

# Town of Ludlow



**2015**

**Annual Town Report**



## **In Memoriam**

### **Francis J. Bissaillon 1920 – 2015**

Francis J. Bissaillon, a longtime member of the Ludlow Council on Aging, passed away on June 6, 2015 at the age of 94.

Francis was born on July 9, 1920 to the late Zephir and Dora Bissaillon. He was a graduate of Ludlow High School in 1938. He developed a love of billiards learning pool from his dad between haircuts in the family barber shop. He enlisted in the U.S. Coast Guard as an aviation machinist when World War II broke out. After being discharged in 1946 he married the girl he fell in love with as a teenager the late Sophie Boryczka and they were married for 58 years. Francis worked as the Three Rivers Office Manager for Tambrands, Inc. and retired in 1984. He was an active member of the Ludlow Senior Center and he was instrumental in developing the Billiard League, the Billiard Club and he taught classes. He was also the Treasurer of the Ludlow Senior Center Billiard Club. Francis was a Massachusetts Senior Olympian and won gold medals in all the events he participated in year after year.

He leaves to cherish his memory, his son Francis Bissaillon and his wife Barbara; his son John Bissaillon and partner Cathy Schreiner; his son Richard Bissaillon and his wife Susan; his daughter Angela Petitclerc and her husband Denis; and his sister Theresa Gregoire. He was a cherished grandfather to ten grandchildren and thirteen great grandchildren. He also leaves many nieces and nephews; his neighbors Jim and Joyce Dyjak; and his billiard buddies.

### **Robert E. Chenaille 1938 - 2015**

Robert E. Chenaille, a longtime Firefighter for the Town of Ludlow, passed away on February 28, 2015 at the age of 77.

Bob was born in Thompsonville, Connecticut to the late Odila "Sam" and Irene Chenaille. Bob lived most of his life in Ludlow and was a 1951 graduate of St. John the Baptist School, a 1955 graduate of Ludlow High School and furthered his education receiving his Associate's Degree from STCC. He was a proud United States Army Veteran. Bob was a firefighter for the Ludlow Fire Department for many years, retiring as a Captain in 1980. He was also the owner of Fifth Alarm Miniatures where he handcrafted miniature dollhouse furniture using raw materials produced at the Ludlow Mills. He loved playing baseball and was an avid New York Yankees fan, but his greatest joy in life was spending time with his loving family.

He leaves to cherish his memory, his wife of 52 years, Judith Chenaille; his daughter Danielle Chenaille; and his daughter Kelli Chenaille Jacuby. He was a cherished grandfather to Nicholas and Ryan. He also leaves many loving extended family members and dear friends.

**Charles N. Crowther**  
**1961 – 2015**

Charles “Chuck” N. Crowther, a custodian at Ludlow High School, passed away on August 11, 2015 at the age of 54.

Chuck was born in Warwick, Rhode Island to the late Charles and Doris Crowther and was a long-time Ludlow resident. He graduated from Ludlow High School in 1979. He loved muscle cars and playing the drums.

He leaves to cherish his memory, his wife of 34 years, Cindy Crowther; his daughter Melissa Dailida and her husband Anthony; his son Craig and fiancé Brianne Guyette; his daughter Valerie and fiancé Jonathan Fiore; his daughter Samantha and fiancé Ryan Merceri; his grandchildren Jayden, Stella, Abigail, Logan and Zoe; his brother Michael Crowther and his wife Sue; and his sister Deborah Hines and her husband Dave. He was predeceased by his sister Eileen Crowther. He also leaves many loving extended family members and dear friends.

**Leo R. Dion**  
**1926 – 2015**

Leo R. Dion, a longtime member of the Planning Board and Sewer Commission, passed away on April 16, 2015 at the age of 88.

Leo was born on October 15, 1926 to the late John and Marion Dion in Springfield. He was a longtime Ludlow resident and worked as a roofer for Morris Roofing and had the distinction of roofing the Mack Donnelly Gazebo in Memorial Park. He was an avid New England Patriots fan, a fierce cribbage player and friend to many.

Sadly he was predeceased by his wife Pearl in 2004 and a sister Doris Fales. He leaves to cherish his memory, his son Robert T. Dion and his wife Laura; his son Anthony M. Dion; his daughter Donna Gamble and her husband John; his daughter Marion Corkins and her husband John; and his sister Nancy Kienzler. He was a cherished grandfather to nine grandchildren and six great grandchildren.

## **Mitchell Dobrzycki**

### **1926 – 2015**

Mitchell Dobrzycki, a longtime custodian for the Ludlow Public Schools, passed away on June 6, 2015 at the age of 89.

Mitchell was born in 1926 to the late Stanley and Anna Dobrzycki. He joined the Navy in April 1944 and proudly served his country before receiving an honorable discharge in 1946 with a final discharge in 1954. He was the recipient of the American Victory and American Area Medals. He completed naval operational training of Scout Bombers and Navy Aviation Radioman School and he flew on Navy SBD2C as a tail-gunner and squadron lead radioman. He loved fishing, trapping, hunting, and was a master of plaster, stone work and masonry. He will be remembered as a very generous gentlemen who was always there to lend a helping hand to whomever was in need.

Sadly he was predeceased by his wife Shirley in 2008. He leaves to cherish his memory, his son Michael Rodio and his wife Ann; grandson James Rodio; granddaughter Jessica Lorusso and her husband Joe; his great-grandson Joseph; his niece Dr. Deborah Chun and her husband Dr. Yong Sung; his nephew Richard Besciak and his wife Susan; and many loving extended family members and dear friends.

## **Rosemary Gilrein**

### **1923 - 2015**

Rosemary Gilrein, a longtime Secretary at Ludlow High School, passed away on October 15, 2015 at the age of 92.

Rosemary was born on September 19, 1923 in Holyoke, Massachusetts. She graduated from Holyoke High School in 1941 and married the love of her life, Donald J. Gilrein, in 1948. She was a spirited, fiercely loyal and delightful Irish woman whose mission in life was to pray daily for family, friends and neighbors.

Sadly she was predeceased by her husband Donald. She leaves to cherish her memory, her daughter Betsy Marino and her husband Steve; her son Don and his wife Madeline; her son Bob and his wife Shana; her son Jim and his wife Jean; and her son Steve and his wife Susie. She also leaves eighteen grandchildren and twenty-four great grandchildren and her dear friend Helen Kudlic.

**Robert Hughes Sr.**  
**1938 - 2015**

Robert Hughes Sr., a longtime custodian at Ludlow High School and member of the Westover Golf Commission, passed away on March 23, 2015 at the age of 77.

Bob was born in Ludlow to the late John Hughes and Madeline (Bragg) Minutello and was predeceased by his step-mother Elizabeth Hughes. He worked at Vernon Surgical and was an Aerospace Machinist at Berkshire Industries for many years. Bob loved riding Indian Motorcycles, enjoyed coaching little league baseball, was an avid golfer, and he was an accomplished welder and airplane builder. He had his pilot's license and loved flying small aircraft.

He leaves to cherish his memory, his beloved wife of 57 years Beverly Hughes; his daughter Tracey Gordon; his son Robert Hughes Jr., and his wife Kim; his pride and joy, his grandson Hunter; his brother Richard Hughes and his wife Elva; his sister Maureen Gagnon and many nieces and nephews.

**Richard R. Malek**  
**1939 – 2015**

Richard "Dick" R. Malek, a teacher for 39 years and longtime hockey coach, softball coach and golf coach, passed away on April 1, 2015 at the age of 76.

Dick was born in Chicopee to the late Adam and Josephine Malek. He went to Chicopee High School and received his BA and MA degrees from American International College. He was a longtime Ludlow resident. He was an avid golfer and member of the Ludlow Country Club; loved to travel, loved spending time at his home on Cape Cod; and enjoyed visiting the graves of U.S. Presidents.

He leaves to cherish his memory, his wife Diane Hughes-Malek; his son Richard and his wife Kathleen; and his daughter Michelle Relyea. He was a cherished grandfather to Allison, Lauren and Lindsey. He was predeceased by his sister Jean Malek. He also leaves many cousins, extended family members and dear friends.

## **Antonio Oliveira**

### **1972 – 2015**

Antonio “Tony” Oliveira, a custodian at Ludlow High School, passed away on September 21, 2015 at the age of 43.

Tony was born on January 12, 1972. He was a lifelong resident of Ludlow and a 1990 graduate of Ludlow High School. Tony was a proud member of the Gremio Lusitano Club and loved golfing with his brother and friends. He also enjoyed fishing, hunting, laughing and having fun. He was an avid sports fan of the Boston Red Sox, Bruins and the Pittsburgh Steelers. Tony touched the lives of many people with his smile and generosity. He loved helping family and friends when needed.

He leaves to cherish his memory, his parents Mario and Maria Oliveira; his brother Americo “Mac” Oliveira; and many loving aunts, uncles, cousins, as well as many loving extended family members and friends.

## **Fannie Pease**

### **1922 - 2015**

Fannie B. Pease, a longtime poll worker for the Town of Ludlow, passed away at the age of 93.

Fannie was born in East Haddam, Connecticut on April 8, 1922 to the late Wallace and Fannie Bockway. She moved to Ludlow in her early childhood and lived here for the remainder of her years. She worked in the Ludlow Mills, at Millers Dairy Bar and at Sears in the Eastfield Mall. Fannie was also an active member of the Grange for over 65 years, holding many offices including Master of the former Ludlow Grange, Pamona Grange and Massachusetts State Grange.

Sadly she was predeceased by her husband of 69 years Walter Pease Jr. in 2011 and her son-in-law Terry Chilcote in 2010. She leaves to cherish her memory, her son Robert and his wife Diane; her son Richard and his wife Pamela; her son Roy and his wife Kathleen; and her daughter Susan Chilcote. She also leaves twelve grandchildren and thirteen great grandchildren; her brother-in-law Carl Pease and his wife Dorothy; as well as many cherished nieces and nephews.

## **Susan Caivano Pease**

### **1952 - 2016**

Susan (Sue) Caivano Pease, a longtime teacher and Principle of Chapin Street School, passed away on December 13, 2015 at the age of 63.

Susan was born on January 25, 1952 and lived the majority of her life in Ludlow. She graduated from Bridgewater State University in 1974 with a BA in English Language and Literature and from Westfield State College with a Masters of Education. She was a third grade teacher for 23 years and after earning her Certificate of Advance Graduate Study in Education Administration became the Principal of Chapin Street School in 2011. She enjoyed traveling, maintaining her flower garden, golfing, reading and spending time with family and friends.

Sadly she was predeceased by her father Joseph Caivano. She leaves to cherish her memory, her husband Rodney; her son Benjamin; her daughter-in-law Bianca Stone; her brother Jim Caivano; her sister Joan Williams; her sister Shirley Pogodinski; and her mother Ann Caivano.

## **Antonio J. Portelada**

### **1943 - 2015**

Antonio J. Portelada, Electrical Inspector for the Town of Ludlow, passed away on January 27, 2015 at the age of 72.

Antonio was born in Portugal and was a proud member of the Portuguese Army and lived in Ludlow for most of his life. He was the self-employed owner of Portelada Electric.

Sadly he was predeceased by his wife Maria in 2012. He leaves to cherish his memory, his son John Portelada; his daughter Gloria Belsky and her husband Harry; his grandchildren Katti, John, Adam and Noah; his great grandchildren Tessa and Eva, and many loving extended family members and dear friends.



**Vivian Martin Talbot**  
**1920 - 2015**

Vivian Martin Talbot, a Librarian at the Hubbard Memorial Library, passed away on April 8, 2015 at the age of 94.

Vivian was born on August 5, 1920 to the late Alfred and Ida Martin. She was a lifelong resident of Ludlow and a graduate of Ludlow High School in 1938. She also worked at the Wall Street Journal in Chicopee. Vivian's sense of style and her love of people and animals were evident throughout her life. Her caring spirit was boundless as she spent many years caring for her beloved husband and many family members in their later years.

Sadly she was predeceased by her husband Joseph in 1990 and her sisters Anita Martin Mattot and Edna Martin Palmer. She leaves to cherish her memory, her son Martin Talbot; her son Mark E. Talbot and his wife Julia; and many nieces and nephews.

**James Santos Teixeira**  
**1930 – 2015**

James Santos Teixeira, a School Committee member, passed away on May 22, 2015 at the age of 85.

James was the son of Antonio and Mariette Teixeira and was a longtime resident of Ludlow. He was inducted into the First Class of the Ludlow High Sports Hall of Fame. He graduated from Western New England College with a degree in Mechanical Engineering. Jim was an avid and fine golfer, a member of the Ludlow Country Club, and a member of the Lions Club.

Sadly he was predeceased by his wife Lorraine, his daughter Doreen Lussier, his brothers Louis and Joseph Teixeira and his lady friend of 12 years Fran Herbert. He leaves to cherish his memory, his son James Craig Teixeira and his wife Maryann; his granddaughter Kristie Lee Learned and her husband Jarrod; his three brothers – Angelo, Antonio and George Teixeira, as well as many nieces, nephews and extended family members and friends.



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## Our Town

The Town of Ludlow was incorporated as a Town in 1774 and is a suburban community located in the northwest corner of metropolitan Springfield. Boston is 84 miles east of Ludlow and Worcester is 47 miles eastward. The 19,247 Town residents believe that Ludlow has established itself as a target for industrial and retail growth while maintaining its pleasant community atmosphere.

Housing is available for the elderly, the handicapped and low income families, and has the largest Senior Center in Western Massachusetts.

Ludlow Public Schools are comprised of five schools serving approximately 2,700 students in grades K-12. In addition, the Ludlow Schools operate an Early Childhood Program at East Street School. Headstart and Holyoke Community College/Ludlow Area Adult Learning Center are both located at 54 Winsor Street. St. John the Baptist School is the private parochial school in town.

The Randall Boys and Girls Club/Community Center provides a before and after school 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:** 19,247  
**Density:** 693 per sq. mile  
**County:** Hampden

### **Town Hall**

Built in 1974

### **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

**FY2016 Taxes (as of January 1, 2015)**

<b>Residential:</b>	\$1,555,419,409
<b>Commercial:</b>	\$ 157,483,511
<b>Industrial:</b>	\$ 53,741,610
<b>Personal Property:</b>	\$ 189,084,670

**Tax Rate**

For the period from July 1, 2015 – June 30, 2016  
Per \$1,000 of value  
\$18.13 – Residential and Commercial

**Tax Bills**

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

**Voting**

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

**Registered Voters (as of December 31, 2015)**

Democrats	4,845
Republicans	1,609
Grn./Lib./3 <sup>rd</sup> /Reform	127
Un-enrolled Voters	6,424
Total Registered	13,005

**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.

## **Dog Licenses**

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

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

## **Fishing Licenses**

Information regarding purchasing Massachusetts fishing licenses can be found at [www.mass.gov](http://www.mass.gov).

## **Town of Ludlow Website**

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

## **Transportation and Access**

Ludlow is located in the Pioneer Valley, known as the crossroads of New England because of its strategic position along the Connecticut River and its excellent transportation facilities. The Massachusetts Turnpike connects the region to Boston and to Albany, New York. Interstate 91 provides direct access to Hartford, Connecticut, and to Brattleboro and points north in Vermont. The principal highway is Interstate 90, the Massachusetts Turnpike. Passenger service is available on Amtrak in neighboring Springfield. Ludlow is a member of the Pioneer Valley Transit Authority (PVTA), which provides fixed route service to Springfield. The PVTA also offers para transit services to the elderly and disabled through the Council on Aging. Westover Metropolitan Airport, a General Aviation facility located in neighboring Chicopee, has two asphalt and concrete runways 7,050' and 11,600' long.

## **Ludlow Community TV**

Ludlow Community TV was created to promote, encourage and facilitate Ludlow Community involvement in the production of locally originated television, and to meet and manage the contractual and regulatory commitments to public educational and governmental access of the cable provider for the Town of Ludlow. For several years LCTV has been providing Ludlow residents with an ever growing list of programs and volunteer producers. They provide weekly live coverage of the Board of Selectmen's meetings in addition to broadcasting meetings of the School Committee, Planning Board, 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 learn video production, bringing issues and events of the area to all Ludlow viewers. Hours of operation are Monday thru Friday, 8:30 am to 4:30 pm. The studio is presently

located at Ludlow High School. LCTV broadcasts on channels 191, 192, and 193 on Charter Cable in Ludlow.

### **Public School District**

#### **Public Schools**

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

#### **Private School**

St. John the Baptist School

### **Houses of Worship**

Our Lady of Fatima Parish, 438 Winsor Street  
Christ the King Catholic Church, 31-41 Warsaw Avenue  
St. Elizabeth Parish, 191 Hubbard Street  
St. Peter & Paul Ukrainian Catholic Church, 45 Newbury Street  
St. Paul's United Methodist Church, 123 Hubbard Street  
The First Church in Ludlow, 859 Center Street  
Union Church of Christ, 51 Center Street  
Greater Love in Devine Purity & Holiness Ministries, 220 East Street  
Assembly Hall, Congregation of Jehovah's Witnesses, 157 Fuller Street  
The Church of Jesus Christ of Latter Day Saints, 584 West Street  
Faith Community Chapel, a Church of the Nazarene – 485 East Street  
Harvest Bible Chapel – 500 Chapin Street

### **Veterans' Services**

The mission of the Ludlow Veterans' Services office is to advocate on behalf of all Ludlow veterans and provide them with quality support services, and to direct an emergency financial assistance program for those veterans and their dependents in need. The primary function of the Veterans' Services office is to provide aid and assistance to veterans and their dependents that qualify in order to ensure their life sustaining needs. Chapter 115 of the MGL governs these benefits. The office is located on the first floor of the Town Hall. Director Eric Segundo is available to answer any questions that pertain to veterans services.

## Elected Town Officials

	Term Expires		Term Expires
<b>Board of Assessors</b>		<b>Library Trustees</b>	
Antonio Rosa	2018	Christine S. Davis	2018
Beverly Barry	2016	Elaine M. Karalekas	2016
Michael S. O'Rourke	2017	Robert A. Mishol	2017
<b>Board of Health</b>		<b>Moderator</b>	
Neil Paquette	2018	John P. DaCruz	2018
Dr. Bruce R. Dzuira	2016		
Timothy Fontaine	2018		
<b>Board of Public Works</b>		<b>Planning Board</b>	
Thomas Haluch	2017	Joseph L. Queiroga	2017
Barry Linton	2018	Christopher Coelho	2019
Rafael Quiterio	2016	Kathleen Houle	2018
Gary F. Wdowiak	2017	Edgar E. Minnie II	2020
Richard A. Zucco	2016	Raymond E. Phoenix II	2016
<b>Board of Selectmen</b>		<b>Recreation Commission</b>	
Carmina D. Fernandes	2018	Sean McBride	2016
Brian M. Mannix	2016	Donald R. Cameron	2018
William E. Rooney	2017	Jason C. Martins	2017
Aaron L. Saunders	2016		
Manuel D. Silva	2018	<b>School Committee</b>	
<b>Collector of Taxes</b>		Charles T. Mullin	2016
Fred Pereira	2017	Patricia A. Gregoire	2017
		James "Chip" Harrington	2017
		Michael J. Kelliher	2016
		Jacob R. Oliveira	2018
<b>Housing Authority</b>		<b>Town Clerk</b>	
Patricia C. Holley	2020	Laurie Gibbons	2017
David A. Sepanek	2019		
Betty K. Socha	2016	<b>Town Treasurer</b>	
Victor J. Field, State Apt.	--	Elsa Barros	2018



# Appointed Town Officials

May 1, 2015 – April 30, 2016

**Affirmative Action Officer**  
Carrie Ribeiro

**Agricultural Commission**  
Karen Pilon, Chairperson  
John B. Chenier  
William Ellison  
Michael C. Hogan  
Agnes E. 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

**Auxiliary Police**  
Jessica Bukowski  
Christian Mendes  
Cory Rodrigues

**Auxiliary Police Continued**  
Jhon Wielblad

**Board of Appeals**  
Anthony Jarvis, Chairperson  
Alan Aubin  
Kathleen Bernardo  
Paul Kessler  
Manuel Lopes  
Joseph Wlodyka  
Paul A. Zielinski

**Board of Registrars**  
Paul T. Babin, Jr.  
Chester Giza  
Laurie Gibbons  
Maria McSwain

**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

**Capital Improvement Planning  
Committee**  
Darlene Cincone  
Carmina Fernandes  
Heidi Fogg  
Edgar Minnie II  
Ellie Villano

**Capital Improvement Planning  
Committee Continued**

James Young, Ex-Officio  
Luis Vitorino

**Celebrate Ludlow Committee**

Christine Peacey, Chairperson  
Maryann Asta-Ferrero  
Vicki Authier  
Ilda Bouchie  
Elaine Hodgman  
Rebecca Paul  
Sue Santos

**Cemetery Committee**

Board of Public Works  
Beverly Barry  
Joe Chaves, Town Resident  
James Goodreau  
Brian Mannix  
Joanne Martin, Town Resident  
Edgar Minnie II  
Kelly McKenney, Advisory Member  
Douglas Stefancik  
Ellie Villano

**Chief Procurement Officer**

Ellie Villano

**Commission on Disabilities**

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

**Communications Officer**

Ellie Villano

**Community Preservation Act  
Committee**

Donald Cameron  
William Ellison  
Agnes E. Kibbe  
Lisa Labonte  
Raymond Phoenix  
Betty Socha

