintain adequate class size in the 5th grade. Melissa Canale is now teaching 5th grade reading and writing while Andrea Lacey was added to the 5th grade Math, Science and Social Studies team. This is the second year being considered an intermediate school where teachers are specializing in specific content areas, allowing students to access the full curriculum yet delivered by two different teachers. Additionally, Ms. Sarah Falvey was added to the Veterans Park Staff as the Building Permanent Substitute Teacher.

Instructionally, the Instructional Leadership continues to work together with the Grade

Level Leaders to implement Common Formative Assessments for all students, allowing us to track student progress and provide appropriate supports for students as needed. These assessments, in addition to the BAS, SRI and SMI give us another data point allowing teachers to individualize and target instruction for all students. The bulk of this work is done during teachers Common Planning Time, taking place 4 times per week, Data Team Meetings every 4 weeks where student progress is progress monitored and analyzed and Grade Level Meetings occurring once a month after school. Our Service Teams continue to serve as the districts pre-referral process and occurs once a week in addition to during Common Planning Time.

The student schedule at Veterans Park allows students to participate in elective courses opposite our tiered instruction which is offered in addition to the time all students receive in the general curriculum. Students are scheduled on a 7 day specials rotation, all students receiving Art, Music and Physical Education. Those who require tiered support in the area of math or reading receive support on the opposite 4 days while those who do not are enrolled in exploratory classes. These classes include, Studio Art, GYM (Get Yourself Moving), Band, Chorus and Technology.

The 2012-2013 school year began with two additional SMART Boards in classrooms along with 40 additional netbooks for student use. Veterans Park School continues to utilize technology on a daily basis in all curriculum areas. We continue to encourage students to "Bring Your Own Device" to help supplement the number of student devices. These students sit through an orientation on online safety and are educated in digital citizenship as a part of the orientation.

As we continue to improve our Positive Behavior Interventions and Supports (PBIS) model all students are now being assessed with the Student Risk Screening Scale SRSS three times a year. Those students that rate at a higher risk category are supported with a behavior plan that is developed with the student to target specific goals. Their behavior is tracked and rewarded when successful. Students continue to earn Cub Coins and Paw Pride Tickets to reinforce the positive behaviors and cash their currency in monthly for a community based activity such as staff vs. student events and other community building activities. This program has significantly reduced the number of office referrals for discipline from 284 during the 2011-2012 school year to 18 during the 2012-2013 school year. This data is attributed to the school wide PRIDE initiative and consistent behavior expectations for all students in all areas.

Students at Veterans Park continue to participate in PTO sponsored clubs. Last year, students were actively engaged in Concert Band, Concert Chorus, Technology, Student Council, Costume and Set Design and the Veterans Park Drama Club. In the spring of 2013, over 100 students participated in the two day performance of Beauty and the Beast Jr, which is proving to be an exciting annual community event led by Ms. Nicole Sousa and Ms. Christine James and involves many members of the school and town community. The PTO continues to fund our after school activities and allows students to become further involved in the Veterans Park Community according to their interests.

At Veterans Park School, staff and students are committed to creating a safe, supportive and respectful environment dedicated to learning. Students and staff will create a learning community that provides supports for students to make effective progress toward mastery in all social and academic areas. Every member of the community demonstrates PRIDE.

Respectfully submitted,
 Melissa Knowles, Principal
 Veterans Park School

FINANCE

BOARD OF ASSESSORS

2013 brought new challenges and changes for the Assessor's Office. Beverly Barry, Michael S. O'Rourke and Tony Rosa appointed Jose Alves to Assistant Assessor and Maria Fernandes to Associate Assessor. Mr. Alves previously worked as Associate Assessor for the past nine years. Mrs. Fernandes was in the Planning Board for the past six years, before that she had worked in the Assessors office for 20 years.

The Board of Assessors would like to thank Juanita Testori for over 20 years of dedicated service. She retired in June of 2013. We wish her all the best in her new endeavors.

The firm of Paul S. Kapinos & Associates has continued with the Town's measure and list program, completing the program in a timely manner.

The Board would like to extend it's sincere gratitude to Assistant Assessor Jose Alves, Associate Assessor Maria Fernandes, Deidra Thompson and Paula Mahoney for the work they performed in order for the Department and the Board to continue to meet mandated deadlines.

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
2013	17.17	\$101,330,740	\$1,677,492,060	\$1,778,822,800	\$57,626,603.47	\$30,542,387.47
2014	17.22	\$164,432,560	\$1,689,003,180	\$1,853,435,740	\$56,000,925.00	\$31,916,163.44

ABATEMENTS

Fiscal Year	Real Estate		Personal Property		Senior Work-off	
2012	65	\$76,747.76	26	\$2,485.53	69	\$34,500
2013	83	\$73,007.35	19	\$11,080.83	62	\$31,000

EXEMPTIONS

Fiscal Year	Cl.22 Vets Exemptions	Cl.37A Blind Exemptions	Cl.41C (over 70) Exemptions	Total Amount Exempted
2012	165	30	26	\$133,504.07
2013	165	32	28	\$127,600.00

MOTOR VEHICLE EXCISE

Levy Year	Number of Bills	Tax Amounts	Number of Abatements	Amounts
2013	23,000	\$2,245,611.59	820	\$73,007.35
2012	22,891	\$2,112,521.82	649	\$46,296.59
2011	491	\$13,179.82	42	\$2,891.51

MISCELLANEOUS

Deeds		Building Permits/Inspections	
2013	539	2013	Approx 826
2012	550	2012	Approx 800

Respectfully submitted,
Beverly Barry
Chairman

FINANCE COMMITTEE

The Finance Committee is a nine (9) member committee appointed by the Town Moderator and meets on the third Wednesday of each month from September to June with additional budgetary meetings during those times leading up to Town Meetings. All meetings are posted as required by statute. In order to communicate and understand each budget and department more fully, the Committee assigns liaisons to each department during the year who can attend department meetings and discuss any issues the departments would like to convey to the Finance Committee.

Their statutory authority is limited to making transfers from the Town's reserve fund (a contingency fund usually created as part of the annual budget appropriations) to other areas of the budget for extraordinary or unforeseen occurrences during the year. These funds are disbursed through transfers approved by the Finance Committee. In no way should this process be used to circumvent Town Meeting. Total transfers from the Finance Committee's Reserve Fund during the fiscal year ended June 30, 2013 was \$125,000.

The primary duties of a finance committee are to advise and make recommendations to Town Meeting on the budget and other areas of finance. They are responsible for submitting their recommendations on the Annual Budget to the Town Meeting. They

are also commonly involved in the budget preparation which involves the development of budget forms and following town budgetary guidelines.

For several years the Finance Committee has been in process of changing the way we review the Annual Budget in order to make more informed recommendations. In prior years the budgets would be reviewed based on the guidelines from the Board of Selectmen and each department's needs without any way to estimate the impact of the decisions we make on the taxpayer and overall financial situation to the Town.

We have been working diligently to revise our process with cooperation from the Board of Selectmen, Town Administrator and Town Accountant to try to formulate an "estimate" of what the impact of our decisions would be prior to the final budget recommendations. We are pleased to say that last year after using this new process our "estimated impact" to the Town taxpayers was within two cents of the actual final tax rate that was set six months later. Be advised, this is not an exacting process but a guideline allowing us more refined parameters to work within. We feel very confident this process allows us to be diligent and conservative in making the best recommendations for the wellbeing of the Town and always with the taxpayers 'pocketbook' in mind.

We thank you for the trust and confidence you have shown this Committee in prior years and promise to work hard to protect your interests going forward in the future.

In memory of Mr. Albert Lemay, Jr., a valued long serving member of our Committee. He will be missed.

Respectfully submitted,
M. Kim Downing
Chairman

Members:
Heidi Fogg, Vice Chair
Betty Landry, Secretary
Sue Boyea
Joan Cavallo
Al Fabbre
Douglas Fish
John Maggi

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 2013F tax rate was set by the Board of Assessors in December of 2012. The Board of Selectmen voted

to adopt a single tax rate of \$17.17 per thousand for both residential and commercial properties. The amount of \$28,802,543.29 was committed to us for collection. Over 8,500 real estate bills were printed, processed and mailed by December 31, 2012. By the end of the fiscal year, we had collected or abated approximately \$28,348,206.63 or 98% of the amount committed. Additionally, we received \$347,780.12 in payments for 2012F real estate and \$53,978.81 for 2011F leaving a balance of \$101,903.71 and \$0.00 respectively.

Approximately 800 personal property bills totaling \$1,739,849.05 was committed to us for collection. By the end of the fiscal year, we collected or abated \$1,713,126.86 or 98% of the amount committed to us leaving a balance of \$26,722.19. Additionally, we collected \$8,533.56 for prior years dating back to 2009F.

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

The process for residents to pay online is simple: with your bill and checkbook in hand,

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

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

MOTOR VEHICLE EXCISE

Over 23,000 vehicle excise bills totaling \$2,084,511.32 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. Ninety percent 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/her 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 2013, 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 1987.

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

SEWER USAGE FEES

The Board of Public Works, in November of 2012, set the rate of \$2.90 (same as the previous year) per 100 cubic feet of water used. Approximately 4,500 sewer usage bills totaling \$1,609,849.65 were printed, processed and mailed from the Collector's Office on November 24th, 2012. By the end of the June 30, 2013, we had collected or abated \$1,506,921.36 or 93% of the amount committed to us for collection leaving a balance of \$102,928.29. Any amounts outstanding for previous years were certified to the Board of Assessors in November of 2012 and added to the owner's 2013F real estate bills. All sewer usage accounts for 2011F and prior years have now been collected in full as reflected by the -0- balance for those accounts. Sewer bills are due 60 days from the mailing date. Sewer payments received after their due date are assessed a \$10.00 Demand plus a 10% penalty in accordance with Town By-Laws.

DEPARTMENTAL ACCOUNTS

Each year the Collector is responsible for the collection of over 3 million dollars in "In Lieu of Taxes" and the following departmental accounts:

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

During the past fiscal year \$3,225,065.38 was committed to us for collection by the above departments. By June 30, 2013, we collected or abated \$2,781,863.18 or 86% of the amount committed. Of the above accounts, ambulance bills continue to be the most sensitive and most difficult to collect. The ambulance records have been computerized by the Collector's Office under a "General Billing Program". The computerization of these records has allowed us to abandon the time consuming practice of manual posting and record keeping. As a result, this has improved efficiency and productivity in the Collector's Office.

MUNICIPAL LIEN CERTIFICATES

Upon written request from attorneys, banks, mortgage companies and real estate agencies, the Collector shall furnish a certificate of all outstanding taxes and other assessments and charges which constitute a lien on a parcel of land. The Collector consults with the Board of Assessors, DPW and other departments to secure required information. In accordance with Mass General laws, a \$25.00 fee is charged for each certificate prepared. Once again, many hours were spent researching and preparing these certificates. During fiscal year 2013, we received over 600 written requests bringing in approximately \$15,000 of additional revenue. We ask attorneys and other agencies requesting such information to cooperate and mail their application to us as early as possible so that we can complete and return them in a timely manner.

Office hours continue to be 8:30 am to 4:30 pm, 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. **Late payments are not accepted online.**

Once again, I am grateful to Mrs. Alice Bolow, Janice Ouimette, 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

ACCOUNT	COMMITTED	OUTSTANDING	REFUNDS	PAYMENTS	ABATEMENTS	TAX TITLES	BALANCE
2011 real estate		79,053.30	35,698.56	53,978.81	35,707.98	25,065.07	0.00
2012 real estate		494,742.64	338.08	347,780.12	340.31	45,056.58	101,903.71
2013 real estate	28,802,543.29		112,673.80	28,147,223.87	226,722.80	86,933.76	454,336.66
2009 supplemental tax		9,264.52		9,264.52			0.00
2009 pers property		9,054.24	52,160.56	38.14	61,176.66		0.00
2010 pers property		8,671.54		207.45			8,464.09
2011 pers property		14,288.15		499.20			13,788.95
2012 pers property		26,933.61		7,788.77			19,144.84
2013 pers property	1,739,849.05		1,791.84	1,703,837.86	11,080.84		26,722.19
1987 motor v excise				37.50*			0.00
1988 motor v excise				59.38*			0.00
1989 motor v excise				13.75*			0.00
1990 motor v excise				128.75*			0.00
1991 motor v excise				86.25*			0.00
1992 motor v excise				15.00*			0.00
1993 motor v excise				86.77*			0.00
1994 motor v excise				77.50*			0.00
1995 motor v excise				53.75*			0.00
1998 motor v excise				5.00*			0.00
1999 motor v excise				18.75*			0.00
2000 motor v excise				18.75*			0.00
2003 motor v excise				25.21*			0.00
2004 motor v excise				27.50*			0.00
2005 motor v excise				120.31*			0.00
2006 motor v excise				198.90*			0.00
2007 motor v excise				407.19*			0.00
2008 motor v excise				1,270.95*			0.00

ACCOUNT	COMMITTED	OUTSTANDING	REFUNDS	PAYMENTS	ABATEMENTS	TAX TITLES	BALANCE
2009 motor v excise		13,527.33		2,020.84	11,506.49		0.00
2010 motor v excise		17,971.39	45.83	4,857.84	164.16		12,995.22
2011 motor v excise		35,282.70	722.80	21,469.30	1,391.66		13,144.54
2012 motor v excise	199,550.73	254,377.20	14,190.22	408,031.25	17,935.13		42,151.77
2013 motor v excise	1,884,960.59		11,096.29	1,728,184.90	35,975.75		131,896.23
2004 boat excise		20.00					20.00
2005 boat excise		230.00					230.00
2006 boat excise		140.00					140.00
2007 boat excise		110.00					110.00
2008 boat excise		153.00		50.00			103.00
2009 boat excise		40.00					40.00
2010 boat excise		103.00		25.00			78.00
2011 boat excise		93.00					93.00
2012 boat excise		75.00		45.00			30.00
2013 boat excise	3,255.00		35.00	2,959.00	178.00		153.00
2012 ambulance liens		189.33		189.33			0.00
2013 ambulance liens	2,940.78			2,593.15			347.63
2011 sewer usage CERT TO ASSESSORS		107,310.95	140.07	32,274.19	729.47		0.00
					74,447.36*		
2012 sewer usage	1,609,849.65		5,032.77	1,502,003.73	9,950.40		102,928.29
2011 sewer usage lien		3,133.91		1,659.41		1,474.50	0.00
2012 sewer usage lien		19,303.04		14,315.12		744.13	4,243.79
2013 sewer usage lien	83,495.36			60,270.93		2,834.39	20,390.04

ACCOUNT	COMMITTED	OUTSTANDING	REFUNDS	PAYMENTS	ABATEMENTS	TAX TITLES	BALANCE
2012 app st		121.46		121.46			0.00
2012 com int st		30.29		30.29			0.00
2013 app st	121.46						121.46
2013 com int st	24.22						24.22
DEPARTMENTAL ACCOUNTS							
Ambulance	1,527,530.00	469,746.20	3,444.01	1,099,027.89	476,547.34		422,204.20
LIENED TO 2013 RE					2,940.78		
Cemetery	88,375.00	10,550.00		87,225.00			11,700.00
Board of Health	21,957.00	2,462.00	10.00	22,469.00	40.00		1,920.00
Trailer Parks	19,608.00	7,464.00		19,944.00			7,128.00
Board of Selectmen	37,740.00			37,700.00	40.00		0.00
In Lieu of Taxes	1,529,402.53			1,529,402.53			0.00
Highway Department		250.00					250.00
Roll Back Taxes	452.85			452.85			0.00
	* Indicates money collected after abated as uncollectable						



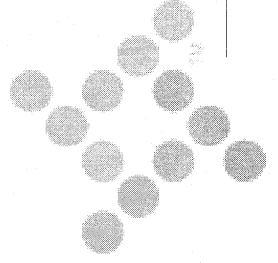
02/06/2014 14:44
jyoung

TOWN OF LUDLOW
FY'2013 REVENUE BUDGET REPORT
JUNE 30, 2013

PG 1
glytdbud

FOR 2013 13

ACCOUNTS FOR: 01 GENERAL FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0101122 SELECTMEN	0	-4,000	-5,404.50	.00	.00	1,404.50	135.1%
0101141 BOARD OF ASSESSORS DEPT.	0	0	-974.00	.00	.00	974.00	100.0%
0101145 TOWN TREASURER'S DEPT.	0	-2,900,310	-2,963,742.43	.00	.00	63,432.43	102.2%
0101146 TOWN COLLECTOR'S DEPT.	0	-35,513,563	-35,308,456.91	.00	.00	-205,106.09	99.4%
0101161 TOWN CLERK'S DEPT.	0	-35,500	-37,111.92	.00	.00	1,611.92	104.5%
0101175 PLANNING BOARD	0	-38,500	-29,549.35	.00	.00	-8,950.65	76.8%
0101176 BOARD OF APPEALS	0	0	-525.00	.00	.00	525.00	100.0%
0101210 POLICE DEPARTMENT	0	-91,500	-94,310.93	.00	.00	2,810.93	103.1%
0101220 FIRE DEPARTMENT	0	-10,000	-17,875.35	.00	.00	7,875.35	178.8%
0101241 BUILDING INSPECTOR'S DEPT.	0	-285,000	-527,661.86	.00	.00	242,661.86	185.1%
0101244 SEALER OF WEIGHTS & MEASURES	0	-4,000	-4,569.00	.00	.00	569.00	114.2%
0101300 SCHOOL DEPARTMENT	0	-13,457,971	-13,586,738.08	.00	.00	128,767.08	101.0%
0101410 DEPARTMENT OF PUBLIC WORKS	0	-136,500	-140,567.38	.00	.00	4,067.38	103.0%
0101510 HEALTH DEPARTMENT	0	-38,500	-39,565.00	.00	.00	1,065.00	102.8%
0101541 COUNCIL ON AGING	0	-44,000	-47,182.00	.00	.00	3,182.00	107.2%
0101610 HUBBARD MEMORIAL LIBRARY	0	-7,000	-6,120.30	.00	.00	-879.70	87.4%
0101630 RECREATION COMMISSION	0	-90,000	-88,679.00	.00	.00	-1,321.00	98.5%
0101650 ENTERPRISE FUND-SHARED SERVIC	0	-425,000	-425,000.00	.00	.00	.00	100.0%
TOTAL GENERAL FUND	0	-53,081,344	-53,324,033.01	.00	.00	242,689.01	100.5%



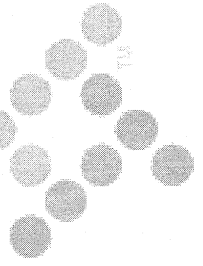
02/06/2014 14:45
jyoung

TOWN OF LUDLOW
FY'2013 EXPENSE BUDGET REPORT
JUNE 30, 2013

PG 1
glytdbud

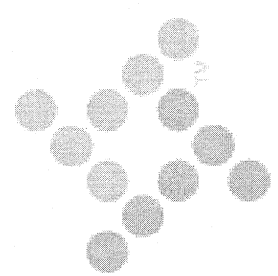
FOR 2013 13

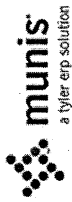
ACCOUNTS FOR: 01 GENERAL FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
000	0	110,000	86,046.26	.00	.00	23,953.74	78.2%
114 MODERATOR	474	474	474.00	.00	.00	.00	100.0%
122 SELECTMEN	267,505	282,005	269,182.69	.00	.00	9,322.31	96.7%
131 FINANCE COMMITTEE	127,686	2,686	2,686.00	.00	.00	.00	100.0%
135 TOWN ACCOUNTANT'S DEPT.	160,486	160,486	160,439.77	.00	.00	46.23	100.0%
141 BOARD OF ASSESSORS DEPT.	198,181	200,981	188,457.71	.00	.00	11,706.59	94.2%
145 TOWN TREASURER'S DEPT.	209,256	240,781	238,961.54	.00	.00	1,819.46	99.2%
146 TOWN COLLECTOR'S DEPT.	225,127	230,127	228,645.47	.00	.00	1,481.53	99.4%
151 TOWN COUNSEL'S DEPT.	111,000	149,550	144,691.87	.00	.00	4,725.63	96.8%
152 PERSONNEL BOARD	1,760	1,760	1,760.00	.00	.00	.00	100.0%
155 INFORMATION TECHNOLOGY	199,645	199,645	199,565.18	.00	.00	79.82	100.0%
161 TOWN CLERK'S DEPT.	113,353	113,353	113,207.11	.00	.00	146.30	99.9%
162 ELECTIONS & REGISTRATIONS DEP	74,472	83,314	81,573.43	.00	.00	1,740.59	97.9%
171 CONSERVATION COMMISSION	29,310	29,310	29,378.65	.00	.00	-68.65	100.2%
175 PLANNING BOARD	124,787	124,787	122,607.45	.00	.00	2,179.55	98.3%
176 BOARD OF APPEALS	3,148	3,148	2,183.75	.00	.00	964.25	69.4%
192 PUBLIC BUILDINGS/PROPERTIES	665,366	634,291	569,997.14	.00	.00	3,400.40	90.4%
193 PROPERTY & LIABILITY INSURANC	242,815	272,815	271,774.72	.00	.00	1,040.28	99.1%
210 POLICE DEPARTMENT	3,188,040	3,297,151	3,264,769.14	.00	.00	32,381.86	99.0%
220 FIRE DEPARTMENT	2,025,815	2,066,287	2,054,942.06	.00	.00	11,344.94	99.5%
231 AMBULANCE - EMT DIVISION	769,130	808,968	795,205.47	.00	.00	13,599.53	98.3%
241 BUILDING INSPECTOR'S DEPT.	182,537	182,537	181,292.46	.00	.00	1,244.54	99.3%
244 SEALER OF WEIGHTS & MEASURES	3,729	3,729	3,728.50	.00	.00	.50	100.0%
291 EMERGENCY MANAGEMENT	12,000	12,000	12,004.53	.00	.00	-4.53	100.0%
292 ANIMAL CONTROL DEPT.	23,747	23,747	21,249.76	.00	.00	2,497.24	89.5%
299 SAFETY COMMITTEE	2,151	2,151	1,932.00	.00	.00	219.00	89.8%
300 SCHOOL DEPARTMENT	25,708,208	25,718,850	14,209,642.92	.00	206,767.30	11,302,439.94	56.1%
310 HIGH SCHOOL	0	573	4,420,192.06	.00	14,377.68	-4,433,996.59	*****%
311 ATHLETICS	0	150	205,044.71	.00	150.00	-205,044.71	*****%
320 BAIRD MIDDLE SCHOOL	0	0	10,848.00	.00	.00	-10,848.00	100.0%
330 CHAPIN ST. ELEMENTARY SCHOOL	0	0	2,547.58	.00	.00	-2,547.58	100.0%
350 VETERAN'S PARK ELEM. SCHOOL	0	0	2,750.00	.00	.00	-750.00	100.0%
360 TECHNOLOGY	0	736	425,107.08	.00	71,252.98	-495,624.06	*****%
370 SPECIAL EDUCATION	0	4,096	6,059,105.58	.00	58,370.11	-6,113,379.23	*****%
390 TRANSITIONAL BI-LINGUAL	0	0	2,177,657.89	.00	9,166.09	-226,823.98	100.0%
410 DEPARTMENT OF PUBLIC WORKS	2,952,887	3,079,921	2,787,022.20	.00	188,692.71	104,206.45	96.16%
423 DPW - SNOW & ICE REMOVAL DIV.	166,098	166,098	430,811.77	.00	.00	-264,713.77	259.4%
424 STREET & TRAFFIC LIGHTING	316,000	321,652	310,290.34	.00	.00	11,362.00	96.5%
510 HEALTH DEPARTMENT	251,623	251,623	251,172.93	.00	.00	450.07	99.8%
541 COUNCIL ON AGING	338,548	339,748	339,698.90	.00	.00	49.10	100.0%
543 VETERAN'S SERVICES DEPT.	262,248	290,469	285,041.74	.00	.00	5,427.66	98.1%
610 HUBBARD MEMORIAL LIBRARY	388,535	408,435	393,176.98	.00	.00	15,258.02	96.3%
630 RECREATION COMMISSION	288,155	288,877	285,209.67	.00	.00	3,667.45	98.7%
691 HISTORICAL COMMISSION	1,420	1,420	203.75	.00	.00	1,216.25	14.3%