**Community Preservation Act  
Committee Continued**

Craig Spice  
Angela Tierney

**Computer Advisory Committee**

Joe Alves – Board Of Assessors  
Elsa Barros – Treasurer  
Gary Blanchard – IT Manager  
James Goodreau – DPW  
James “Chip” Harrington – School  
Committee  
Fred Pereira – Town Collector  
Ellie Villano – Town Administrator  
James Young – Town Accountant

**Conservation Commission**

Jason Martowski  
Penny Lebel  
Edgar Minnie II  
Michael Szlosek  
Angela Tierney  
Scott Urban

**Constables**

Detective David Kornacki

**Constable for Tax Collector**

Reid Jeffrey  
Christine Jeffrey

**Contract Compliance Officer**

Ellie Villano

**Council on Aging**

Lucille Carneiro  
John DaCruz  
Eileen Frink  
Diane Goncalves  
Helen Grabowski  
Frederick Lafayette  
Alfred LaRiviere, Jr.  
Albert LeMay, Sr.  
Nancy Pauze  
Phillip Tierney  
Walter Stewart

**Council on Aging Continued**

Rosalind Forti

**Custodian of Insurance Records**

Elsa Barros

**Custodian of Tax Possession**

Elsa Barros

**Director of Emergency Management**

Chief Mark Babineau

**Economic Development Officer**

Carmina Fernandes

**Electrical Inspector**

John Roda

Richard Chenevert – On Call

**Energy Research Committee**

Cathy Cooper

Nuno Guerra

James “Chip” Harrington

Justin Larivee

Michael Lavelle

Jason Martowski

Jacob Oliveira

Douglas Stefancik

Ellie Villano, Ex-Officio

**Equal Opportunity Employment Officer**

Carrie Ribeiro

**Fair Housing Committee**

Chester Giza

Raymond Phoenix

Ellie Villano, Ex-Officio

**Finance Committee**

Maureen Kim Downing, Chairperson

Suzanne Boyea

Joan Cavallo

Douglas Fish

Heidi Fogg

Eric Gregoire

**Finance Committee Continued**

John Maggi

Beverly Tokarz

Jim Young, Ex-Officio

**First Meeting House Committee**

Jeremy Kavka, Chairperson

Thomas Haluch

Agnes E. Kibbe

Donald Kibbe

Marilyn Paul-Lewis

Bert Ramage

**Graves Registration Officer**

Eric Segundo

Steven Sawyer, Assistant

**Haviland Beach Study Committee**

Chester Giza

Darlene Kennedy

**Hazardous Material Coordinator**

Captain Ryan Pease

**Historian**

Marilyn Paul-Lewis

**Historical Commission**

Agnes E. Kibbe, Chairperson

Cory Chretien

John Moll

Karen Pilon

Thomas Vickers

**Historic District Study Committee**

Sandra Stanek

**Industrial Finance Authority**

John D. DeBarge

**Information Officer**

Ellie Villano

**Information Technology Manager**

Gary Blanchard

**Insurance Advisory Committee**

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

**License Agent for the Board of Selectmen**

Detective David Kornacki

**Long Range Planning Committee**

Joe Alves  
Elsa Barros  
Maureen Kim Downing  
Todd Gazda  
James Goodreau  
Kathy Houle  
Michael Kelliher  
Barry Linton  
Manny Silva  
James Young  
Ellie Villano

**Ludlow Cultural Council**

Elaine Allen  
Brian Barch  
Diane Brouillard  
Joan Dill  
Lisa Doiron  
Beverly Feicha  
Rosalind Forti  
Elaine Karalekas  
Linda Leveille

**Ludlow Cultural Council Continued**

Nancy Pauze  
Barbara Picard  
Florence Pooler  
Carla Roberts

**Ludlow Reservoir Advisory Committee**

Sheila Dias  
Dorothy Mikaelian  
James Mikaelian  
Aaron Saunders

**Master Plan Committee**

Edgar Alejandro  
John Chenier  
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

**MMWEC Board of Directors**

Luis Vitorino

**Mobile Home Rent Control Board**

Michael Bingle  
Darlene Cincone  
Mary Evangelista  
Michael Szlosek

**Municipal Hearing Officer**

Thomas G. Paquin

**Open Space Planning**

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

**Parking Hearing Officer**

Brian Mannix

**Permitting Authority Trench Reg.**

John T. Gaucher

**Personnel Board**

John Auclair  
David Bedore  
William Dzierwinski  
Lisa Asta-Ferrero  
Evette Rodrigues

**Physician**

Dr. Shaukat Matin

**Pioneer Valley Planning Commission**

John Pedro  
Ray Phoenix, Alternate

**Pioneer Valley Transit Authority**

Aaron Saunders

**Plumbing/Gas Inspector**

Steven Lopes, Jr.

**Assistant Plumbing/Gas Inspector**

Kevin Douville

**Pond Management Committee**

Chester Giza  
Janice Santos

**Procurement Officer**

Amy Priest

**Safety Committee**

Christopher Coelho  
Justin Larivee  
Penny Lebel  
Barry Linton  
Phillip McBride  
Capt. Ryan Pease  
Rafael Quiterio  
Sergeant Brian Shameklis

**School Crossing Guards**

Lawrence E. Andre  
Janice Chrzan  
Margaret Lavoie  
William Koss  
Tina Wright  
Douglas W. Fuller, Sub  
Kathleen E. Lavoie, Sub  
Patricia Pafumi, Sub  
Deanna Sczepanek-Bingham

**Sealer Weights & Measures**

Douglas J. Wilk

**Special Police (2015)**

Matthew Anderson  
James Banas  
Nicholas Begin  
Jose Branco  
Jose Carvalho  
Sylvia Cotter  
Thomas Day  
David Fernandes  
Marie Gaudreau  
Patrick Gaughan  
James "Chip" Harrington  
Christopher Hastings  
Kevin Healey  
Thomas Kurpaska  
Michel Lebel  
Adam Madera  
Joseph McDaneld, Jr.

**Special Police (2015) Continued**

Nelson Milano  
Raymond Parylak  
Norman Picard  
Wendell Prior  
Kevin Quiterio  
Fernando Ribeiro  
David Salvador  
Armando Saraiva  
Christopher Silveira  
Raymond Valadares  
Nicholas Verteramo

**Sworn Weigher**

Joanne Martins

**Town Accountant**

James Young

**Town Administrator**

Ellie Villano

**Town Counsel**

Doherty, Wallace, Pillsbury, Murphy, PC

**Town Engineer/Director of Public Works**

John T. Gaucher

**Town Labor Counsel**

Stanley Weinberg

**Town Planner**

Douglas Stefancik

**Veterans Service Officer**

Eric Segundo

**Westover Advisory Commission**

Gary Coelho, Site Inspector

**Westover Municipal Golf Commission**

Wayne Boland  
Donald Cameron  
William Koss  
Jason Martins  
Sean McBride  
Steven Morris  
Joseph O'Brien

**Westover Municipal Development Corp.**

Maureen Kim Downing

# Precinct Members – 2015

\*\*cacaus

## Precinct One

2018-Alan E. Gregoire 93 Cady St.  
2018-Eric A. Gregoire 93 Cady St.  
2018-Mark A. Imbody 58 Cady St.  
2018-Debora M. Johnson 142 Cady St.  
2018-Opening  
2017-Roland F. Gregoire 143 Cady St.  
2017-John E. Hiersche 49 River St.  
2017-William J. Jolivet Jr 37 Gamache Dr.  
2017-William A. Koss 203 West St.  
2017-Richard Oliveira 67 Guertin Ave.  
2016-Derek G. DeBarge 37 Barre Dr.  
2016-Timothy S. Donnelly 39 Arnold St.  
2016-Elinor D. Kelliher 108 Wedgewood Dr.  
2016-James Meehan 38 Main Blvd.  
2016-Christine D. Peacey 7 Wenonah Dr.

## Precinct Three

2018-\*\*Ann Chenier 590 Lyon St.  
2018-John F. Moll 1251 East St.  
2018-Richard Paixao 76 Windwood Dr.  
2018-Margaret Szlosek 165 Genovevo Dr.  
2018-Michael A. Szlosek 165 Genovevo Dr.  
2017\*\*Paul B. Cocchi 312 Miller St.  
2017-Brian T. Connery 29 Tower Rd.  
2017-John M. Diotalevi 181 Cislak Dr.  
2017-Joanne R. Martin 308 Miller St. #2  
2017-Richard T. Rusiecki 761 Moore St.  
2016-Edward R. Godin 1087 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.  
2016-Donald W. Venne 475 Moore St.

## Precinct Five

2018-Kenneth J. Batista 12 Valley View Dr.  
2018-Kim M. Batista 12 Valley View Dr.  
2018-Stephen M. Breslin 580 Fuller St.  
2018-Kathleen A. Ouimette 58 Homestretch Dr.  
2018-Stephen E. Santos 149 Colonial Dr.  
2017-John R. Auclair 16 Nash Hill Rd.  
2017-James L. Chenier 628 Fuller St.  
2017-John B. Chenier 501 Munsing St.  
2017-John H. Davis 411 Fuller St.  
2017-Ryan Lemek 425 Fuller St.  
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.  
2016-Opening

## Precinct Two

2018-Joshua Carpenter 547 East St.  
2018-Opening  
2018-Opening  
2018-Opening  
2018-Opening  
2017-Douglas E. Fish 12 Cedar St.  
2017-Chester J. Giza 134 Yale St.  
2017-Jean S. Martins 92 Lockland St.  
2017-Daniel E. Rae 51 Lockland St.  
2017-Joseph E. Szlosek 122 Ray St.  
2016-Lorraine C. Czapienski 127 Cedar St  
2016-John J. Dryjowicz 153 Ray St.  
2016-Frederick J. Nowak Jr 45 Kirkland Ave.  
2016-Opening  
2016-Opening

## Precinct Four

2018-Fernando Barroso 32 Fairway Dr.  
2018-Mary C. Evangelista 64 Franklin St.  
2018-James K. Goodreau 201 Stevens St.  
2018-Julieta N. Hoeckh 423 Winsor St.  
2018-Joseph A. Santos 3 Brimfield St.  
2017-Fritz A. Huber Jr 29 Laroche St.  
2017-Richard J. McInerny 51 Brunelle St.  
2017-Richard A. Pasquini 17 Ridgeview Cir.  
2017-Alan J. Siok 115 Miller St.  
2017-Paula A. Siok 115 Miller St.  
2016-Carrie Lynn Goodreau 201 Stevens St.  
2016-James L. Goodreau 90 Posner Cir.  
2016-Isabel Martins 41 Bristol St.  
2016-Robert A. Silva 30 Stevens St.  
2016-Fernando F. Soares 21 Bristol St.

## Precinct Six

2018-Christopher E. Chartrand 156 Pinewood Rd.  
2018-Michelle M. Mayou 42 Nora Ln.  
2018-Patrick J. Nugent 35 Pinewood Dr.  
2018-Lynda A. Scheer 25 Wood Dr.  
2018-Robert W. Scheer 25 Wood Dr.  
2017-William J. Eagen 24 Pinewood Rd.  
2017-Peter C. Karalekas Jr 35 Old Coach Cir.  
2017-Christopher J. Lemek 49 Wood Dr.  
2017-Michelle M. Thompson 170 Pinewood Rd.  
2017-Peter H. Zima 233 Clover Rd.  
2016-James D. Cavallo 179 Higher Brook Dr.  
2016-Theodore S. Chmura III 150 Higher Brook Dr.  
2016-Penny G. Lebel 43 Wilson St.  
2016-Leonard C. Robbins 549 Chapin St.  
2016-Opening

## Members At Large

Carmina D. Fernandes	1 Swan Avenue, Board of Selectmen, Chairman
Aaron Saunders	88 Fuller Street, #18, Board of Selectmen
Manuel D. Silva	17 Dinis Avenue, Board of Selectmen
Brian M. Mannix	353 Fuller Street, #1, Board of Selectmen
William E. Rooney	86 Pinewood Road, Board of Selectmen
John P. DaCruz	826 East Street, #7, Town Moderator
Laurie A. Gibbons CMMC	32 Applewood Drive, Town Clerk
Elsa D. Barros	234 Winsor Street, Town Treasurer
Fred Pereira	201 Stivens Terrace, Town Collector
Antonio Rosa	48 Ray Street, Board of Assessors, Chairman
John R. Auclair	16 Nash Hill Road, Personnel Board, Chairman
Christine S. Davis	193 Chapin Street, Hubbard Memorial Library, Chairman
Thomas Haluch	169 Munsing Street, Board of Public Works, Chairman
Anthony W. Jarvis	3 Andrew Street, Board of Appeals, Chairman
Joseph L. Queiroga	57 Americo Street, Planning Board, Chairman
Victor J. Field	81 Laurel Lane, Housing Authority
Phillip A. Tierney	110 Munsing Street, Council on Aging, Chairman
Maureen Kim Downing	22 Elizabeth Drive, Finance Committee, Chairman
Sean M. McBride	157 Gamache Drive, Westover Golf, Chairman Recreation Commission, Chairman
Neil D. Paquette	243 Holyoke Street, Board of Health, Chairman
Jason Martowski	121 Fuller Street, Conservation Commission Chairman
Charles T. Mullin	54 Lehigh Street, School Committee, Chairman
Michael Callan (Town Counsel)	Doherty, Wallace, Pillsbury & Murphy, PC 19th Floor, 1 Monarch Place 1414 Main St., Springfield MA 01144-1002



## EMPLOYEE RECOGNITION

The Town would like to recognize employees who have reached milestones in their years of service to the Town of Ludlow in 2015. We thank you for your commitment, dedication and service to the community and its citizens.

### **Celebrating 50 Years of Service**

James Marceau

### **Celebrating 30 Years of Service**

Mark H. Babineau

John D. Batista

Karen A. Chapman

### **Celebrating 25 Years of Service**

Barbara A. Daley

Thomas D. Lee

### **Celebrating 20 Years of Service**

Yvette Aleixo

Angela M. Anselmo

Jo D. Ayers

Donna M. Cheria

Joseph Crowley

Bonnie Dias

Lisa M. Diotalevi

Paul Dobek

Grace Dolan

Mary E. Dolan

Peggy S. Fillion

Tina M. Gilbert

Denise C. Kukla

Jeffrey Lavoie

Regina Middleton

Janet E. O'Neil

Gail Rodrigues

Susan L. Severyn

Brenda Wrona

### **Celebrating 15 Years of Service**

Christina M. Alves

Shelby L. Anderson

James E. Banas

Lydia Brady

Tina M. Braga

Lori A. Campbell

Michelle R. Costa

Linda R. Courtney

Derek G. Debarge

Nancy Golec

Frances Homich

Carrie Joseph

Margaret Lavoie

Wendi E. Lawson

Penny Lebel

Jason R. Pease

Jared W. Phelps

Lynn Pollard

Amy L. Priest

Wendell M. Prior

Paul Rivest

Dennis M. Rochon

Cindy Roy

Suzana M. Seara

Donna Soja

Angela Testori

Ellie Villano

Amy L. Walsh

Kevin M. Weiss

### **Celebrating 10 Years of Service**

Amy L. Adorno

Michael J. Almeida

Jose C. Alves

Felisa J. Andross

Nicholas J. Axiotis

Christina Barbeau

Odete E. Bernardo

Leigh A. Boland

Barbara Bourdeau

Donna Bowman

Carrie A. Chabot

Stephanie J. Chmura

Donna Chrzan

**Celebrating 10 Years (Continued)**

Tammy J. Cook  
Kaitlin H. Cookish  
James H. Houle  
Patricia J. Houle  
Marc D. Lacharite  
Nicole M. Laguerre  
Daniel C. McKenney  
Maria N. McSwain  
Diane M. Ouellette  
Elizabeth R. Parent  
Aderito R. Pires  
Erik T. Priest  
Joyce D. Purdy  
Jeffrey D. Rodrigues  
Tina L. Russo  
Nicole A. Santos  
Christopher P. Silveira  
Louis J. Silveri  
Kimberly M. Teixeira  
Paul A. Villano  
Tina L. Wright  
James W. Young

**Celebrating 5 Years of Service**

Amy Anderson  
Jose Anselmo  
Jessica Barlow  
Nicholas R. Begin  
David J. Benoit  
Carolyn Boucher  
Thomas F. Bozek  
Lynsey Burns  
Ericka Cadete  
Michael F. Carbonneau  
Darlene Cincone  
Kelsey C. Danitis  
Nathan T. Dentzau  
Arlene A. Desforges  
Caitlin Douthwright  
Sonya Elliott  
Seth Falconer  
Kelley Foley  
Jordan Funke  
Gail A. Gagnon

Andrea Geoffroy  
Stavroula Giannakopoulos  
Heather N. Grimaldi  
Brian Jarvis  
Jessica Jurkowski  
John W. Kiah  
Arlicia Killinger  
Rachel L. Kolbinskie  
Nancy R. Kurty  
Todd F. Lacosse  
Paula C. Lane-Major  
Jennifer L. Leahy  
George Leastman  
Lauren E. Lewicki  
Rosaleen Lewis  
Alison Morgan  
Shanna Moutinho  
Jennifer Murphy  
Patrick O'Neil  
Kyle R. Pare  
Michelle J. Pare  
Herman Pittman  
Danusia Pringle  
Armand Provost  
Tony J. Ribeiro  
Corrine Ryan  
Charles Scheehser  
Anthony A. Silva  
Jennifer E. Simao  
Karla N. Soja  
Valerie Sousa  
Daniel Stern  
Jacob P. Stokowski  
Gregg Therrien  
Deidra M. Thompson  
Martin Thompson  
Jamie Tomas

# **Administration**

## **Board of Selectmen**

The five-member Board of Selectmen are the Chief Executive Officers of the Town that act in various authoritative capacities including Police Commissioners and the Local Licensing Authority for all liquor and other licenses in Town. Two of the most important functions of the Board of Selectmen are the preparation of the Town Meeting Warrant and proposal of the Town budget which are presented at Town Meeting. Once Town Meeting has voted, the Board of Selectmen is responsible for implementing the wishes of the voters.

2015 was my first full year as Chair of the Board of Selectmen. The Board of Selectmen consisted of myself as Chairman, Aaron Saunders as Vice-Chairman and members William Rooney, Manuel Silva, and Brian Mannix. The Board was once again well served by Town Administrator, Ellie Villano and her very competent and capable staff – Ann Converse, Denise Tomlinson, Sandra Leacock and Lori Leduc.

Our Town continues to strengthen and improve year after year through the hard work and positive decisions of the Board, the Town staff, our volunteers, and our residents. Every year we strive to improve our Town because of our Love for Ludlow.

The Town also faced one of its more devastating winters with the 2015 nor'easter which caused Governor Baker to declare a state of emergency throughout the state.

During a year of considerable change, the Town has continued to honor its commitment to offer its residents the best services possible without interruptions and without great increases in costs to our residents. Unfortunately, this year was a year that we had no choice but to increase our taxes. Nonetheless, Ludlow remains one of the Towns in Western Mass with the lowest tax rate and highest services to its residents.

Carrie Ribeiro, the newly hired Human Resources Manager, who was brought on the prior year, has been instrumental in helping the Town become compliant in many areas related to Town Employee Benefits and Human Resources.

Both the Police and Fire Departments added staff and are manned to a full complement to keep us all as safe and secure as possible while saving the Town monies in overtime.

Some notable Town happenings for 2015 include: Celebrate Ludlow was a success; the Annual Santa Sleigh Ride was once again a happy and joyous event; the Ludlow Cares Coalition presented several informative and helpful programs including The Secret Life of a Massachusetts Teen by Jon Mattleman; Dirt, a one man play featuring John Morello; Red Ribbon Week events; and Stand Tall Against Drugs, a community walk to remember those who lost their lives to addiction.

Town officials, alongside WestMass Area Development Corporation, continued to move forward with the opening of several new businesses and completion of the Riverwalk.

In summary, Ludlow has had another successful year keeping expenses down, especially in a difficult economy, and as a result, controlling tax increases and maintaining our reserves. The Board continues to take a fiscally responsible approach with proactive and progressive planning. The Board continues to work on providing an open and transparent Town government with a continued focus of working towards the best interests of our residents and taxpayers.

The Board is grateful for and thanks its residents for their continued support. Together, we have continued to make this a great Town to live, work, and play in.

Respectfully submitted,  
Carmina Fernandes  
Chairman

### **Town Moderator**

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

As is often the case, the annual Town Meeting in May of 2016 will be tasked with choosing between higher property taxes or reduced services. A combination of declining state aid, low growth income, and lowering property values creates a venue where difficult decisions need to be made.

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

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

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

Respectfully submitted,  
John P. DaCruz  
Moderator

# Town Clerk

## Election and Registration

Nomination papers and petitions were certified by the Registrars in the year 2015. The breakdown of registered voters per precinct as of December 31, 2015 is as follows:

Ward	Precinct	A	AA	CC	D	G	H	J	K	L	O	Q	R	T	U	Grand Totals
0	01	-	-	8	864	1	-	5	-	5	2	-	294	4	1136	2319
0	02	-	-	13	752	-	-	3	-	4	-	-	194	2	872	1840
0	03	-	1	11	775	-	1	-	-	6	1	-	369	1	1216	2381
0	04	1	-	9	960	2	-	2	-	4	2	1	219	-	1027	2227
0	05	-	-	4	554	-	-	1	-	5	-	-	225	2	880	1671
0	06	-	-	13	940	-	-	3	1	3	3	2	308	1	1293	2567
<b>Grand Total</b>	-	1	1	58	4845	3	1	14	1	27	8	3	1609	10	6424	13005

## Town Election March 25, 2015

A total of 1,199 (9% of 12,829 registered voters) ballots were cast. Precinct 1 – 161; Precinct 2 – 159; Precinct 3 – 230; Precinct 4 – 274; Precinct 5 – 124; Precinct 6 – 251; the polls were open from 10:00 am until 8:00 pm.

## Proceedings - Spring Annual Town Meeting May 11, 2015

**ARTICLE 1:** Voted that the Town accept the reports of the Town officers as printed in the Annual Town Report for the Calendar Year 2014.

**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, Community Preservation Committee, Energy Research Committee, Fair Housing Committee, Industrial Finance Authority, Insurance Advisory Committee, Ludlow Local Emergency Planning Committee, Long Range Planning Committee, Ludlow Cultural Council, Mobile Home Rent Control Board, Master Plan Committee, Open Space Planning Committee, Personnel Board, Pond Management Committee, Veterans Memorial Committee, Westover Metropolitan Development Corporation, Westover Advisory Commission, Historic District Study Committee and Friends of the Reservoir.

**ARTICLE 3:** Voted that the Town vote to raise and appropriate the sum of \$5,000.00 for the printing of the Annual Town Report for the calendar year 2015 and the printing of the Town Meeting Warrants and Recommendations.

**ARTICLE 4:** Voted that the Town raise and appropriate the sum of \$44,000.00 for the purpose of conducting an Annual Town Audit for the fiscal year ending June 30, 2015.

**ARTICLE 5: ~~\*\*~~(BUDGET TOWN ACCOUNT)**

**ARTICLE 6:** 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 7:** Voted that the Town approve the resolution to seek lower electric rates in a competitive market which would allow the Board of Selectmen the authority to develop and participate in any Municipal Electric Aggregation Plan on behalf of the residents, as printed in Article 7 of the May 11, 2015 Annual Town Meeting Warrant.

**ARTICLE 8:** Voted that the Town amend Chapter II, Section 18 of the Town of Ludlow General Bylaws by changing the dollar amount threshold for construction bond requirements to mirror the requirements regulated under Massachusetts General Laws, C. 149 – Building Construction Contracts and C.30, sec 39 M – Public Works (Non-Building) Construction Contracts (with labor) as printed in Article 8 of the May 11, 2015 Annual Town Meeting Warrant.

**ARTICLE 9:** 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, Information Technology, 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 9 of the May 11, 2015 Annual Town Meeting Warrant and that those persons whose compensation is governed by the prior Classification and Compensation Plan receive a two and one-half (2 ½) percent increase.

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

**Proceedings - Special Town Meeting within The Annual Town Meeting May 11, 2015**

**ARTICLE 1:** Voted that the Town transfer from free cash the sum of \$2,632.52 for unpaid bills and/or over expended accounts of previous years as follows: Lt. Michael Brennan \$1,295.22-Chief Pablo Madera \$1,337.30-TOTAL \$2,632.52

**ARTICLE 2:** 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, Long Range Planning Committee, which allows for the new position of a Department Assistant as printed in Article 2 of the May 11, 2015 Special Town Meeting Warrant.

**ARTICLE 3:** Voted that the Town raise and appropriate \$2,000.00 to be added to the fiscal year 2016 Long Range Planning Committee Budget, Personal Services to fund the previous article.

**ARTICLE 4:** Voted that the Town authorize the Board of Public Works to enter into a contract with MassDOT in the amount of \$352,054 for the construction and maintenance of Public Roads for the ensuing year.

**ARTICLE 5:** Voted that the Town transfer from free cash the sum of \$21,042.00 to be applied to close out a number of deficit balances in old special articles, accounts and Capital Projects from fiscal years 1999 to 2015 as follows: Description Oct. 2011 Storms Costs #02-359000 – Amount \$21,042.00 TOTAL \$21,042.00.

**ARTICLE 6:** Voted that the Town raise and appropriate a sum of money not to exceed \$2,500,000.00 for the purposes of financing the Long Range Planning Committee project which includes the replacement of roofs at the Town Hall, Safety Complex, Westover Golf Course Clubhouse, Department of Public Works Garage with compromised wall, and East Street Elementary School; and for the replacement of heating/cooling systems at the Department of Public Works Administrative Building and East Street Elementary School including, without limitation, all costs thereof, that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow up to \$2,500,000.00 and issue bonds or notes therefore under Chapter 44 of the Massachusetts General Laws; that such bonds or notes shall be general obligations of the Town unless the Treasurer, with the approval of the Selectmen, determines that they should be issued as limited obligations and may be secured by local system revenues.

**ARTICLE 7:** Voted that the Town raise and appropriate a sum of money not to exceed \$150,000 for the purchase of a modular classroom, including all engineering costs, foundation costs and any other costs associated with the secure placement of said modular classroom to be located at the Chapin Street Elementary School.

**ARTICLE 7 (AMENDMENT):** Voted that the Town amend the motion for Article 7 of the Special Town Meeting Warrant to change the dollar amount from \$150,000 to read \$250,000.

**ARTICLE 8:** 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 Inspectional Services section and replacing it with a revised portion as printed in Article 8 of the May 11, 2015 Special Town Meeting Warrant.

**ARTICLE 9:** Voted that the Town postpone action on Article 9 of the May 11, 2015 Special Town Meeting Warrant. **POSTPONED**

**ARTICLE 10:** Voted that the Town postpone action on Article 10 of the May 11, 2015 Special Town Meeting Warrant. **POSTPONED**

**ARTICLE 11:** Voted that the Town postpone action on Article 11 of the May 11, 2015 Special Town Meeting Warrant. **POSTPONED**

**ARTICLE 12:** Voted that the Town postpone action on Article 12 of the May 11, 2015 Special Town Meeting Warrant. **POSTPONED**

**ARTICLE 13:** Voted that the Town vote pursuant to G.L. c. 59, sec. 38H, to authorize the Board of Selectmen to negotiate and enter into a tax agreement with the lessee/operator, currently known as Borrego Solar of the Solar Photovoltaic Energy Generating Facility located on the capped landfill located on Holyoke Street upon such terms and conditions as the Board of Selectmen shall deem to be in the best interest of the Town and to authorize the Board of Selectmen to take all actions necessary or appropriate to administer and implement such agreement; including but not limited to amendment of the Net Metering Credit Purchase Agreement dated March 6, 2012 entered into between the Town and the lessee/operator.

**ARTICLE 13 (AMENDMENT):** Voted that the Town amend the motion for Article 13 of the May 11, 2015 Special Town Meeting Warrant by changing the name Borrego Solar in line three to read Ahana Renewables.

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

**Continuation of the May 11, 2015 Annual Town Meeting**

**ARTICLE 10:** 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 thirty Patrolmen assigned, which will read as printed in Article 10 of the May 11, 2015 Annual Town Meeting Warrant.

**ARTICLE 11:** Voted that the Town raise and appropriate the sum of \$32,975.00 to be added to the Fiscal Year 2016 Police Department Budget, Personal Services and Employee Fringe Benefits to fund the previous article.

**ARTICLE 12:** 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 Council on Aging Schedule and Replacing it with a revised portion as printed in Article 12 of the May 11, 2015 Annual Town Meeting Warrant.

**ARTICLE 13:** Voted that the Town raise and appropriate the sum of \$2,300.00 to be added to the fiscal year 2016 Council on Aging Budget, Personal Services, to fund the previous article.

**ARTICLE 14:** Voted that the Town amend the Classification Plan of the Personnel Policy Bylaw of the Town of Ludlow by deleting the current number of firefighters assigned to the Fire Department and replacing with a new number of twenty-eight (28) firefighters assigned, which will read as printed in Article 14 of the May 11, 2015 Annual Town Meeting Warrant.

**ARTICLE 15:** Voted that the Town raise and appropriate the sum of \$31,250.00 to be added to the fiscal year 2016 Fire Department Budget, Personal Services, Fire Department EMT Personal Services and Employee Fringe Benefits accounts to fund the previous article.

**ARTICLE 16:** 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 Cable TV and to amend the Compensation Plan by establishing the minimum and maximums and increments steps as printed in the May 11, 2015 Annual Town Meeting Warrant.

**ARTICLE 17:** Voted that the Town amend the Classification Plan, Schedule A, of the Personnel Policy Bylaws as authorized under Chapter 41, Sections 108A and 108C by deleting a portion of the current schedule Cable TV and replacing it with a revised section as printed in Article 17 of the May 11, 2015 Annual Town Meeting Warrant.

**ARTICLE 18:** 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 Co-Directors rate of pay of \$11.00 per hour amending it to \$12.00 per hour. To take effect on July 1, 2015 as printed in Article 18 of the May 11, 2015 Annual Town Meeting Warrant.

**ARTICLE 19:** 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 rate of pay of \$8.00 per hour amending it to read "current minimum wage". To take effect on July 1, 2015 as printed in Article 19 of the May 11, 2015 Annual Town Meeting Warrant.

**ARTICLE 20:** Voted that the Town amend the Classification, Plan, Schedule A and Compensation Plan, Schedule B, 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 Westover Golf Course and replacing it with a revised section to amend the Compensation Plan by establishing the minimum and maximums and increment steps for the new classification of the starters and rangers to take effect July 1, 2015 as printed in Article 20 of the May 11, 2015 Annual Town Meeting Warrant.

**ARTICLE 21:** 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 changing the number of full time and part time nurses as printed in Article 21 of the May 11, 2015 Annual Town Meeting Warrant.

**ARTICLE 22:** 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 Veteran's Department Schedule and replacing it with a revised portion as printed in Article 22 of the May 11, 2015 Annual Town Meeting Warrant.

**ARTICLE 23:** Voted that the Town raise and appropriate the sum of \$3,120.00 to be added to the fiscal year 2016 Veterans Services Budget, Personal Services, to fund the previous article.

**ARTICLE 24:** Voted that the Town amend the Classification and Compensation Plan of the Personnel Policy By-Law of the Town of Ludlow by deleting the current minimum step for the MP-1 position of \$8.75 per hour and replacing it with \$10.00 per hour.

**ARTICLE 25:** Voted that the Town amend the Personnel Policy Bylaws of the Town of Ludlow as authorized under Chapter 41, Sections 108A and 108C striking in their entirety, section 12, Sick Leave, section 16, Family and Medical Leave, Sections 14.5 and 20, Worker's Compensation/Injured on Duty/Safety, and section 26, Policy on maintaining a drug free workplace and replacing those sections with language as written in Article 25 of the May 11, 2015 Annual Town Meeting.

**ARTICLE 26:** Voted that the Town amend the Personnel Policy Bylaws of the Town of Ludlow, Personal/Emergency, Legal, or Business Leave, Leave of Absence, Jury Duty and Bereavement Leave, section 15, as authorized under Chapter 41, sections 108A and 108C of the Massachusetts General Laws by changing the title to Personal/Emergency, Legal, or Business Leave, Leave of Absence, Jury Duty, Bereavement Leave and Domestic Violence Leave and by adding a new section, section 15.5 Domestic Violence Leave which will read as printed in Article 26 of the May 11, 2015 Annual Town Meeting Warrant.

**ARTICLE 27:** Voted that the Town raise and appropriate the sum of \$15,000.00 to be used to purchase Station Management Software for the Fire Department.

**ARTICLE 28:** 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 53E ½, 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 2016.

**ARTICLE 29:** Voted that the Town re-establish a revolving fund for the Board of Health, pursuant to Massachusetts General Laws Chapter 44, sec 53E ½, 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 2016.

**ARTICLE 30:** Voted that the Town re-establish a revolving fund for the Conservation Commission, pursuant to Massachusetts General Laws Chapter 44, 53E ½, said fund to receive wetland fees collected by the Ludlow Conservation Commission per Chapter XV, sec 6, of the Town of Ludlow Bylaws. Said fees to be submitted to the Town Treasurer for deposit and expended by the Conservation Commission in an amount not to exceed \$80,000.00, only for expenses attributable to the administration and enforcement of the Wetlands Protection Act and Ludlow Conservation Commission Bylaws and Maintenance of Conservation Land.

**ARTICLE 31:** Voted that the Town re-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 32:** Voted that the Town re-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 and with payment 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 33:** Voted that the Town amend the Zoning Bylaws of the Town of Ludlow, Section IV: Dimensional and Density Regulations 4.4 Mill Redevelopment District (MRD) Bylaw, by adding Section 4.4.15 Subdivision of Property as printed in Article 33 of the May 11, 2015 Annual, Town Meeting Warrant.

**ARTICLE 34:** Voted that the Town amend the Zoning Bylaws and Zoning Map of the Town of Ludlow, by changing from Residential A to Business A, a parcel of land owned by Mary Lynn Hadix and Kevin Wikar (KLM West End Development, LLC), located at 34-36 West Street (Assessors Map #1D Parcel 27), and amend the article by removing Rosalie Wikar as owner, as described in Article 34 of the May 11, 2015 Annual Town Meeting Warrant.

**ARTICLE 35:** Voted that the Town amend the Zoning Bylaws and Zoning Map of the Town of Ludlow, by changing from Agricultural to Residential A, parcels of land owned by Abel Goncalves (M & G Investors, LLC and S & C Investors, LLC), located at 371 and Lot 0 Miller Street (Assessors Map #26 Parcel 26 & 27), as described in Article 35 of the May 11, 2015 Annual Town Meeting Warrant.

**ARTICLE 36:** Voted that the Town postpone Article 36. **(POSTPONED)**

**ARTICLE 37:** Voted that the Town accept conveyance to the Town for no monetary consideration, the fee simple interest, free of liens and encumbrances or environmental issues, the parcel of land known as 0 Jefferson Lane Ludlow, MA, assessor map 2C, parcel #00109 owned by Robert C and Gail A Hamel and being the same premises described in a deed dated November 1, 1979 and recorded in Hampden County Registry of Deeds Book 4858, Page 85.

**ARTICLE 38:** 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 Select board, if necessary, to borrow in anticipation of the receipt of such State Aid.

**ARTICLE 39:** Voted that the Town authorize the Board of Public Works to enter into a contract with MassDOT in the amount of \$701,753 as well as additional funds released by MassDOT, for the construction and maintenance of public roads for ensuing year.

**ARTICLE 40:** 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 41:** Voted that the Town raise and appropriate and transfer from available funds the total sum of \$430,916.00 from the sources identified later in this motion to fund the fiscal year 2016 Capital Improvements Program as follows: Department –Description – Amount / DPW, DPW Freightliner Truck/Sander lease (3yr lease - \$70,000 p.yr) \$70,000 – Truck/Sander lease (3<sup>rd</sup> yr.) \$62,782 – Ford-F550 Dump Truck w/plow \$61,500 – School, Boiler-Veterans Park Elem \$35,000, Baird/LHS Bleacher Repairs \$35,270 – Fire, Fire Engine (2yr of 5yr lease) \$106,000 – Ambulance (4<sup>th</sup> yr of 4 yr lease) \$48,113 – Golf, Toro Groundmaster 3500-D (2<sup>nd</sup> yr of 3 yr lease) \$12,251. I further move that each item listed by 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 \$12,251.00 be transferred from the Westover Golf retained earnings, the sum of \$48,113.00 be transferred from the Ambulance Subscription fund, and the sum of \$61,500.00 be transferred from the Sewer Enterprise fund, the sum of \$41,272.00 be transferred from the FY2014 Capital Budget close-out (School), the sum of \$70,270.00 be transferred from Building Infrastructure article, the sum of \$30,000.00 be transferred from Free Cash and the sum of \$167,510.00 be raised and appropriated.

**ARTICLE 42:** Voted that the town postpone action on Article 42 of the May 11, 2015 Annual Town Meeting Warrant. **POSTPONED**

**ARTICLE 43:** Voted that the Town raise and appropriate the sum of \$100,000.00 for the fiscal year 2016 Reserve Fund.

**ARTICLE 44:** Voted that the Town postpone action on Article 44 of the May 11, 2015 Annual Town meeting Warrant. **POSTPONED**

**ARTICLE 45:** Voted that the Town transfer the sum of \$900,000.00 from the unreserved fund balance to be used by the Board of Assessors in determining the Fiscal Year 2016 Tax Levy. **FAILS**

**ARTICLE 45: (AMENDMENT)** Voted that the Town amend the motion of Article 45 of the May 11, 2015 Annual Town Meeting Warrant by adding “and to transfer the sum of \$450,000 from the Stabilization Fund, so that a total of \$1,350,000 will be used by the Board of Assessors in determining the Fiscal Year 2016 Tax Levy. **FAILS**

**Moved and seconded to dissolve the Annual Town Meeting and the Special within the Annual of May 11, 2015 at 10:15 pm.**

### **Proceedings - Special Town Meeting June 16, 2015**

The Special Town Meeting of June 16, 2015 was called to order at 7:30 pm by Moderator John P. DaCruz. A quorum of 63 Town Meeting Members were present including Members at Large. (A quorum is majority vote; 32 members required). The Moderator opened the Special Town Meeting with the Pledge of Allegiance and read the rules and regulations governing Town Meeting.

**ARTICLE 1:** Voted that the Town transfer the sum of \$900,000.00 from the Unreserved Fund balance to be used by the Board of Assessors in determining the Fiscal Year 2016 Tax Levy.

**ARTICLE 2:** Voted that the Town transfer the sum of \$450,000.00 from the Stabilization Fund to be used by the Board of Assessors in determining the Fiscal Year 2016 Tax levy.

**Moved and seconded to dissolve the Special Town Meeting of June 16, 2015 at 7:50 pm.**

## **Proceedings Fall Special Town Meeting October 5, 2015**

**ARTICLE 1:** Voted that the Town vote to raise and appropriate the sum of \$17,814.55 for unpaid bills and/or over expended accounts of previous years as follows: \$362.22-Sharon Person, Fire Department, \$151.34-Bob Costa Electric, \$198.12-Bobcat of Greater Springfield, \$107.70-C.A. Smith Lumber & Feed Co., \$13,617.64-Covanta, \$190.00-Custom Drug Testing, Inc., \$263.64-Kimball Midwest, \$1,817.30-Old Dominion Brush Company, \$274.73-Preco Power Equipment, \$300.00-Randall's Farm & Greenhouse, \$531.86-Valley Green Inc. Total \$17,814.55.

**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, Sections 108A and 108C of the Massachusetts General Laws, to reflect the most current contract with the Ludlow Firefighters Association, Local 1840 I.A.F.F. – AFL-CIO 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 October 5, 2015 Special Town Meeting Warrant.

**ARTICLE 3:** Voted that the Town raise and appropriate the sum of \$85,000.00 said sum to be added to the Fire Department, Personal Services and Ambulance, Personal Services Budgets for Fiscal Year 2016 to fund the negotiated pay increase with the Ludlow Firefighters Association, Local 1840 I.A.F.F. – AFL-CIO as approved in the preceding vote.

**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, Sections 108A and 108C of the Massachusetts General Laws, to reflect the most current contract with the Ludlow Library Technicians by deleting the current minimums and maximums and increment steps for Library Department Personnel, Schedule VI and replacing them with the minimums, maximums and increment steps as printed in Article 4 of the October 5, 2015 Special Town Meeting Warrant.

**ARTICLE 5:** Voted that the Town postpone action on Article 5 of the October 5, 2015 Special Town Meeting Warrant. **POSTPONED**

**ARTICLE 6:** Voted that the Town amend the Bylaws of the Town of Ludlow Chapter IV, Regulating the Conduct of Citizens, by deleting in its entirety Section 21 and replacing it with a new Section 21 which changes the timeframes for seeking permission to hold a procession or a parade from the Board of Selectmen and which shall read as printed in Article 6 of the October 5, 2015 Special Town Meeting Warrant.

**ARTICLE 7:** Voted that the Town amend the Bylaws of the Town of Ludlow Chapter VIII, regulating unregistered vehicles, by deleting that Chapter in its entirety and replacing it with a new Chapter VIII, regulating unregistered vehicles which will allow for better descriptions of how to abide by the bylaw, what actions constitute a violation and stricter enforcement regulations and which shall read as printed in Article 7 of the October 5, 2015 Special Town Meeting Warrant.

**ARTICLE 8:** Voted that the Town appropriate the sum of \$13,000.00 for the replacement of the Police Department's current computer aided dispatch system.

**ARTICLE 9:** Voted that the Town amend the Classification and Compensation Plan, Schedule A and 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 deleting the current Board of Appeals stipend Clerical Position (Department Asst. 1) and by deleting a portion of the current Inspectional Services, Senior Clerk position which allows for the combining of the two positions, and replacing them with a revised Administrative Assistant position which will read as printed in the October 5, 2015 Special Town Meeting Warrant.

**ARTICLE 10:** Voted that the Town transfer the sum of \$2,500.00 from the Zoning Board of Appeals Personal Services Budget, account 011761 511256 to be added to the FY2016 Inspectional Services Personal Services Budget, account number 012411 511156 to help fund the previous Article if approved.