FOR 2013 13

ACCOUNTS FOR: 01 GENERAL FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
701 GENERAL DEBT AND INTEREST	1,739,438	1,739,438	1,466,499.00	.00	.00	272,939.00	84.3%
801 GOVERNMENT ASSESSMENTS	0	516,380	536,450.10	.00	.00	-20,070.10	103.9%
910 FRINGE BENEFITS FOR EMPLOYEES	11,001,169	10,980,730	10,737,559.48	.00	2,937.70	240,232.56	97.8%
TOTAL GENERAL FUND	52,375,850	53,345,282	52,420,789.34	.00	559,727.28	364,765.05	99.3%





02/06/2014 14:47
jyoung

TOWN OF LUDDLOW
FY'2013 EXPENSE BUDGET REPORT
JUNE 30, 2013

PG 1
glytdbud

FOR 2013 13

ACCOUNTS FOR: 66 GOLF COURSE ENTERPRISE FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
666600 WESTOVER MUNICIPAL GOLF COURSE							
666600 426005 GOLF ROUNDS RECEIPTS	0	-486,942	-445,003.66	.00	.00	-41,938.34	91.4%*
666600 426007 DRIVING RANGE RECEIP	0	-2,500	-2,200.00	.00	.00	-300.00	88.0%*
666600 426010 GOLF CART RENTAL REC	0	-220,000	-212,675.35	.00	.00	-7,324.65	96.7%*
666600 436030 GOLF CONCESSION RIGH	0	-25,000	-19,863.04	.00	.00	-5,136.96	79.5%*
666600 480600 GOLF OTHER RECEIPTS	0	-22,500	-128,421.07	.00	.00	105,921.07	570.8%*
666600 482010 INTEREST ON DEPOSITS	0	-1,500	-952.76	.00	.00	-547.24	63.5%*
TOTAL WESTOVER MUNICIPAL GOLF COU	0	-758,442	-809,115.88	.00	.00	50,673.88	106.7%
666601 GOLF COURSE - PERSONAL SERVIC							
666603 GOLF COURSE - GENERAL EXPENSE	296,592	297,368	275,889.22	.00	.00	21,478.78	92.8%
666606 GOLF COURSE SHARED SERVICES	338,850	379,100	335,884.92	.00	4,392.57	38,822.69	89.8%
6686029 ATM 5/14/07 ART#64 FY08 CAPBU	123,000	123,000	123,000.00	.00	.00	.00	100.0%
6686032 ATM 6/13/2011 ART#43 FY'2012	0	-8,730	75,483.19	.00	20,486.50	-8,730.00	.0%
TOTAL GOLF COURSE ENTERPRISE FUND	758,442	882,469	810,257.33	.00	24,879.07	47,332.28	94.6%

TOTAL EXPENSES 814,650
 OPERATIONS (Loss) (5,934)

Town of Ludlow
Sewer Revenue Analysis
FY'2010-FY'2014

Revenue Type	FY'2010	FY'2010	FY'2011	FY'2011	FY'2012	FY'2012	FY'2013	FY'2013	FY'2014	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	
User Fees - Current Year	1,270,148	1,292,498	1,548,062	1,461,094	1,596,350	1,550,591	1,476,015	1,497,110	1,452,697	Target Rev
User Fees - Prior Year	10,000	12,398	15,000	55,276	45,000	34,810	35,000	32,134	35,000	
Sewer Liens	27,500	65,640	40,000	70,278	50,000	92,889	50,000	76,302	60,000	
Permits - Sewer Tie-ins	37,500	24,250	27,500	30,790	25,000	35,623	27,500	68,638	30,000	
All Other	2,000	4,263	3,000	44,438	5,000	7,983	7,500	7,009	7,500	
Interest Income	7,500	425	2,500	25	2,000	16	500	15	500	
Annual Totals	1,354,648	1,399,474	1,636,062	1,661,901	1,723,350	1,721,912	1,596,515	1,681,208	1,585,697	
Expense Summary										
Salaries & Wages	154,598	134,531	143,424	144,789	146,315	145,239	148,510	144,355	151,481	
General Expenses	84,050	82,101	335,068	214,201	277,005	285,690	277,005	317,011	282,546	
Intergov'tl - Springfield Sewer	850,000	1,023,310	912,570	809,866	1,003,030	805,541	869,000	708,705	849,670	
Reserve Fund Transfer	0	0	0	0	0	0	0	0	0	
Total Expenses	1,088,648	1,239,942	1,391,062	1,168,856	1,426,350	1,236,470	1,294,515	1,170,071	1,283,697	
Excess Revenue/Expense	266,000	159,532	245,000	493,045	297,000	485,442	302,000	511,137	302,000	
Indirect Charges (**Not Alloc)	266,000	246,000	245,000	245,000	297,000	297,000	302,000	302,000	302,000	
Adjusted Excess Rev/Exp	0	-86,468	0	248,045	0	188,442	0	209,137	0	
Excess Rev/Fund Balance:										
Beginning Balance										
Results from Operations										
Audit Adjustment										
Alison Lane										
Reserve Fund										
Chicopee River CSO										
All Other										

jwy 9/17/13

Town of Ludlow
Cherry Sheet Analysis
FY"2013

Account Name/Number	Budget	9/30/2012	12/31/2012	3/31/2013	6/30/2013	YTD
School Chapter 70	13,211,578	3,302,894	3,302,894	3,302,895	3,302,895	13,211,578
#0101300-462001	0					0
School Construction						
#0101300-462003						
Charter School Reimbursement	71,393	0	36,793	37,514	2,548	76,855
#0101300-462000						
State Aid Lottery	2,583,866	645,966	645,966	645,967	645,967	2,583,866
#0101145-466001						
Meals Tax	67,000		15,859	43,688	45,374	104,921
0101145-466002						
Veterans Benefits	122,976	24,088	57,365	31,797		113,250
#0101146-466700						
Exemptions- Vets, Blind & SS	76,030					0
#0101145-461009						
Exemptions - Elderly	18,072		13,052			13,052
#0101145-461010						
State Owned Land	29,042		29,042			29,042
#0101145-461011						
School Transportation	0	4,392				4,392
#0101300-462002						
Room Occupancy	75,000	28,171	28,730	14,055	14,715	85,671
#0101145-466100						
General Fund State Aid	16,254,957	4,005,511	4,129,701	4,044,119	4,043,296	16,222,627
Restricted State Aid:						
School Lunch	21,943	6,365	4,863	5,709	3,311	20,248
#2515013-460100						
School Choice	566,212		192,473	192,473	178,099	563,045
#2585110-462000						
Public Library	25,891		12,727		13,636	26,363
#2383293-464012						
Total State Aid	16,869,003	4,011,876	4,339,764	4,242,301	4,238,342	16,832,283

Town of Ludlow
Tax Commitments Analysis
7/1/2012-6/30/2013

Period #	Date	Commitment #	#1211XX #1221XX #1261XX				All Other
			Personal Property	Real Estate	Motor Vehicle		
1	7/1/2012	FY'2013 Estimate	694,277.04				
		Commercial		1,538,708.58			
		Residential		12,772,815.22			
3	9/14/2012	FY'2013 Boat			99,763.98		3,255.00
	9/21/2012	FY'2012 - 4					
	9/24/2012	PILOT - MMWEC			52,792.06		1,500,000.00
4	10/19/2012	FY'2012 - 5					452.85
	10/9/2012	Rollback Taxes					
5	11/23/2012	Sewer FY'2013					1,609,483.55
6	12/28/2012	FY'2012 - 6			32,083.82		
7	1/1/2013	FY'2013 Final	1,045,572.01				
		Commercial - Final		1,536,688.44			
		Residential - Final		12,956,128.10			
		Sewer Liens + RETax					83,495.36
		PILOT - Spring Wtr/Swr					14,153.23
		PILOT - LHA					5,429.50
8	1/10/2013	FY'2013 - 1			1,642,861.25		
	2/15/2013	FY'2012 - 7			13,190.87		
9	No Activity						
10	4/26/2013	FY'2012 - 8			1,720.00		
		FY'2013 - 2			212,028.09		
11	No Activity						
12	6/7/2013	FY'2013 Special			30,071.25		
Totals			1,739,849.05	28,804,340.34	2,084,511.32	3,216,269.49	

Town of Ludlow
Free Cash Analysis
FY'2007 thru FY'2013
September 3, 2013

<u>Date</u>	<u>Description</u>	<u>FY'2007</u> <u>Amount</u>	<u>FY'2008</u> <u>Amount</u>	<u>FY'2009</u> <u>Amount</u>	<u>FY'2010</u> <u>Amount</u>	<u>FY'2011</u> <u>Amount</u>	<u>FY'2012</u> <u>Amount</u>	<u>FY'2013</u> <u>Amount</u>
7/1/2005	DOR Certification	\$2,951,586						
7/1/2006	DOR Certification		\$2,286,384					
7/1/2007	DOR Certification			\$ 898,228				
7/1/2008	DOR Certification				1,295,250			
7/1/2009	DOR Certification					984,493		
7/1/2010	DOR Certification						679,656	
7/1/2011	DOR Certification							2,283,970
7/1/2012	DOR Certification							
5/14/2007	School Space Study	-50,000						
	FY'2008 Capital Bud	-250,000						
	Reserve Fund	-100,000						
	Transfer to Stab.Fund	-250,000			-343,000			-500,000
	Unpaid Bills - P/Y	-1,332						-2,903
	Conrail Prop.Survey	-7,000						
	DEP Environ/Lien	-40,000						
5/12/2008	Unpaid Bills - P/Y		-5,775					
	East St. - Phase IV		-40,000					
	FY'2009 Capital Bud		-238,623					
	Reserve Fund		-125,000					
5/10/2010	Reduce Tax Levy	-1,500,000	-1,375,000	-875,000	-825,000	-800,000	-500,000	-500,000
	Sewer Indirect Adjust.				-20,000			
	Fire Dept. Raises				-67,516			
5/9/2011	Reserve Fund					-150,000	-125,000	-125,000
5/14/2012	Prior Year Deficits						-9,551	-23,786
	AFL-CIO Raises						-10,866	
	IBPO Dispatchers						-2,806	
	LATOS Raises						-16,119	
5/13/2013	First Meeting House							-83,000
	OPEB Trust Fund							-50,000
	FY'2014 Capital Bud							-351,044
	Building Infrastructure							-100,000
	Raises-Fire,Ambul & Lib.							-90,890
	Police Overtime							-90,000
	Fire Salaries							-5,000
	Total Transfers Out	(2,198,332)	(1,784,398)	(875,000)	(1,255,516)	(950,000)	(664,342)	(1,921,623)
	Balance	\$ 753,254	\$501,986	\$ 23,228	\$ 39,734	\$ 34,493	\$ 15,314	\$ 362,347
	Excess Levy Capacity	1,008,964	965,046	71,850	823,546	79,861	702,343	1,717,222

Town of Ludlow
 Stabilization Fund Analysis
 FY'2003- FY'2012

<u>Date</u>	<u>Description</u>	<u>Activity</u>	<u>Balance</u>
7/1/2004	Beginning Balance		1,475,870
	ATM 5/04 Transfer In	500,000	
	Interest - Citizens	7,850	
	Investment Income:		
	Merrill Lynch	50,005	
6/30/2005	Ending Balance		2,033,725
	STM 11/14 Transfer Out		
	Storm Drainage System		
	Electric Park Section	-200,000	
	Computer Network	-47,000	
	Investment Income	37,243	
6/30/2006	Ending Balance		1,823,968
	Investment Income	73,693	
6/30/2007	Ending Balance		1,897,661
	ATM 5/07 Transfer In	250,000	
	Investment Income	98,428	
6/30/2008	Ending Balance		2,246,089
	ATM 5/11/09		
	Transfer Out - Tax Levy	-500,000	
	Investment Income	22,874	
6/30/2009	Ending balance		1,768,963
	ATM 5/10 Transfer In	343,000	
	Investment Income	31,030	
6/30/2010	Ending Balance		2,142,993
	Investment Income	22,298	
6/30/2011	Ending Balance		2,165,292
	STM 10/11 Transfer Out		
	School Ceiling	-75,000	
	Investment Income-Apr	12,936	
	ATM 6/12 Transfer In	606,000	
6/30/2012	Ending Balance		2,709,228
	STM 10/12 Transfer Out		
	Building Infrastructure	-161,000	
	Emergency Prepare.	-90,000	
	ATM 5/13 Transfer In	500,000	
	Investment Income	-3,258	
6/30/2013	Ending Balance		2,954,970

TOWN OF LUDLOW
SPECIAL ARTICLE - FUND 02
6/30/13

<MM-11>

	DEPARTMENT	Balance remaining 6/30/12	FY 13 approp	FY 13 expense	FY 13 Bud Adj	FY13 Closeout (PY enc used in 12)	Balance remaining 6/30/13
SELECTMEN							
	STREET ACCEPTANCES/LAND ACQUISITNS	647					647
	UNSAFE BUILDINGS 5/14/01	8,946		108	0		8,838
	Art # 9 5/04 ATM - Abandon/unsafe buildings	10,000					10,000
	Art # 47 ATM 5/9/05 Public way	1					1
	Art # 33 STM 10/3/05 Public way	24					24
	A-40/41 10/2/06 Public ways (2)	2					2
	A-1 5/14/07 STM Unpaid bills	1,332				1,332	0
	A-47-49- 5/08 ATM Public ways (3)	3					3
	A-1 5/11/09 STM Unpaid bills; funded by FY 10 taxes	160	0			160	0
	A-8 5/8/06 Abandoned buildings	12,750					12,750
							0
ACCOUNTANT							
FY 08 Meeting Articles:							
ATM 5/07:							
	Art 40 Taxes for land to be purchased (Cummmings)	325					325
	Art 47 - 49 Public ways (3)	3					3
STM 10/07:							
	Art 1 Unpaid bills	200					200
	Art 11 Public way	1					1
FY 09 Meeting Articles:							
ATM 5/08:							
	Art 9 Master Plan	11,480		2,127			9,353
	Art 19 Haviland Pond Lifeguard Chairs	395				395	0
	Art 21 Fire Substation Study	15,000					15,000
	Art 35 DPW - Center Street Study	4,155		0			4,155
	Art 36 West St. Bridge Repair	9,360		175			9,185
	Art 58 Police Administrative Cruiser	201					201
	Art 58 DPW - Garage Repair Lift	2,158		1,600			558
STM 10/08							
	Art 1 Unpaid Bills	104				104	0
	Art 11 First Meeting House Repairs	30,740	0	0		30,740	0

TOWN OF LUDLOW
SPECIAL ARTICLE - FUND 02
6/30/13

	DEPARTMENT	Balance remaining 6/30/12	FY 13 approp	FY 13 expense	FY 13 Bud Adj	FY13 Closeout (PY enc used in 12)	Balance remaining 6/30/13
FY 10 Meeting Articles:							
ATM 5/09:							
Art 17	Assessors reval	115,800	0	62,100			53,700
Art 27	COA - 14 passenger	304	0	0	0	304	0
				0			
FY 11 Capital Budget:							
Art 28	COA - 14 Passenger Van Lease#2	152	0	0		152	0
	Police Court Vehicle	1,688	0	0		1,688	0
	DPW - Pickup Truck	23	0	0		23	0
ATM 5/9/2011							
Art 10	Ambulance Dept. - Auto Chest Compressor	11	0	0		11	0
STM 10/1/2012							
Art 1	Unpaid Bills		5,878	5,859			19
ATM 5/14/2012							
Art 15	Narrowband Radio - Fire		18,000	16,256			1,744
Art 16	Narrowband Radio - DPW		14,500	14,212			288
STM 5/13/2013							
Art 1	Unpaid Bills		2,903	2,903			0
FY 12 Capital Budget:							
Art 43	BMS Stair Repairs	26,000	0				26,000
	Town Hall Elevator	29,355	0				29,355
FY 13 Capital Budget							
Art 41	Harris Brook/Wade Dam Repairs		15,000				15,000
	School - Computer IT Switches		25,000	25,000			0
	2012 Gorton G4500 Ambulance (4 yr. lease)		70,000	61,046			8,954
	BOS Capital Reserve		50,000				50,000
	TOTAL GENERAL GOVERNMENT	281,320	201,281	191,386	0	34,909	256,306
POLICE DEPARTMENT							

TOWN OF LUDLOW
SPECIAL ARTICLE - FUND 02
6/30/13

	DEPARTMENT	Balance remaining 6/30/12	FY 13 approp	FY 13 expense	FY 13 Bud Adj	FY13 Closeout (PY enc used in 12)	Balance remaining 6/30/13
	ART 20 - POLICE RADIO SYSTEM 5/10/05	4,499					4,499
	STM 10/3/05 - LAPTOP COMPUTERS - POLICE	3,408					3,408
	FIRE DEPARTMENT						
	CIP 5/14/01-AIRPACK REPL. (FINAL)	123		0		123	0
	AMBULANCE EMT DIVISION						
	EMT I TRAINING 10/2/95	(7,805)					(7,805)
	EMT PARAMEDIC TRAINING O.T.	25,141					25,141
	TOTAL PUBLIC SAFETY	25,366	0	0	0	123	25,243
	DEPARTMENT OF PUBLIC WORKS						
	MILLER STREET BRIDGE ENGINEERING 5/10/2004	435					435
	WEST@ROY BRIDGE REPAIR	2,846					2,846
	CIP 5/13/02-SILVA FIELD IMPROVEMENTS	50,000					50,000
	Electric Park storm drain STM 11/14/05 (in data proc on GL)	75,770					75,770
	Art # 53 (CIP) 5/9/05 ATM - Metal Storage building	15,958					15,958
	Art # 6 5/11/09 STM - East St reconstruction	15,000					15,000
	TOTAL PUBLIC WORKS	160,009	0	0	0	0	160,009
	RECREATION COMMISSION						
	CIP 4/12/99-WHITNEY PARK PLAYGROUND	2,771					2,771
	CIP 5/8/00-WEST STREET PLAYGROUND	2,027					2,027
	TOTAL CULTURE AND RECREATION	4,798	0	0	0	0	4,798
	ARTICLES OMITTED FROM CY and Pys CLIENT SCHEDULES						
	Platform Skirting	(190)				(190)	0
	Public ways Art 15,16,17 10/4/04	3					3
	TOTAL OTHER GG	(187)	0	0	0	(190)	3
	rounding	0		0			0
	Total special article (Fund 02)	471,306	201,281	191,386	0	34,842	446,359
		557,870		ties to Fund 02 exps			

LUDLOW
SRF ACTIVITY SCHEDULE
6/30/13

	Beg Bal 6/30/2012	Federal	State	Other	Total Revenue	Transfers in	Expended	Trans out	Balance 6/30/2013
	(includes py non timing ajes)								
Fund 21									
Sale of Cemetery Lots	357,748			7,875	7,875				365,623
Sale of Real Estate	32,923			-	-		27,860		5,063
Wetland Filing Fees Revolving	81,368			2,305	2,305				83,673
Public Bldg. Comp. for Damage	2,357			-	-				2,357
Police Dept. Comp. for Damage	2,604			6,618	6,618		6,618		2,604
Fire Dept. Comp. for Damages	4,350			-	-				4,350
State - Reg. Hazmat Training	(6,836)			21,415	21,415		21,993		(7,414)
Hazard. Matl. Comp. for Dam.	4,887			-	-				4,887
DPW Comp. for HWY. Damages	1,314			-	-				1,314
BOH - FY'2013 Vaccine	-			4,152	4,152		1,183		2,969
DPW Comp. for Cemetery Dam.	845			-	-				845
Insurance comp - Park dept	2,413			-	-				2,413
Health Dept.-Septic Insp.	9,576			10,523	10,523		10,283		9,816
C.O. Aging - Comp. for Damages	562			1,672	1,672		1,802		432
Hubbard Memorial Library Ins Comp rounding	(1,506) (278)			1,103	1,103		1,103		(1,506) (278)
Total Fund 21	492,327	-	-	55,663	55,663	-	70,842	-	477,148
Fund 23									
Memorial Park Project-Fed Funds	3,990			-	-				3,990
Celebrate Ludlow	(1,407)			5,685	5,685	5,000	12,551		(3,273)
State Funds for Elections	9,219		5,708	-	5,708		14,916		11
Steven's Memorial Underground Tank	5,385			-	-				5,385
Jail Impact Funds	73,723			234	234				73,957
State 911 EMD Grant - FY'2012	(42,897)		41,680	-	41,680		2,998		(4,215)
Law Enforcement Trust Fd.	45,306			1,000	1,000		5,680		40,626
DARE Program	938			-	-				938
Community Policing Grant	380			100	100				480
Car Gift for Police Auction	30			-	-				30
Fed. Cops More - Technical Equip	104			-	-				104
Fed Grant Bullet proof vest	1,479			-	-				1,479
COPS Homeland Securitiy	(949)			-	-	949			-
Fed. School Resource Officer	29,654			-	-				29,654
Violence Against Women Grant	579			-	-				579
Police Dept-K-9 Unit	8,602			9,761	9,761		7,080		11,283
Police Dept-Gift/Donation Account	780			-	-				780
Police Safety Equipment	500			-	-				500
Police Special Response Team (2009)	8,250			3,400	3,400		4,098		7,552
FY'1997-FY'2002 Law Enf. Block Grant	53			-	-				53
FY'2010 Buffer Zone Protect. Grant	-		49,857	-	49,857		49,857		-
COPS - Secure our Schools	427			-	-				427
feds Cop Fast	(3,850)			-	-	3,850			-
Firefighter's Assistance grant	30			-	-				30
Fire Dept.-Gift Account	15,921			750	750				16,671
Fire Dept.-S.A.F.E. Grant	1,481			5,225	5,225		5,320		1,386
Fire Dept.- Safety Equipment Grant	1,054			-	-				1,054
Fire Dept.-Patches & Pumper	313			-	-				313
Fire Dept.-Thermal Imager	4			-	-				4
Fire Dept.-Homeland Secur FY'05	(7,687)			-	-	7,687			-
Fire Dept.-FEMA Grant	241			-	-				241
Reg. Hazmat Training Fund	11,971			-	-				11,971
Defib/Monitor/Pacemaker	725			-	-				725
Ambulance Subscription Fd.	184,255			91,625	91,625		33,966	70,000	171,914
Local Emergency Management	2,322			0	-		309		2,013
Emergency Management Grant	700			-	-				700
Highway Fund Ch.90	34,981		672,621	(163,068)	509,553		547,144		(2,610)
Sportsmans Road Reconstruction(PWEC)	(4,225)			-	-	4,225			-
Hubbard St. CSO Project	(20,250)			-	-	20,250			-
Curbside Recycling Grant	-		15,234	-	15,234		15,234		-
DPW Material REC/Project FY'2012	(25,971)		27,737	-	27,737		3,012		(1,246)
PVPC State Street CSO Abatement	(1,417)			-	-	1,417			-
Health Nurses Donations	1,675			-	-		9		1,666
COA Donation Activity Account	119			-	-				119
Conservation Comm.-WMECO 4/11	33,400			-	-				33,400
Vets. Memorial - ATM 5/12/08 Art#8	80,359			28,664	28,664		105,927		3,096
State Grant - Sr. Pharmacy Prg.	677			-	-				677
Ludlow Mills/State St. Project - FY'2011	(74,000)		3,099,715	578,827	3,678,542		3,077,520		527,022

LUDLOW
SRF ACTIVITY SCHEDULE
6/30/13

	Beg Bal 6/30/2012	Federal	State	Other	Total Revenue	Transfers in	Expended	Trans out	Balance 6/30/2013
Outreach Program Grnt/COA formula grn	(2,249)		33,230		33,230		33,245		(2,264)
COA - Title III Repair Program FY'06	(98)			2,816	2,816		2,704		14
State Library Aid	59,212		26,363		26,363		33,105		52,470
Library Memorial Fund	14,460			3,425	3,425		6,910		10,975
Art's Lottery Funds	5,279		7,040		7,040		4,483		7,836
Donations - Skate Park/Rec Purposes rounding	3,978 (189)			-	-		-		3,978 (189)
Total Fund 23	457,367	-	3,979,185	568,444	4,547,629	43,378	3,966,068	70,000	1,012,306
Fund 231									
Cable Access Local Programming	352,684			236,630	236,630		178,461		410,853
Total Fund 231	352,684	-	-	236,630	236,630	-	178,461	-	410,853
Fund 232									
East St Revitalization Phase I	(8,694)					8,694			-
East St Corridor Phase II	16,612							8,694	7,918
East St Corridor Phase III	-								-
East St Corridor Phase IV	822								822
Total Fund 232	8,740	-	-	-	-	8,694	-	8,694	8,740
Fund 25									
Childrens' Language Institute	(5,714)					5,714			-
School Comp.for Damages	118								118
School Damages Over \$20,000.	5,820			50	50				5,870
School Book Revolving Ch 44-53E1/2	15,689								15,689
Industrial Arts Matl.Fd.	136								136
Total Fund 25	16,049	-	-	50	50	5,714	-	-	21,813
Fund 251									
School Lunch Program	46,118	384,833	20,248	644,573	1,049,654		1,190,309		(94,537)
plug to balance	400								400
Total Fund 251	46,518	384,833	20,248	644,573	1,049,654	-	1,190,309	-	(94,137)
Fund 252									
School Athletic Fund	43,427			74,688	74,688		109,161		8,954
Total Fund 252	43,427	-	-	74,688	74,688	-	109,161	-	8,954
Fund 253									
School Book Revolving	(113)								(113)
H.S. Book Revolving	15,725			4,578	4,578		3,564		16,739
B.M.S. Book Revolving	(3,686)						858		(4,544)
Chapin St. Book Revolving	804			74	74		244		634
East St. Book Revolving	1,391			93	93				1,484
Vet's Park Book Revolving	889			83	83		356		616
Total Fund 253	15,010	-	-	4,828	4,828	-	5,022	-	14,816
Fund 255									
Adult Continuiung Education	102,241			150,714	150,714		146,987		105,968
Elementary Full Day Kindergarten	(6,902)								(6,902)
H.S. Summer Reading Program	(4,994)			6,800	6,800		7,516		(5,710)
Vet's Park Reading Program	(2,743)								(2,743)
Total Fund 255	87,602	-	-	157,514	157,514	-	154,503	-	90,613
Fund 256									
Early Childhood Revolving - rental	8,820			57,465	57,465		58,012		8,273
Early Childhood Revolving	29,296			50,853	50,853		55,441		24,708
Total Fund 256	38,116	-	-	108,318	108,318	-	113,453	-	32,981
Fund 257									
Student Transportation	11,303			56,958	56,958		4,060		64,201
Total Fund 257	11,303	-	-	56,958	56,958	-	4,060	-	64,201
Fund 258									
School Choice Tuition Revolving	142,750		563,045		563,045		488,362		217,433
Total Fund 258	142,750	-	563,045	-	563,045	-	488,362	-	217,433
Fund 259									
Insurance Damages	4,842								4,842

LUDLOW
SRF ACTIVITY SCHEDULE
6/30/13

	Beg Bal 6/30/2012	Federal	State	Other	Total Revenue	Transfers in	Expended	Trans out	Balance 6/30/2013
Total Fund 259	4,842	-	-	-	-	-	-	-	4,842
Fund 260									
H.S. School Gift Account	33,597			32,424	32,424		26,963		39,058
B.M.S. School Gift Account	(8,370)			2,150	2,150		2,985		(9,205)
Chapin St. School Gift Account	4,583			6,411	6,411		9,344		1,650
East St. School Gift Account	5,341			2,671	2,671		4,990		3,022
Vet's Park School Gift Account	6,052			2,900	2,900		3,333		5,619
Special Education Gift Account	523								523
Community Scholarship - FY'2007	730			800	800		1,000		530
Total Fund 260	42,456	-	-	47,356	47,356	-	48,615	-	41,197
Fund 261									
Special Ed Circuit Breaker	393,627	-	207,387		207,387		248,695		352,319
Total Fund 261	393,627	-	207,387	-	207,387	-	248,695	-	352,319
Fund 27									
Special Revenue - School 2000-2010	112								112
Total Fund 27	112	-	-	-	-	-	-	-	112
Fund 272									
School Health Grant FY2002/03/06/07	(431)								(431)
School Health Grant FY2008	14,971		82,820		82,820		77,154		20,637
Improve Child Mental Health FY'2008	12,648								12,648
Total Fund 272	27,188	-	82,820	-	82,820	-	77,154	-	32,854
Fund 273									
Academic Support Grant Prev Years	2,360								2,360
Academic Support Grant FY2007	(2,150)								(2,150)
Academic Support Grant FY2008	2,200								2,200
Academic Support Grant FY2009	15,066							15,066	
Academic Support Grant FY2010	(21,712)		21,398		21,398	15,066	20,236		(5,484)
Total Fund 273	(4,236)	-	21,398	-	21,398	-	20,236	-	(3,074)
Fund 274									
Early Literacy Program FY'2008	2,944								2,944
Early Literacy Program FY'2009	1								1
H.S. Improvement FY2002	521								521
SAFE Environment FY'2009	(5,993)		10,660		10,660		5,517		(850)
SAFE Environment FY'2008	(2,425)								(2,425)
Total Fund 274	(4,952)	-	10,660	-	10,660	-	5,517	-	191
Fund 276									
Foundation Reserve FY'2007/2008	1,844								1,844
Math/Science - MTSS FY'2012	7,500		22,431		22,431		29,931		
Federal ARRA Support FY'2010	653,247								653,247
Federal ARRA - IDEA FY'2010	41,360								41,360
Federal ARRA Support FY'2011	(12,995)								(12,995)
Federal ARRA - Title IID	(1,354)								(1,354)
Fed ARRA SFSF Carryover	73,015								73,015
Education Jobs Grant - FY'2011	(43,024)		48,603		48,603		6,480		(901)
Total Fund 276	719,593	-	71,034	-	71,034	-	36,411	-	754,216
Fund 277									
Drug Free Schools-FY2002/FY'2011	1,866								1,866
Total Fund 277	1,866	-	-	-	-	-	-	-	1,866
Fund 279									
Title 1 FY'2013	-	317,994			317,994		325,697		(7,703)
Title I FY'2012	(76,051)	128,780			128,780		52,595		134
Title 1 FY'2008-FY'2011	18,402								18,402
Total Fund 279	(57,649)	446,774	-	-	446,774	-	378,292	-	10,833
Fund 280									
SPED Early Child Alloc FY2007	(102)								(102)
Federal ARRA - IDEA EC FY'2010	(22,843)								(22,843)
Early Learn.Challenge Grt.FY'2013	-	7,540			7,540		8,180		(640)
SPED Early Child Alloc FY'2010	(19,531)	44,432			44,432		33,062		(8,161)
Pre-Kinder Classroom FY'2008	(2,981)								(2,981)

LUDLOW
SRF ACTIVITY SCHEDULE
6/30/13

	Beg Bal 6/30/2012	Federal	State	Other	Total Revenue	Transfers in	Expended	Trans out	Balance 6/30/2013
Total Fund 280	(45,457)	51,972	-	-	51,972	-	41,242	-	(34,727)
Fund 281									
PL94-142 SPED FY2002	(9,387)				-				(9,387)
PL94-142 SPED FY2007	(376)				-				(376)
PL94-142 SPED FY2012/2013	(102,041)	741,641			741,641		788,614		(149,014)
Total Fund 281	(111,804)	741,641	-	-	741,641	-	788,614	-	(158,777)
Fund 282									
Community Partnerships FY2008	(1,053)				-				(1,053)
Community Partnerships FY2009/10	(31,230)		75,355		75,355		34,922		9,203
Family Community Grant FY2010	(2,190)		89,016		89,016		98,378		(11,552)
Total Fund 282	(34,473)	-	164,371	-	164,371	-	133,300	-	(3,402)
Fund 283									
SPED Program Improv - FY2012	4,998	15,997			15,997		22,461		(1,466)
SPED Program Improv - FY2008	-				-				-
Total Fund 283	4,998	15,997	-	-	15,997	-	22,461	-	(1,466)
Fund 284									
Class Size Reduction FY2002	213				-				213
Teache Quality Grant Part A FY2009/10	9,576	76,061			76,061		54,365		31,272
Enhanced Educ Tech Part B FY2009	(630)				-				(630)
Teache Quality Grant Part A FY2008	-				-				-
Enhanced Educ Tech Part B FY2008	-				-				-
Total Fund 284	9,159	76,061	-	-	76,061	-	54,365	-	30,855
Fund 290									
SPED Electronic Portfolio FY06	-				-				-
Total Fund 290	-	-	-	-	-	-	-	-	-
Total All Special Revenue Funds	2,657,164	1,717,278	5,120,148	1,955,022	8,792,448	65,319	8,135,143	86,227	3,293,561 ties to B/S

TOWN TREASURER

The Town Treasurer is pleased to report that over five million dollars of General Fund monies remain invested in term investments with good interest yields. This is over and above the investments which occur during tax payment receipts. This excellent cash flow remains possible due to the cooperation of both the Assessors and Tax Collectors offices. The Treasurer has collected, as of December 31, 2013, the total of \$235,000.00 on Tax Titles.

GENERAL FUND AS OF DECEMBER 31, 2013 WAS AS FOLLOWS:

Bank	Account	Balance
TDBankNorth	Master	1,406,536.09
	Sewer	7,578.86
	Golf Course	335,193.78
	Golf Course Merchant	337,803.89
	Money Market	2,067,108.91
	Cafeteria	385,578.37
Citizens	Master	2,587,052.46
	Guaranty Deposits	1,106,806.87
People's United	County Jail	74,003.53
	Water/Cops	238,830.70
M.M.D.T.	Money Market	103,092.76
Berkshire Bank	Money Market	2,058,229.60
Unibank	Money Market	<u>1,173,862.42</u>
		11,881,678.24
	Payroll Distribution	
	Gross Payroll	32,847,125.70
	Fica	428,750.48
	Federal Withholding	3,257,687.02
	State Withholding	1,449,288.43
	Retirement	2,905,616.43
	United Fund	2,931.00
	Annuities	389,419.22
	Health Insurance	1,303,136.77
	Life Insurance	53,920.48
	Credit Union & Banks	1,969,378.56
	Union Dues	302,874.21
	Deferred Compensation	508,998.72
	Dental	139,239.07
	Aflac	16,180.65
	Other Withholdings	119,704.65

TRUST FUNDS AS OF DECEMBER 31, 2013

All trust funds are invested and receiving maximum interest:

Citizens Stabilization Fund	\$ 787,571.19
Bartholomew (Comm. Financial)	2,098,544.84
Bartholomew (Comm.Fin.OPEB)	50,687.08
Morgan Stanley-Cemetery	<u>1,318,708.18</u>
	\$ 4,255,511.29

HEALTH AND LIFE INSURANCE

The Town of Ludlow, through the Board of Selectmen, entered into a contract with Boston Mutual Life Insurance Company for one more year and Blue Cross HMO Blue, HMO Care Elect-PPO, HMO Medicare, Managed Blue for Senior, Medex III and Blue Dental contracts were signed with effective dates running from July 1, 2013 to June 30, 2014. The following rates prevail:

Monthly Premiums

	Town's share	Employee's share	Total
Network Blue			
Individual	500.29	117.35	617.64
2 Person	1,000.59	234.70	1,235.29
Family	1,370.80	321.54	1,692.34
Blue Care Elect-PPO			
Individual	630.89	147.98	778.87
2 Person	1,261.76	295.96	1,557.72
Family	1,728.62	405.47	2,134.09
Senior Plans			
Medex III	322.98	322.98	645.96
Medicare HMO Blue	199.89	46.88	246.77
Managed Blue for Seniors	323.05	75.77	398.82
Boston Mutual Life Insurance			
\$10,000.00 coverage for active employees		3.30	6.60
\$ 2,000.00 coverage for retirees		.66	1.32
Dental Blue			
Individual	11.50	11.49	22.99
Family	33.43	33.42	66.85

Respectfully submitted,
Candida Batista
Treasurer

TOWN CLERK

REGISTRATION

Nomination papers and petitions were certified by the Registrars in the year 2013. The breakdown of registered voters per precinct as of December 31, 2013 is as follows:

Precinct	A	D	G	J	L	O	Q	R	T	U	Grand Totals
01	-	944	1	5	6	1	-	268	1	1147	2373
02	-	819	-	3	5	-	-	210	2	878	1917
03	-	852	-	-	10	1	-	358	1	1194	2416
04	1	1038	2	5	7	2	1	232	1	1006	2295
05	-	588	-	1	6	-	-	218	1	826	1640
06	-	1019	-	3	3	2	2	308	-	1249	2586
Grand Totals	1	5260	3	17	37	6	3	1594	6	6300	13227

TOWN ELECTION MARCH 25, 2013

A total of 458 (3% of 13,108 registered voters) ballots were cast. Precinct 1 – 69, Precinct 2 – 58, Precinct 3 – 71, Precinct 4 – 101, Precinct 5 – 64, Precinct 6 – 95, the polls were open 10:00 am until 8:00 pm.

SPECIAL STATE PRIMARY APRIL 30, 2013

A total of 1396 (11% of 13,117 registered voters) ballots were cast. Precinct 1 – 228, Precinct 2 – 167, Precinct 3 – 232, Precinct 4 – 232, Precinct 5 – 204, Precinct 6 – 333, the polls were open 7:00 am until 8:00 pm.

PROCEEDINGS SPRING ANNUAL TOWN MEETING MAY 13, 2013

ARTICLE 1: Voted that the Town accept the reports of the Town Officers as printed in the Annual Town Reports of the Town Officers as printed in the Annual Town Report for the calendar year 2012.

ARTICLE 2: Voted that the Town accept the progress on part of the following committees and to have said committees continue. The Capital Improvement Planning Committee, Celebrate Ludlow Committee, Cemetery Committee, Computer Advisory Committee, Community Preservation Committee, Energy Research Committee, Fair Housing Committee, Haviland Beach Study Committee, Industrial Finance Authority,

Insurance Advisory Committee, Ludlow Local Emergency Planning Committee, Long Range Planning Committee, Ludlow Cultural Council, Mobile Home Rent Board, Open Space Planning Committee, Personnel Board, Pond Management Committee, Veterans Memorial Committee, Westover Metropolitan Development Corporation, Westover Advisory Commission, Historic District Study Committee and Friends of the Reservoir.

ARTICLE 3: Voted that the Town raise and appropriate the sum of \$5,000.00 for the printing of the Annual Town Report for the calendar year 2013 and the printing of the Town Meeting Warrants and recommendations.

ARTICLE 4: Voted that the Town raise and appropriate the sum of \$42,000.00 for the purpose of conducting an Annual Town Audit for the Fiscal Year ending June 30, 2013.

ARTICLE 5: (BudgetTown Accountant)**

ARTICLE 6: Voted that the Town postpone action on Article 6 of the May 13, 2013 Annual Town Meeting Warrant. **POSTPONED**

ARTICLE 7: 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 8: Voted that the Town amend the Compensation Plan of the Personnel Policy Bylaw of the Town of Ludlow as authorized under Chapter 41, sec. 108A and 108C of the Massachusetts General Laws by deleting the current minimums and maximums and increment steps for the Non-Union Personnel, as listed under Custodians, Schedule V, Inspectors, Schedule XVI, Cable Television, Schedule XIV, Special Police, Finger Printer, Crossing Guards and Matrons, Schedule IV and Management, Schedule XIII and replacing them with the minimums, maximums and increment steps as printed in Article 8 of the May 13, 2013 Annual Town Meeting Warrant.

ARTICLE 9: Voted that the Town amend the Personnel Policy Bylaws of the Town of Ludlow, Section 12.2, Sick Leave, as authorized under Chapter 41, Sections 108A and 108C of the Massachusetts General Laws, by changing the current dollar amount per day payment for the Sick Leave Buyback from \$10.00 to \$20.00.

ARTICLE 10: Voted that the Town amend the Personnel Policy Bylaws of the Town of Ludlow, Longevity, Section 19.1, as authorized under Chapter 41, Sections 108A and 108C of the Massachusetts General Laws, by changing the current language under full time employees to add a Longevity payment of fifteen hundred dollars (1,500) after twenty-five (25) years of continuous employment as printed in Article 10 of the May 13, 2013 Annual Town Meeting Warrant.

ARTICLE 11: Voted that the Town, acting through its Board of Health, re-establish a revolving fund, separate from the General Fund, in accordance with Massachusetts General Laws, Chapter 44, sec. 53E1/2, for the purpose of receiving and expending on-site sewage disposal fees, said funds to be deposited with the Town Treasurer, and with payments from the fund to be expended by the Board of Health to pay sewage system inspectors and other expenses of the inspection program, said fund not to exceed \$24,000 for the fiscal year 2014.

ARTICLE 12: Voted that the Town establish a revolving fund for the Board of Health, pursuant to Massachusetts General Laws Chapter 44, sec. 53E1/2, said fund to receive vaccine fees, said fund to be deposited with the Town Treasurer and with payments from the fund to be expended by the Board of Health, said fund not to exceed \$20,000 for Fiscal Year 2014.

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

**PROCEEDINGS SPECIAL TOWN MEETING WITHIN THE ANNUAL TOWN MEETING
MAY 13, 2013**

ARTICLE 1: Voted that the Town transfer from Free Cash the sum of \$2,902.50 for unpaid bills and/or over expended accounts of previous years as follows: \$2,037.00 – New England Orthopedic Surgeons invoice received after June 30, 2012. \$829.50 – New England Orthopedic Surgeons invoice received after June 30, 2012. Total - \$2,902.50

ARTICLE 2: Voted that the Town amend the Compensation Plan of the Personnel Policy Bylaw of the Town of Ludlow as authorized under Chapter 41, sec. 108A and 108C of the Massachusetts General Laws by deleting the current minimums and maximums and increment steps for Fire Department, Schedule III, and replacing them with the minimums, maximums and increment steps as printed in Article 2 of the May 13, 2013 Special Town Meeting Warrant.

ARTICLE 3: Voted that the Town transfer from Free Cash the sum of \$70,990.00, said sum to be added to the Fire Department Personal Services Budgets for Fiscal Year 2013 to fund the negotiated pay increase with the Ludlow Fire Fighters Association, Local 1840, I.A.F.F., AFL-CIO Union, said sum to be distributed as follows, Fire Division, \$37,472.00 Ambulance-EMT Division \$33,518.00.