**ARTICLE 11:** Voted that the Town amend the Personnel Policy Bylaw of the Town of Ludlow as authorized under Chapter 41, Sections 108A and 108C of the Massachusetts General Laws by striking the following provisions in their entirety, Section 11, Vacations, Section 14, Group Insurance Benefits, Sections 15 Personal/Emergency, Legal, or Business Leave, Leave of Absence, Jury Duty and Bereavement Leave, and Section 17 The Small Necessities Leave Act and replacing them with new sections as written in Article 11 of the October 5, 2015 Special Town Meeting Warrant. **DEFEATED**

**ARTICLE 11: (AMENDMENT)** Voted that the Town amend the motion made for Article 11 of the October 5, 2015 Special Town Meeting Warrant by adding the words "and All Eligible Elected Officials" under Section 14, Health, Dental and Life Insurance, "Coverage: All regular full-time employees," so that section would now read as follows;  
SECTION 14, Health, Dental and Life Insurance Group Health and Dental Insurance Benefits are provided to all eligible employees and their eligible dependents through a policy held by the Town of Ludlow. Coverage: All regular full-time employees, all eligible elected officials and part-time employees who work a minimum of twenty (20) hours per week. **DEFEATED**

**ARTICLE 12:** Voted that the Town amend the Compensation Plan of the Town of Ludlow as authorized under Chapter 41, Sections 108A and 108C of the Massachusetts General Laws by deleting the current minimums for Special Police Officers, Fingerprinting, School Crossing Guards and Police Matron, Police Department, Schedule IV to correct a Clerical Error in Article 9 of the May 11, 2015 Annual Town Meeting Warrant and replacing them with the Minimums as printed in Article 12 of the October 5, 2016 Special Town Meeting Warrant.

**ARTICLE 13:** Moved and seconded that the Town vote to postpone action on Article 13 of the October 5, 2015 Special Town Meeting Warrant. **POSTPONED**

**ARTICLE 14:** Voted that the Town establish a revolving fund for the Board of Public Works to receive revenues from the sale of “Purple” bags under the Sustainable Materials Recovery Program and to be deposited with the Town Treasurer with payments from the fund to be expended by the Board of Public Works, up to a limit of \$26,500.00.

**ARTICLE 15:** Voted that the Town amend the Zoning Bylaws of the Town of Ludlow, Section IV: DIMENSIONAL AND DENSITY REGULATIONS 4.4 MILL REDEVELOPMENT DISTRICT (MRD) Bylaw, by adding Section 4.4.10.a. Site Plan Approval Process as printed in Article 15 of the October 5, 2015 Special Town Meeting Warrant.

**ARTICLE 16:** Voted that the Town postpone action on this article at this time.  
**POSTPONED**

**ARTICLE 17:** Voted that the Town postpone action on this article at this time.  
**POSTPONED**

**ARTICLE 18:** Voted that the Town amend the Zoning Bylaws and Zoning Map of the Town of Ludlow, by changing from Agriculture to Residential A, a parcel of land owned by Gilbert D Palatino, located at 79 Lawton Street (Assessors Map #3 Parcel 13), as described in Article 18 of the October 5, 2015 Special Town Meeting Warrant.

**ARTICLE 19:** Voted that the Town amend the Zoning Bylaws and Zoning Map of the Town of Ludlow, by changing from Residential A to Business A, a portion of a parcel of land owned by Hilario Q and Natalina R Pereira, located at Lot #160, 0 Amherst Street (Assessors Map #15D Parcel 141), as described in Article 19 of the October 5, 2015 Special Town Meeting Warrant.

**Moved and seconded to dissolve the Fall Special Town Meeting of October 5, 2015 at 9:00 pm.**

**Vital Statistics \*\*Notes Incomplete**

Deaths .....	**	Births.....	**	Marriages.....	**
Year	2010 2011 2012 2013 2014 2015				
Deaths		183 195 196 208 207		322**	
Births	144 132 124 137 141		125**		
Marriages	159 158 130 132 141		130**		

**Receipts**

Coloring Books	\$15.00	Burial Permit	\$490.00	Business Cert	\$1,785.00
Maps/St List/By-Laws	\$929.00	Gas Storage Perm	\$1,570.00	Marriage Int	\$2,025.00
Misc.	\$904.00	Parking Violation	\$1,360.00	Photos	-



Pole Location	\$140.00	Raffle Permit	\$50.00	Vitals	\$17,160.00
Zoning	-	Bicentennial Items	\$297.50	Marijuana	\$1,200.00
Neut/Spayed Dogs	\$9,610.00	Not Neut/Spayed	\$2,415.00	Late Fee	\$990.00
Dog Boarding	\$330.00	Stray Dog	\$310.00	Kennel	\$720.00
<b>Total</b>					
<b>\$42,300.50</b>					

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, the Assistant Town Clerk, who does an outstanding job; to Betty Marasa-Hoffmeier who is a new employee in the Town Clerk’s Office. 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/Registrar/Elections

## Education

### Superintendent of Schools

FY2015 budget approved at the annual Town Meeting: \$27,520,217.00

Student Enrollment:

K-12 ~ 2,696

High School (9-12) 883 including 52 “school choice” students

Middle School (6-8) 649 including 17 “school choice” students

Veterans Park Elementary (4-5) 415 including 0 “school choice” students

Chapin Elementary (2-3) 337 including 0 “school choice” students

East Street Elementary (PreK-1) 412 including 0 “school choice” students

### School Committee Changes

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

## **Personnel Changes**

On or before the end of the 2014-2015 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: Carol Bardon, Kathy Buoniconti, Michele Gilrein, Mary Golden, Doris Jasinski, Ruth Kellogg, Susan Lesniak, Cheryl Moutinho, Susan Pease, Gayle Thomas, Claire Thompson, and Mary Beth Will.

The following faculty were employed in August 2015: Chapin Street Elementary School: Nancy Burke-Brozski, Katherine Prajzner; East Street Elementary School: Lisa Craven, Nicole Lownds, Carolyn Moore, Sarah Wallace; Veterans Park Elementary School: Karly Orsi-Cordova; Paul R. Baird Middle School: Marcy Bousquet, Maura Calhoun, Marie-Claire Laflamme, Michael Merritt, Ohmead Snow; Ludlow High School: District: Danielle Antico and Kimberly Bressemer

## **Staff Recognition 2015**

Yvette Alexio, Michelle Anecchiarico, Angela Anselmo, Karen Chapman, Donna Cheria, Barbara Daley, Bonnie Dias, Mary Ellen Dolan, Pam Gebo, Tina Gilbert, Cindy Goodreau, Bo Pszeniczny, Gail Rodrigues, Alice Santos, Ruth Saunders, Susan Severyn and Ken Vogel

## **Pioneer Valley Excellence In Teaching Award Recipients**

Hollington Lee, Ludlow High School; Erin Keane, East Street Elementary School, Sharon Driscoll, Chapin Street Elementary School and Angela Knox, Veterans Park Elementary School

## **Pioneer Valley Excellence In Teaching Award Nominees**

Jennifer Bedore, Ludlow High School; Jamison Hedin, Ludlow High School; Paula Lane-Major, Ludlow High School; Gerald Martin, Ludlow High School; Leonard Phelon, Ludlow High School; Deborah Casagrande, Paul R. Baird Middle School; Carrie Kinney, Paul R. Baird Middle School; Irene Pereira, Paul R. Baird Middle School; Meaghan Barbeau, East Street Elementary School; Amy Anderson, Chapin Street Elementary School;

Sally Condino-Kelly, Chapin Street Elementary School; Marybeth Lewison, Chapin Street Elementary School; Nancy Raymond, Chapin Street Elementary School; Nicole Sousa, Veterans Park Elementary School

Respectfully Submitted,  
Todd H. Gazda  
Superintendent of Schools

## **Student Support Services**

During the 2014 – 2015 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 and post-secondary for our 18 - 22 year old students. The SSS Department provided inclusion, pull out and substantially separate programming in each school. The goal of the SSS 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).

An exciting program addition to the Student Support Services was our new Transition Program at Ludlow High School. Because of an increase in students requiring services until 22 years old, we created our Transition Program at Ludlow High School. The classroom was transformed into a fully functioning "apartment" with a working kitchen, dining room, living room and bedroom. With donations from our Ludlow staff, the "apartment" got furnished and filled with everything you would need to live in an "apartment". Our Transition Program had 5 students receiving services. Some days, students worked on functional living skills in their "apartment" or in the community and other days, they attended college. All five students attended the Inclusive Concurrent Enrollment (ICE) Program at Westfield State University where they were able to take a college course for audit. These students also received Community Based programming through the ICE program and through the Transition Program. Places where our students received work experiences were: Ludlow Town Hall, Ludlow Boys and Girls Club, Peter Harris Clothing and Valley Reads. The students were supported by a special education teacher and two educational coaches.

The Student Support Services Department had a variety of substantially separate programs for students that required high level of supports and specialized instruction in order to make effective progress in school. The following was a list of the substantially separate programs that were available: ABA Lab for preschoolers that need an integrated preschool program and discrete trial programming because of their autism diagnosis. Intensive Autism Program, Structured Individualized Program (SIP), Language Based Learning Disabilities Program (LLD), FOCUS Program and Life Skills/Vocational Program. If our in-district programs did not meet the needs of the students, then students could be placed in out-of-district schools, per the determination of a Team meeting. During this school year, we continued with one full-day preschool classroom for typical peers and for students with disabilities. We also had three (3) other preschool classrooms that ran half-day programs for students with disabilities and students who are peers.

Our Parent Café series with Cindy Milner, the district's Coordinated Family and Community Engagement Coordinator and Nikki Reed, the special education supervisor, continued to provide support to our preschool parents. Cindy and Nikki provided workshops, speakers and informational sessions for parents to provide them with the tools to help make their child successful in school.

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

The 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. During the 2014 – 2015 school year, our three licensed social workers continued to provide the daily therapeutic consultation and supports that were needed and required by students' IEPs. One social worker was assigned to the three elementary schools, one was at Baird and the other was at Ludlow High School. With the addition of the social workers, we were able to substantially decrease the outside behavior consultation the district was previously paying for and we were able to keep our more socially, emotionally and behaviorally involved students in-district, which decreased our cost to out-of-district placements to private day special education schools.

We also had the services from our outside consultants for many of our programs. The following consultants provided support to staff, students and parents: autism consultant, language based learning disabilities consultant and Lindamood Bell consultant. Our Lindamood Bell consultant changed in how we received those services during 2014 - 2015. Instead of the consultant coming to Ludlow, Lindamood Bell provided us with four (4) Robots in our schools and the consultant came to us via the Robots. This turned out to be a cost savings to the district.

During the 2014 - 2015 school year, we hired a Board Certified Behavior Analyst (BCBA) to oversee our ABA Lab for students with autism, our Grs. K - 2 Intensive Autism Program and the increasing number of children with autism that our in our schools. In the past, this position was a contracted service. The cost for this contracted service was extremely expensive. By hiring our own BCBA, it was a cost savings to the district.

Our full time Teacher of the visually impaired and our full time Teacher of the deaf continued to provide services to our visually impaired and 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 students and we contracted with Clarke School for the Deaf to provide us with maintenance services for our deaf students with cochlear implants that require specialized FM management.

During 2014 - 2015, the Student Support Services Department did not have to provide speech and language therapy to Ludlow students that attended St. John the Baptist School. This was the first time in several years that there were no students at St. John's that required speech and language services from the SSS office.

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

The culmination of the 2014 - 2015 school year was the Autism Fair that was held in April 2015. This was a huge success due to the vision of Nikki Reed, Special Education Supervisor at the time, and her team of volunteers that worked diligently to make this huge success for our Ludlow families.

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 21<sup>st</sup> 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**

Our educational settings should reflect the real world as the use of technology tools and understanding new forms of literacy are not learned in isolation. 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 fast paced, information-driven world. 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) Internet bandwidth a single 250MB connection shared throughout all school department buildings
- 3) Technical support
- 4) Professional Development

We continue to review wireless capacity in all district buildings along with the infrastructure supporting both wireless and wired networks. We applied for and received 50% of the cost, \$10,912, to add twenty-one (21) wireless access points at LHS. While we also applied for and received approval via the federal eRATE program for 50% of the

\$95,118 cost to replace still functioning, but outdated (significantly slower) switches within the core infrastructure of Ludlow High School, unfortunately the corresponding capital funding for both projects was denied spring 2015 during the fiscal year 2016 budget process. Demand for internet bandwidth, not surprisingly, increases every year. Our current capacity of 250MB shared district wide does not meet the projected need of 1GB per 1000 users. Consider your individual data plan on your Smartphone, for an eye-opening comparison. Multiply your data plan times the number of students and staff at LHS (about 1,075 people) for example.

The Ludlow Public Schools School Committee continues to support ICT funding with an allocation of School Choice Funds again approved for use in 2015 to support district ICT goals. To further the mobile initiative, another 350+ Chromebooks were ordered for school year 2015. Students as young as grade 2, and staff have access to this low cost, mobile technology. As a Google Apps for Education district, this implementation was successful, particularly with those who actively used Google Docs in their classes. With no real replacement cycle in place, however, the district technology plan will still struggle to adopt the necessary changes in instruction and learning encouraged by both the state and federal government, higher education, and the workplace. DESE no longer approves district technology plans, but please check our district website [www.ludlowps.org](http://www.ludlowps.org). The transitional plan was updated and extended through school year 2017. Given changes in the Federal Communications Commission eRATE regulations (a federal funding source specifically for telecommunications, Internet bandwidth and technology infrastructure), the technology plan will be under revision, but will always be reposted to the district website. We expect that the Ludlow Public Schools will continue to make more rapid strides toward embedded ICT but always cognizant of ever present budgetary constraints and competing district needs.

District-wide, teachers continue to learn from one another as they gather for building-based professional development. The goal is always to extend real learning beyond the school day and provide standards-based experience and data. With curriculum maps now shared through Aspen Instructional Management, 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 21<sup>st</sup> Century learning environment.

We now have four 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 ICT staff of three maintains 1000+ computers (half of which are aging out) 8 servers, and 1,000+ Chromebooks for school year 2015 and support almost 2,800 students and 480 staff in their use of district network resources, software, and a wide range of Internet based tools and applications.

## **eRATE, State and Federal Reporting**

Other responsibilities of the Department include (but are not limited to) the following:

DESE SIMS (October 1, March 1 and end-of-year)  
DESE SCS (October 1 and with final grades end-of year)  
DESE EPIMS, (October 1, end-of year)  
DESE SSSDR July  
US CRDC 2014  
US ERATE application and filings

Respectfully submitted,  
Lorraine M. Boucher  
Director of Technology

## **Curriculum Office**

### **Curriculum Development**

Curriculum is being constantly reviewed and revised at every grade level and in all subject areas, but as a district we complete full reviews and revisions of curricula every five to ten years. Curriculum development for the 2014-2015 school year focused on five areas:

- 1) *Physical Education and Health, Family and Consumer Science*—Curriculum guides are being revised for physical education grades K-12 and for health education in grades 1, 3, 5, 7, 9, and 11. Students only take a formal health class in grades seven and nine, but we intend to embed the power standards of health into the existing science and social skills curriculum. The Family and Consumer Science curriculum at the high school is also undergoing a major review and revision.
- 2) *Mathematics*—Although the math curriculum was updated in 2012-2013, a Mathematics Task Force was initiated in 2014-2015. This group of K-12 math teachers studied issues of vertical alignment, interventions, and materials, resulting in the purchase of Eureka Math, an updated curriculum for grades pre-K through 5, as well as Do the Math, an intervention program for grades K-8. In addition, middle school math teachers began piloting updated textbooks and electronic materials. New materials were purchased for grades K-5 in June of 2015. A decision on middle school math textbooks will be made in 2016.
- 3) *Writing*—A Writing Task Force for K-12 also studied the issue of vertical alignment in writing. The action plan for this study resulted in a recommendation for more consistent time devoted to the study of writing, along with Empowering Writers materials for grades K-5 (starting in September 2015) and a recommendation for skills alignment work to happen at grades 6-12.

- 4) *Business and Technology*—Computer Science, Computer Assisted Drafting (CAD), and Construction Courses for Ludlow High School are in development.
- 5) *ESL Curriculum*—The English as a Second Language program now has new textbooks aligned with the updated WIDA standards for teaching English Language Learners, and a committee of teachers worked on writing the new curriculum for grades K-12, with continued work to occur in 2015-2016.

### **Professional Development**

Professional development sessions for educators occur in three full day sessions, eight early-release sessions of two hours each, and in certain elective courses and workshops. They included the following:

- 1) An in-service day on November 3<sup>rd</sup>, featuring a menu of topics in very subject area, as well as basic curriculum design, assessment strategies, and health and safety. Some content specialists, such as the music educators, attended workshops off-site.
- 2) An in-service day in March in which teachers engaged in cross-building collaboration, along with presentations by a few outside presenters in math and science.
- 3) A grant-funded six-month study of the Massachusetts Model Curriculum Units, in which grade level leaders from K-5 were trained at the Department of Elementary and Secondary Education and then guided their grade level counterparts in implementation of math and literacy units which are fully aligned to the new frameworks.
- 4) Two district-sponsored graduate level courses in 1) *Teaching Student-Centered Mathematics* and 2) *Rethinking Equity and Teaching for English Language Learners* (RETELL).
- 5) Technology workshops offered at Ludlow High School and Chapin Street Elementary School.

### **Assessment**

State-mandated assessments included MCAS for students in grades 3-10 and ACCESS for ELLs for all students who are categorized as Limited English Proficient. Common assessments were also administered in all subject areas and at all grade levels to measure student growth and progress. These assessments also meet the state requirement to implement district-determined measures of student growth.



## **Other Curriculum Office Responsibilities**

The Curriculum Office is also in charge of operating such federal grant programs as Title I and Title IIA, as well as state grants that may become available. In addition, this office oversees approval of home school plans, home tutoring for students who are hospital or homebound, services for homeless students, and the mentoring program. The Curriculum Director also serves as the Director of the English Language Learner Program.

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



## **Ludlow High School**

The calendar year of 2015 at Ludlow High School was one of continued success. Approximately 87% of the senior class entered higher education; 5% to the military, and 8% entering the workforce. There were 191 students in the graduating Class of 2015 and one who obtained a Certificate of Attainment. The SAT data for the Class of 2015 was higher than national averages and state averages. Sixty-eight graduating seniors were awarded the John and Abigail Adams scholarship which is a reflection of high achievement on the state exam MCAS. Ludlow High School was recognized as a Level 2 school from the MA Department of Secondary Education. Ludlow High School continues to maintain high eligibility standards in order to play sports or participate in extracurricular activities. Students cannot fail any course; otherwise they become ineligible to participate. Our focus at LHS is academic success first.

Ludlow High School continues to provide support for students in English and Math by implementing a tiered instructional model. Students may choose advanced placement courses, honors courses, standard level courses and/or tiered support classes to enrich their learning. All students have equal opportunities to experience these four instructional levels. Our advanced placement courses, which are supported by a grant received from the Massachusetts Math and Science Initiative, are Biology, Calculus AB, Chemistry, English Literature and Composition, English Language and Composition, Statistics, Spanish, French, US Government & Politics, 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 33% increase in qualifying AP scores; from 32 in 2012 to 121 in 2015 scoring 3, 4, or 5.

Ludlow High School in 2015 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, Suicide/Depression Awareness, Dating Violence Awareness, as well as becoming involved in smaller charitable ventures. The high school's instrumental music students and vocal music students were very busy performing and providing entertainment at local functions along with many qualifying for District State Competitions. All of these activities support the high school's mission to help all students reach their fullest potential.

Respectfully submitted,  
Lisa Nemeth  
Principal

*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 21<sup>st</sup> century skills necessary for making meaningful contributions to the global community. Students promote a safe environment by acting with responsibility, compassion and integrity.*

## **The Paul R. Baird Middle School**

As a result of the continued hard work and dedication of our staff, parents, and community partners, Baird Middle School students participated in a variety of learning opportunities as members of a supportive and welcoming learning community. Currently, our enrollment stands at 670 students: 220 in Grade 6; 237 in Grade 7; and 213 in Grade 8. We have also welcomed 23 students from surrounding municipalities through the School Choice Program. It is our objective to engage Baird students in developmentally appropriate and diverse learning activities that will assist them in developing strategies that promote life-long learning.

A priority for the 2015-2016 school year has been to promote the learning and growth of all out students through effective partnerships with families, caregivers, community members, and organizations. To that end, we have continued to expand and regularly update the content of the Baird website and Facebook page and to more effectively utilize our other informational technology capabilities. Moreover, through extensive outreach efforts, we have been able to reestablish the School Council as a viable school structure

and to reap the benefits of the parents and teachers who, through their membership, have been so generous with their time, talent, and treasure.

Our instructional focus continues to target motivating and engaging our students in actively participating in their learning and using their critical thinking skills to help them understand and contribute to the world around them. Our students have continued to perform solidly in every area of MCAS testing. We are extremely proud of the diligent efforts of the entire Baird community in moving our students to the successful achievement of their proficiency targets.

Our core curriculum instruction (English language Arts, Mathematics, Science, and Social Studies) is delivered by dedicated, qualified teachers in distinct grade-level teams. Additionally, our “Specials” support the development of a wide range of skills and knowledge for students. World Languages (French, Spanish, and Portuguese), Computer Technology, Robotics, Health, Physical Education, Visual and Performance Arts, and Music provide our students the space to explore and experience a wide range of learning opportunities that form them into well-rounded individuals. Our afterschool clubs and activities enrich and extend our students’ learning by providing a wide variety of opportunities: Drama Club, Band, Jazz Band, Junior National Honor Society, Nerd Fighters Club, Student Council, Project Purple, Talent Show, Art Club, Fishing Club, Portuguese Club, Travel Club, Go Green Garden Club, and Community Service Club. We believe that experiences are an essential ingredient in connecting classroom learning with real-world experiences that allow our students to develop and apply life-long learning strategies.

We continue to partner with the Ludlow Boys and Girls Club. The Club’s Afterschool Program provides extra homework help and recreational activities for our students from 2:30 pm to 5:30 pm. At this time, over 50 Baird students participate in this on-site program. Additionally, Club personnel visit on a regular basis to update the Club bulletin board in the main entryway and, more importantly, to interact with our students in the cafeteria and promote Club events and activities. This partnership demonstrates our commitment to providing our students an afterschool program that supports their specific needs in a safe and familiar environment.