ARTICLE 4: Voted that the Town amend the Compensation Plan of the Personnel Policy Bylaw of the Town of Ludlow as authorized under Chapter 41, sec. 108A and 108C of the Massachusetts General Laws by deleting the current minimums and maximums and increment steps for Hubbard Public Library Technicians Schedule VI and replacing them with the minimums, maximums and increment steps as printed in Article 4 of the May 13, 2013 Special Town Meeting Warrant.

ARTICLE 5: Voted that the Town transfer from Free Cash the sum of \$19,900.00, said sum to be added to the Library Department Personal Services Budgets for Fiscal year 2013 to fund the negotiated pay increase with the Ludlow Library Technicians Union.

ARTICLE 6: Voted that the Town transfer from Free Cash the sum of \$23,786 to be applied to close out a number of deficit balances and to apply surpluses in old special article accounts and capital projects from Fiscal years 1999 to 2009 as follows: Description and Amount: COPS Homeland Security - \$949, FY'99 Law Enforce Block Grant - \$998, FY'00 Law Enforce Block Grant - \$1,193, FEDS Cops FAST - \$3,850, Fire-Homeland Security FY'05 - \$7,687, Sportsman Road Reconstruction - \$4,225, Hubbard St CSO Project - \$20,250, PVPC State Street CSO Abate - \$1,417, School – Children's Lang Institute - \$5,903, Aerial Platform Truck - \$280, Fiber Optic System - \$5,796, High School Addition - \$756, LHS Roof Replacement - \$993, CDBG Rehab - \$229, First Meeting House - \$-30,740, TOTAL - \$23,786.

ARTICLE 7: Voted that the Town postpone Article 7 of the May 13, 2013 Special Town Meeting Warrant. **POSTPONED**

ARTICLE 8: Voted that the Town transfer from Free Cash the sum of \$90,000.00 to cover the additional overtime expenses in Police Department Personal Services Budget Account.

ARTICLE 9: Voted that the Town transfer from Free Cash the sum of \$5,000.00 to cover a deficit in expenses incurred by the Fire Department, Personal Services Budget.

Moved and seconded to adjourn the Special within the Annual Town Meeting at 8:20 pm.

Continuation of the May 13, 2013 Annual Town Meeting.

ARTICLE 13: Voted that the Town amend the Classification Plan of the Personnel Policy Bylaws of the Town of Ludlow as authorized under Chapter 41, Sections 108A and 108C by deleting a portion of the current schedule Public Library, and replacing it with a revised section as printed in Article 13 of the May 13, 2013 Annual Town Meeting Warrant.

ARTICLE 14: Voted that the Town postpone action on Article 14 of the May 13, 2013 Annual Town Meeting Warrant. **POSTPONED**

ARTICLE 15: Voted that the Town amend the Classification and Compensation Plan, Schedule A of the Personnel Policy Bylaw of the Town of Ludlow as authorized under Chapter 41, Sections 108A and 108C of the Massachusetts General Laws by deleting a portion of the current Board of Selectmen Schedule and replacing it with a revised portion as printed in Article 15 of the May 13, 2013 Annual Town Meeting Warrant.

ARTICLE 16: Voted that the Town postpone action on Article 16 of the May 13, 2013 Annual Town Meeting Warrant. **POSTPONED**

ARTICLE 17: Voted that the Town establish a Revolving Fund for the Conservation Commission, pursuant to Massachusetts General Laws Chapter 44, sec. 53E ½, said fund to receive consultant fees collected by the Ludlow Conservation Commission per Chapter XV, sec. 6, of the Town of Ludlow Bylaws, said fees to be submitted to the Town Treasurer for deposit and expended by the Conservation Commission in an amount not to exceed \$50,000.00, only to pay independent consultants for services related to the specific project for which they were collected.

ARTICLE 18: Voted that the Town establish a revolving fund for the Conservation Commission, pursuant to Massachusetts General Laws Chapter 44, 53E1/2, said fund to receive wetland fees collected by the Ludlow Conservation Commission per Chapter XV, sec. 6, of the Town of Ludlow Bylaws, said fees to be submitted to the Town Treasurer for deposit and expended by the Conservation Commission in an amount not to exceed \$80,000.00, only for expenses attributable to the administration and enforcement of the Wetlands Protection Act and Ludlow Conservation Commission Bylaws and Maintenance of Conservation Land.

ARTICLE 19: Voted that the Town amend the Classification Plan of the Personnel Policy Bylaw of the Town of Ludlow as authorized under Chapter 41, Section 108A and 108C by deleting a portion of the current schedule and replacing it with a revised section for Computer Services as printed in the May 13, 2013 Annual Town Meeting Warrant.

AMENDMENT (ARTICLE 19): Voted that the Town amend the Motion for Article 19 of the May 13, 2013 Town Meeting Warrant to add the following language. “and to amend the Compensation Plan by establishing the minimum and maximums and increments steps as printed below:

	Min.	1	2	3	4	5
Computer Services						
CS-1	15.00	16.00	17.00	18.00	19.00	20.00

ARTICLE 20: Voted that the Town raise and appropriate a sum of money not to exceed \$17,000 to be added to the Fiscal Year 2014 Information Technology, Computer Services, Personal Services budget to fund the previous article.

ARTICLE 21: Voted that the Town amend the Classification and Compensation Plan, Schedule A of the Personnel Policy Bylaw of the Town of Ludlow as authorized under Chapter 41, Sections 108A and 108C of the Massachusetts General Laws by deleting a portion of the current Town Collector Schedule and replacing it with a revised portion as printed in Article 21 of the May 13, 2013 Annual Town Meeting Warrant.

ARTICLE 22: Voted that the Town postpone action on Article 22 of the May 13, 2013 Annual Town Meeting Warrant. **POSTPONED**

ARTICLE 23: Voted that the Town transfer from Free Cash the sum of \$83,000.00 to be used to provide matching funds for a 50/50 State Historical Preservation Grant to be used for general repairs, roof replacement and handicapped accessibility at the First Meeting House.

ARTICLE 24: Voted that the Town amend the Classification and Compensation Plan of the Personnel Policy By-Laws of the Town of Ludlow as authorized under Chapter 41, Sections 108A and 108C of the Massachusetts General Laws, for the Recreation Department, by deleting the Counselors work week hours of 37.5 and replacing with a 40 hour work week to take effect on July 1, 2013 as printed in Article 24 of the May 13, 2013 Annual Town Meeting Warrant.

ARTICLE 25: Voted that the Town raise and appropriate the sum of \$6,300.00, to be added to the Fiscal Year 2014 Recreation Department Budget, Personnel Services, Account #512081 to fund the increase in hours for the Counselor positions to be effective July 1, 2013.

ARTICLE 26: Voted that the Town vote to transfer \$23,000.00 from the Ambulance Subscription Fund to purchase two power ambulance stretchers including accessories and installation for use on two of the Town's ambulances.

ARTICLE 27: Voted that the Town amend the Classification and Compensation Plan of the Personnel Policy Bylaw of the Town of Ludlow as authorized under Chapter 41, Sections 108A and 108C of the Massachusetts General Laws by adding to the Fire Department the position of Deputy Fire Chief as printed in the May 13, 2013 Annual Town Meeting Warrant.

ARTICLE 28: Voted that the Town accept the provisions of Massachusetts General Laws Chapter 32B, Section 20 which provides for the establishment of another Post-Employment Benefits Liability Trust Fund.

ARTICLE 29: Voted that the Town transfer from Free Cash the sum of \$50,000.00 to be deposited into the Trust Fund established by the previous article.

ARTICLE 30: Voted that the Town amend the Classification and Compensation Plan, Schedule A of the Personnel Policy Bylaw of the Town of Ludlow as authorized under Chapter 41, Sections 108A and 108C of the Massachusetts General Laws by adding to the Police Department Schedule an additional Police Lieutenant position bringing the number assigned to two (2) as printed in the May 13, 2013 Annual Town Meeting Warrant.

ARTICLE 31: Voted that the Town amend the Classification Plan of the Personnel Policy Bylaw of the Town of Ludlow by deleting the current number of Patrolmen

assigned to the Police Department and replacing with a new number of twenty-nine Patrolmen assigned, which will read as printed in Article 31 of the May 13, 2013 Annual Town Meeting Warrant.

ARTICLE 32: Voted that the Town raise and appropriate the sum of \$43,000.00 to be added to the Fiscal Year 2014 Police Department Budget, Personal Services, to fund the previous article.

ARTICLE 33: Voted that the Town establish a revolving fund for the School Department, pursuant to Massachusetts General Laws Chapter 44, sec 53E ½, said fund to receive payments from the Massachusetts Math and Science Initiative Advance Placement Grant, said fund to be deposited with the Town Treasurer with payments from the fund to be expended by the School Department, up to twenty five thousand dollars and no cents (\$25,000.00) to pay expenses for Advanced Placement Teachers at Ludlow High School, according to the terms of the grant.

ARTICLE 34: Voted that the Town amend the Town of Ludlow Bylaws, Chapter XV: Conservation Commission Bylaw, 2.B Flood Control, by deleting the current paragraphs and inserting the corrected paragraphs, as printed in Article 34 of the May 13, 2013 Annual town Meeting Warrant.

ARTICLE 35: Voted that the Town amend the Zoning Bylaws of the Town of Ludlow, TABLE 1 LUDLOW TABLE OF PRINCIPAL USES, by adding Automated Vending Kiosk (Exterior) under LAND USE CLASSIFICATION/BUSINESS USES to be allowed through site Plan Approval (SPA) in Business A, Business B, Industrial A, Industrial C and by the Administrative Review Committee (ASPA) in the Mill Redevelopment District (MRD). Amend Site Plan Approval (SPA) to site Plan Approval from the Administrative Review Committee (ASPA) in the Mill Redevelopment District, and to amend Table 1 to reflect these changes as printed in Article 35 of the May 13, 2013 Annual Town Meeting Warrant.

ARTICLE 36: Voted that the Town amend the Zoning Bylaws of the Town of Ludlow, TABLE 1 LUDLOW TABLE OF PRINCIPAL USES, by adding Accessory Apartment under LAND USE CLASSIFICATION/RESIDENTIAL USES to be allowed through a Special Permit (SPPB) in Residential A-1, Residential A, Residential B, Agriculture, and the Agriculture Moderate Density Overlay, and to amend Table 1 to reflect these changes as printed in Article 36 of the May 13, 2013 Annual Town Meeting Warrant.

ARTICLE 37: Voted that the Town amend the Zoning Bylaws of the Town of Ludlow, TABLE 1 LUDLOW TABLE OF PRINCIPAL USES, by adding Beauty Salon Booth Rentals under LAND USE CLASSIFICATION/BUSINESS USES to be allowed through a Change of Occupancy in Business A, Business B, Agriculture Moderate Density Overlay, Industrial A, Industrial C, and in the Mill Redevelopment District and to amend Table 1 to reflect these changes as printed in Article 37 of the May 13, 2013 Annual Town Meeting Warrant.

ARTICLE 38: Voted that the Town amend the Zoning Bylaws of the Town of Ludlow, TABLE 1 LUDLOW TABLE OF PRINCIPAL USES, by adding under KEY, PERMITTED USES: CO-Change of Occupancy and to amend Table 1 to reflect these changes as printed in Article 38 of the May 13, 2013 Annual Town Meeting Warrant.

ARTICLE 39: Voted that the Town amend the Zoning Bylaws of the Town of Ludlow, TABLE 1 LUDLOW TABLE OF PRINCIPAL USES, by adding Automated Teller Machine (ATM) (Exterior) under LAND USE CLASSIFICATION/BUSINESS USES to be allowed through Site Plan Approval (SPA) in Business A, Business B, Agriculture Moderate Density Overlay, Industrial A, Industrial C, and by the Administrative Review Committee (ASPA) in the Mill Redevelopment District (MRD). Amend site Plan Approval (SPA) to Site Plan Approval from the Administrative Review Committee (ASPA) in the Mill Redevelopment District, and to amend Table 1 to reflect these changes as printed in Article 39 of the May 13, 2013 Annual Town Meeting Warrant.

ARTICLE 40: Voted that the Town amend the Zoning Bylaws of the Town of Ludlow, Section X, DEFINITIONS, by adding the following definitions; Automated Vending Kiosk, Automated Teller Machine (ATM), Beauty Salon Booth Rental, and Floodplain, as printed in Article 40 of the May 13, 2013 Annual Town Meeting Warrant.

ARTICLE 41: Voted that the Town amend the Zoning Bylaws of the Town of Ludlow, Section V, OVERLAY DISTRICT REGULATIONS, 5.0 FLOODPLAIN DISTRICT BYLAW by deleting the following sections in their entirety, 5.0.2 District Delineation and 5.0.3 use Regulations and inserting new sections. Add e., f., g., and h. to 5.0.5 Special Permits in Floodplain district, as printed in Article 41 of the May 13, 2013 Annual Town Meeting Warrant.

ARTICLE 42: Voted that the Town endorse the 2011 Town of Ludlow Master Plan Implementation Strategies, as described in the document Ludlow Master Plan, a copy of which is available for view at the Library, Town Clerk's Office, the Planning Board Office and on the Planning Board web site. **MOTION FAILS**

ARTICLE 43: Voted that the Town amend the Zoning Bylaws and Zoning Map of the Town of Ludlow, by changing from Agriculture to Business A, a parcel of land owned by David C Midwood, located at 329 West Street (Assessors Map #3, Parcel 1A), as described in Article 43 of the May 13, 2013 Annual Town Meeting Warrant.

ARTICLE 44: Voted that the Town amend the Zoning Bylaws and Zoning Map of the Town of Ludlow, by changing from Business A to Residence B, parcels of land owned by TMTG Property Management, LLC, located at 17-21 Lower Whitney Street (Assessors Map #14B, Parcels 74 & 75), as described in Article 44 of the May 13, 2013 Annual Town Meeting Warrant.

ARTICLE 45: Voted that the Town discontinue as a Public Way a portion of Salli Circle which was originally drawn on the plans but not developed and accepted as a Public Way as written in Article 45 of the May 13, 2013 Annual Town Meeting Warrant.

ARTICLE 46: 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 First Avenue, in accordance with the Legal Description as printed in Article 46 of the May 13, 2013 Town Meeting Warrant.

ARTICLE 47: Voted that the Town appropriate State Chapter 90 Highway Aid Funds for engineering, construction, reconstruction and or repairs to Town roads and bridges and to authorize the Selectboard, if necessary, to borrow in anticipation of the receipt of such State Aid.

ARTICLE 48: Voted that the Town authorize the Board of Public Works to enter into a contract with Mass DOT in the amount of \$1,059,283 for the construction and maintenance of public roads for the ensuing years.

ARTICLE 49: Voted that the Town appropriate \$10,000 for the Landfill Closure Enterprise Fund for inspection and testing for air and water quality, general maintenance, vents and mowing and that the \$10,000 be taken from the Landfill Enterprise Fund Balance.

ARTICLE 50: Voted that the Town raise and appropriate and transfer from available funds the total sum of \$506,401.00 from the sources identified later in this motion to fund the Fiscal Year 2014 Capital Improvements Program as follows:

Department, Description, Amount: DPW Intl Dump/Sander Truck \$183,000 1st yr of 3 yr lease - \$62,782 Haviland Beach Fence \$31,315. School East Street School Controller/Boiler System - \$241,000 ICT Infrastructure and Security - \$33,000. Westover Golf 3rd yr lease (3yr lease \$17,244 p.y.) Workman, Greenmaster ProPass - \$17,244. Fire Ambulance – 2nd yr (4 yr lease - \$48,112.82 p.r) - \$48,113 – SUV/Car 1 - \$42,884. Police Cruiser/Admin Vehicle - \$30,063. 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 said sum be raised as follows: The sum of \$55,000.00 be raised and appropriated, the sum of \$17,244.00 be transferred from the Westover Golf Retained Earnings, the sum of \$48,113.00 be transferred from the Ambulance Subscription Fund, the sum of \$26,000.00 be transferred from the close out of Article 43 of the ATM 5/9/2011, the sum of \$9,000.00 be transferred from Emergency preparedness Article 16 of the STM 10/1/12 and the sum of \$351,044.00 be transferred from Free Cash.

ARTICLE 51: Voted that the Town transfer from Free Cash the sum of \$100,000.00 to fund the Building Infrastructure Article established by August 17 of the October 1, 2012 Special Town Meeting Warrant and authorize the Board of Selectmen to expend such funds.

ARTICLE 52: Voted that the Town transfer from Free Cash to sum of \$125,000.00 for the Fiscal Year 2014 Reserve Fund.

ARTICLE 53: Voted that the Town transfer from Free Cash the sum of \$500,000.00 to fund the Stabilization Fund.

ARTICLE 54: Voted that the Town transfer the sum of \$500,000.00 from the Unreserved Fund Balance to be used by the Board of Assessors in determining the Fiscal Year 2014 Tax Levy.

****ARTICLE 5:** Voted that the Town appropriate \$56,000,925 for Town Purposes and charges during the Fiscal Year ending June 30, 2014, and that said sum include the following salaries for elected officials: Moderator, 1, \$486.00: Chairman, Board of Selectmen, 1, \$4,448.00: Members, Board of Selectmen, 4, \$3,489.00: Town Treasurer, 1, \$65,691.00: Town Collector, 1, \$65,691.00: Chairman, Board of Assessors, 1, \$4,427.00: Members, Board of Assessors, 2, \$3,472.00: Town Clerk, 1, \$65,691.00: Chairman, Board of Health, 1, \$3,300.00: Members, Board of Health, 2, \$3,300.00: Chairman, Board of Public Works, 1, \$3,546.00: Members, Board of Public Works, 4, \$2,801.00: Chairman, School Committee, 1, \$3,000.00: Members, School Committee, 4, \$2,500.00: Chairman, Planning Board, 1, \$3,121.00: Members, Planning Board, 4, \$2,601.00: I further move that the Total appropriations be allocated to the various Town Departments in accordance with numbered 1 through 43 of the attached Budget Listing entitled "Town of Ludlow Departmental Budgets", and using the column headed "Fiscal Year 2014 Recommended". I further move, \$656,316 to be applied from "Fiscal Year 2014 Golf Course Revenues" to fund the Westover Municipal Golf Course Budget item 42, \$77,000 to be transferred from Fiscal 2014 Golf Course Revenues to fund Fiscal 2014 Indirect Golf Course costs appropriated in the General Fund, \$1,283,697 to be applied from "Fiscal Year 2014 Sewer Fund Revenues" to Fund the Sanitary Sewer Budget item 43, \$302,000 to be transferred from Fiscal 2014 Sewer Fund Revenues to fund Fiscal 2014 Indirect Sewer Fund costs appropriated in the General Fund and the balance of \$53,681,912 is to be raised and appropriated.

Moved and seconded to dissolve the Spring Annual Town Meeting of May 13, 2013 at 10:59pm.

SPECIAL STATE ELECTION JUNE 25, 2013

A total of 2892 (22%) ballots were cast. Total number of registered voters 13,101. Precinct 1 – 494: Precinct 2 – 326: Precinct 3 – 528: Precinct 4 – 495: Precinct 5 – 395: Precinct 6 – 654: For a total of 2892 ballots were cast. The polls were open from 7:00 am until 8:00 pm.

PROCEEDINGS FALL SPECIAL TOWN MEETING OCTOBER 7, 2013

ARTICLE 1: Voted that the Town postpone action on Article 1 of the October 7, 2013 Special Town Meeting.

POSTPONED

ARTICLE 2: Voted that the Town amend the Personnel Policy Bylaws of the Town of Ludlow as authorized under Chapter 41, Sections 108A and 108C of the Massachusetts General Laws, by adding a new section, Section 27.9, Personal Social Networking, which provides guidelines to employees on the use of Social Networks, as printed in Article 2 of the October 7, 2013 Special Town Meeting Warrant.

DEFEATED

ARTICLE 3: Voted that the Town amend the Town Bylaws, Chapter II, Regulating the Conduct of Town Business, by adding a new section, Section 41, Civil Fingerprinting, as printed in Article 3 of the October 7, 2013 Special Town Meeting Warrant.

ARTICLE 4: Voted that the Town amend the Town Bylaws, Chapter III, Regulating Certain Occupations, by adding a new section, Section 5, Ice Cream Truck Vendors, as printed in Article 4 of the October 7, 2013 Special Town Meeting Warrant.

ARTICLE 5: (AMENDMENT) Voted that the Town amend Article 5 of the October 7, 2013 Special Town Meeting Warrant to by changing the language in Section D, Reporting of Stolen items, last paragraph, from fifteen (15) days to thirty (30) days. **(Motion passes as amended)**

Main motion (article 5) Voted to pass the Town Bylaws, Chapter III, Regulating Certain Occupations, by adding a new section, Section 6, Pawn Shops/Buyers and Sellers of Gold, as printed in Article 5 of the October 7, 2013 Special Town Meeting Warrant.

ARTICLE 6: Voted that the Town amend the Compensation Plan of the Personnel Policy Bylaw of the Town of Ludlow as authorized under Chapter 41, Sections 108A and 108C of the Massachusetts General Laws, to reflect the most current contracts by deleting the current minimums and maximums and increment steps for the Ludlow Police Department, International Brotherhood of Police Officers, Local 374, and the Ludlow Police Supervisors, Local 487, Schedule IV, and replacing them with the minimums, maximums and increment steps as printed in Article 6 of the October 7, 2013 Special Town Meeting Warrant.

ARTICLE 7: Voted that the Town amend the Compensation Plan of the Personnel Policy Bylaw of the Town of Ludlow as authorized under Chapter 41, Sections 108A and 108C of the Massachusetts General Laws, to reflect the most current contract by deleting the current minimums and maximums and increment steps for the Board of Health Nurses, Schedule VII and replacing them with the minimums, maximums and increment steps as printed in Article 7 of the October 7, 2013 Special Town Meeting Warrant.

ARTICLE 8: Voted that the Town raise and appropriate the sum of \$4,800.00 said sum to be added to the Board of Health Department, Nurses, Personal Services Budgets for Fiscal Year 2014 to fund the negotiated pay increase with the Ludlow Board of Health Nurses Union as approved in the preceding vote.

ARTICLE 9: (AMENDMENT) Voted that the Town amend the motion which is being made with respect to Article 9 and that in lieu of the original motion, the Board of Selectmen appoint a working group consisting of Representatives from the Board of Selectmen, Board of Public Works, Planning Board, Board of Assessors, School Committee, Recreation/Golf Commission, Library Trustee, Personnel Board and Treasurer, Collector and Clerks Offices and that the working group be charged to determine whether the position of Human Resources Director be created and if so, recommend the Classification Grade and number of hours to be worked. **(motion passes as amended)**

Main Motion (article 9) Voted that the Town amend the Classification and Compensation Plan, Schedule A and Schedule B of the Personnel Policy Bylaw of the Town of Ludlow as authorized under Chapter 41, Sections 108A and 108C of the Massachusetts General Laws by adding a new section, Human Resources, which allows for the new position of a Human Resources Director as printed in Article 9 of the October 7, 2013 Special Town Meeting Warrant. **(defeated)**

ARTICLE 10: Voted that the Town amend the Zoning Bylaws of the Town of Ludlow, by adding a new section, Section XI, Temporary Moratorium on Medical Marijuana Dispensaries, and further to amend the table of contents to add Section XI, "Temporary Moratorium on Medical Marijuana Treatment Centers/Registered Marijuana Dispensaries:", as printed in Article 10 of the October 7, 2013 Special Town Meeting Warrant.

ARTICLE 11: Voted that the Town amend the Personnel Policy Bylaws of the Town of Ludlow as authorized under Chapter 41, Sections 108A and 108C of the Massachusetts General Laws, by adding new section, Section 32, Policy on Workplace Violence, as printed in Article 11 of the October 7, 2013 Special Town Meeting Warrant.

ARTICLE 12: Voted that the Town accept Massachusetts General laws, Chapter 44B, Section 3 through 7, inclusive, known as the Community Preservation Act, which will approve a surcharge on Real Property for the purposes permitted by said act, including the Acquisition, Creation, Preservation and Rehabilitation of Land for Recreational Use, Historic Resources, Open Space, Support of Community Housing, and the Rehabilitation of such Open Space and Community Housing. The surcharge will be one (1%) percent of the Annual Property Tax assessed on Real Property commencing in Fiscal Year 2015, and to exempt from the surcharge the following:

1. Property owned and occupied as a domicile by any person who qualifies for low income housing or low or moderate income senior housing in Ludlow as defined in section 2 of the Act;
2. \$100,000 of the value of each taxable parcel of residential real property; and
3. \$100,000 of the value of each taxable parcel of class three, commercial property and class four, industrial property as defined in section 2a of chapter 59.

A taxpayer receiving a regular property tax abatement or exemption will also receive a full or partial reduction in the surcharge.

ARTICLE 13: Voted that the Town amend the Zoning Bylaws of the Town of Ludlow, Section III, General use Regulations, 3.3 Accessory use Regulations, 3.3.1 General Accessory Regulations by deleting the following sentence from b.2. Accessory Buildings, "It shall also have a setback requirement of fifteen (15) feet to the rear of the principal structure," as printed in Article 13 of the October 7, 2013 Special Town Meeting Warrant.

ARTICLE 14: Voted that the Town amend the Zoning Bylaws of the Town of Ludlow, by adding to Section V, Overlay District Regulations, 5.5 Smart Growth Overlay District with map of associated districts, as printed in Article 14 of the October 7, 2013 Special Town Meeting Warrant.

ARTICLE 15: Voted that the Town amend the Zoning Bylaws and Zoning Map of the Town of Ludlow, by changing from Agriculture to Residence A, a parcel of land owned by Andrzej and Halina Lipior, located at 289 Cady Street (Assessor's Map #1B, Parcel 6), as described in Article 15 of the October 7, 2013 Special Town Meeting Warrant.

ARTICLE 16: Voted that the Town amend the Zoning Bylaws and Zoning Map of the Town of Ludlow, by changing from Agriculture to Residence A, a parcel of land owned by Joanne Grybosh et al, located at 188 Fuller Street (Assessor's Map #11C, Parcel 48), as described in Article 16 of the October 7, 2013 Special Town Meeting Warrant.

ARTICLE 17: Voted that the Town amend the Zoning Bylaws and Zoning Map of the Town of Ludlow, by changing from Agriculture to Industrial A, a parcel of land owned by Lyon Offices, LLC., located on Moody Street (Assessor's Map #3, Parcel 45A), as described in Article 17 of the October 7, 2013 Special Town Meeting Warrant.

ARTICLE 18: 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, Rosewood Drive in accordance with the legal description as printed in Article 18 of the October 7, 2013 Special Town Meeting Warrant.

ARTICLE 19: Voted that the Town raise and appropriate the sum of One Dollar (\$1.00) in order to acquire the fee simple interest and to accept as a Public Way, Olivia Circle in accordance with the legal description as printed, except that in the fifth line from the bottom the number 135.61 should be 136.61, in Article 19 of the October 7, 2013 Special Town Meeting Warrant.

ARTICLE 20: Voted that the Town appropriate the sum of \$505,000.00 for the Town's obligation arising out of the settlement of civil suit brought against the Town by Baltazar Construction, Inc.; That to meet this appropriation the Treasurer use Surplus funds from the Treasury and seek reimbursement, with the approval and authorization of the Board

of Selectmen, through the BORROWING of all or a portion of such amount from the Massachusetts Water Pollution Abatement Trust.

Moved and seconded to dissolve the October 7, 2013 Special Town Meeting at 9:25 pm.

VITAL STATISTICS **NOTES INCOMPLETE

Deaths	**	Births.....	**	Marriages.....	**	
Year	2008	2009	2010	2011	2012	2013
Deaths	164	194	156	183	195	196**
Births	168	148	140	144	132	124**
Marriages	231	210	176	159	158	130**

RECEIPTS

Coloring Books	\$24.00	Burial Perm.	\$710.00	Business Cert.	\$2,005.00
By Laws	\$285.00	Gas Renewal	\$1,510.00	History Book/Tax	\$275.70
Images Book/Tax	\$331.50	Maps	\$24.00	Marriage Int	\$2,025.00
Misc.	\$1,093.82	Parking Violation	\$3,115.00	Photos	-
Pole Location	\$20.00	Raffle Permit	\$40.00	St List	\$520.00
Vitals (death)	\$5,930.00	Vitals Long Births	\$6,030.00	Vitals (Mrg)	\$3,970.00
World War II/Tax	\$75.00	Marijuana	\$100.00	Dog Not N/S	\$2,925.00
Dog N/S	\$12,260.00	Late Fee	\$790.00	Dog Boarding	\$230.00
Stray Dog	\$340.00	Kennel	\$840.00		
Total \$	\$45,469.02				

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

Respectfully submitted,
Laurie Gibbons,
Town Clerk CMMC

HUMAN SERVICES

BOARD OF HEALTH

The Board of Health reorganized in 2013 with Bruce Dziura, M.D., Chairman; Neil D. Paquette, Secretary; Timothy J. Fontaine, Member.

On March 25th, Bruce Dziura, M.D. was elected to serve the three (3) year 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 thirty seven (37) percolation tests, reviewed thirty (30) septic system plans and conducted twenty nine (29) final inspections of septic systems when installed. John Kopinsky, P.E. was reappointed as the Alternate On-Site Sewage Disposal Inspector. Mr. Kopinsky reviewed three (3) septic system plans and conducted three (3) final inspections of septic systems when installed. Sub-surface disposal system permits for new construction issued in 2013 totaled ten (10). Repairs to existing systems totaled thirty one (31).

Three (3) Beaver permits were issued in our Town to remove beavers from where dams were built.

Once again, our Annual Rabies Clinic was held at the Town Garage located at the Department of Public Works on Saturday, April 27th. Dr. Dorsie Kovacs from the Monson Small Animal Clinic was the veterinarian again this year. Our rabies clinic was a success with eighty (80) dogs and seventeen (17) cats being vaccinated. Veterinarians suggest that dogs and cats be vaccinated regularly, since both are exposed to wild animals.

Animal Inspector Sheila Andre responded to eight (8) animal bites.

During 2013, our Health Inspectors responded to and investigated twenty five (25) citizen complaints concerning housing violations, debris, rodents, etc. One hundred twenty six (126) food establishment inspections and sixty (60) catering inspections were carried out in 2013.

MONEY COLLECTED BY THE BOARD OF HEALTH

Nursing Services	22,836.00
Clinic pedicures	11,640.00
Senior Center pedicures	3,020.00
Keystone Commons pedicures	415.00
Immunizations	1,176.00
Sharps Containers	295.00
Sharps Containers Disposal	340.00
2012 Flu Clinic reimbursement	2,653.49
2013 Flu Clinic reimbursement	3,659.38
2012 TB Clinic reimbursement	654.36
HAP Inspections	115.00
Trailer Park assessments	19,728.00
Body Art Establishment permits	1,000.00
Body Art Practitioner permits	100.00
Food Service licenses	3,950.00
Retail Food permits	4,000.00
Trailer Park licenses	225.00
Mobile Food Server permits	75.00
Bakery licenses	900.00
Smokehouse licenses	225.00
Piggery licenses	15.00
Frozen Dessert licenses	270.00
Funeral Director licenses	300.00
Non-Alcoholic Beverage license	37.50
Milk & Cream licenses	615.00
Tobacco permits	2,860.00
Catering permits	540.00
Removal of Garbage permits	225.00
Dumpster permits	1,780.00
Well Construction permits	945.00
Disposal Works Construction permits	825.00
Septic Tank Repair permits	2,550.00
Septic Installer's permits	2,480.00
Septic Tank Pumping licenses	640.00
Permit/License Late fees	47.50
Percolation Test fees	11,850.00
Septic Plan fees	2,975.00
Septic Inspection fees	3,825.00
Total Money Collected	\$109,787.23

Respectfully submitted,
Bruce Dziura, M.D.
Chairman

PUBLIC HEALTH NURSES

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

In spring of 2013, Pioneer Valley Planning Commission and the Hampden County Health Coalition applied for a Community Innovation Challenge (CIC) Grant which received funding for a Shared Public Health Nurse. This grant included the following communities: Holyoke, Westfield, West Springfield, Blandford, East Longmeadow, Granville, Palmer, Southwick and Ludlow. The purpose of this grant is to assist the participating communities with the Massachusetts Virtual Epidemiologic Network (MAVEN) for disease surveillance and to provide networking and shared support services for public nursing and related services. Ludlow has taken a lead position with the grant for we have provided the shared nurse. Angela Kramer, RN, MS expanded her position by fifteen (15) hours. Angela met with all the communities to plan Public Health education meetings, do disease surveillance (MAVEN), set-up flu clinics, scheduling clinics for chronic disease patients and cover for Public Health Nurses when they are out. Angela has been an excellent addition to the grant communities by providing public nursing services.



Joshua Garcia, municipal services coordinator for the Pioneer Valley Planning Commission, meets with registered nurse Angela Kramer, who provides public health nursing services to eight Hampden County communities. *(Republican photo by JOHN SUCHOKI)*

In 2013, five thousand seven hundred eighty-three (5,783) residents were clients at the Board of Health, including seventy-six (76) new clients for home visits and pedicures. The Ludlow Nurses made two thousand three hundred fifty-four (2354) home visits this year. During a visit the nurse may assist residents with bathing, manage medication, do pedicures, provide wound care, administer injections or assess the client and report to the physician. A physician's order is required before the nurse can visit the client.

There were one thousand one hundred seventy-three (1,173) pedicures at the Board of Health, three hundred thirty-one (331) at the Senior Center and one hundred thirty-two (132) at the Keystone Commons clinic. Pedicures can also be provided during a home visit. Blood pressure clinics are held on Thursday afternoon at the Senior Center, the first Wednesday of each month at Wilson Housing Authority, and each afternoon at the Board of Health. TB skin testing and administration of State regulated vaccines is also available at the Board of Health. All children through the age of eighteen (18) years of age are eligible for vaccine, but we must identify if they have health insurance. Adults have limited eligibility for State supplied vaccine; all may receive Tetanus (Td) otherwise, adults must be uninsured or underinsured to be eligible for the vaccine. The nurses have administered the following amount of vaccine in 2013: Vaccine for Children (VFC), nine (9) and adults, twenty-nine (29). Ninety-six (96) TB skin tests were administered from our department. There is a fee of ten dollars (\$10.00) for all our services. Pedicures, TB skin tests, adult vaccinations and treatments done in the office are \$10.00 while a home visit is \$10.00.

The Department of Public Health's reduced budget continues to affect the amount of State supplied flu vaccine we receive. This year our allocation from the State was two hundred (200) doses of flu vaccine. We now have a revolving vaccine account which enables us to purchase flu vaccine privately and we bought two hundred (200) doses of flu vaccine for a total of four hundred (400) being administered to the public. Seventy-five (75) homebound residents were vaccinated and a flu clinic was held at the Senior Center in October, at Town Hall in November, and walk-ins came directly to the Board of Health office.

Residents are now able to purchase and dispose of sharps containers at the Board of Health. The cost is five dollars (\$5.00) to purchase a quart size container and the disposal fee is also five dollars (\$5.00). Larger containers can also be purchased for an added fee. The Massachusetts Virtual Epidemiologic Network, MAVEN is the web-based surveillance system for infectious disease, case investigation and case management. I work closely with Infection Control Nurse Kathy Hudyka, RN at the Hampden County Correctional Facility for total surveillance of the Town of Ludlow. The following diseases have been investigated: Hepatitis C, Influenza, Legionella, Listeria, Lyme, Pertussis, Salmonella, Strep Pneumonia and Malaria. Ludlow has had six (6) Latent TB cases. The Hampden County Correctional Facility (HCCF) continues to see inmates with Hepatitis C and had three hundred eighteen (318) admissions that were positive for Latent TB.

Ludlow residents continue to donate gently used and clean durable medical equipment to our lending closet. This year two hundred seventy-three (273) items have been borrowed through the lending closet. The most requested items are: shower benches/chairs, wheelchairs, transport wheelchairs, commodes, walkers and canes. Providing equipment to residents that makes their day easier and safer is our goal. Thank you to all who have given us equipment, your generosity is greatly appreciated.

What makes my job easier is to work with dedicated community partners like Debbie Johnson, Outreach Coordinator at the Senior Center; the Triad Team; Ludlow Emergency Planning Committee (LEPC); Hampden County Correctional Facility (HCCF); WestMass ElderCare (WMEC); Healthsouth; Greater Springfield Senior Services (GSSS); Hampden County Health Coalition (HCHC); and our Ludlow Public Health Nurses who all have the same goal to carry on services and maintain healthy living and safety for our Ludlow residents. I must acknowledge our devoted nurses who take excellent care of our aging residents with grace and dignity allowing them to stay in their homes as long as possible. This dedication by our staff is recognized by many grateful families. I also want to thank the Board of Health staff and Commissioners for their support in me as Director of Nurses.

Respectfully Submitted,
Francine Rusiecki, RN
Director of Nurses

COMMISSION ON DISABILITY

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. We have produced an informational brochure available at town hall. This past year we have been busy working with Town Administration in increasing awareness of obstacles regarding Town Meetings held at Exit Seven Theater. Items are continually addressed regarding accessible parking, lighting, rest room facilities, seating and emergency notification. We continue our relationship with the Celebrate Ludlow committee in ensuring festivities are accessible to all and to increase parking for the disabled in closer proximity to the celebration and the addition of accessible shuttle transportation to the site. We also are working with the Department of Public Works in creating accessible sani-can facilities at parks and ball fields. Commission members continue to review new construction plans for public buildings to be constructed in Town. Not only must they meet ADA requirements but suggestions are sometimes made by commission members to help make the building more user friendly to those with disabilities.

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

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

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

Respectfully submitted,
Beverly Barry
Chairman

Members:

Beverly Barry, Chairman
Joanne Odat-Staeb, Vice Chairman
John Ollson, Secretary

Lizbeth Boulanger, Assistant Secretary
Andrew Bristol
Eric Segundo, ADA Coordinator

COUNCIL ON AGING
THE LUDLOW SENIOR CENTER
...Looking Ahead...

Each year when I sit to write the annual report, there usually has been some sort of theme throughout the year. This past year I cannot say that. The Senior Center continues to thrive and change. We are seeing more and more new faces and of course still losing friends. We have started to really look to the future and there are a few obvious obstacles....we are getting too big, our building is falling apart and equipment is getting old. This has put us on the path to look ahead.....

Transportation Program...Our vans remained semi-healthy last year and fully staffed, thankfully!!! We have begun to see an increase in the number of riders again which has increased the numbers of miles driven, therefore increasing the wear and tear on our vans. We have expanded our day trips and many seniors are taking advantage of getting out and about for a day. Whether it is to a museum, restaurant or simply to go for a ride, our day trips are still extremely popular. Shawn Simonds continued booking and arranging appointments which helped the Transportation Program run smoothly. Matt Pszeniczny and Jose Afonso continued to drive all over town getting seniors to where they needed to go. It is still our hope to one day expand transportation to include the area hospital campuses. Looking ahead, a new van will be in our future.

Activities Department...What a year! The addition of Sarah Gmeiner has been an exciting one. Sarah has a youth energy that we were lacking around here and has really brought new life and activities into the activity program. She has added new exercise classes, trivia, cultural arts and lots of day trips. She cleaned out much of the old "stuff" we had around here as well. Sarah has many ideas for the future and as we look ahead, I am excited for what she will think of next! Please read the newsletter each month to see what adventures she has planned.

Our partnerships continue to be strong and we hope to add some new partnerships in the coming year. We appreciate all the support we receive from The Ludlow Board of Health, Scantic Valley YMCA, LifeCare of Wilbraham, Wing Medical, Randall Boys and Girls Club and the many other organizations that bring us valuable information and presentations throughout the year. We have established a relationship with HAP Housing over the last year as well. HAP is rejuvenating the Stevens Memorial Building for senior housing. It has been exciting to watch the progress and transformation of the historic Ludlow landmark and to welcome more senior housing in town.

Outreach Department...Continued to be busy as well. We continued to see younger seniors coming through our door that were forced into retirement and now find themselves struggling to make ends meet. We do our best to provide all the help we can. Debbie Johnson has added Community Outreach sites to her schedule. She was able to help those in the community who were not ready to visit us or were unable to get to Chestnut Street. SHINE (Serving the Health Insurance Needs of Elders) has been busy as well. Each year insurance information changes and our volunteers from the

SHINE program have been wonderful and continue to assist seniors with insurance issues. AARP did a record number of taxes for area seniors last year. We are thankful for this volunteer run program!

MySenior continued to become easier for seniors to use, but we still fight the technology battle! We had more and more seniors requesting computer classes and only a few teachers, but we are helping as many as we can. Our newsletter started being e-mailed to folks, we created a Facebook page and we were more active on the Town website. Check us out!

Kathy's Kitchen...Is one of the busiest areas in the Senior Center. Kathy cooked up a record number of meals last year. I don't know what she does in that kitchen but her meals are spectacular! As always, it is still the best deal in town at \$2.00 for lunch. The cost of food has really hit our budget hard so looking ahead we will need to work on increasing our meal budget. We had to do some major repairs to aging kitchen equipment as well. Over 100 meals a day, everyday takes its toll on the equipment. Looking ahead...a bigger, better kitchen!

Volunteers...Sometimes it truly is difficult to find the right words to say THANK YOU! FY 2013 was another Year-of-the-Volunteer. So many volunteers continue to step up to the plate in the kitchen, dining room, with activities and with all the little things we possibly couldn't get to on a daily basis. Our volunteers are spectacular and amaze us every day with their dedication, energy and overall positive attitudes. The Ludlow Senior Center would not have gotten through FY 2013 without its volunteers! Thank you from the bottom of my heart!

Looking ahead...The Ludlow Senior Center has made it through another year but we really need to start looking ahead. The building that houses us saw many of our seniors as school aged children. Over the last year we had major issues with air conditioning, heat, toilets, bathrooms and windows. Our building is failing and it is time to start thinking of the future of the Ludlow Senior Center. The next year will be spent brainstorming ideas for the future and....looking ahead.

At the beginning of each year, we as a staff have a discussion about the loss that is sure to come that year. We deal with loss on a daily basis and last year was no exception. We feel loss everyday in every aspect of the Center. We have also made many new friends over the last year and the face, energy and demographics of the Ludlow Senior Center has changed greatly. It leaves us to look ahead. We face the challenge of finding the right balance of programs and activities to satisfy everyone who comes to the Center. It is a challenge but we will get there! To those that have left us...we miss you so much and to those that have joined us...welcome! We are so happy to have you! If you haven't been to visit yet, please come and see what we are all about! We are the Ludlow Senior Center...Better Together!!!!

Respectfully Submitted,
Jocelyn Zepke, Director

The Staff of the Ludlow Senior Center – Carla Roberts, Betty Harackiewicz, Shawn Simonds (retired), Jose Afonso, Matt Pszeniczny, Naomi White, Debbie Johnson, Sarah Gmeiner, Sue Moffett and Kathy Lofland

Council on Aging Members:

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

FIRST MEETING HOUSE COMMITTEE

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

The Meeting House is available for groups wishing to schedule their meetings at the First Meeting House, a centrally situated historic town property. The Meeting House is located in Ludlow Center and is one of the few surviving examples remaining in the Connecticut River Valley of the New England barn-type meeting house.

Committee members have continued to work with the Selectmen's office and the DPW to monitor and maintain the building and the grounds. A phone system has been installed for the fire alarm. The Town has also received a Massachusetts Historical Commission grant for the partial replacement of the roof. The heat and hot water are turned off for the winter months and the pipes are drained.

During the past year members of the Committee were Jerry Kavka, Marilyn Paul-Lewis, Thomas Haluch, Donald Kibbe, and Bert Ramage. 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

“EVERYTHING YOU NEED FOR A BETTER FUTURE AND SUCCESS HAS ALREADY BEEN WRITTEN. AND GUESS WHAT? ALL YOU NEED TO DO IS GO TO THE LIBRARY.” HENRI FREDERIC AMIEL, AUTHOR

What are annual reports good for, other than taking up time to compose? This document is a window into the library, showing the community a year’s worth of work and activity. As a community center, the library provides access to information, education, culture and recreational resources, services and programs. People rely on the library for computers and wireless services, and access to emerging technologies. Everything one might need for lifelong learning—under one roof. Use of the library’s high speed computers has increased by 4% in the last several years, while laptop and hand-held device use has risen dramatically. Device ownership (E-readers) has jumped significantly in just a few years. 33% of Americans now own and use an e-reader. The library’s digital collection, available through the C/W MARS Digital Catalog, added 7,300 new titles, sparking rapid hikes in circulation of all electronic resources. E-book circulation increased by 69%, and downloadable audio circulation increased by 11%. E-reader classes that began in 2012 continued during 2013 with several e-reader events for patrons anxious to master their new Kindle, iPad or Nook. The Massachusetts Library System in cooperation with several vendors has recently launched the MA eBook Project. Fifty-one pilot libraries will have access to over 33,000 eBooks, images, documents, artifacts, audio and video. This project is intended to expand the reach of eBooks in Massachusetts.