The 2015-2016 school year included the retirements of long-time Baird Middle School Grade 6 Social Studies Teacher Craig Pease and Custodian Richard Manchester. We thank Mr. Pease and Mr. Manchester for their many years of dedicated service to the Ludlow Public Schools and, in particular, the Baird Community. Additionally, we were pleased to welcome the following new staff members: Tanya Andre, Reading Interventionist; Marcy Bousquet, Speech and Language Pathologist; Maura Calhoun, Special Education Teacher; Michael Merritt, Special Education Teacher; Laurence Pagliaro, Custodian, Michelle Pare, Paraprofessional; Ohmead Snow, Special Education Teacher, and Anita Suarez, Paraprofessional.

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

Respectfully submitted,  
Joseph F. Langone, MA, CAGS  
Principal

## **East Street School**

East Street School began the school year with the same staff in regular education. There were no retirements. One teacher, Kerri Kinne, was transferred to Chapin Street School as a second grade teacher. Grace Dolan, Heidi Arsenault, and Elaine Conway, continue to serve as our grade level leaders. They are instrumental in assisting their teams in planning instruction and analyzing common assessments.

Our bucket initiative continues to promote 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. The new Educator Evaluation Program is now fully implemented and is becoming a positive tool in promoting conversations between educators about best practices and student data in our classrooms. Teachers created a Student Learning goal and a Professional Practice goal individually or with a team of educators. Together grade level teachers developed District Determined Measures to track their students' progress through the common core curriculum.

A new Educator Evaluation system was initiated at East Street School and throughout the district. This initiative was precipitated by the state's restructuring of the manner in which all educators are held accountable for their performance in the classroom and/or school building. Representatives from our faculty and administrators throughout the district met for the past two years developing policies and procedures to satisfy the state's new educator standards.

The PTO sponsored three after school clubs in the spring. Besides the chorus, run by Nancy Nummy, a 1st grade math club was facilitated by Donna Queiros and Ericka Cadete. Heidi Arsenault and Stephanie Giannocopoulos offered a science club to our kindergarten students.

East Street School continues to work on building a positive learning community through programs such as Responsive Classroom and our Fill Your Bucket initiative.

Respectfully submitted,  
Thomas Welch  
Principal

## Chapin Street School

Chapin Street School began the school year with 345 students and with the same faculty and staff from the previous school year with the exception of two interventionists. Crystal Duprey and Margaret Money joined Chapin to complete the Math Intervention Team with Crystal Foley. Chapin Street School was fortunate to have such experienced interventionists.

Through the vision and planning of the Instructional Leadership Team, professional development was implemented throughout the year. Another State mandate was for all teachers to develop District Determined Measures, which are assessments to show student growth. Classroom Teachers created these in the area of Math. All of these assessments are aligned to the Common Core which is the framework that teachers must follow to create lessons. Teachers also implemented Writers' Workshop to help students be proficient in writing along with requiring students to write on specific topics monthly.

Technology use is prevalent at Chapin Street School. Students use Chromebooks which are a small-sized, laptop device to write, to do research, to practice math skills, and to take on-line standardized tests in reading and math. There are fifteen Smart Boards in the Building which make learning an engaging process through access to lessons which are visual, have sound, and are interactive. Students are learning how to use Google Presentation to create their own research and writing in order to make it visual to others, so they can present what they have learned. Nine Elmos or document cameras were purchased for the nine teacher teams to help teachers present their lessons more visually to students. Elmos are the modern version of overhead projectors. Any document can be placed under the camera and can be projected on a screen. Students are able to view exemplars of good writing, teachers can show students how to solve math problems, and any picture or text can be viewed by a whole classroom. Chapin Street is fortunate to have the existing technology which it has in the school, and the need for new technologies will only increase in the future.

After school clubs increased this year with funding from the PTO. Our music teacher, Mrs. Meghan Provost conducted over one hundred third grade students in weekly chorus practice along with a holiday and spring concert at Ludlow High School. Ms. Jodi Yarkey and Mrs. Raymond coordinated the Student Council which organized successful Community Service Projects. Ms. Barbara Daley conducted the Math Club. The final club was a Puppet play club was run by the Jane Abts and Marybeth Lewison. All of these clubs enhanced the learning experience of our students.

Chapin Street School is a wonderful learning environment for all the second and third grade student of our town. Although an older building and the smallest in physical size of our elementary schools, it is a safe and supportive school which strives to make all

students successful during the two years they attend. The proposal for Modular Classrooms is in the works to increase the size for the 2015-2016 school year.

Respectfully submitted,  
Nikki Reed  
Principal

## **Veterans Park School**

Students at Veterans Park participate in a variety of learning opportunities in this supportive community. Our current enrollment is up to 404 in the 4th and 5th grade. Students and staff continued with the structure implemented last year and Veterans Park teachers continued with specializing in specific content areas, allowing students to access the full curriculum yet delivered by two different teachers. The retirements of two ELA teachers, Mary Golden (grade 5) and Susan Lesniak (grade 4) were not refilled, dropping the number of grade 5 sections to eight. Melissa Canale, grade 5 ELA teacher transferred to the grade 4 ELA position and Andrea Lacey transferred from grade 5 math to grade 5 ELA position. There were no additional hires and both grade levels will operate with eight sections moving forward.

The Instructional Leadership Team spent the summer preparing for a new instructional focus as well as some scheduling initiatives that were implemented to support the needs of the students and staff. At Veterans Park School, there is a school-wide effort across all curriculum areas to foster higher order critical thinking in all students by analyzing and evaluating text with supporting evidence. We will promote classroom discussions, disagreements, and written responses through our best practices. Our best practices are both critical writing and student engagement. Tiered instruction in both math and reading continue to be built into the students' scheduled day rather along with the Cubs Corner support class offered as a tiered support for behavior led by Mrs. Amy Harris, School Adjustment Counselor. Also, enhancing our physical education program was the addition of Fitness, Rhythm and Team Sports classes. Students enrolled in these courses are given opportunities to further develop and expand upon skills taught in general physical education through these various disciplines. The 4th and 5th grade band and chorus classes continue to fill and flourish. For the first time, Veterans Park School 5th grade band students competed in the Music in the Parks competition held at Six Flags New England and placed first in their division. Common Planning Time for teachers increased at Veterans Park School to four times a week, allowing the teacher's time to collaborate with their content level teachers as well as their teammates. This time was also utilized for conferencing with parents as needed, increasing the amount of parent involvement and communication between home and school.

Our Positive Behavior Interventions and Supports model is still going strong at Veterans Park School. Under this model, students are recognized for demonstrating positive behaviors individually and as a class. Cub Coins are earned and cashed in monthly for a community based initiative, teaching students that showing PRIDE (Positive attitude,

Respect for self, others and property, Individual responsibility for actions, Do your best and everyone learns) gives back to the greater school-wide community. Students enjoyed many incentives throughout the year, including staff vs. student dodgeball games, arts and crafts, community helpers and much more!

Instructionally, we continue to use the same screening tools and also have developed District Determined Measures to be used in each content area for all students. With the development of these assessments were also the creation of rubrics and exemplars, keeping teachers collaborating and mainstreaming grade level expectations. Teacher meet monthly at data team to discuss current level of student performance using these assessments and other common formative assessments and benchmarks allowing us to schedule individual students with appropriate curriculum and supports continuously.

As our accountability level dropped from level 2 to level 3, we welcomed an opportunity to work in partnership with the regional District and School Assistance Center to take a closer look at our instructional practices and implement changes leading to higher student performance. The staff and Veterans Park School took a close look at student engagement and developed collaborative inquiry projects to address specific problems of practice identified by teachers and school leaders. During this process, the staff worked in partnership with the DSAC team to identify areas of need, develop strategies to target the needs, and implement strategies into classroom practice. Resources were developed to share with staff and expand on our current instructional practices in making learning engaging and rigorous for all learners.

Students at Veterans Park have the opportunities to be creative and collaborate with one another through social interactions and the use of technology. We work to provide students with the skills and supports needed to become responsible, independent citizens in the social and digital world. The use of technology is continuously increasing at Veterans Park School. All students work through Google Drive to produce various class assignments and projects both in school and at home. Each classroom is equipped with 10-25 individual student devices. Each classroom was also equipped with either a SMARTBoard or projection device allowing every classroom and teacher equitable resources to teacher and learn together. The Bring Your Own Device program has allowed more students access to devices in school.

The PTO sponsored three after school clubs during this year, the largest being the Drama Club. The Drama Club, advised by Nicole Sousa (Music teacher) and Christine James (grade 4 math teacher) performed their 4th drama production of The Little Mermaid Jr with a cast of over 100 students. Additionally, a Technology Club, advised by Angela Knox (grade 4 ELA teacher) and a Wilderness Club, advised by Angela Anselmo (grade 5 ELA teacher) were also offered to students after school.

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

## Finance

### Board of Assessors

2015 was a successful year for the Assessor's Office. The Board reorganized with Tony Rosa as Chairman, Michael S. O'Rourke as Clerk with Beverly Barry completing the Board.

FY15 was a Triennial Re-Certification Year, the project was completed and approved by the Department of Revenue in a timely fashion.

We were also able to secure MASS GIS state funding for the Town of Ludlow's own GIS (Geographical Informational System) which allows taxpayers to explore their property lines online via maps and property record cards. This has become a great asset to the Town of Ludlow.

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

Respectfully submitted,  
 Tony Rosa  
 Chairman

### Tax Rate Figures

Fiscal Year	Tax Rate	Personal Property Valuation	Real Estate Valuation	Total Valuation	Gross Amount Appropriated	Net Amount to be Raised by Taxation
2015	17.29	\$186,562,980	\$1,736,950,510	\$1,923,513,490	\$63,148,077	\$33,257,548.24
2016	18.13	\$189,084,670	\$1,766,644,530	\$1,955,729,200	\$21,890,986	\$35,457,370.40



### Abatements

Fiscal Year	Real Estate		Personal Property		Senior Work-off	
2014	119	\$44,973.02	11	\$4,310.74	68	\$34,000.00
2015	131	\$78,074.73	8	\$776.24	68	\$34,000.00

### Exemptions

Fiscal Year	Cl.22 Vets Exemptions	Cl.37A Blind Exemptions	Cl.41C (over 70) Exemptions	Total Amount Exempted
2014	182	25	33	\$134,750.12
2015	189	32	26	\$140,511.12

### Motor Vehicle Excise

Levy Year	Number of Bills	Tax Amounts	Number of Abatements	Amounts
2015	23,228	\$2,453,971.56	710	\$77,290.53
	(2014) 499	\$12,850.91	45	\$2,096.04
			(2013) 7	\$890.43

### Miscellaneous

Deeds		Building Permits/Inspections	
2014	466	2014	784
2015	473	2015	828

## Finance Committee

The primary duties of the Finance Committee are to advise and make recommendations to Town Meeting on the budget and other areas of finance. We are responsible for submitting our recommendations on the Annual Budget to the Town Meeting. We are also commonly involved in the budget preparation which involves the development of the budget while following Town budgetary guidelines. During the year, our statutory authority and responsibility is authorizing transfers from the Town's Reserve Fund to other departments for unforeseen or emergency needs. In no way does this process or these transfers circumvent Town Meeting.

We have been working diligently to revise our process and try to formulate an "estimate" of what the impact of our decisions would be prior to the final budget recommendations. 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 taxpayer's pocketbook in mind.

With each budget cycle, we try to find new and better ways to help manage Town funds working within municipal guidelines but remembering what we need specifically for our Town. Our most recent endeavor is the concept that if we delay offsetting the tax rate with Free Cash until the October Town Meeting we will have a better idea of how much money is actually needed. This began by following the tax trends for the last ten years where we found an erratic up and down pattern. If we had applied less Free Cash for those years to a reasonable, modest increase of 2½% the Town could have collected approximately a million more dollars that we could have applied to this years increased tax rate. We understand that change is a slow process, but we are hopeful this change will be considered and tried. We believe in this concept.

To be successful we should have gradual, stable, expected tax increases. We should use asset management and repair to keep the value of the Town's assets intact. Utilizing these practices would ultimately help to continue to provide a safe and desirable community for all. I believe that the changes and the progress we have made over the last ten years has brought us from a reactive process to a proactive process where we plan and chart our own controlled course based on what our citizens want and can afford.

Thank you for your time and we look forward to continuing to serve you.

Respectfully submitted,  
M. Kim Downing  
Chairman

Members:

Heidi Fogg, Vice Chair  
Beverly Tokarz, Secretary  
Susanne Boyea  
Joan Cavallo

Rev. Douglas Fish  
Richard Moskal  
Eric Gregoire  
Raymond Yando

# TOWN OF LUDLOW

## FY'2015 REVENUE BUDGET REPORT 6/30/2015

FOR 2015 13

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01 GENERAL FUND							
0101122 SELECTMEN	0	-56,000	-57,296.11	.00	.00	1,296.11	102.3%
0101141 BOARD OF ASSESSORS DEPT.	0	0	-175.00	.00	.00	175.00	100.0%
0101145 TOWN TREASURER'S DEPT.	0	-3,236,709	-3,472,700.24	.00	.00	235,991.24	107.3%
0101146 TOWN COLLECTOR'S DEPT.	0	-38,752,626	-38,553,046.77	3,553.61	.00	-199,579.23	99.5%
0101161 TOWN CLERK'S DEPT.	0	-41,200	-46,676.92	.00	.00	5,476.92	113.3%
0101175 PLANNING BOARD	0	-30,500	-43,612.32	.00	.00	13,112.32	143.0%
0101176 BOARD OF APPEALS	0	0	-675.00	.00	.00	675.00	100.0%
0101210 POLICE DEPARTMENT	0	-79,800	-81,769.00	.00	.00	1,969.00	102.5%
0101220 FIRE DEPARTMENT	0	-12,000	-15,697.28	.00	.00	3,697.28	130.8%
0101241 BUILDING INSPECTOR'S DEPT.	0	-204,000	-225,297.18	.00	.00	21,297.18	110.4%
0101244 SEALER OF WEIGHTS & MEASURES	0	-4,000	-3,809.00	.00	.00	-191.00	95.2%
0101300 SCHOOL DEPARTMENT	0	-13,593,444	-13,789,659.74	.00	.00	196,215.74	101.4%
0101410 DEPARTMENT OF PUBLIC WORKS	0	-99,000	-113,976.90	.00	.00	14,976.90	115.1%
0101510 HEALTH DEPARTMENT	0	-42,500	-39,785.00	.00	.00	-2,715.00	93.6%
0101541 COUNCIL ON AGING	0	-48,000	-46,940.00	.00	.00	-1,060.00	97.8%
0101610 HUBBARD MEMORIAL LIBRARY	0	-7,000	-7,533.71	.00	.00	533.71	107.6%
0101630 RECREATION COMMISSION	0	-85,000	-95,436.00	.00	.00	10,436.00	112.3%
0101660 ENTERPRISE FUND-SHARED SERVIC	0	-395,000	-395,000.00	.00	.00	.00	100.0%
TOTAL GENERAL FUND	0	-56,686,779	-56,989,086.17	3,553.61	.00	302,307.17	100.5%

# TOWN OF LUDLOW

## FY'2015 EXPENSE BUDGET REPORT

6/30/2015

FOR 2015 13

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
000	0	111,454	111,453.58	.00	.00	.37	100.0%
114 MODERATOR	496	496	496.00	.00	.00	.00	100.0%
122 SELECTMEN	259,625	376,970	316,458.24	1,595.69	17,188.20	43,323.43	88.5%
131 FINANCE COMMITTEE	3,053	49,553	2,904.82	.00	.00	46,648.18	5.9%
135 TOWN ACCOUNTANT'S DEPT.	173,668	173,343	173,143.98	93.01	.00	2,199.02	98.7%
141 BOARD OF ASSESSORS DEPT.	240,105	241,225	237,186.21	1,336.34	.00	4,038.79	98.3%
145 TOWN TREASURER'S DEPT.	228,161	258,357	259,906.00	2,591.99	.00	-1,549.39	100.6%
146 TOWN COLLECTOR'S DEPT.	244,344	254,012	247,201.24	3,732.70	.00	6,510.76	97.4%
151 TOWN COUNSEL'S DEPT.	114,550	122,066	107,716.46	5,521.23	11,967.84	2,381.30	98.0%
152 PERSONNEL BOARD	1,840	1,840	1,840.00	.00	.00	.00	100.0%
155 INFORMATION TECHNOLOGY	255,296	255,296	247,032.76	9,145.95	5,537.06	2,726.18	98.9%
161 TOWN CLERK'S DEPT.	118,309	120,324	119,565.79	772.11	.00	757.76	99.4%
162 ELECTIONS & REGISTRATIONS DEP	64,625	64,128	59,361.23	.00	.00	4,766.83	92.6%
171 CONSERVATION COMMISSION	29,088	29,525	24,105.70	.00	.00	5,419.30	81.6%
175 PLANNING BOARD	129,208	129,965	126,618.89	1,413.91	.00	3,346.11	97.4%
176 BOARD OF APPEALS	3,273	3,273	1,968.75	313.08	.00	1,304.25	60.2%
192 PUBLIC BUILDINGS/PROPERTIES	680,213	709,202	647,465.94	41,200.54	18,398.82	43,337.56	93.9%
193 PROPERTY & LIABILITY INSURANC	305,358	311,358	311,184.36	.00	.00	173.64	99.9%
210 POLICE DEPARTMENT	3,500,529	3,497,484	3,459,740.94	51,752.07	12,178.28	25,564.78	99.3%
220 FIRE DEPARTMENT	2,290,980	2,291,767	2,241,860.69	53,160.26	1,122.86	48,783.45	97.9%
231 AMBULANCE - EMT DIVISION	913,482	928,369	905,706.81	12,940.34	1,893.76	20,768.43	97.8%
241 BUILDING INSPECTOR'S DEPT.	216,822	221,599	198,191.88	4,560.85	.00	23,407.12	89.4%
244 SEALER OF WEIGHTS & MEASURES	3,896	3,896	3,602.42	.00	.00	293.58	92.5%
291 EMERGENCY MANAGEMENT	9,000	9,000	9,000.00	.00	.00	.00	100.0%
292 ANIMAL CONTROL DEPT.	24,294	24,294	21,221.96	476.34	.00	3,072.04	87.4%
299 SAFETY COMMITTEE	2,243	2,243	2,020.00	.00	.00	223.00	90.1%
300 SCHOOL DEPARTMENT	0	15,051,348	15,006,492.00	110,346.13	205,887.73	-161,032.04	101.1%
310 HIGH SCHOOL	0	4,901,969	4,832,788.60	.00	6,033.72	63,146.69	98.7%
311 ATHLETICS	0	245,616	248,754.22	.00	150.00	-3,288.22	101.3%
320 BAIRD MIDDLE SCHOOL	0	41,585	38,430.67	698.14	2,711.82	442.80	98.9%
330 CHAPIN ST. ELEMENTARY SCHOOL	0	34,582	28,944.77	.00	2,705.08	2,932.11	91.5%
340 EAST ST. ELEMENTARY SCHOOL	0	26,264	25,596.54	1,711.55	422.10	245.36	99.1%
350 VETERAN'S PARK ELEM. SCHOOL	0	15,985	15,522.03	13.58	.00	462.97	97.1%
360 TECHNOLOGY	0	468,306	462,368.15	2,889.41	2,786.12	3,151.34	99.3%
370 SPECIAL EDUCATION	0	6,671,958	6,671,371.33	2,889.41	8,793.08	87,793.63	98.7%
390 TRANSITIONAL BI-LINGUAL	0	309,107	295,858.37	.00	.00	13,248.98	95.7%
410 DEPARTMENT OF PUBLIC WORKS	2,909,987	3,012,259	2,723,307.34	114,576.24	164,926.73	124,024.82	95.9%
423 DPW - SNOW & ICE REMOVAL DIV.	170,000	170,000	809,952.71	3,536.30	2,655.00	-642,607.71	478.0%
424 STREET & TRAFFIC LIGHTING	316,000	314,500	242,381.94	5,723.67	27,947.41	44,170.65	86.0%
510 HEALTH DEPARTMENT	274,570	275,741	267,593.40	3,720.99	.00	8,147.60	97.0%
541 COUNCIL ON AGING	371,383	376,103	367,306.05	2,358.40	.00	8,796.95	97.7%
543 VETERAN'S SERVICES DEPT.	387,309	393,809	391,748.91	623.31	265.40	1,794.97	99.5%
610 HUBBARD MEMORIAL LIBRARY	460,398	460,398	441,738.61	4,380.71	.00	18,659.39	95.9%
630 RECREATION COMMISSION	308,423	309,022	290,789.99	9,572.97	.00	18,232.01	94.1%

# TOWN OF LUDLOW

## FY'2015 EXPENSE BUDGET REPORT 6/30/2015

FOR 2015 13

ACCOUNTS FOR: 01 GENERAL FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
691 HISTORICAL COMMISSION	1,420	1,420	126.98	.00	.00	1,293.02	8.9%
701 GENERAL DEBT AND INTEREST	1,738,124	1,668,124	1,240,128.77	.00	.00	427,995.23	74.3%
801 GOVERNMENT ASSESSMENTS	0	632,595	662,346.10	.00	.00	-29,751.10	104.7%
910 FRINGE BENEFITS FOR EMPLOYEES	11,792,605	11,863,371	11,755,598.10	1,950.46	259.96	107,512.94	99.1%
TOTAL GENERAL FUND	28,542,676	57,533,100	56,656,100.23	452,884.27	494,130.97	382,868.88	99.3%