The library provided an inviting space for communities to gather; 844 people participated in 142 community meetings held in the library’s program rooms. Tutors and students, business owners, and community groups came together to get work done. The library provided programs throughout the year thanks to the generosity and support of the Friends of the Library, Ludlow Arts Council funding and the work of an outstanding staff. Attendance for adult programs grew by 8% in 2013. 1,400 eager participants attended one of 240 programs—author and paranormal adventurer Jeff Belanger’s Legend Tripping drew a crowd, while attendees at the Ghostology series with Agawam Paranormal continued their popular series of programs, investigating local haunts. The library’s Book Clubs and Chess Club continue to have staunch and enthusiastic support from a devoted membership.

School is out! Keep reading! The research is in—children who don’t read over the summer can lose up to 3 months of reading progress. Reading abilities can decline and that loss can be cumulative. The Summer Reading Program is the perfect antidote. The library hosted three Summer Reading Programs in 2013. “Dig Into Reading” for pre-readers and elementary school-aged children and “Beneath the Surface” for middle and high school students. 8,700 children and young adults attended one of 350 library programs during the year. Many of those programs were highlights of the Summer Reading Program. This is a 15% increase over attendance in 2012.

The 14th Annual Egg Hunt drew a record 540 eager basket wielding egg seekers and their families. And in keeping with the current zombie fascination, the 1st Annual Zombie Walk was held in and around the library. This event was a joint fundraiser for Dakin Humane Society and the Friends of the Library. Forty-five participants shambled as zombies, or nimbly avoided the same. Pizza was enjoyed by everyone after the event. The end-of-summer Interskate 91 party saw record attendance –197 children and families.

2013 brought a decided “freshening up” of the library’s 1991 addition. Tattered and stained wall covering was removed, and the entire circulation lobby benefitted from a new coat of paint. The library’s entryway was also stripped of stained wall covering, before new wallboard was put in place, and the entire area painted. The library grounds received a much needed facelift with new mulch and defined borders for the plant beds. Landscaping work will continue in 2014 with the removal of a defunct generator. Overgrown firs will be removed so new bushes can be planted. Portions of the original brick façade were repointed to eliminate water infiltration.

Projects for 2014 will include exterior painting for the windows and railings and the addition of a much needed bicycle rack. Assessments of the heating system and the building’s lighting are underway now. Every effort is being made to maintain Ludlow’s historic landmark library building.

Several collections were moved to new, more visible locations. The Jack Alves Vietnam Collection has been consolidated and moved to the Reference Room. A major weeding has been undertaken in the adult stack area. Weeding is an essential part of library collection management. Libraries rarely have unlimited space, so space must be created for new materials. Collections must change over time to remain relevant and useful while reflecting changes in the needs of the community.

In 2014 the library’s new website will be launched. The site will be easier to navigate, with a clean, fresh look.

People rely on libraries for enjoyment, education, and lifelong learning. The library strives to maintain services to the community and meet their changing needs. We could not accomplish our programs or everyday operations without the help and support of our Friends, Trustees and many volunteers. The Friends support the library through dollar gifts, program support and advocacy. They sponsor the Summer Reading Program and the very popular Museum Pass Program.

Volunteers are essential, vital contributors to the functioning of the library. We depend on our volunteers for everything from shelving materials to changing bulbs in lighting fixtures. Over 600 volunteers donated 2,315 hours of service to the library in 2013.

Simply put, the Trustees are people who care about free access to information, literacy and inspiring lifelong learning. They are enthusiastic library supporters who speak on behalf of library services and funding to strengthen our community.

“IF WE DIDN’T ALREADY HAVE LIBRARIES, THEY WOULD HAVE TO BE INVENTED. THEY ARE THE KEYS TO AMERICAN SUCCESS IN FULLY EXPLOITING THE INFORMATION SUPER HIGHWAYS OF THE FUTURE.” JAMES BILLINGTON, LIBRARIAN OF CONGRESS

Respectfully submitted,
Christine Davis, Chairman
Board of Library Trustees

INFORMATION TECHNOLOGY DEPARTMENT & COMPUTER ADVISORY COMMITTEE

OVERVIEW

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

The Information Technology Department supports and maintains the Town’s technology including: networking, servers, PCs, phones, and other new technology as it is implemented. The goal of the IT Department is to maintain a dependable and secure environment, allowing for accurate and efficient processing of the Town’s voice and data.

YEAR IN REVIEW

One of the most publicly noticeable Information Technology Department projects this year was the re-programming of the Town website. Reprogrammed from the ground up, this new site offers a cleaner look and quicker access to all pertinent information. Through the use of quick links and pull-down menus, you are never more than 2 clicks away from whatever you are looking for.

An interactive GIS (Graphical Information System) was also added to the Town’s website. The system contains Assessor records, as well as overlays containing Planning, Conservation and Public Works information.

Server maintenance and virtualization was a big part of this year’s project list once again since the servers contain all of the vital information for the Town. The last of the Town’s servers have now been virtualized as their life cycle came to an end. With all servers now virtualized, everything from upgrades to disaster recovery is simplified.

Security cameras have begun being installed at various locations around town. As with all IT-based projects, the entire design and implementation process is being handled in-house. Although only a handful of cameras have been installed thus far, the

infrastructure is in place to expand the system to increase safety and security for everyone.

In September, the IT Department was able to expand its staff size thanks to the support of the Town Meeting members who voted to allow the hiring of a part-time computer technician.

FUTURE GOALS

In the next year, we hope to expand the web-based GIS system, install additional security cameras in various Town buildings, upgrade the MUNIS accounting software and continue the roll-out of new equipment and software as necessary to remain compliant with security regulations and vendor requirements.

Respectfully submitted,
Jose Alves, Chairman
Computer Advisory Committee

Gary J. Blanchard
IT Manager

LUDLOW COMMUNITY TELEVISION

OVERVIEW

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

YEAR IN REVIEW

This past year was highlighted by many great achievements. For the first time ever, LCTV is now teaching a full time course in the high school. This fully credited course is focused on the production of a weekly newscast that is broadcast throughout the school, called "The Lion's Roar". The students are now able to fully learn the skills and techniques that are needed to produce a television show, while gaining real world experience.

A good portion of this year was focused on the completion of the documentary "Roots and Jute: Ludlow's Past and Present." This film, which tells the story of Ludlow's history through interviews, was a project that was started a few years ago but we were finally able to complete it and premiere it to a crowd of about 400 people in the high school auditorium in December.

As in years past, we are always looking to improve our working relationship with other Town departments. We formed a video production class at the Senior Center this year, giving seniors the opportunity to learn how to film and edit videos. We also continued to improve our internship program, accepting 2 college interns this past year. With these interns, we are able to continue to film high school sporting events and also start a local news broadcast, "Local News at Ludlow".

THE FUTURE

LCTV will continue to look at ways in which to expand our volunteer base and increase our programming. One way we plan to do that is by holding training classes that are available to the general public. We hope to expand upon our high school TV production class by increasing interest and awareness of the program in the other schools.

Respectfully submitted,
Michael Hill
Cable Operations 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 ten single family homes located on scattered sites within the Town and six 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 household.

- 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 income and includes heat, water and electricity.
- Family units are based on 27% of the tenant's adjusted net 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 applicant resides in the community.**

The Department of Housing and Community Development (DHCD) revises income limit guidelines every two years. Effective August 2, 2012 the income limits for Ludlow Housing Authority are:

One-person family:	\$45,500	Five-person family:	\$70,200
Two-person family:	\$52,000	Six-person family:	\$75,400
Three-person family:	\$58,500	Seven-person family:	\$80,800
Four-person family:	\$65,000	Eight-person family:	\$85,800

Our sincere thanks go out to the Board of Health and the Town of 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. Again, our sincere thanks for their support and dedication to the residents of the Ludlow Housing Authority.

As in previous years, the State Street Community Room is currently used as a drop off station for home delivered meals. We feel fortunate to assist WestMass ElderCare's continuing effort in providing meals to our community.

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.

A special thank you goes out to the Hampden County Correctional Center. Through the integrated program, Hampden County Correctional Center has been able to place pre-release individuals on a one-on-one work program. This program has been quite successful. Ludlow Housing Authority would like to thank Sheriff Michael Ashe Jr, Kevin Crowley and Jeff DeMaio without their assistance we would not be able to complete our necessary projects.

The Senior Center Director and staff working at the Senior Center located in the Chestnut Street Building deserve a special thank you from the Ludlow Housing Authority.

Ludlow Housing Authority is always seeking funding from the Department of Housing and Community Development to become more energy efficient, improve outdated units and maintain its commitment to affordable housing.

Ludlow Housing Authority Board of Commissioners would like to thank all our Town Agencies for all their help whenever we need or request it.

Respectfully submitted,
Helen Garrow, Chairperson
Paul J. Czynodel
Betty K. Socha
Carol Romaniak
Carolyn Muzzi, Commissioner State
Appointee

RECREATION COMMISSION

The Recreation Department offers programs for Ludlow resident children only. This allows parents of Ludlow an affordable place for their children to go that is safe and well supervised. In 2013 we ran a Summer Program from June to August; an Afterschool Program from September to June; an Easter Egg Hunt; and Campership Fund. We hired lifeguards for Haviland Beach and the Thompson Memorial State Pool, an assistant Pool Manager, scheduled the use of all parks/athletic fields, and maintained 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 Nick Axiotis, Mike Almeida and the rest of the park employees for their excellent up-keep of all the town fields and parks.

Thanks also go out to the participants in the Concerts in the Park which runs from June 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 2013 Whitney Park Summer Program continued with both the All Day and Preschool Programs being combined. This year the Summer Program hours were extended, both programs were open from 9:00 am to 5:00 pm. The 3:00 pm closing just wasn't conducive to parents' work schedules so the pick up time was extended to 5:00 pm. Like with everything new, there were some problems but nothing major that couldn't be resolved. The same timeframe will continue this year with 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 the availability to non residents that "work" in Ludlow. Parents are required to provide the same information as a resident with an additional requirement of 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 but the full day program is now available for those ages also. 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 a.m. to 5:00 p.m., Monday through Friday, June 24th to August 9th, 2013. Both the preschool and all day programs were very productive and successful. Both programs were under the direct supervision of Sarah Potter, Andrew Mills & Derek Simpson. The counselor staff for these programs included: Mark Bamford, Jessica Barlow, Alex Bernardo, Angela Catarino, Ariana Crespo, Jared Dias, Morgan Doherty, Karla DosSantos, Nicholas Dunn, Christopher Fanning, Nathaniel Ferreira, Stephanie Ferreira, Cassandra Figueiredo, Alexandra Francisco, Alexis Gamache, Daniel Gil, Alexis Holdsworth, Elizabeth Kania, Marcus LaFayette, Jeremy Lamontagne, Mike Lavell, Brett Layman, Jacob LeBlanc, Courtney LeDuc, Bryant Leitao, Claire Lemek, Lauren Lewicki, Trevor Lewicki, Rachel May, Ernad Minic, Jocelyn Minie, Troy Nascimento, Molly Palatino, Joseph Parker, Anita Patrie, Gillian Cassidy-Payson, Meghan Pereira, Jillian Pirog, Alicia Porter, Elise Roberts, Casey Rooney, ZeCarlos Roxo, Cheyenne Ryczek, Christopher Scagliarini, Sophie Villano and Jake Zina.

The sub-staff consisted of Heather Touchette, Corey Williams and Madison Aponte along with junior counselors (children unable by age to qualify for the program or a paid position) ages 13-15.

The enrollment for the 2013 program was 185 children with an average daily attendance of 150 (Ludlow residents only). The daily activities included arts and crafts, outdoor sports, co-operative games, swimming, drum demo and walking field trips to McDonalds, Burger King, Subway, Mikey's and Friendly's.

The following special events also passed the summer at Whitney: World Cup, Wet and Wild, Christmas in July, Field Day, Wacky Week, Halloween Day, Suitcase Science, Talent Show and a BBQ. This year it was a summer time theme. There was a water slide, Shrek, roll a ball and a dunk tank for the children's entertainment. Popcorn and cotton candy were available for snacks and hot dogs were available for lunch. The outside entertainment at the Summer Camp this year was The Suitcase Science & a drum demo. Field trips included roller skating at Interskate 91, Look Park, Amelia Park Museum, 202 Entertainment and Showcase Cinemas on rain days.

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

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

PRESCHOOL SUMMER PROGRAM

The summer of 2013 was the 15th year for the Preschool Program at Whitney Park; it served children ages 4-6. The Preschool program was also under the direct supervision of Sarah Potter, Andrew Mills & Derek Simpson. The ratio of 1 counselor for every 5 children is imperative to the success of the program (the ratios are mandated by the State) which also makes it easier to provide the extra attention needed for the younger children.

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

We also have a healthcare provider on staff from 10:00 am-4:00 pm. This position was held by EMT certified Shaun Foley & Scott Labrie.

THOMPSON MEMORIAL STATE POOL

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

the owner of the facility but the Town (Recreation Department) is in charge of operations.

The hours of operation are Monday through Friday, 12:00 pm to 7:00pm; Saturday and Sunday, 10:00 am to 7:00 pm is public swim. Monday, Thursday and Friday, 9:30 am to 11:30 am is senior swim, and every day from 7:00 pm to 8:00 pm is family swim. We offered swim lessons, pool passes, had a few birthday parties, church retreats and group visitations. The pool also offers a concession stand with drinks, ice cream and snacks.

The Head guards were Jennifer Cardinal and Angela Harrington and the lifeguards were Brian Chipman, Rachel Kolbinskie, Courtney Kossick, Aaron Leastman, Nicholas Mullins, Alexis Pereira, Nina Perez & Nicholas Potorski. Megan Grieshaber and Carrie Robitaille worked as subs. The pool was closed a few days due to incidents in the pool that had to be treated with chemicals which required it to be closed for 24 hours.

The main responsibility of the lifeguards is for the safety of all swimmers, secondary duties are to keep the facility and its grounds clean and free of all debris and trash. Head guards 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 Christopher Gates. The 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 2013 estimated serving 3,051 bathers (1,581 Residents and 1,470 Non-Residents). The Pond hours of operation were Monday to 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 Breonna Harrington and Keith Desilets. The five Lifeguards were Avery Dubois, Joshua Flowers, Paige Mullins, Sean Palatino and Christopher Santos. Steve Bates worked as a gate monitor when needed. 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 head guards 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, accident and

incident reports, and any other comments that they feel should be brought to the attention of the Recreation Commission.

CAMPERSHIP FUND

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

WHITNEY PARK AFTERSCHOOL PROGRAM

The Ludlow Recreation Department's Afterschool program at Whitney Park is growing slowly. Our program had an enrollment of 22 children this year; we are licensed for 40 children through the Department of Early Education and Care. This program is offered to Ludlow residents with children in grades K-5 with busing available through the Ludlow Public Schools Business Office. The hours of operation are Monday to 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 Sarah Potter. The group leaders are Jessica Barlow, Andrew Mill and Alex Bernardo, with Nathaniel Ferreira, Meghan Pereira and Derek Simpson as subs. Being our seventh year, we feel that this program is a great success and are confident that in the future, our 40 slots will be filled. We offer homework help, use of computers, arts & 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, we made snowflakes for the Newtown students and at Christmas time they made ornaments for their trees and made out wish lists for Santa. Santa arrived during the Christmas Party and listened to their last minute wishes. The Recreation Commission would like to thank Alda and Gordie Grimes for helping out at the Christmas Party.

WHITNEY PARK EASTER EGG HUNT

For the past 13 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 is scheduled for the Saturday before Easter at 11:30 am. The children are asked to bring a basket, bag, bucket etc., to collect their eggs which are hidden around the playscape areas of the Park. When the children arrive at the Park they are asked to sign in with their name and phone number where they will be entered into a drawing for an Easter Basket. After the hunt the children and parents are then offered a snack in the clubhouse while

the Easter Basket prizes are drawn. This has been a successful and fun event with about 100 children in attendance every year.

The 2013 total revenue from this department is \$90,439.00 consisting of \$5,033.00 from pond fees, \$10,891.00 from pool passes/entry, \$3,875.00 from pool concession, \$1,905.00 from swim lessons, \$235.00 miscellaneous, \$12,750.00 collected from January to June and \$10,470 collected from August to December for Afterschool Program tuition, and \$45,280.00 collected from camp fees.

Respectfully submitted,
Donald Cameron
Chairman

VETERANS SERVICES

The Town of Ludlow Veterans' Services mission is to honor and recognized 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 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.

We advocate for Ludlow Veterans, dependents and widows; providing access to every federal, state and local service available, to which they are eligible.

We also:

- Assist Veterans in applying for state wartime bonuses.
- Help 100% Service Connected disabled Veterans, Gold Star Spouses/Gold Star Parents in applying for annuities.
- Guide and assist Veterans with disability claims to the Federal Department of Veterans Affairs.
- Administer Massachusetts Chapter 115 financial assistance to eligible Veterans, dependents and widows.
- Provide Veterans access and referral to education, training and employment services.
- Assist Veterans with their service record and locating Military/Discharge records
- Counsel Veterans and provide referrals to other professional services, as necessary.
- Give direct service to Veterans and dependents by answering questions and recommending resources.
- Educate Veterans on available resources.
- And much more!

If I can be of any assistance, if you are in need of assistance or have questions concerning any of the above programs and services, please call or email me at 413-583-5600, ext. 1291, esegundo@ludlow.ma.us Monday-Friday 8:30 a.m. – 4:30 p.m.

I would like to thank everyone who supported me in the transition of this office and for your kind hospitality in welcoming me.

Respectfully submitted,
Eric Segundo
Director of Veterans' Services



The Westover Golf Commission would like to take this opportunity to thank our patrons for their continued loyalty and commitment to Westover Golf Course. Over the past year we have continued to improve on both the conditions of the golf course and the aesthetics inside the clubhouse.

On the course the grounds staff has been converting our fairways from Poa Annua to a more sustainable Perennial Ryegrass, several sand traps have been renovated, and continued improvement to the putting surfaces have led to much more enjoyable rounds of golf. After your round, our clubhouse remains a great spot to enjoy a quality meal and you may notice that both restrooms have been given a little makeover to improve on the total experience we provide our valued customers. The clubhouse deck overlooking the 10th hole is on schedule to be re-modeled this spring along with several other projects that will enhance the course.

Again the Commission extends its thanks to our staff for their hard work and diligence, to our patrons for their continued support, and to the Town of Ludlow for allowing us to serve our local community. We look forward to seeing everyone this upcoming golf season and to another successful year.

Respectfully Submitted,
Sean M. McBride
Chairman

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 eight 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 2013

Although 2013 was a quiet year for us, the Agricultural Commission is always available to help guide and educate local landowners with issues involving their land or animals; we also are here for landowners 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 gave several landowners in town direction and information to help them with their intent to farm and hang onto their land. The Commission also accepted the resignation of Mark Casimiro late in the year. His skills will be missed but we will continue with our work.

Respectfully submitted,
Karen Pilon
Chairman

Members:
Mike Hogan, Secretary
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 research 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 Historic Commission.

In January, Eric Nelson of Westmass Area Development Corporation attended our meeting to present the site plans for a river walk at the Ludlow Mill complex. The river walk would be located behind the Ludlow Mill Complex and the new Healthsouth rehabilitation hospital. It will be funded by Westmass Area Development Corporation and Healthsouth Rehabilitation Hospital of Western Massachusetts. Eric Nelson requested that we contribute to this project by submitting important dates and bits of information to be placed on markers lining the river walk. We have done so at this request.

On February 22nd, Betty Kibbe, Historical Commission; Paul Dzubek, DPW; Amy Priest, DPW; Ellie Villano, Town Administrator; Justin Laravee, Building Commissioner; John Moll, Historical Commission; and Steve Jablonski, historical architect, met at the First Meetinghouse to investigate the needs of repairs and necessary repairs of the building. Some areas discussed were the roof, handicap accessibility, the bathrooms, an elevator, painting, etc.

On April 10th, Ken Delude, along with Eric Nelson of Westmass Area Development Corporation, attended our meeting for the purpose of updating members on the proposed river walk and other aspects of the Ludlow Mill Complex progress.

On May 13th, Historical Commission members attended the Ludlow Town Meeting at the Exit 7 Theater anticipating approval of a request for funding to start the project on the First Meetinghouse. Members approved the request. The Town also received an emergency fund from the state Historical Commission to repair the discussed items of the First Meetinghouse.

On May 29th, Community Preservation Committee members, along with members of the First Meetinghouse Committee, attended the Historical Commission meeting for the purpose of gaining information on the proposed Community Preservation Act. The purpose of this meeting was to gain approval to be presented at the fall town meeting and then it will be brought to vote in the spring of 2014 for townspeople to approve or disapprove.

On June 26th, Historical Commission members attended a field trip to the Ludlow Fire Department and enjoyed a private tour of all the memorabilia that Fire Department members have accumulated over the years.

On July 1st, Commission members attended a presentation held on the grounds of the Ludlow Mills. The presentation was to Westmass Area Development Corporation, for a large amount of money awarded from the state to help in the cleanup of one of the largest brown fields in this area. Many state dignitaries and local people were in attendance of this event which was covered by several television stations.

On September 11th, an event sponsored by the local Chambers of Commerce was held on the grounds of the Ludlow Mills. The Millfest was attended by local prominent people, business owners, and different town departments for the purpose of introducing

every one of the future plans for this area. Historical Commission members attended and enjoyed viewing old photos and exploring Mill #10. Everyone enjoyed this event tremendously.

On November 15th, Betty Kibbe and Dan Fillion, along with Paul Dzubek, DPW, met at the First Meetinghouse with William Finch of Finch & Rose for the purpose of examining the paint finish on the outside of the building. Physical samples were taken in protected places where the early paints had not weathered off the building. These samples will be used to determine the correct paint color when it is time to repaint the outside of the First Meetinghouse.

On December 9th, Dan Fillion and Betty Kibbe attended a meeting at the Pioneer Valley Planning Commission in Springfield. This meeting was attended by Historical Commission members from Hampden, Berkshire, Franklin, and Worcester Counties. The purpose of this meeting was to see if members would like to form a coalition representing these Commissions to hold meetings and share what different groups are working on at different times. This gathering was really well attended.

On December 12th, at the Ludlow High School, a public showing of the DVD, ROOTS & JUTE, LUDLOW'S PAST & PRESENT, was debuted to a full house. This DVD was produced by Ludlow Community TV. Rave reviews were heard from many people in attendance. Members of the Historical Commission also sold Ludlow's history books at this event.

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 II, and COLOR THE ABC'S OF LUDLOW. The DVD, ROOTS & JUTE, LUDLOW'S PAST and PRESENT is also for sale in the Town Clerk's office.

The Historical Commission holds meetings the last Wednesday of the month.

Respectfully Submitted,
Agnes E. Kibbe
Chairperson

Members:
Karen E. Pilon, Secretary
Daniel C. Fillion
John F. Moll
Thomas Vickers

PUBLIC SAFETY

AMBULANCE ABATEMENT COMMITTEE

The Ambulance Abatement Committee met twice during fiscal year 2013. We received 18 hardship abatement requests from individual taxpayers throughout the year. Eleven of those requests were recommended for approval to the Board of Selectmen and seven were denied. Denied abatement requests are referred back to the Town Collector for him to set up an affordable payment schedule with the individual taxpayer.

Chief Babineau explained that there is a possibility of a change in the billing structure with an increase in the billing and a melding of the rates. 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:

Mark Babineau, Fire Chief
Anthony Jarvis, Resident
Lori Barbeau, Resident

ANIMAL CONTROL

Some 1,422 people licensed their dogs in 2013. According to state and town laws, all dogs six (6) months and older should be licensed. A proper updated rabies vaccination has to be shown at the Town Clerk's Office as proof of the vaccination when obtaining a new dog license. In 2013, there were sixty-eight (68) dogs picked up, out of that amount, sixteen (16) dogs were adopted. The remainder were returned to their owners. There were approximately 498 calls received by us in regards to animal complaints, questions and information. The phone number is 596-5484 if a person has to get in touch with us; usually between the hours of 8:00 am and 5:00 pm.

Ludlow has a rabies clinic, usually in the spring at the Department of Public Works garage on Sportsmen Road. It is usually held for both cats and dogs. The time, date, and cost are posted in the Ludlow Register and The Republican. It is usually held on a Saturday to help accommodate people that work during the week and can't get to a vet. It is very important to keep your animal updated on their shots due to the amount of wildlife that roam around town.

It is very important to keep your dogs under control at all times. Try to be neighborly when walking your dog and pick up after it. Excessive barking is a common annoyance that people often complain about. You should provide a proper shelter enabling the dog to stay out of the elements and the cold temperatures. They should have food and water within their reach. As a dog ages, it is not able to withstand extreme cold in the winter and extreme heat in the summer. Please be aware of this.

If wildlife happens to go through your property, respect it and keep away from it. If it doesn't act normal, notify us so that we are able to check it out. If you have young children, keep them in the house and enable them to watch them through a window, rather than putting them in danger of being bitten outside.

If you have any questions regarding animals, feel free to call us.

Respectfully submitted,
Gilles and Anne Turcotte
Animal Control Officers

SEALER OF WEIGHTS AND MEASURES

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

DEVICES

Over 10,000 lbs.	3
5000-10,000 lbs.	1
100-1,000 lbs.	6
Under 100 lbs.	61
Metric Weights	32
Apothecary Weights	30
Gasoline Pumps	116
Oil Tanks	6
Bottle Return Vending	4
Scanning Systems	6
Total no. of devices	265
Amount of fees billed	\$4,674.00

Respectfully submitted,
Douglas Wilk
Sealer of Weights & Measures

DEPARTMENT OF INSPECTIONAL SERVICES

Calendar year 2013 has seen improvements from year 2012. Moving forward, residents of the town are continuing to remodel their homes, slowly crawling on out of the poor economy and housing market.

Winn Development is still working towards rehabbing the old mill building into senior housing.

The Healthsouth Hospital at the Mill Complex was completed. The construction at the corner of West and Holyoke Streets with Black Diamond Development LLC has started.

The Stevens Memorial building project began this summer moving forward to revitalize the great historic building that has been in this town for so many years into affordable housing for seniors.

The River Walk at the mills is looking to move forward this summer, which will be a great improvement to the downtown district.

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

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

# OF PERMITS	TYPE OF PERMIT	ESTIMATED VALUE
20	SINGLE FAMILY DWELLINGS.....	5,221,717
10	CONDOMINIUM DWELLINGS	1,220,000
1	CONVERSION TO APARTMENTS.....	5,200,000
13	DWELLING - ADDITIONS.....	443,963
67	DWELLING - ALTERATIONS	1,152,080
3	COMMERCIAL - NEW CONSTRUCTION	233,000
23	COMMERCIAL - RENOVATIONS/ADDITIONS	1,187,348
11	COMMERCIAL-NEW ROOF	177,500
4	COMMERCIAL-CELL TOWER ANTENNAS/EQUIPMENT	105,800
2	REPAIR OF FIRE-DAMAGED STRUCTURES	26,000
10	PORCHES	48,575
31	DECKS.....	160,940
32	SWIMMING POOLS.....	406,857
37	FENCES	211,169
140	RESHINGLE	1,331,429
64	SIDING.....	774,664
73	WINDOW & DOOR REPLACEMENT	390,817
9	DETACHED GARAGES / CARPORTS.....	197,765
32	SHEDS, BARNS, GAZEBOS, PERGOLAS	149,606
13	TEMPORARY STRUCTURES.....	13,050

54	CHIMNEYS, WOOD-BURNING, COAL STOVES, ETC.....	123,912
32	SIGNS.....	60,821
4	SOLAR PANELS / ARRAYS.....	110,846
29	INSULATION.....	92,539
27	MISCELLANEOUS.....	40,200
27	PERMITS TO DEMOLISH.....	394,330
58	CERTIFICATES OF INSPECTION.....	0

826 PERMITS ISSUED at an estimated value of \$19,474,928
 FEES COLLECTED \$176,899

ELECTRICAL PERMITS issued:
 Total Number of ELECTRICAL PERMITS..... 516
 FEES COLLECTED \$37,122

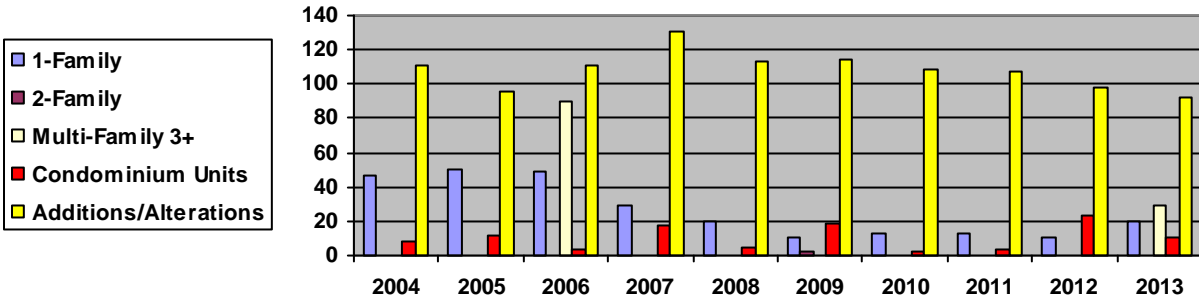
PLUMBING & GAS-FITTING PERMITS issued:
 Total Number of PLUMBING & GAS-FITTING PERMITS..... 572
 FEES COLLECTED \$44,263

TRENCH PERMITS issued:
 Total Number of TRENCH PERMITS..... 69
 FEES COLLECTED \$1,500

SHEET METAL PERMITS issued:
 Total Number of SHEET METAL PERMITS..... 33
 FEES COLLECTED \$9,988

TOTAL FEES COLLECTED FOR 2013..... \$269,772

	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
1-Family	47	50	49	29	20	11	13	13	10	20
2-Family	0	0	0	0	0	2	0	0	0	0
Multi-Family 3+	0	0	90	0	0	0	0	0	0	29
Condominium Units	8	12	4	17	5	19	2	3	23	10
Additions/Alterations	111	96	111	131	113	114	108	107	98	92



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

Respectfully submitted,
Justin Larivee
Building Commissioner

FIRE DEPARTMENT

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

At the Annual Town Meeting in May, voters approved the creation of a Deputy Chief's position within the Fire Department. The main area of responsibility for this critical position will be the oversight of the Department's Emergency Medical Services, which has grown from one basic level service ambulance performing 560 calls a year and billing \$33,750.00 to a paramedic level service operating three transport and one non-transport ambulance responding to 2,666 calls and billing 1.75 million dollars in 2013.

Voters also approved funding to restore two firefighter positions which were lost to budget cuts during the economic downturn. The restoration of these positions means that for the first time since early 2009 the Department will be fully staffed. The Department also received capital funding to replace Car 1, the Chief's vehicle, a 2000 Crown Victoria which was in very poor condition, with a 2013 Tahoe.

On June 8, 2013 Firefighter/Paramedic Susan McCombe-Crowley retired after 15 years of service. Sue was one of the Department's first paramedics when she was hired in 1998. She served as the Department's Advanced Life Support Coordinator for a

number of years and was instrumental in advancing our service from a fledgling part-time paramedic service in the late 1990's to the First Class Advanced Life Support service we offer today. Sue is also a long time member of the regional *Critical Incident Stress Management* Team, through which she counseled many first responders after local and regional incidents; in the days following September 11, 2001, she was dispatched to New York City to provide services to emergency personnel working at Ground Zero. Sue worked for FEMA assisting with the recovery in the aftermath of Hurricane Katrina and also served on the Massachusetts DMAT team. I thank Private McCombe-Crowley for her years of hard work and dedication to the Town of Ludlow and to the Ludlow Fire Department. We wish her good luck and a happy, healthy and long retirement.

On September 11, 2013, the twelfth anniversary of the terrorist attacks in New York, Washington, D.C. and Shanksville, PA, a remembrance ceremony was held at the Town's 9/11 Memorial at the Public Safety Complex. Approximately 75 people, including firefighters, police officers, town employees and members of the public attended this annual service.

In September, candidates were interviewed to fill three vacancies in the Department. Paramedics Gregory Belanger, Andrew Goodreau and Jason Bienvenue were selected to fill the positions. They started their employment on December 2, attending Basic Telecommunicator and Emergency Medical Dispatcher Training. They are scheduled to attend the Massachusetts Firefighting Academy basic recruit class in April of 2014.

The Department applied for, and was fortunate to receive, an *Assistance to Firefighters Grant* Award in the amount of \$36,800 to purchase new battery operated hydraulic extrication tools (*Jaws of Life*) and vehicle stabilization jacks. This new state-of-the-art equipment is more powerful than the original tools being replaced and does not require a separate hydraulic pump and hoses. These new tools were placed into service in October.

An estimated 300 people attended our Annual Open House, which was held on Sunday, October 20. Visitors were able to view the Department's vehicles and equipment up close and meet numerous members of the Fire Department staff. Highlights for many were the 'Jaws of Life' demonstration utilizing our new battery operated extrication tools and 'Sparky' the robotic fire dog. We want to extend a 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 864 fire/rescue calls during 2013; following is a breakdown of those calls:

Structure Fires	33
Other Fires (<i>vehicle, brush, rubbish, etc.</i>)	35
Rescue, Vehicle Accidents, Assist Ambulance	256
Alarm Activations	216

Hazardous Materials Responses	54
Other Hazardous Responses	33
Mutual Aid Given	16
All Other Responses: (<i>Carbon Monoxide Incidents, lockouts, flooded basements, investigations, burning complaints, etc.</i>)	221

The Fire Department remitted a total of \$26,138.55 to the Town Treasurer for fees collected for services, fire reports, donations, and permits issued.

FIRE PREVENTION REPORT

Captain Jeffrey Lavoie continued the duties of Fire Prevention Officer for the Ludlow Fire Department. Throughout the year, Fire Prevention Officer Lavoie attended training sessions concentrating on Inspections, Code Enforcement, Blasting, Report Writing, Fireworks, Oil Burners, Plans Review, Smoke Detector Inspections, and Building Code classes. Captain Lavoie is credentialed to the Fire Inspector I level, the highest level currently offered through the State of Massachusetts. Captain Lavoie also implemented the new 527 CMR Hazardous Process Regulation. In addition, Captain Lavoie conducted fire drills at schools, businesses and institutions, performed fire and life safety inspections, reviewed building and site plans, performed 21-E site assessments, investigated complaints of fire hazards, conducted fire origin and cause investigations, and assisted local residents and businesses with fire code compliance issues.

The Student Awareness of Fire Education Program (S.A.F.E.) was delivered in all the Town schools to children in pre-kindergarten through grade five. Firefighters Ryan Pease and Jan Thornton coordinated the program and delivered it with assistance from many members of the Fire Department. Due to cooperative efforts by the Fire Department, School Department, Parent Teacher Organizations and the Ludlow Rotary Club, the S.A.F.E. program was again successfully delivered to the students. Since the inception of the program statewide in 1995, fire deaths of children under the age of 18 has fallen 92%. In 1994, 25 children ages 18 and under died in fires in Massachusetts. In 2006 that number dropped to 1. Also, there unfortunately were 37 civilian fire deaths in Massachusetts in 2012; however, this is a decrease of 17 from 2011 that saw 54 civilian fire deaths. 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.

One of the most important measures you can take to keep your family safe at home is to install and maintain working smoke detectors and carbon monoxide alarms - this cannot be stressed enough. If residents have questions regarding smoke detectors, their placement or maintenance, they may find information on the Town website at www.ludlow.ma.us or by calling the Ludlow Fire Department at 413-583-8332. In Massachusetts, for the first time since keeping statistics on fatal fires, smoking was not the leading cause - in 2011, electrical was the leading cause.

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

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

Smoke Detector	252	Oil Burners & Tanks	63
LP Gas Permits	33	Flammables Permits	0
Tank Truck Permits	23	Black Powder Permits	1
Blasting Permits	10	Tank Removal Permits	37
Sprinkler System Permits	8	Storage Tank Permits	7
Fire Alarm Permits	7	Cannon Permits	0
Fire Suppression Permits	1	Fireworks Permits	1
Vent Free Gas Heater Permits	5	Hazardous Process Permits	1

A total of 451 permits were issued. Permit fees collected totaled \$12,435

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 non-transport ambulance. Staffing is provided by firefighters cross-trained as EMT's. Currently, we have 22 EMT/Paramedics, 3 EMT/Intermediates, and 7 EMT/Basics.

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

The Department responded to 2,666 emergency medical calls in 2013, an increase of 50 calls over the previous year. Billing for ambulance services rendered totaled \$1,747,810.50, an increase of \$235,731 from 2012. All revenues from ambulance billing are deposited to the Town's General Fund.

The Ambulance Subscription Program continues to be successful. The \$40.00 subscription fee covers any unpaid balance that an insurance company does not pay for emergency ambulance services provided by the Ludlow Fire Department Ambulance to Ludlow residents enrolled in the program. All residents living in the same household are covered under one subscription payment. 2,255 households subscribed to this program during 2013, resulting in \$90,850.00 being deposited to the Ambulance Subscription Fund. Balances remaining in this fund are used to offset ambulance service capital expenses.

At the 2012 Annual Town Meeting, voters approved the purchase of a new ambulance and the equipment needed to place it into service. The new ambulance was acquired with a 4 year lease/purchase agreement, which will allow 100% of the cost of this project to be taken from the ambulance subscription fund and not the Town's general

fund. This 2013 vehicle, designated as Ambulance 1, was placed into service in March of 2013.

Voters at the Annual Town Meeting in May approved an article to purchase two new ambulance power gurneys. This new technology allows ambulance personnel to safely raise and lower patients on a gurney at the push of a button, greatly reducing the risk of back injuries, particularly with large patients. These devices have an unassisted lifting capacity of 700 pounds. Funding for this article in the amount of \$23,000 was taken from the ambulance subscription fund.

EMERGENCY MANAGEMENT

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

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, safety warnings, road closures, Amber Alerts and other important information. The system was utilized in advance of Super Storm Sandy. It is being employed by numerous Town departments, including Fire, Police, DPW and the Board of Health on a regular basis to quickly and efficiently deliver messages to employees, contractors and volunteers within each agency. Funding for this program is provided by a combination of Grant and Town funds.

The Town's Local Emergency Planning Committee, or LEPC, held regular meetings throughout the year and in November conducted an annual tabletop disaster exercise. The committee, which is certified through the Massachusetts Emergency Management Agency and the State Emergency Response Commission, was up for recertification this year. Chairman Peter Musiak, with assistance from Emergency Management Director Chief Mark Babineau, completed and submitted the recertification application in November. We were notified in January of 2014 that the application was approved - the committee has received recertification status through 2018.

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

I would also like to remind residents that properly installed and maintained smoke detectors and carbon monoxide alarms play a critical role in reducing related illnesses,

injuries and deaths. To keep you and your family safe, please install and maintain working smoke detectors and carbon monoxide alarms in your home.

Respectfully submitted,
Mark H. Babineau
Fire Chief

POLICE DEPARTMENT

The Ludlow Police Department ended the 2013 year with 12,113 logged requests for service. Of these requests, 1,242 involved investigations/incidents, 472 reportable motor vehicle accidents and 438 arrests. Also logged in to the Department were 134 destruction of private property offenses, 78 burglaries/breaking and entries, 32 simple assault and batteries, 32 intimidation offenses, 149 larcenies, 34 thefts from a motor vehicle, 12 forgery/counterfeit crimes, 29 narcotic/drug offenses, 7 disorderly conducts, 20 operating under the influence, 3 liquor law violations, 12 motor vehicle thefts, and 8 robberies.

PERSONNEL

On May 24, 2013, Chief James J. McGowan retired after 20 years as Chief and over 34 years with the Police Department. He was hired as a full time Patrolman in 1980, was promoted to Sergeant in 1986, Lieutenant in 1990 and Chief in 1993. He also served as Board of Selectmen from 2005–2008. We thank him for his dedication, devotion and commitment to the Department and the community of Ludlow. 2013 brought three other retirements for the Department. Sgt. Mark Mendes on February 16, 2013, Officer Dennis Fernandes on July 8, 2013 and Officer Jorge Fonseca on September 6, 2013. Congratulations go out to all with wishes for a wonderful retirement.

There were a lot of personnel changes in 2013. On May 10th Officer David Belanger was appointed Sergeant, on May 24th Lieutenant Paul P. Madera was appointed Acting Chief of Police and on July 3rd Officer Mark Witowski was appointed Provisional Sergeant.

On July 1, 2013, Student Officers Brandon Vigneault and Jacob Stokowski were appointed full time police officers. They were graduates of the 48th Recruit Officer Course through the MPTC Academy in Springfield at STCC. They are currently assigned to the 12 midnight to 8 am shift. Congratulations and best wishes for a long and prosperous career go out to our newest members.

TRAINING

Sgt. Michael Brennan attended 2 weeks of Sergeant Basic Training at STCC in April 2013. Sgt. David Belanger, Officer Michael Whitney, Officer Sean Knox, Officer Steven Sambor and Sgt. Daniel Valadas attended a Breathalyzer Operators Certification

Course at the Mass State Police Academy and Officer Paul Dobek attended a MJPOA/NASRO Safe School Conference in Norwood, MA. In June, Sgt Michael Brennan, Officer Paul Dobek and Officer Derek DeBarge attended a 2 day Alice Training Instructor Course in Salem NH. Officers Daniel Soares, Steven Sambor and Fred Balbino attended a 2 day Drug Investigation Course in Yarmouth MA and on September 16th and 17th Sgt. David Belanger attended a 2 day Sergeants Leadership conference in Marlborough. Sgt. Francis Nowak, Officer Michael Gilrein and Records Clerk Lisa Halpin attended a Firearms Legal Update class in Marlboro, MA on October 16th. Sgt. Joseph Metcalfe and Sgt. Daniel Valadas attended Legal Update Training at the Plymouth Academy in October. Officers Fred Balbino, Steven Sambor, James Sevigne, Brian Shameklis, Derek Smolinski and Sgt. Daniel Valadas attended a Field Training Officer Course from October 7 – 11 in Grafton, MA. Sgt. Mark Witowski and Officer Jerome Mayou attended a Property and Evidence Room Management Course in Grafton, MA on November 4th. All officers attended In Service Training and all dispatchers attended In Service 911 Training at STCC.

K-9

In 2013, Officer Michael Whitney and K-9 Rocky continued their biweekly training and attended the 2013 K9 Patrol – Narcotic – Explosives Detection Workshop and Search and Rescue Workshop through the Mass Police Work Dog Association on May 13th – 17th in Pittsfield. In May, over \$2,000.00 was raised for the K-9 Fund at a Pasta Dinner held at the Polish American Citizens Club. Also, the Rotary Club held its annual K-9 Poker Run in October raising nearly \$6,000.00. We thank the PACC, the Ludlow Fish & Game, The Rotary Club and the citizens of Ludlow for all their generosity and support. The K-9 Unit is entering its twelfth year of existence and Officer Whitney and canine Rocky will continue assisting in keeping our schools safe and providing support to the community.

SRT

It was a busy 2013 for the Ludlow Police Department's (SRT) Special Response Team. SRT underwent staffing changes and added new officers to the team. They provided assistance to the Ludlow School Department as instructors for scenario based training for all staffing and assisted in drug operations. Due to some very generous donations this year, we were able to purchase some much needed training aids and equipment. These training aids and equipment are vital to our success and safety in all aspects of tactical response. We thank the Rotary Club, Polish Club, Portuguese Club, Baltazar Construction and the citizens of Ludlow for their support and donations throughout 2013.