# TOWN OF LUDLOW

## FY'2015 BUDGET REPORT 6/30/2015

FOR 2015 13

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<b>666600 WESTOVER MUNICIPAL GOLF COURSE</b>							
666600 426001 OVER/UNDER GOLF COUR	0	0	-30.00	.00	.00	30.00	100.0%
666600 426005 GOLF ROUNDS RECEIPTS	0	-473,816	-404,534.03	.00	.00	-69,281.97	85.4%*
666600 426007 DRIVING RANGE RECEIP	0	-2,500	-2,000.00	.00	.00	-500.00	80.0%*
666600 426010 GOLF CART RENTAL REC	0	-230,000	-224,279.44	.00	.00	-5,720.56	97.5%*
666600 436030 GOLF CONCESSION RIGH	0	-20,000	-23,333.04	.00	.00	3,333.04	116.7%
666600 480600 GOLF OTHER RECEIPTS	0	-23,500	-22,055.00	.00	.00	-1,445.00	93.9%*
666600 482010 INTEREST ON DEPOSITS	0	-1,000	-68.14	.00	.00	-931.86	6.8%*
TOTAL WESTOVER MUNICIPAL GOLF COU	0	-750,816	-676,299.65	.00	.00	-74,516.35	90.1%

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<b>66 GOLF COURSE ENTERPRISE FUND</b>							
666601 GOLF COURSE - PERSONAL SERVIC	336,316	337,609	318,406.29	283.00	.00	19,202.71	94.3%
666603 GOLF COURSE - GENERAL EXPENSE	334,000	350,519	315,749.26	21,299.55	1,422.19	33,347.73	90.5%
666606 GOLF COURSE SHARED SERVICES	0	78,000	78,000.00	.00	.00	.00	100.0%
6686033 ATM 5/12/14 ART#41 FY 2015	0	36,497	33,408.75	.00	.00	3,088.25	91.5%
TOTAL GOLF COURSE ENTERPRISE FUND	670,316	802,625	745,564.30	21,582.55	1,422.19	55,638.69	93.1%
			TOTAL EXPENSES - 746,986				
			OPERATIONS (LOSS) (70,686)				

**Town of Ludlow**  
Sewer Revenue Analysis  
FY'2012-FY'2016

<u>Revenue Type</u>	FY'2012	FY'2012	FY'2013	FY'2013	FY'2014	FY'2014	FY'2015	FY'2015	FY'2016
	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Actual</u>
User Fees - Current Year	1,596,350	1,550,591	1,476,015	1,497,110	1,452,697	1,451,191	1,405,900	1,379,406	1,199,778
User Fees - Prior Year	45,000	34,810	35,000	32,134	35,000	20,880	25,000	15,902	20,000
Sewer Liens	50,000	92,889	50,000	76,302	60,000	78,368	60,000	79,845	70,000
Permits - Sewer Tie-ins	25,000	35,623	27,500	68,638	30,000	30,242	30,000	15,950	25,000
All Other	5,000	7,983	7,500	7,009	7,500	5,903	5,000	3,821	5,000
Interest Income	2,000	16	500	15	500				5
<b>Annual Totals</b>	<b>1,723,350</b>	<b>1,721,912</b>	<b>1,596,515</b>	<b>1,681,208</b>	<b>1,585,697</b>	<b>1,586,584</b>	<b>1,525,900</b>	<b>1,494,929</b>	<b>1,319,778</b>
<b><u>Expense Summary</u></b>									
Salaries & Wages	146,315	145,239	148,510	144,355	151,481	149,388	133,880	136,024	141,159
General Expenses	277,005	285,690	277,005	317,011	282,546	355,575	305,545	314,549	328,719
Intergovtl - Springfield Sewer Reserve Fund Transfer	1,003,030	805,541	869,000	708,705	849,670	666,393	769,475	614,101	725,900
<b>Total Expenses</b>	<b>1,426,350</b>	<b>1,236,470</b>	<b>1,294,515</b>	<b>1,170,071</b>	<b>1,283,697</b>	<b>1,171,356</b>	<b>1,208,900</b>	<b>1,064,674</b>	<b>1,195,778</b>
Excess Revenue/Expense	297,000	485,442	302,000	511,137	302,000	415,228	317,000	430,255	124,000
Indirect Charges (**Not Alloc)	297,000	297,000	302,000	302,000	302,000	302,000	317,000	317,000	124,000
Adjusted Excess Rev/Exp	0	188,442	0	209,137	0	113,228	0	113,255	0
Excess Rev/Fund Balance:									
Beginning Balance									
Results from Operations									
Audit Adjustment									
Alison Lane									
Reserve Fund									
Chicopee River CSO									
All Other									

Town of Ludlow  
Cherry Sheet Analysis  
FY'2015

Account Name/Number	Budget	9/30/2014	12/31/2014	3/31/2015	6/30/2015	YTD
School Chapter 70	13,351,728	3,337,932	3,337,932	3,337,932	3,337,932	13,351,728
#0101300-462001						
School Construction	0					0
#0101300-462003						
Charter School Reimbursement	61,716	0	13,864	43,793	12,807	70,464
#0101300-462000						
State Aid Lottery	2,718,292	679,573	679,573	679,573	679,573	2,718,292
#0101145-466001						
Meals Tax	210,000	55,080	54,242	46,019	46,156	201,497
0101145-466002						
Veterans Benefits	208,078	46,940	105,284	64,751		216,975
#0101146-466700						
Exemptions- Vets, Blind & SS	78,461	87,023				87,023
#0101145-461009						
Exemptions - Elderly	14,500	3,513	3,298	2,868	2,871	12,550
#0101145-461010						
State Owned Land	30,456	7,614	7,614	7,614	7,614	30,456
#0101145-461011						
School Transportation	0					0
#0101300-462002						
Room Occupancy	100,000	33,638	35,451	15,020	26,204	110,313
#0101145-466100						
<b>General Fund State Aid</b>	<b>16,773,231</b>	<b>4,251,313</b>	<b>4,237,258</b>	<b>4,197,570</b>	<b>4,113,157</b>	<b>16,799,298</b>
Restricted State Aid:						
School Lunch	21,250	4,657	3,972	4,333	4,928	17,890
#2515013-460100						
School Choice	509,783	161,934	123,935	116,913	130,936	533,718
#2585110-462000						
Public Library	30,198	0	11,609	14,870		26,479
#2383293-464012						
<b>Total State Aid</b>	<b>17,334,462</b>	<b>4,417,904</b>	<b>4,376,774</b>	<b>4,333,686</b>	<b>4,249,021</b>	<b>17,377,385</b>



**Town of Ludlow**  
Tax Commitments Analysis  
7/1/2014-6/30/2015

<u>Period #</u>	<u>Date</u>	<u>Commitment #</u>	<u>#1211XX</u> <u>Personal</u> <u>Property</u>	<u>#1221XX</u> <u>Real</u> <u>Estate</u>	<u>#1261XX</u> <u>Motor</u> <u>Vehicle</u>	<u>All Other</u>
1	7/1/2014	FY'2015 Estimate FY'2015 Estimate	1,403,584.49	14,339,215.16		
2	7/23/2014	FY'2014 - 4			114,428.44	3,749.00
3	8/22/2014	FY'2014 - Boat				8,493.00
3	9/8/2014	PILOT-Stevens Housing				
4	9/19/2014	FY'2014 - 5			71,420.57	
4	10/16/2014	Special Commit			190.10	
5	10/17/2014	PILOT- MMWEC				1,400,000.00
5	11/3/2014	ProForma'2014 Supp#1		18,494.29		
6	11/12/2014	ProForma'2014 Supp#2		168,077.31		
6	12/3/2014	FY'2014 - 6			33,495.18	
6	12/12/2014	FY'2014 Sewer Billing				1,486,619.77
6	12/22/2014	PILOT-SPR.Wtr/Swr				31,035.55
7	1/1/2015	PILOT- LHA				5,432.25
7	1/1/2015	FY'2015 Final	1,822,089.48			
7	1/1/2015	FY'2015 Final		15,694,279.28		
7	1/20/2015	Sewer Liens + RETax				92,244.71
8	2/13/2015	Ambul Liens + RETax				6,266.79
8	3/24/2015	FY'2015 - 1			1,823,402.50	
9	4/14/2015	FY'2014 - 7			12,850.91	
10	4/14/2015	Street Better/Leland Dr				14,368.75
10	4/14/2015	FY'2015 - 2			239,499.39	
10	4/15/2015	FY'2013 - 8			275.83	
11	4/23/2015	PILOT-Conserv/Recreat.				9,819.80
11	5/19/2015	FY'2015 - 3			148,197.48	
12	6/17/2015	FY'2015 - Special			28,692.50	
<b>Totals</b>			<b>3,225,673.97</b>	<b>30,220,066.04</b>	<b>2,472,452.90</b>	<b>3,058,029.62</b>



**Town of Ludlow**  
 Stabilization Fund Analysis  
 FY'2008- FY'2015

<u>Date</u>	<u>Description</u>	<u>Activity</u>	<u>Balance</u>
6/30/2007	Beginning Balance		<b>1,897,661</b>
	ATM 5/07 Transfer In	250,000	
	Investment Income	98,428	
6/30/2008	Ending Balance		<b>2,246,089</b>
	ATM 5/11/09		
	Transfer Out - Tax Levy	-500,000	
	Investment Income	22,874	
6/30/2009	Ending balance		<b>1,768,963</b>
	ATM 5/10 Transfer In	343,000	
	Investment Income	31,030	
6/30/2010	Ending Balance		<b>2,142,993</b>
	Investment Income	22,298	
6/30/2011	Ending Balance		<b>2,165,292</b>
	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		<b>2,709,228</b>
	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		<b>2,954,970</b>
	ATM 5/14 Transfer In	250,000	
	Investment Income	31,994	
6/30/2014	Ending Balance		<b>3,236,964</b>
	Investment Income	22,193	
6/30/2015	Ending Balance		<b>3,259,157</b>

TOWN OF LUDLOW  
SPECIAL ARTICLE - FUND 02  
6/30/2015

<MM-11>

	DEPARTMENT	Balance remaining 6/30/14	FY 15 approp	FY 15 expense	FY 15 Bud Adj	FY15 Closeout (PY enc used in 14)	Balance remaining 6/30/15
SELECTMEN							
STREET ACCEPTANCES/LAND ACQUISITIONS		647					647
Unsafe Buildings - 5/01 thru 5/06		31,588		0	0		31,588
Art # 47 ATM 5/9/05 Public way		1				1	0
Art # 33 STM 10/3/05 Public way		24				24	0
A-40/41 10/2/06 Public ways (2)		2				2	0
A-47-49- 5/08 ATM Public ways (3)		3				3	0
ACCOUNTANT							0
FY 08 Meeting Articles:							
ATM 5/07:							
Art 40 Taxes for land to be purchased (Cummings)		325				325	0
Art 47 - 49 Public ways (3)		3				3	0
FY 09 Meeting Articles:							
ATM 5/08:							
Art 9 Master Plan		9,353		733			8,620
Art 21 Fire Substation Study		15,000				15,000	0
Art 35 DPW - Center Street Study		4,155		0			4,155
Art 36 West St. Bridge Repair		9,185		0			9,185
Art 58 DPW - Garage Repair Lift		558		0			558
ATM 5/14/2012							
Art 15 Narrowband Radio - Fire		1,744	0	0		1,744	0
FY 12 Capital Budget:							
Art 43 BMS Stair Repairs		26,000	0			26,000	0
Town Hall Elevator		29,355	0				29,355
FY 13 Capital Budget							
Art 41 Harris Brook/Wade Dam Repairs		15,000	0				15,000
2012 Gorton G4500 Ambulance (4 yr. lease)		1,728	48,113	48,113			1,728
BOS Capital Reserve		50,000	0				50,000
ATM 5/12/2014							

TOWN OF LUDLOW  
SPECIAL ARTICLE - FUND 02  
6/30/2015

<MM-11>

	DEPARTMENT	Balance remaining 6/30/14	FY 15 approp	FY 15 expense	FY 15 Bud Adj	FY15 Closeout (PY enc used in 14)	Balance remaining 6/30/15
Art #23	First Meeting House (State Grant)	59,237	0	54,560			4,677
Art #23	Fire Dept. Auto Chest Compressor		16,000	13,125			2,875
Art #24	Fire Dept. Breathing Apparatus		25,000	25,000			0
Art #1	Unpaid Bills		2,677	2,660			17
<b>FY 14 Capital Budget</b>							
	Haviland Beach Fence	2,889	0	0			2,889
	East St. School Control/Boiler	41,272	0	0	0	41,272	0
	Fire Dept. 2013 Chevy Tahoe SUV	107	0	0		107	0
	Police Admin. 2013 Dodge Charger	1,100	0	0		1,100	0
	School - ICT Infrastructure/Security	559	0	0		559	0
<b>FY 15 Capital Budget</b>							
58	DPW Ford F450 Dump Truck		65,000	58,895			6,105
	LHS/BMS Security Equipment		25,000	227			24,773
	Computer Switches - School		20,000	20,000			0
	LHS Tennis Courts		29,000	0			29,000
	LHS Track Repairs		34,000	33,650			350
	2014 Fire Engine		106,000	132,208	34,140		7,932
	School 2014 Ford Cargo Van		24,404	24,404			0
	Police 2014 Dodge Ram 1500 4x4 SUV		37,000	37,000			0
	<b>TOTAL GENERAL GOVERNMENT</b>	<b>299,835</b>	<b>432,194</b>	<b>450,575</b>	<b>34,140</b>	<b>86,140</b>	<b>229,454</b>
<b>POLICE DEPARTMENT</b>							
	ART 20 - POLICE RADIO SYSTEM 5/10/05	4,499					4,499
	STM 10/3/05 - LAPTOP COMPUTERS - POLICE	3,408					3,408
<b>FIRE DEPARTMENT</b>							
	CIP 5/14/01-AIRPACK REPL. (FINAL)	0		0		0	0
<b>AMBULANCE EMT DIVISION</b>							
	EMT PARAMEDIC TRAINING O.T.	17,336				17,336	0
	<b>TOTAL PUBLIC SAFETY</b>	<b>25,243</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>17,336</b>	<b>7,907</b>

TOWN OF LUDLOW  
SPECIAL ARTICLE - FUND 02  
6/30/2015

<MM-11>

DEPARTMENT	Balance remaining 6/30/14	FY 15 approp	FY 15 expense	FY 15 Bud Adj	FY15 Closeout (PY enc used in 14)	Balance remaining 6/30/15
DEPARTMENT OF PUBLIC WORKS						
MILLER STREET BRIDGE ENGINEERING 5/10/2004	435				435	0
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	435	159,574
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	0				0	0
Public ways Art 15,16,17 10/4/04	3					3
TOTAL OTHER GG	3	0	0	0	0	3
rounding	0					0
Total special article (Fund 02)	489,888	432,194	450,575	34,140	103,911	401,736
	474,117		ties to			
			Fund 02 exps			

LUDLOW  
SRF ACTIVITY SCHEDULE  
6/30/15

	Beg Bal 6/30/2014 (includes py non timing ajcs)	Federal	State	Other	Total Revenue	Transfers in	Expended	Trans out	Balance 6/30/2015
<b>Fund 21</b>									
Sale of Cemetery Lots	378,498		-	9,000	9,000				387,498
Sale of Real Estate	92,563		-	-	-		-		92,563
Wetland Filing Fees Revolving	86,683		-	4,842	4,842		-		91,525
Public Bldg. Comp. for Damage	2,357		-	-	-		-		2,357
Police Dept. Comp. for Damage	3,689		-	3,930	3,930		4,284		3,335
Fire Dept. Comp. for Damages	3,990		-	-	-		-		3,990
State - Reg. Hazmat Training	(8,183)		-	13,842	13,842		13,571		(7,912)
Hazard. Matl. Comp. for Dam.	4,887		-	-	-		-		4,887
DPW Comp. for HWY. Damages	1,314		-	-	-		1,275		39
BOH - FY'2013 Vaccine	12,420		-	4,937	4,937		465		16,892
DPW Comp. for Cemetery Dam.	845		-	-	-		-		845
Insurance comp - Park dept	2,413		-	-	-		-		2,413
Health Dept.-Septic Insp.	10,336		-	14,455	14,455		14,340		10,451
C.O. Aging - Comp. for Damages	432		-	-	-		-		432
Hubbard Memorial Library Ins Comp rounding	(278)		-	-	-		-		(278)
<b>Total Fund 21</b>	<b>591,966</b>	<b>-</b>	<b>-</b>	<b>51,006</b>	<b>51,006</b>	<b>-</b>	<b>33,935</b>	<b>-</b>	<b>609,037</b>
<b>Fund 23</b>									
Memorial Park Project-Fed Funds	3,990		-	-	-		-		3,990
Celebrate Ludlow	10,931		-	7,723	7,723	3,000	19,159		2,495
State Funds for Elections	18,743		4,932	-	4,932		23,675		-
Steven's Memorial Underground Tank	5,385		-	-	-		-		5,385
Jail Impact Funds	74,165		-	148	148		-		74,313
State 911 EMD Grant - FY'2012	(10,472)		-	-	-		1,730		(12,202)
Law Enforcement Trust Fd.	26,067		-	1,564	1,564		9,756		17,875
DARE Program	938		-	-	-		-		938
Community Policing Grant	1,147		-	1,550	1,550		371		2,326
Car Gift for Police Auction	30		-	-	-		-		30
Fed. Cops More - Technical Equip	104		-	-	-		-		104
Fed Grant Bullet proof vest	1,479		-	3,345	3,345		50,193		(45,369)
COPS Homeland Securitiy	-		-	-	-		-		-
Fed. School Resource Officer	29,654		-	-	-		-		29,654
Violence Against Women Grant	579		-	-	-		-		579
Police Dept-K-9 Unit	14,697		-	12,367	12,367		8,776		18,288
Police Dept-Gift/Donation Account	109,417		-	9,288	9,288		14,721		103,984
Police Safety Equipment	500		-	-	-		-		500
Police Special Response Team (2009)	6,083		-	9,171	9,171		3,735		11,519
FY'1997-FY'2002 Law Enf. Block Grant	53		-	-	-		-		53
FY'2010 Buffer Zone Protect. Grant	-		-	-	-		-		-
COPS - Secure our Schools	427		-	-	-		-		427
feds Cop Fast	-		-	-	-		-		-
Firefighter's Assistance grant	30		152,131	-	152,131		152,131		30
Fire Dept.-Gift Account	17,171		-	6,210	6,210		4,597		18,784
Fire Dept.-S.A.F.E. Grant	3,043		-	-	-		5,863		(2,820)
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	-		-	-	-		-		-
Fire Dept.-FEMA Grant	241		-	-	-		-		241
Reg. Hazmat Training Fund	11,971		-	-	-		-		11,971
Defib/Monitor/Pacemaker	725		-	-	-		-		725
Ambulance Subscription Fd.	161,315		-	92,016	92,016		35,964	48,113	169,254
Local Emergency Management	1,817		-	0	-		296		1,521
Emergency Management Grant	700		-	-	-		-		700
Highway Fund Ch.90	(399,722)		1,012,420	310,074	1,322,494		910,988		11,784
Mass Gaming Commission - FY'2014	13,628		-	-	-		13,628		-
Leland Estates -Road Repair	-		-	27,431	27,431		-		27,431
Curbside Recycling Grant	(1,006)		1,250	-	1,250		244		-
DPW Material REC/Project FY'2012	-		-	-	-		13,941		(13,941)
PVPC State Street CSO Abatement	-		-	-	-		-		-
Health Nurses Donations	1,666		-	10,200	10,200		977		10,889
COA Donation Activity Account	119		-	-	-		-		119
Conservation Comm.-WMECO 4/11	33,400		-	-	-		-		33,400
Vets. Memorial - ATM 5/12/08 Art#8	2,081		-	300	300		2,068		313
State Grant - Sr. Pharmacy Prg.	677		-	-	-		-		677
Ludlow Mills/State St. Project - FY'2011	(52,331)		-	-	-		-		(52,331)