DEPARTMENT

2013 was a transitional year for the Detective Bureau with Sgt. Louis Tulik's assignment to the Office. Based on the proliferation of prescription pill and heroin abuse, an increased focus on narcotics enforcement involving other local, state and federal

resources resulted in several arrests. Along with sexual assault investigations, property and violent crime cases, the detective bureau has seen a constant volume of work throughout the year. The oversight of the Sex Offender Registry program was also assigned to the detective bureau as added responsibility.

The Special Police Organization, under the direction of Special Police Lieutenants David Salvador and Raymond Parylak continue to provide services to the Town of Ludlow. Sergeant Mark Witowski, the liaison to the Special Police, assists with maintaining records and training. Currently, there are 38 members who are trained yearly for firearms, legal updates and CPR. Over 5,520 hours of training, volunteering and assisting the Police Department during emergencies were donated to the community of Ludlow. Congratulations to Officer Normand Picard who was promoted to Special Police Sergeant on June 1, 2013.

In November of 2013, the police department was bestowed with a generous gift from the estate of Ms. Joan Cormack of Vero Beach, FL, former resident of Ludlow. These funds will be utilized for the training and professional development of Department personnel. It is my position that the use of these funds in this manner is a tribute to Ms. Cormack's legacy as an educator and will benefit our Department for many years to come.

This year the Police Department was awarded \$48,151.00 in grant money from the State 911 Incentive and Training Grant and \$50,000.00 from the Homeland BZPP Grant.

Fees collected by the Police Department during the 2013 year are as follows:

Photocopies	2,851.00
Administrative fees	45,480.00
Firearm permits	15,075.00
Door to Door Solicitations	000.00
RMV violations	29,640.00
Court Fines	<u>3,090.00</u>
TOTAL FEES	\$96,136.00

I'd like to acknowledge and thank all officers and civilian personnel for their dedicated service and team work in providing a proficient and well organized Police Department.

Respectfully submitted,
Pablo P. Madera
Acting Chief of Police

SAFETY COMMITTEE

The Committee meets on the second Thursday of the month, at Town Hall, to review requests for Class I, II, and III licenses, sites plans, and special permits. This Committee also reviews requests submitted by residents for signs, traffic lights and other traffic issues which they feel are of concern. The Safety Committee in turn makes a recommendation to the Board of Selectmen for further action. Members will sometimes make a request that those applicants applying for licenses, special permits, and/or site plan approvals, appear before the Safety Committee in order to address any issues that may be pertinent for review. This is done in the hope of clarifying any issues that cannot be ascertained by a review of any submitted plans.

2013 was another busy but constructive year for the Committee. Decisions and recommendations were made that would help to insure safety to the residents and motorists alike. Some of the recommendations to the Board of Selectmen included, but were not limited to, placing numerous "Stop" signs throughout the town to slow down the flow of traffic, recommendations that traffic studies be done in key areas throughout the town and before new construction sites were allowed to progress.

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

MEMBERS

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

Respectfully submitted,
Sgt. Francis J. Nowak
Chairman

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 2013 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 552 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 has approximately 135 public road miles.

During the 2013 calendar year, the road reconstruction projects included the milling and paving of Center Street (Route 21) from Alden Street to the Belchertown town line; a portion of Munsing Street from Colonial Drive to Lyons Street, which included road reclamation, grading, and paving. Other projects were the installation of new concrete sidewalks from the Public Safety Complex to Andrusik Street. Sidewalks were also installed on Warsaw Avenue, Maple Street, and Elm 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, cross walks and line striping, replaces and installs street signs, and street sweeping. The Department has continued with a preventative maintenance program including pavement crack sealing to extend the life of the asphalt pavement.

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

During the 2013 construction season, approximately 218 Construction within the Public Way Permits for projects within the public way were issued, resulting in \$9,225 in fees and \$12,600 in bonds collected typically for the construction of new driveways and installation of utility services.

SANITARY SEWER DIVISION

The DPW, through the Sewer Enterprise Fund, is responsible for the operation, inspection and maintenance of the sanitary sewer collection system including two (2) sanitary sewer lift stations located on Chapin Street and Moody Street. The DPW has developed a sanitary sewer line maintenance program to flush and clean the sewer

collection lines. The Division responds on a 24-hour basis for sewer line obstructions and/or other problems with the system.

Also, in conjunction with the redevelopment of the Mills property, a third sanitary sewer lift station on First Avenue was constructed and maintenance will be provided by the DPW.

The DPW issued or renewed 10 Drain Layer Licenses which generated \$500 in fees and issued 22 Sewer Service Connection Permits. The Division collected a total \$82,284.50 in sewer fees during 2013.

FORESTRY DIVISION

The DPW provides tree maintenance for the town shade trees located within the public ways and on select public properties. The Division is responsible for the planting, trimming, pruning and/or removal of damaged, diseased or dangerous town trees. The trees and branches are chipped and stockpiled for use on town projects. Wood chips are available at the compost area for the residents as the supply allows. The Forestry Division celebrated the annual Arbor Day event at the renovated Memorial Park with Boy Scout Troop 180 which included the planting of several decorative trees. The event marked the 7th year Ludlow was awarded a Tree City designation.

PARK DIVISION

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

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

DPW continued with upgrades to Memorial Park including the completion of the war memorial which recognizes the veterans who served in the armed forces. The upgrades included new concrete walks, new benches and tables, landscaping improvements, and repainting of the gazebo.

The Whitney Park restroom building was reconstructed after being closed for years due to damage from vandalism. The internal road system within the park was also improved and repaved.

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 2013.

Number of lots sold	91	Income from lots sold	\$ 44,000
Number of burials	104	Income from burials	\$ 55,250
Number of monument foundations	50	Income from foundations	\$ 7,125
		Total Income	\$106,375

ENGINEERING DIVISION

The DPW 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 Map, Assessors' maps, Zoning maps and Voter Precinct maps. This Division provides engineering and survey assistance and information to other departments, boards and committees upon request. The engineering staff provides technical analyses and recommendations to the Planning Board for the various projects during the year including subdivisions and commercial developments. The Division provides technical inspection of all public and private improvement projects. They file all necessary state and federal mandated reports as well as reimbursement paperwork for declared emergencies.

The sale of copies of record plans generated \$241 in fees.

SOLID WASTE COLLECTION AND DISPOSAL, RECYCLE CENTER/TRANSFER STATION

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

Residential curbside collection of trash and recyclables was provided by private vendor. Household trash is transferred and disposed at the Covanta Energy Resource Recovery Facility to generate electrical power. The recyclables are collected and transferred to the Municipal Recycling Facility (MRF) in Springfield. The combination of the curbside trash collection and drop-off at the Transfer Station accounted for 4,945.75 tons of trash transported to the Covanta Energy Resource Recovery Facility for incineration to generate electrical power. This recycling program generated 47.99 tons of paper, 8.95 tons of mixed containers (glass and cans), an additional 1,625.39 tons of single stream

recycling, 48.82 tons of scrap metal and approximately 3,771 tons of vegetative material were processed for compost. The compost/loam is used on town projects and is available to town residents.

The Solid Waste Collection and Disposal operational costs were augmented by fees generated from the sale of residential permits for the use of the Transfer Station. The DPW issued 2,319 permits to the residents which generated \$11,070 in fees. Also, the DPW provided 439 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 \$15,090 in fees. The DPW issued waste reduction bags that generated \$69,400 in fees.

The Town received \$1,668.73 from the MRF from the collection of recycle materials.

GRANTS

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

- MRF Advisory Board Grants in the amount of \$1,250 for the purchase of recycle containers.
- FEMA reimbursement for the October 2011 snow storm in the amount of \$65,823.27.
- FEMA reimbursement for the February 2013 severe storm in the amount of \$63,276.19.
- FHWA reimbursement to the Town for the October 2011 snowstorm in the amount of \$960,194.64.

CAPITAL IMPROVEMENT PROJECTS

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

- Massachusetts Highway Transportation Project for improvements for Center Street, from Sewall Street to Beachside Drive. The construction cost estimate is 4 million dollars.
- East Street Bridge for structural improvements.
- West Street Bridge for structural improvements.

ACKNOWLEDGEMENT

The Board of Public Works wishes to take this opportunity to acknowledge and thank the staff of the Department of Public Works for their commendable efforts and performance during the year of 2013.

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:

William R. Ayers, Jr., Vice Chairman

Barry J. Linton

Richard Zucco

Rafael L. Quiterio

PLANNING AND DEVELOPMENT

BOARD OF APPEALS

The Board of Appeals consists of five (5) regular members, and at this time has two (2) alternate members, who are volunteers appointed by the Board of Selectmen. The Board of Appeals is charged with hearing appeals or petitions for variances or Section 6 findings according to Massachusetts General Law, Chapter 40A, and the Town of Ludlow Zoning Bylaws. The Board of Appeals meets on an as needed basis at Town Hall, Conference Room 2 at 7 PM upon receipt of a request for a Hearing/Appeal, Variance/Section 6 Finding. During the year of 2013 there were three (3) requests for Hearings/Appeals, Variances/Section 6 Findings; one (1) variance was granted, one (1) variance was denied, one (1) Section 6 Finding was approved, and No (0) applications were Withdrawn.

It is with deep sadness that we report the passing of Mr. Albert LeMay Jr., a long term member of the Zoning Board of Appeals. Mr. LeMay was an individual who was very active in Town matters, participated on many boards and committees and will be surely missed. Mr. Michael Szlosek and Ms. Carmina Fernandes resigned during the year because of other commitments and we thank them for their service and wish them well on their future endeavors. With the change of personnel, Mr. Joseph Wlodyka was appointed as a regular member to the Board of Appeals and Mr. John Muse and Mr. Manual Lopes were appointed as alternate members.

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

Respectfully submitted,
Anthony W. Jarvis
Chairman

Members:
Paul Zielinski, Vice Chairman
Kathleen Bernardo
Paul Kessler
Joseph Wlodyka

Alternate Members:
John Muse
Manual Lopes

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 2013 and no meeting schedule changes are planned for 2014. 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 2013 with four (4) members and one (1) vacancy on the Commission. The year ended with five (5) members and no vacancies. In 2013 two new members joined the board, Edgar Minnie in June and Penny Lebel in December. Regretfully, Conservation Commissioner Andre Queiroga resigned from the Commission in October.

During 2013, the Conservation Commission worked on five (5) Notices of Intent, one of which was amended to allow for minor changes to the WMECO Greater Springfield Reliability Project. Twenty (20) Requests for Determination of Applicability were filed with the Commission, nineteen (19) of which resulted in a negative determination, and one (1) was withdrawn. The Commission issued four (4) Certificates of Compliance, and no Enforcement Orders. Emergency Certifications are requested when a project must take place immediately to prevent danger to individuals and/or damage to property. The Commission issued three (3) Emergency Certifications in 2013. 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 2013 continued to range from those as simple as shed installations to single family homes, utility projects large and small such as upgrades, the WMECO Greater Springfield Reliability Project, and the completion of the Holyoke Street Solar Project. We also continued to work with Westmass on the Ludlow Mills and Healthsouth projects. The total monies collected by the Conservation Commission in 2013 were \$2,592.50, 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. Commission members attended the MACC 2013 Annual Environmental Conference in Worcester Massachusetts in March. 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:
Angela Tierney
Edgar Minnie
Keith Ouellette
Penny Lebel

PLANNING BOARD

One application for **SUBDIVISION APPROVAL** was received:

Avelino Way – Off Alden Street – AMM Group, LLC – Approved

Sixteen applications for **APPROVAL NOT REQUIRED SUBDIVISIONS** were endorsed except where noted:

Miller Street	Alan & Paula Siok
392 Fuller Street	Maureen F. Cotti Et Al
51 Alden Street	James L. Wlodyka Jr.
1034 Center Street	Raymond Haluch
Bliss Street	Ronald A. Goodrow
322 Lyon Street	Anthony Schabowski
West Street, Tilley Street	Carol E. Aurnhammer
137 Miller Street & 130 Salli Circle	Robert Thompson, Trustee
91 Shawinigan Drive	Amelia B. Charron
Lyon Street	Michael Slepecki
West Street	Barry Linton, West Street Realty
Parker Lane	Whitetail Wreks, LLC
322 Lyon Street	Anthony Schabowski
1317 Lyon Street	Michael Slepecki
720 Chapin Street*	John & Melissa Garcia
1471 Center Street	Lillian Lewison
311 & 319 West Street	Lisa Modzelewski

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

183 Ravenwood Drive	Metro PCS (withdrawn)
145 Carmelinias Circle	Metro PCS (withdrawn)
201 West Avenue	Bell Atlantic Mobile of Massachusetts
135 East Street	Manuel & Georgette Coelho
Avelino Way Subdivision	Matias & Manuel Goncalves, Anna Gomes
Sportsmens Road	Ludlow Fish & Game, Inc.
291-293 Moody Street	Halgas Realty, LLC
219 Moody Street	Gilbert & Son
Miller Street	Daniel's Gravel Bank
329 West Street	Midwood
1102 Center Street	Bruce Libby – Trustee
84 Hubbard Street	CA Smith Lumber & Feed Co.
1 Tank Farm Road	Buckeye Pipeline Company
Holyoke Street	Varandas & Sons Construction Inc.

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

420 Center Street	McDonald's
201 West Avenue	Metro PCS Massachusetts, LLC
321 Center Street	Holiday Inn Express
631 Center Street	Randall's Farm, Inc.
Warsaw Avenue	Christ the King Church
425 Center Street	F.L. Roberts
State Street	Verizon Wireless
Sportsmens Road	Ludlow Fish & Game Club
438 Winsor Street	Our Lady of Fatima
199 West Avenue	Joe's Auto Body
592 Holyoke Street	Caracas Construction Corp/AMM Group LLC

Seventeen applications for **SPECIAL PERMITS** were approved except as noted:

7 Fontaine Street	Home Office
153 Piney Lane	Home Office
58 Chapin Street	Home Office
181 Chapin Street	Home Office
272 Ventura Street	Home Office
77 Stivens Drive	Home Office
54 Owens Way	Home Office
834 East Street	Home Office
297 West Street	Home Office
65 Meadowlark Circle	Home Office
9 Beachside Drive	Home Office
20 Longfellow Drive	Home Office
680 Chapin Street	Home Office
125 Wilno Avenue	Home Office
811 East Street	Home Office
54 Higher Street	Home Office
81 Erin Lane	Accessory Apartment

Thirty-nine applications for **CHANGE OF OCCUPANCY** were approved except as noted:

733 Chapin Street	Amanda Munroe/From Hair On
733 Chapin Street	Carmen Carvalho/From Hair On
433 Center Street	Dave's Soda & Pet Food City
44 Sewall Street	Jolie Health & Beauty
343 Center Street	Taco Bell
257-265 Fuller Street	Meadowbrook Shopping Center
290 Moody Street	B & R Machine
6 Chestnut Street	Nerd City
1129 East Street	Red Bridge Bait & Tackle

403A West Street	CL Diesel Repair Inc.
100 State Street, Suite 123	Lavertue Electric
100 State Street, 109A/209A	Nostalgia Auto Restoration
322 West Avenue	Tamatha Seyler/Hair West
563 Center Street	Forbes Testing Labs
398 East Street	Grace Group Realty
263 Fuller Street	Family First Barber
244 Hubbard Street	Dad's Euro Cup Ice Cream
247 Cady Street	Grill on Fire
199 West Avenue	Hook Ups Transport
305 East Street	Turkish Soccer Club
733 Chapin Street	Jacqueline Engel, Counseling Services
194 East Street	Reform Pilates & Yoga
14 Chestnut Place, Suite B	Ludlow Dialysis
136 Yale Street	Harmony Springs Inc.
4 & 6 White Street	Ludlow Produce Inc.
6 Chestnut Street	Evelyn & Son Lighting
221-223 East Street	Mario's
329 East Street	Bernardes & Co. Real Estate
658 Center Street	Tiny Explorers Learning Center
148 Amherst Street	Cornerstone Custom Countertops
100 State Street, Suite 122	Iron Duke Brewing
257 Fuller Street	Ludlow Pizza
61 East Street	Sweet Seconds
48 Hubbard Street	Bx Custom Sewn
48 Hubbard Street	Cherry Picked Children's Books
550/552 Center Street	Crossfit Echo
110 State Street, Bldg.212	Dustbusters Duct Cleaning
345 Holyoke Street	So Cool Accessories
239 Hubbard Street	Like New Auto Detailing

ZONE CHANGES:

- David C. Midwood – 329 West Street, Map # 3, Parcel 1A – Agriculture to Business A
- Action Taken: Approved – May Town Meeting
- TMTG Property Management, LLC – 17-21 Lower Whitney Street, Map 14B, Parcel 74 & 75 – Business A to Residence B
- Action Taken: Approved – May Town Meeting
- Andrzej and Halina Lipior – 289 Cady Street, Map#1B, Parcel 6 – Agriculture to Residence A
- Action Taken: Approved – October Town Meeting
- Joanne Grybosh – 188 Fuller Street, Map#11C, Parcel 48 – Agriculture to Residence A
- Action Taken: Approved – October Town Meeting

- Lyon Offices, LLC – 1 Moody Street, Map#3, Parcel 45A – Agriculture to Industrial A
- Action Taken: Approved – October Town Meeting

STREET ACCEPTANCE:

- First Avenue: Action Taken: Approved – May Town Meeting
- Rosewood Drive: Action Taken: Approved – October Town Meeting
- Olivia Circle: Action Taken: Approved – October Town Meeting

CHANGES TO THE ZONING BYLAW:

- Added Change of Occupancy under Permitted Uses in Table 1 Ludlow Table of Principal Uses.
- Amended the Floodplain District Bylaw to include new Flood Insurance Rate Maps (FIRM) and that development be compliant with MGL Chapter 131, Section 40 and requirements for building in the floodplain.
- Added a Smart Growth Overlay District Bylaw.
- Added to the Table of Principal Uses: Automated Vending Kiosk (Exterior); Accessory Apartment; Beauty Salon Booth Rentals; and Automated Teller Machine (ATM) (Exterior).
- Created definitions for “Automated Vending Kiosk”; “Automated Teller Machine (ATM)”; “Beauty Salon Booth Rental”; and “Floodplain”.
- Amended General Accessory Regulations in regards to Accessory Buildings, by removing the 15 feet requirement to the rear of the principal structure.
- Added a Temporary Moratorium on Medical Marijuana Treatment Centers/Registered Marijuana Dispensaries.

OTHER NEWS

During the March election, Planning Board member Kathleen Houle ran unopposed and was re-elected to a five year term. Ms. Houle has served on the Planning Board since March 2008.

There was a ribbon cutting in October for the solar array project on the former capped landfill on Holyoke Street. The Planning Board approved this project in November 2012. This was the first project approved under the Large-Scale, Ground-Mounted Photovoltaic Systems Bylaw. The Town entered into a 20 year contract and a power purchase agreement with Borrego Solar to install a 2.6 Megawatt solar facility on the landfill. It cost Borrego Solar \$16 million to construct the solar array project. The Town will receive energy from the solar arrays at a reduced rate. This project is a great example of the use of renewable energy.

The Open Space and Recreation Plan was submitted to the Executive Office of Energy and Environmental Affairs in January 2013 and was approved. The Plan will be valid through January 2020 and will allow the Town to participate in Executive Office of

Energy and Environmental Affairs grant rounds. The Open Space and Recreation Plan consists of community history, population characteristics, growth and development patterns, geology, soils and topography analysis, water resources, vegetation, scenic resources and unique environments, environmental challenges, community vision, and goals and objectives.

In December, the Healthsouth facility opened their new building on State Street. The \$27 million project consisted of a new 74,500 square foot facility with 53 private rooms, and access to a state-of-the-art therapy room. The project has received a LEED “Silver Certified” designation, meaning the new facility will meet “green building” standards. In connection with the Ludlow Mills project, a streetscape improvement project on State Street, which was part of a \$3.7 million MORE JOBS state grant program, and included construction of new infrastructure, roadway, and sidewalks, was completed in 2013.

The Master Plan is now in final draft form. The Planning Board is reviewing the draft Master Plan document. The Master Plan consists of the following chapters: Land Use; Housing; Economic Development; Open Space and Natural Resources; Historic, Cultural, and Recreational Resources; Transportation; Public Services & Infrastructure; Energy & Sustainability; Education; and Implementation. The Planning Board will need to adopt the Master Plan.

At the October Town Meeting, the 40R Smart Growth Zoning District Bylaw was approved. There are three areas identified in the Smart Growth Zoning District. These districts consist of the downtown area along East Street, the Riverside District, and a portion of the Ludlow Mills. The Smart Growth Zoning District would encourage the creation of mixed-use development in areas of concentrated development.

Total Fees generated by the Planning Board were: **\$24,711.16**

Respectfully Submitted,
Raymond Phoenix
Chairman

Members:
Christopher Coelho
Kathleen Houle
Carlos Chaves
Joseph Queiroga

Editors Note:

As this is my first time producing the Annual Town Report, I can only hope that I have done it justice. Beverly Tokarz left me with a lot of valuable information to use, and I am grateful to her for that. You will notice some changes as we tried to show how technology has changed how we do things.

I would like to thank the Town's IT Manager, Gary Blanchard, who was instrumental in helping me with this task; even with his very busy schedule and responsibilities for twenty departments. I don't think I could have done it without him.

Thank you to the Town Departments for their patience and support while I've adjusted to my new position here in the Board of Selectmen's Office. When I started working for the Town in 2002, I did not realize how much I would come to love working for the Town in which I grew up and the many new friendships I have made.

I would also like to thank Ellie Villano, the Town Administrator, and the Board of Selectmen for believing in me and giving me the opportunity to work in this office. I welcome new challenges and opportunities to learn new skills and am enjoying my new position. I look forward to continuing a long and rewarding tenure helping the residents of the Town of Ludlow.

Ann M. Converse

TELEPHONE NUMBERS

TO REPORT AN EMERGENCY	911
Animal Control Officer (Gilles Turcotte)	596-5484
Appeals, Board of	583-3889
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 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: 583-5600
Assessors, Board of	x1221
Building Department	x1212
Conservation Commission	x1285
Health, Board of	Nurses: x1272
	Secretary: x1271
Information Technology Manager	x1296
Planning Board	x1282
Selectmen, Board of	x1202
Town Administrator	x1201
Town Accountant	x1241
Town Clerk	x1231
Town Collector	x1263
Town Planner	x1281
Town Treasurer	x1252
Veterans' Services/ADA Coordinator	x1290