LUDLOW  
SRF ACTIVITY SCHEDULE  
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	Beg Bal 6/30/2014	Federal	State	Other	Total Revenue	Transfers in	Expended	Trans out	Balance 6/30/2015
Outreach Program Grnt/COA formula grn	441		37,996		37,996	-	37,745		692
COA - Title III Repair Program FY'06	14			1,683	1,683		1,683		14
State Library Aid	48,146		26,479		26,479		24,053		50,572
Library Memorial Fund	7,278			4,063	4,063		6,784		4,557
Art's Lottery Funds	7,752		13,360		13,360		9,550		11,562
Donations - Skate Park/Rec Purposes rounding	3,978 (189)				- -		- -		3,978 (189)
<b>Total Fund 23</b>	<b>158,233</b>	<b>-</b>	<b>1,248,568</b>	<b>497,133</b>	<b>1,745,701</b>	<b>3,000</b>	<b>1,352,628</b>	<b>48,113</b>	<b>506,193</b>
<b>Fund 231</b>									
Cable Access Local Programming	390,162			255,586	255,586		181,205		464,543
<b>Total Fund 231</b>	<b>390,162</b>	<b>-</b>	<b>-</b>	<b>255,586</b>	<b>255,586</b>	<b>-</b>	<b>181,205</b>	<b>-</b>	<b>464,543</b>
<b>Fund 232</b>									
East St Revitalization Phase I	-				-		-		-
East St Corridor Phase II	7,918				-		-		7,918
East St Corridor Phase III	-				-		-		-
East St Corridor Phase IV	822				-		-		822
<b>Total Fund 232</b>	<b>8,740</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8,740</b>
<b>Fund 25</b>									
Childrens' Language Institute	-				-		-		-
School Comp.for Damages	118				-		-		118
School Damages Over \$20,000.	5,870				-		-		5,870
School Book Revolving Ch 44-53E1/2	15,689				-		-		15,689
Industrial Arts Matl.Fd.	136				-		-		136
<b>Total Fund 25</b>	<b>21,813</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>21,813</b>
<b>Fund 251</b>									
School Lunch Program	(36,631)	456,798	17,889	626,713	1,101,400		1,028,775		35,994
plug to balance	400				-		-		400
<b>Total Fund 251</b>	<b>(36,231)</b>	<b>456,798</b>	<b>17,889</b>	<b>626,713</b>	<b>1,101,400</b>	<b>-</b>	<b>1,028,775</b>	<b>-</b>	<b>36,394</b>
<b>Fund 252</b>									
School Athletic Fund	32,785			118,677	118,677		140,035		11,427
<b>Total Fund 252</b>	<b>32,785</b>	<b>-</b>	<b>-</b>	<b>118,677</b>	<b>118,677</b>	<b>-</b>	<b>140,035</b>	<b>-</b>	<b>11,427</b>
<b>Fund 253</b>									
School Book Revolving	-				-		-		-
H.S. Book Revolving	17,707			3,052	3,052		2,558		18,201
B.M.S. Book Revolving	155			371	371		-		526
Chapin St. Book Revolving	783			293	293		642		434
East St. Book Revolving	1,598			441	441		1,770		269
Vet's Park Book Revolving	154			283	283		754		(317)
<b>Total Fund 253</b>	<b>20,397</b>	<b>-</b>	<b>-</b>	<b>4,440</b>	<b>4,440</b>	<b>-</b>	<b>5,724</b>	<b>-</b>	<b>19,113</b>
<b>Fund 255</b>									
Adult Continuiung Education	47,426			131,109	131,109		10,920		167,615
Elementary Full Day Kindergarten	-				-		-		-
H.S. Summer Reading Program	(5,710)			20,417	20,417		11,524		3,183
Vet's Park Reading Program	-				-		-		-
<b>Total Fund 255</b>	<b>41,716</b>	<b>-</b>	<b>-</b>	<b>151,526</b>	<b>151,526</b>	<b>-</b>	<b>22,444</b>	<b>-</b>	<b>170,798</b>
<b>Fund 256</b>									
Early Childhood Revolving - rental	(23,014)			62,601	62,601	14,560	44,054		10,093
Early Childhood Revolving	10,040			67,991	67,991		39,571		38,460
<b>Total Fund 256</b>	<b>(12,974)</b>	<b>-</b>	<b>-</b>	<b>130,592</b>	<b>130,592</b>	<b>14,560</b>	<b>83,625</b>	<b>-</b>	<b>48,553</b>
<b>Fund 257</b>									
Student Transportation	147,535			52,723	52,723		158,902		41,356
<b>Total Fund 257</b>	<b>147,535</b>	<b>-</b>	<b>-</b>	<b>52,723</b>	<b>52,723</b>	<b>-</b>	<b>158,902</b>	<b>-</b>	<b>41,356</b>
<b>Fund 258</b>									
School Choice Tuition Revolving	559,786		533,718		533,718		678,376		415,128
<b>Total Fund 258</b>	<b>559,786</b>	<b>-</b>	<b>533,718</b>	<b>-</b>	<b>533,718</b>	<b>-</b>	<b>678,376</b>	<b>-</b>	<b>415,128</b>
<b>Fund 259</b>									
Insurance Damages	4,842				-		-		4,842



LUDLOW  
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	Beg Bal 6/30/2014	Federal	State	Other	Total Revenue	Transfers in	Expended	Trans out	Balance 6/30/2015
<b>Total Fund 259</b>	<b>4,842</b>	-	-	-	-	-	-	-	<b>4,842</b>
<b>Fund 260</b>									
Dias Foundation - LHS/BMS Library	-			235,000	235,000		29,670		205,330
H.S. School Gift Account	42,894			10,373	10,373		9,777		43,490
B.M.S. School Gift Account	2,134			1,855	1,855	-	1,690		2,299
Chapin St. School Gift Account	4,564			2,510	2,510		3,439		3,635
East St. School Gift Account	6,917			3,804	3,804		6,022		4,699
Vet's Park School Gift Account	6,283			3,915	3,915		508		9,690
Special Education Gift Account	523			506	506		-		1,029
Community Scholarship - FY'2007	130			1,000	1,000		1,000	-	130
<b>Total Fund 260</b>	<b>63,445</b>	-	-	<b>258,963</b>	<b>258,963</b>	-	<b>52,106</b>	-	<b>270,302</b>
<b>Fund 261</b>									
Special Ed Circuit Breaker	343,976	-	257,272		257,272		366,548	39,691	195,009
<b>Total Fund 261</b>	<b>343,976</b>	-	<b>257,272</b>	-	<b>257,272</b>	-	<b>366,548</b>	<b>39,691</b>	<b>195,009</b>
<b>Fund 27</b>									
Special Revenue - School 2000-2010	112								112
<b>Total Fund 27</b>	<b>112</b>	-	-	-	-	-	-	-	<b>112</b>
<b>Fund 272</b>									
School Health Grant FY2002/03/06/07	-								-
School Health Grant FY2008	13,462		82,820		82,820		83,137		13,145
Improve Child Mental Health FY'2008	12,648								12,648
<b>Total Fund 272</b>	<b>26,110</b>	-	<b>82,820</b>	-	<b>82,820</b>	-	<b>83,137</b>	-	<b>25,793</b>
<b>Fund 273</b>									
Academic Support Grant Prev Years	2,360								2,360
Academic Support Grant FY2007	-								-
Academic Support Grant FY2008	2,200								2,200
Academic Support Grant FY2009	-								-
Academic Support Grant FY2010	421		18,356		18,356		19,621		(844)
<b>Total Fund 273</b>	<b>4,981</b>	-	<b>18,356</b>	-	<b>18,356</b>	-	<b>19,621</b>	-	<b>3,716</b>
<b>Fund 274</b>									
Early Literacy Program FY'2008	2,944								2,944
Early Literacy Program FY'2009	1								1
H.S. Improvement FY2002	521								521
SAFE Environment FY'2009	3,222								3,222
SAFE Environment FY'2008	-								-
<b>Total Fund 274</b>	<b>6,688</b>	-	-	-	-	-	-	-	<b>6,688</b>
<b>Fund 275 - Student Activity Fund</b>	<b>16,989</b>			111,735	111,735	61,908	134,297		56,335
<b>Total Fund 275</b>	<b>16,989</b>			<b>111,735</b>	<b>111,735</b>	<b>61,908</b>	<b>134,297</b>		<b>56,335</b>
<b>Fund 276</b>									
Foundation Reserve FY'2007/2008	1,844								1,844
Math/Science - MTSS FY'2012	-		7,226		7,226		4,000		3,226
Federal ARRA Support FY'2010	87,195								87,195
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	-								-
<b>Total Fund 276</b>	<b>189,065</b>	-	<b>7,226</b>	-	<b>7,226</b>	-	<b>4,000</b>	-	<b>192,291</b>
<b>Fund 277</b>									
Drug Free Schools-FY2002/FY'2011	1,866								1,866
<b>Total Fund 277</b>	<b>1,866</b>	-	-	-	-	-	-	-	<b>1,866</b>
<b>Fund 279</b>									
Title 1 FY'2014	(11,573)	306,768			306,768		293,380	12,953	(11,138)
Title 1 FY'2013	(2,798)	4,007			4,007		1,170		39
Title I FY'2012	134								134
Title 1 FY'2008-FY'2011	4,694								4,694
<b>Total Fund 279</b>	<b>(9,543)</b>	<b>310,775</b>	-	-	<b>310,775</b>	-	<b>294,550</b>	<b>12,953</b>	<b>(6,271)</b>
<b>Fund 280</b>									
SPED Early Child Alloc FY2007	-								-
Federal ARRA - IDEA EC FY'2010	(22,843)								(22,843)

LUDLOW  
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	Beg Bal 6/30/2014	Federal	State	Other	Total Revenue	Transfers in	Expended	Trans out	Balance 6/30/2015
Early Learn.Challenge Grt.FY'2013	-	-	-	-	-	-	-	-	-
SPED Early Child Alloc FY'2010	(19,998)	34,193	-	-	34,193	-	29,422	-	(15,227)
Pre-Kinder Classroom FY'2008	-	-	-	-	-	-	-	-	-
<b>Total Fund 280</b>	<b>(42,841)</b>	<b>34,193</b>	<b>-</b>	<b>-</b>	<b>34,193</b>	<b>-</b>	<b>29,422</b>	<b>-</b>	<b>(38,070)</b>
<b>Fund 281</b>									
SPED - Trans.Assess FY2014	170	-	-	-	-	-	170	-	-
PL94-142 SPED FY2002	-	-	-	-	-	-	-	-	-
PL94-142 SPED FY2007	-	-	-	-	-	-	-	-	-
PL94-142 SPED FY2012/2013	(143,071)	855,929	-	-	855,929	-	772,216	-	(59,358)
<b>Total Fund 281</b>	<b>(142,901)</b>	<b>855,929</b>	<b>-</b>	<b>-</b>	<b>855,929</b>	<b>-</b>	<b>772,386</b>	<b>-</b>	<b>(59,358)</b>
<b>Fund 282</b>									
Community Partnerships FY2008	(1,053)	-	-	-	-	-	-	-	(1,053)
Community Partnerships FY2009/10	24,341	-	44,400	-	44,400	-	39,676	-	29,065
Family Community Grant FY'2010	(49,844)	-	125,204	-	125,204	-	112,201	7,945	(44,786)
<b>Total Fund 282</b>	<b>(26,556)</b>	<b>-</b>	<b>169,604</b>	<b>-</b>	<b>169,604</b>	<b>-</b>	<b>151,877</b>	<b>7,945</b>	<b>(16,774)</b>
<b>Fund 283</b>									
SPED Program Improv - FY2012	2,573	8,293	-	-	8,293	-	16,414	-	(5,548)
SPED Program Improv - FY2008	-	-	-	-	-	-	-	-	-
<b>Total Fund 283</b>	<b>2,573</b>	<b>8,293</b>	<b>-</b>	<b>-</b>	<b>8,293</b>	<b>-</b>	<b>16,414</b>	<b>-</b>	<b>(5,548)</b>
<b>Fund 284</b>									
Class Size Reduction FY2002	213	-	-	-	-	-	-	-	213
Teache Quality Grant Part A FY2009/10	(1,883)	76,812	-	-	76,812	-	73,077	-	1,852
Enhanced Educ Tech Part B FY2009	-	-	-	-	-	-	-	-	-
Teache Quality Grant Part A FY2008	-	-	-	-	-	-	-	-	-
Enhanced Educ Tech Part B FY2008	-	-	-	-	-	-	-	-	-
<b>Total Fund 284</b>	<b>(1,670)</b>	<b>76,812</b>	<b>-</b>	<b>-</b>	<b>76,812</b>	<b>-</b>	<b>73,077</b>	<b>-</b>	<b>2,065</b>
<b>Fund 290</b>									
SPED Electronic Portfolio FY06	-	-	-	-	-	-	-	-	-
<b>Total Fund 290</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total All Special Revenue Funds</b>	<b>2,361,064</b>	<b>1,742,800</b>	<b>2,335,453</b>	<b>2,259,094</b>	<b>6,337,347</b>	<b>79,468</b>	<b>5,683,084</b>	<b>108,702</b>	<b>2,986,093</b>

ties to B/S

## Town Collector

### **Real Estate & Personal Property**

Real estate and personal property bills for the Town of Ludlow continue to be due on the quarterly basis: August 1<sup>st</sup>, November 1<sup>st</sup>, February 1<sup>st</sup> and May 1<sup>st</sup>. The 2015F tax rate was set by the Board of Assessors in December of 2014. The Board of Selectmen voted to adopt a single tax rate of \$17.29 per thousand for both residential and commercial properties. The amount of \$30,033,494.44 was committed to us for collection. Over 8,500 real estate bills were printed, processed and mailed by December 31, 2014. By the end of the fiscal year, we had collected or abated approximately \$29,521,248.43 or 98% of the amount committed. Additionally we received \$251,141.69 in payments for 2014F real estate and \$73,050.74 for 2013F leaving a balance of \$125,418.56 and \$2,139.88 respectively.

Approximately 800 personal property bills totaling \$3,225,673.97 was committed to us for collection. By the end of the fiscal year, we collected or abated \$3,212,845.19 or 99% of the amount committed to us leaving a balance of \$12,828.78. Additionally, we collected \$8,687.25 for prior years dating back to 2010F.

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

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

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

### **Motor Vehicle Excise**

Over 23,000 vehicle excise bills totaling \$2,472,262.80 were printed, processed, and mailed from the Collector's Office throughout the year. Payments of auto excise are due 30 days from the date the tax notice is mailed. 90% of the committed bills are paid by their due date. Automobile owners are advised not to ignore their bills for a \$5.00 tax bill can jump to \$70.00, loss of license and registration within two months if late notices go unanswered. According to Chapter 60A of the Massachusetts General Laws, "failure to

receive a notice shall not affect the validity of the excise". Thus, a person who does not receive a bill is still liable for the tax plus interest and charges accrued. Therefore, it is important to keep the Registry and Post Office informed of your current name and address so that your tax bills can be delivered promptly. The Registry will be notified of any excise bill that remains outstanding. The Registrar then marks the individual's registration preventing the renewal of his or 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 2015, 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 1988.

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 2014, 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 \$1,486,619.77 were printed, processed, and mailed from the Collector's Office on December 12, 2014. By the end of June 30, 2015, we had collected or abated \$1,389,758.72 or 93% of the amount committed to us for collection leaving a balance of \$96,861.05. Any amounts outstanding for previous years were certified to the Board of Assessors in November of 2014 and added to the owner's 2015F real estate bills. All sewer usage accounts for 2013F and prior years have now been collected in full as reflected by the -0- balance for those accounts. Sewer bills are due 60 days from the mailing date. Sewer payments received after their due date are assessed a \$10.00 Demand plus a 10% penalty in accordance with Town By-Laws. Sewer Usage bills may be paid online similar to real estate, personal property, and motor vehicle excise bills.

### **Departmental Accounts**

Each year the Collector is responsible for the collection of over 3.5 million dollars in "In Lieu of Taxes" and the following departmental accounts:

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

During the past fiscal year, \$3,841,503.85 was committed to us for collection by the above departments. By June 30, 2015, we collected or abated \$3,333,621.92 or 86% of the amount committed. Of the above accounts, ambulance bills continue to be the most sensitive and most difficult to collect. Effective July 1, 2015 the Ambulance Billing has

been outsourced to “Comstar”. Comstar will work with the Fire Department, the Town Treasurer and the Town Collector during this transition period.

### **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 2015, we received over 500 written requests bringing in over \$13,000 of additional revenue. We ask attorneys and other agencies requesting such information to cooperate and mail their application to us as early as possible so that we can complete and return them in a timely manner. Many towns now charge a \$50.00 fee for Municipal Lien Certificates and the Town of Ludlow will look to update this fee at a future town meeting.

Office hours continue to be 8:30 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 will not be accepted online.** Once again, I am grateful to Mrs. Janice Ouimette, Sarah Bissonnette and Carmen Desrochers for their assistance. Additionally, I’d like to express my gratitude to all department heads, town employees and residents for their support and cooperation. For more up to date information, please visit the Town of Ludlow website at [www.ludlow.ma.us](http://www.ludlow.ma.us).

Respectfully submitted,  
Fred Pereira  
Town Collector

ACCOUNT	COMMITTED	OUTSTANDING	REFUNDS	PAYMENTS	ABATEMENTS	TAX TITLES	BALANCE
2013 real estate		114,229.98	564.89	73,050.74	564.89	39,039.36	2,139.88
2014 real estate		433,706.63		251,141.69		57,146.38	125,418.56
2015 real estate	30,033,494.44		120,914.97	29,298,744.79	254,426.57	88,992.04	512,246.01
2014 supplemental tax	186,571.60			186,571.60			0
2010 personal property		7,850.39		1.38	7,849.01		0.00
2011 personal property		13,014.31		350.25			12,664.06
2012 personal property		18,527.19	84.90	215.81	335.69		18,060.59
2013 personal property		19,778.24	85.85	3,071.94	320.74		16,471.41
2014 personal property		12,314.66	86.10	5,047.87	320.12		7,032.77
2015 personal property	3,225,673.97		4,306.79	3,216,375.74	776.24		12,828.78
1988 motor v excise				56.25*			0.00
1989 motor v excise				20.63*			0.00
1990 motor v excise				19.58*			0.00
1991 motor v excise				13.75*			0.00
1998 motor v excise				56.25*			0.00
1999 motor v excise							0.00
2001 motor v excise	190.10			190.10			0.00
2001 motor v excise				9.69*			0.00
2004 motor v excise				257.81*			0.00
2005 motor v excise				226.25*			0.00
2006 motor v excise				26.04*			0.00
2007 motor v excise				33.75*			0.00
2008 motor v excise				376.21*			0.00
2009 motor v excise			102.50	641.68*	102.50		0.00
2010 motor v excise		11,715.94		153.75	11,562.19		0.00
2010 motor v excise				432.19*			
2011 motor v excise		9,096.62		1,683.16			7,413.46
2012 motor v excise		17,943.99	43.02	6,077.23	88.02		11,821.76

2013 motor v excise	275.83	39,724.54	701.65	22,596.44	1,809.27	16,296.31
2014 motor v excise	232,195.10	124,552.61	16,919.77	311,173.73	17,895.17	44,598.58
2015 motor v excise	2,239,791.87		11,862.15	2,060,546.07	40,642.01	150,465.94
2004 boat excise		20.00			20.00	0.00
2005 boat excise		230.00			230.00	0.00
2006 boat excise		140.00			140.00	0.00
2007 boat excise		110.00			110.00	0.00
2008 boat excise		103.00			103.00	0.00
2009 boat excise		40.00			40.00	0.00
2010 boat excise		0.00				0.00
2011 boat excise		53.00		53.00		0.00
2012 boat excise		30.00				30.00
2013 boat excise		10.00				10.00
2014 boat excise		196.00		93.00		103.00
2015 boat excise	3,749.00		35.00	3,536.00	110.00	138.00
2014 ambulance liens		1,699.26		1,353.64		345.62
2015 ambulance liens	6,266.79			3,680.30		1,264.09
2013 sewer usage		97,675.47		15,900.99		0.00
CERT TO ASSESSORS					81,774.48*	
2014 sewer usage	1,486,619.77		939.20	1,380,066.26	10,631.66	96,861.05
2013 sewer usage lien		3,509.25		932.77		2,576.48
2014 sewer usage lien		22,412.22		6,236.58		3,972.66
2015 sewer usage lien	92,164.71			72,675.83		4,963.89
2014 app street		121.46		121.46		0.00
2014 com int street		24.22		24.22		0.00

DEPARTMENTAL ACCOUNTS								
Ambulance LIENED TO 2015 RE	2,202,809.50	564,487.17	3,670.38	1,166,226.69	1,111,711.64			486,761.93
Cemetery	102,400.00	13,675.00	150.00	101,750.00	3,150.00			11,325.00
Board of Health	19,230.00	2,325.00	20.00	19,650.00				1,925.00
Trailer Parks	19,728.00	7,080.00	19,188.00					7,620.00
Board of Selectmen	36,680.00	0.00		36,600.00	80.00			0.00
In Lieu of Taxes	1,446,287.60	0.00		1,446,287.60				0
Highway Department		250.00						250.00
Roll Back Taxes		3,376.60		3,376.60				0.00
Street Betterment	14,368.75			14,368.75				0.00
		** INDICATES MONEY COLLECTED AFTER ABATED AS UNCOLLECTABLE						



## Town Treasurer

The Town Treasurer is pleased to report that over five million dollars of General Fund monies remain invested in term investments with good interest yields. This is over and above the investments, which occur during tax payment receipts. This excellent cash flow remains possible due to the cooperation of both Assessors and Tax Collector's offices. The Treasurer has collected as of December 31, 2015 the total of \$270,000.00 on Tax Titles.

### General Fund as of December 31, 2015

<b>Bank</b>	<b>Account</b>	<b>Balance</b>
TDBankNorth	Master	2,193,174.87
	Sewer	7,589.79
	Golf Course	122,037.98
	Golf Course Merchant	60,257.76
	Money Market	2,631,108.91
	Cafeteria	383,075.57
Citizens	Master	1,770,038.95
	Guaranty Deposits	111,809.66
People's United	County Jail	74,323.35
	Water/Cops	239,862.85
	Money Market	2,072,136.06
M.M.D.T.	Money Market	103,540.72
Unibank	Money Market	310,195.95
		<u>\$10,079,152.42</u>
	<b>Payroll Distribution</b>	
	Gross Payroll	36,110,184.83
	FICA	481,016.08
	Federal Withholding	3,570,606.93
	State Withholding	1,576,470.59
	Retirement	3,252,209.14
	United Fund	1,093.50
	Annuities	389,212.13
	Health Insurance	1,537,076.11
	Life Insurance	54,329.78
	Credit Union & Banks	24,122,020.85
	Union Dues	321,589.65
	Deferred Compensation	492,846.74
	Dental	156,984.12
	Aflac	26,133.54
	Other Withholdings	123,657.99

## **Trust Funds as Of December 31, 2015**

All trust funds are invested and receiving maximum interest:

Citizens Stabilization Fund	789,988.89
Bartholomew (Comm. Financial)	2,036,284.96
Bartholomew (Comm.Fin.OPEB)	117,325.93
Morgan Stanley-Cemetery	<u>1,474,451.49</u>
	4,418,051.27

## **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 Blue Care Elect-PPO, HMO Medicare, Managed Blue for Senior, Medex III and Blue Dental contracts were signed with effective dates running from July 1, 2015 to June 30, 2016.

The following rates prevail:

	<b>Monthly Premiums</b>		
	<b>Town's share</b>	<b>Employee's share</b>	<b>Total</b>
<b>Network Blue</b>			
Individual	558.04	130.89	688.93
2 Person	1,116.09	261.79	1,377.88
Family	1,529.04	358.66	1,887.70
<b>Blue Care Elect-PPO</b>			
Individual	703.72	165.06	868.78
2 Person	1,407.40	330.13	1,737.53
Family	1,928.16	452.28	2,380.44
<b>Senior Plans</b>			
Medex III	185.20	185.20	370.40
Medicare HMO Blue	222.95	52.29	275.24
Managed Blue for Seniors	222.51	52.19	274.70
*Medicare HMO Blue was eliminated on 08/01/2015			
<b>Boston Mutual Life Insurance</b>			
\$10,000.00 coverage for active employees		2.55	5.10
\$ 2,000.00 coverage for retirees		.51	1.02
<b>Dental Blue</b>			
Individual	12.08	12.08	24.16
Family	35.12	35.11	70.23

Respectfully submitted,  
Elsa Barros  
Treasurer

# Human Services

## Board of Health

The Board of Health reorganized in 2015 with Neil D. Paquette, Chairman; Timothy J. Fontaine, Secretary; Bruce Dziura, M.D., Member.

On March 23<sup>rd</sup>, Neil D. Paquette was re-elected to serve another three (3) year term on the Board of Health.

On July 1<sup>st</sup>, Michael C. Pietras, P.E. was reappointed as the On-Site Sewage Disposal Inspector. Mr. Pietras witnessed thirty-nine (39) percolation tests, reviewed twenty-eight (28) septic system plans and conducted thirty-nine (39) final inspections of septic systems when installed. John Kopinsky, P.E. was reappointed as the Alternate On-Site Sewage Disposal Inspector. Mr. Kopinsky witnessed two (2) percolation tests and conducted one (1) final inspection of septic systems when installed.

Sub-surface disposal system permits for new construction issued in 2015 totaled four (4). Repairs to existing systems totaled thirty-two (32).

One (1) Beaver permit was 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 25<sup>th</sup>. Dr. Dorsie Kovacs from the Monson Small Animal Clinic was the veterinarian again this year. Our rabies clinic was a success with fifty-three (53) dogs and ten (10) 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 twelve (12) animal bites.

During 2015, our Health Inspectors responded to and investigated fifty (50) citizen complaints concerning housing violations, debris, rodents, etc. One hundred six (106) food establishment inspections and fifty-seven (57) catering inspections were carried out in 2015.

### **Money Collected By the Board of Health In 2015**

Nursing Services	\$16,929.00
Clinic pedicures	11,860.00
Senior Center pedicures	2,950.00
Immunizations	1,260.00
Sharps Containers	482.00
Sharps Containers Disposal	566.00
2014 Flu Clinic reimbursement	2,243.57
2015 Flu Clinic reimbursement	2,698.99

2014 TB Clinic reimbursement	156.85
Pioneer Valley Planning Commission	2,000.00
Trailer Park assessments	19,728.00
Body Art Establishment permit	1,000.00
Body Art Practitioner permits	100.00
Food Service licenses	3,900.00
Retail Food permits	3,800.00
Trailer Park licenses	225.00
Mobile Food Server permits	75.00
Bakery licenses	700.00
Smokehouse licenses	225.00
Piggery licenses	30.00
Frozen Dessert licenses	270.00
Funeral Director licenses	300.00
Non-Alcoholic Beverage license	37.50
Milk & Cream licenses	570.00
Tobacco permits	2,860.00
Catering permits	650.00
Removal of Garbage permits	225.00
Dumpster permits	1,740.00
Well Construction permits	495.00
Disposal Works Construction permits	300.00
Septic Tank Repair permits	2,550.00
Septic Installer's permits	2,160.00
Septic Tank Pumping licenses	640.00
Permit/License Late fees	157.50
Percolation Test fees	12,000.00
Septic Plan fees	2,890.00
Septic Inspection fees	3,230.00
Total Money Collected	\$102,004.41

Respectfully submitted,  
Neil D. Paquette  
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 (Retired)  
Angela Kramer, RN, MS

In 2015, four thousand five hundred twenty (4,520) residents were clients at the Board of Health including one hundred seventeen (117) new clients for home visits and pedicures. The Ludlow Nurses continue to do home visits to assist residents with pedicures, manage medication, provide wound care, administer injections or do medical assessments and report to their physician. A physician's order is required before the nurse can visit the client.

The Public Health Nurses are active with the following clinics. There were one thousand one hundred thirty-five (1,135) pedicures at the Board of Health, three hundred twenty (320) at the Senior Center and two hundred ninety-two (292) at Keystone Commons. Blood pressure clinics are held on Thursday afternoon at the Senior Center, the first Wednesday of each month at Wilson Street Housing Authority, and each afternoon at the Board of Health.

TB skin testing and administration of State regulated vaccines are also available at the Board of Health. Vaccine for Children (VFC) is a division of the Massachusetts Department of Public Health Immunization Program and provides children through the age of eighteen (18) years of age with State supplied vaccine. The children are evaluated for their insurance coverage and their vaccine record is documented on the State website, Massachusetts Immunization Information System (MIIS). Adults must be uninsured or underinsured to be eligible for State supplied vaccine. A total of sixteen (16) adults were vaccinated in 2015, along with seven (7) children through Vaccine for Children (VFC).

We administered one hundred seventeen (117) TB skin tests from our department to residents and others from surrounding communities. There is a fee of ten dollars (\$10.00) for all our services including: home visits, pedicures, TB skin tests, adult vaccinations, and treatments done in the office.

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 thirty (30) doses of flu vaccine. We were able to purchase one hundred (100) doses of flu vaccine and vaccinated eighty-eight (88) homebound residents. The remaining vaccine was available at the Health Department for walk-ins. This was the first year we could not conduct a flu clinic for the Town. The State recognizes the fact that many people are going to local pharmacies for their vaccines, which is reducing the number of vaccines now available at the Boards of Health.

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

The Massachusetts Virtual Epidemiologic Network, MAVEN is the web-based surveillance system for infectious disease. One hundred sixteen (116) cases were investigated for the following diseases: Hepatitis B, Hepatitis C, Influenza, Lyme, Salmonella, Group B Streptococcus, Streptococcus Pneumonia, Campylobacter, and Legionella. An increase in confirmed cases of influenza was identified this year. Ludlow has had six (6) Latent TB cases. The Hampden County Correctional Facility (HCCF) had three hundred twenty-two (322) admissions that were positive for Latent TB. The Town of Ludlow and the Hampden County Correctional Facility have not had any active cases of TB.

Ludlow residents donate gently used and clean durable medical equipment to our lending closet. Most requested items are: shower benches/chairs, wheelchairs, transport wheelchairs, commodes, walkers and canes. Thank you to all who have given us equipment, your donations are greatly appreciated.

Angela Kramer, MS RN, continues to work as a Shared Nurse with the Massachusetts Virtual Epidemiologic Network (MAVEN) for disease surveillance for the following communities: Blandford, Tolland, Granville, Montgomery, East Longmeadow, Monson, and Palmer.

2015 brought changes to our nursing staff. This year Lorraine Ney, LPN retired in June and Christine Pietrowski, RN has planned her retirement for the beginning of 2016. Both Lorraine and Christine have provided over twenty-four years of dedicated nursing care to our community and they will be greatly missed.

All our Public Health Nurses have a common 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

## **The Ludlow Senior Center**

*...it's time...*

Did you know that December 31, 2016 will mark a very important day in the history of the Commonwealth of Massachusetts? For the first time in recorded history in our state, the population will be greater for those over 60 than those under 20. This trend will not stop for the next 30 years or so! What does that mean for the Ludlow Senior Center? That means we need to be prepared and in some ways we so are not.

We have spent the last few years examining our future and the future of the residents of Ludlow. It is no secret that we desperately need more space and a more user friendly building. I hear all the time "what is wrong with this building?" Well, unfortunately the staff and I have done a really good job hiding many of the issues! When the toilet fell off the wall, it was a staff member that was present. When sewage runs down from upstairs, we clean without you knowing. When the boiler room floods, we keep the door shut. And that hall to the dining room...we joke it is built in exercise but do you realize it is the length of a football field to get to lunch? We have chairs strategically placed down the hall but don't you think it is time to have a building that is user friendly? Don't you think it is time to have a facility that has a constant temperature, the ability to open windows or doesn't have stained ceilings? Don't you think it is time for you to have a space just for you that is not full of hand me downs or 35 year old stuff? The Friends of the Ludlow Senior Center think it is time!

The Friends of the Ludlow Senior Center voted to undertake this project and complete a feasibility study. They are utilizing funds from a donation gifted to the Friends by Joan Cormack. An architect has been hired and the process has begun. Now to get the rest of you on board!!



Over the last year, we have really felt the limits of our current space. Sarah, Activities Director, is constantly coming up with new programs and activities, but we do not have enough space to be able to accommodate all the programs. We are creating programming for a 40 year age span. That is not easy, but it is necessary. We are seeing more and more younger seniors eager to learn, be physically fit, volunteer and just keep busy. Our growing lunch program means that many times we have to cancel exercise classes to accommodate lunch because they share space. The Lounge and Exercise Room are at full capacity each morning. Often you have to wait a half hour for a treadmill! It is a great problem to have, but if we had more space it would mean more machines and time seniors could use to get in shape. Meetings are often held in the Ceramics Room and chorus rehearses in the Wood Shop. Did I mention there is very little heat in those rooms? We have gotten creative but again...isn't it time? Bottom line, last year we provided over 82,000 service units and serviced over 1,600 seniors!

All of our existing programs have continued and flourished over the last year. Zumba exploded and really surprised us. Boomer Boot Camp with the YMCA continued to be a favorite and yoga continued to bring peace and agility to our Center participants. Massage therapy and pedicures were always in high demand. Trips were filled to the max, no matter where Sarah took them!

"Kathy's Kitchen" continued to provide a record number of meals last year. It gets harder each year to meet food costs, but Kathy has been very creative and we continue to provide lunch for just \$2.00 a day! If you haven't tried 'Kathy's Kitchen' you are certainly missing out!

The fleet of vans hung in there last year. We lost a transmission and had to replace tires and brakes, but they continue to drive all over town daily. Jack and John are eager to take you where you would like to go. Simply give Matt a call to schedule your ride!

Outreach continued to be in full demand as well as SHINE. There is so much to learn with applications, resources and insurance changes. AARP was once again a HUGE help last year with tax preparations. SHINE and AARP are both volunteer programs and I am amazed at the time these individuals give to us each year.

Speaking about volunteers...our volunteers were the pillar of strength at the Center last year. I am not real sure what we would do without our volunteers. THANK YOU! So many volunteers continued to step up to the plate in the kitchen, dining room, with activities and decorating, and with all the little things we possibly could not get to on a daily basis. Our volunteers are spectacular and amaze us everyday with their dedication, energy and overall positive attitudes. Thank you again from the entire staff!

I need to take a moment to thank my Staff. I have asked the staff to go above and beyond this past year with the building project and being out on maternity leave. They haven't complained once. I have an incredible team and they made me so very proud during my absence and I am always thankful each day when they come to work! THANK YOU team!

We are hoping for a positive year ahead. We look forward to working with the community on our goal of a new facility and will continue to service the seniors and residents of Ludlow. The Ludlow Senior Center is a wonderful place and we will continue to be ...but we definitely think it's time!

Respectfully submitted,  
Jocelyn Zepke  
Director

The Staff of the Ludlow Senior Center – Carla Roberts, Betty Harackiewicz, Matt Pszeniczny, Jack Alves, John Garcia, Debbie Johnson, Naomi White, Sarah Gmeiner, Jorge Fialho and Kathy Lofland

Council on Aging Members:

Philip Tierney, Chairman  
Diane Goncalves, Vice Chairman  
Lucille Carneiro, Secretary  
Helen Grabowski, Treasurer  
Frederick Lafayette  
Albert LeMay, Sr.

Nancy Pauze  
John DaCruz  
Walter Stewart  
Al Lariviere Jr.  
Rosalind Forti

### **First Meeting House Committee**

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

In 2015, interior repairs and restoration continued. The Department of Public Works oversees the maintenance and physical integrity of the building and grounds. Members of the Committee met during the non-winter months to perform "housekeeping" tasks in preparation for further restoration.

Members of the Committee are Marilyn Paul-Lewis, Thomas Haluch, Donald and Betty Kibbe, Bert Ramage and Jerry Kavka. The Committee will continue to work to promote, maintain, and improve our Town's historic meeting house.

Respectfully submitted,  
Jerry Kavka  
Chairman

## Hubbard Memorial Library

**“PERHAPS NO PLACE IN ANY COMMUNITY IS SO TOTALLY DEMOCRATIC AS THE TOWN LIBRARY. THE ONLY ENTRANCE REQUIREMENT IS INTEREST.”  
CLAUDIA ALTA JOHNSON.**

Libraries level the playing field. People of all ages, interests, and income level have access to information sources needed to improve their lives and enhance skills, navigating a global information society. The library has 22 public computers with Internet access and a C/W MARS library catalog terminal located on every level. In 2015, 13,700 public computer users and 4,300 Wi-Fi users connected to the digital world for education, recreation, business or employment opportunities. With free access to subscription websites, thousands of eBooks and downloadable audio books, the library becomes a digital branch, open 24/7 for patrons who may rarely visit the brick and mortar building.

2015 was a banner year for libraries' digital collections. Overdrive, the leading supplier of digital content to libraries and schools reported that readers borrowed more than 169 million eBooks. This is an increase of 24% over 2014. The library's eBook and downloadable audio book circulation (with increased purchases to Overdrive) rose by 19% over 2014. Explore our digital catalog at [digitalcatalog.cwmars.org](http://digitalcatalog.cwmars.org).

A new addition to the library's digital landscape is the Commonwealth eBook Collections. Statewide free access is available to a dizzying array of digital content. Commonwealth eBook Collections are supported by the Massachusetts Library System, the Massachusetts Board of Library Commissioners and Hubbard Memorial Library—**your local library**. Digital literacy continues to grow as an integral part of library service, but the brick and mortar facility remains a cherished space. –And a very crowded space it is! New shelving has been added on the lower level to allow for incremental growth in the adult collection.

The care taken of the physical space speaks to the value of the institution for the community. After 25 years of service, the building's mechanicals and electrical systems reached the end of their useful lives. What was once state of the art equipment is now obsolete. With the assistance of town funding, the Library Trustees have replaced the aged boiler with a high efficiency model. The library's State Aid funds allowed for the HVAC control system replacement. The new controls are now digital, replacing an outdated analog system. The building's outdoor lighting fixtures have been upgraded for a brighter, safer exterior. Work has begun on replacing interior incandescent bulbs with LEDs to conserve energy and save valuable dollars. In keeping with the library's efforts to conserve and be “energy aware”, a ‘Kill-A-Watt’ meter is available for patrons to measure home appliance electric use.

Libraries can bring us together as family and community—library programs can enrich lives and minds. Programming informs, entertains and educates. Statistics tell the story: 450 children's and young adult programs connected 8,500 young people to myriad activities. A club for every interest, whether a fan of Dr. Who, a Minecraft enthusiast,

steampunk aficionado, or a story time devotee. The 2015 Summer Reading Program, “Every Hero Has a Story” and “Unmask!” offered free summer fun for children, teens and adults. While summer reading programs have been around for more than a century, the landmark study by Barbara Heyns in 1978 confirmed the value of reading over the summer. 680 children and teens honed and retained reading skills, while participating in a variety of activities.

Programming’s not just for kids! Adult programs bring the community together—to learn and explore, inform and entertain. The library sponsored 190 programs attended by 1,100 interested participants. Local author and former judge Michael Ponsor read from his new novel, *The Hanging Judge*. eReader classes helped attendees understand and better make use of their new devices. Willing novices shimmied in a program of Middle Eastern dance. Participants did some unwinding in Hatha Yoga classes. Crafters enjoyed carving pumpkins for Halloween or handcrafting holiday decorations. ‘Taste of Portugal’ local authors Maria and Linda Dias brought a taste of classic Portuguese cuisine to a packed house, with samples of recipes from their new cookbook.

One of the most effective ways to be involved in the library is through the Friends of the Library. Friends promote informed interest in the function, services and resources of the library. The Friends brought springtime inside with an indoor mini-golf fundraiser, attended and enjoyed by families and kids of all ages. Summer saw a “Fun with Rhythm Drum Circle” program on the library lawn. The Drum Circle finished with a performance at the Gazebo attended by family and friends of the performers. The ‘First Annual End of Summer Cruise Day’ had trophies for the ‘Best’ to the ‘Rattiest’ car, with music, food, and raffle to benefit the Friends and the library’s Memorial Fund.

Volunteers enrich our library in so many ways. They bring enthusiasm along with elbow grease. The countless hours of volunteer service are of tremendous monetary value, while the skill and talent they bring in service to the local community is immeasurable. In 2015 654 volunteers—adults and teens—contributed over 2,000 hours of public service to the library.

“People may go to the library looking for information, but they find each other there.” Robert Putnam, author. In 2015, the library’s meeting rooms hosted 800 library and community events, an increase of 16% over the previous year.

One could say that the value of your public library is incalculable. How does one assign a dollar value to computer access, programming for children, teens, and adults, meeting room use, volunteer service?—to name just a few of the statistics used in this report. The Library Value Calculator created by the Massachusetts Library Association can help. The value of these services alone is calculated at \$242,450.00.

The Board of Library Trustees understands the critical role of the library in the community and views it as an essential resource for all its citizens. We thank everyone who has contributed to the library’s success this year, whether by volunteering, attending an event,

or making a donation to the Memorial Fund. The role of the staff is especially important and their commitment to excellence is vital to the continued success of the library.

The library houses our past and helps prepare our citizens for the future.

**“A library is to my mind, both a service, and a place for people.” Carolyn Foote, librarian.**

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 and decisions for the Town. The decisions are directed to the Information Technology Department for implementation.

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

### **Year In Review**

2015 was year two of a three-year plan to replace all of the existing Windows XP computers. We took this opportunity to install small, energy-efficient Windows 8 computers in place of the aging PCs that were being used. This multi-year project gives priority to users who work with sensitive personal and financial information.

Just like with Windows XP, Windows Server 2003 also reached its end-of-life in 2015. Therefore, the process of upgrading server operating systems was also a priority.

The expansion of the Town’s security camera network continued for everyone’s safety and security.

Additionally, day-to-day routine software and hardware maintenance, troubleshooting, updating of the web page and training of staff keeps the department constantly busy.

## **Future Goals**

In the coming year, the roll-out of new PCs and upgrading of servers will continue. The accounting software will be upgraded to the latest version as well as the implementation of an all-encompassing software package for the fire department to streamline access to their data.

Respectfully submitted,  
Jose Alves, Chairman  
Computer Advisory Committee

Gary J. Blanchard  
IT Manager

## **Ludlow Community Television**

### **Overview**

Ludlow Community Television is a public access television station 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. LCTV broadcasts on channels 191, 192, and 193 on Charter cable in Ludlow and video-on-demand can be viewed at [www.ludlowtv.org](http://www.ludlowtv.org).

### **Year In Review**

This year LCTV continued to grow and develop programs in collaboration with other Town departments. In addition to the TV Production course offered at Ludlow High School, Sports Broadcasting is now available for students interested in pursuing a career in sports video production. The students are given the opportunity to learn video production by filming and editing high school sporting events, which are then broadcast on LCTV.

Throughout the past year LCTV has worked closely with the Senior Center to develop two new programs. "Senior Scene" is a monthly program using interviews, video, and photos to showcase events and activities taking place at the Center. "Boom Boom's Kitchen" is a monthly cooking show that is filmed in the Senior Center kitchen in front of a live audience of seniors.

In addition to these programs we continued to produce many of our regular shows in 2015. In total, we filmed 111 government meetings and 214 programs and other videos, for a total of approximately 241 hours of original local programming.

## **The Future**

We will continue to look at ways to improve and build upon the courses taught at Ludlow High School. We would like to expand the program to include more students, since interest in the courses has increased tremendously. In the coming years we would also like to develop a program for middle school students to get hands-on production experience.

Respectfully submitted,  
Michael Hill  
LCTV Manager

## **Ludlow Housing Authority**

The Ludlow Housing Authority, formed in 1959, provides affordable housing to eligible seniors, handicapped and families. The Ludlow Housing Authority has one hundred fifty (150) units of state-aided elderly/handicapped housing and includes two congregate living units, Colonial Sunshine Manor located on Wilson Street, State Street Development and Chestnut Street Development. The Ludlow Housing Authority also owns ten single family homes located on scattered sites within the Town and six units called 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 the 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 and yard maintenance.
- 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 the 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 the applicant resides in the community.**

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

The Department of Housing and Community Development (DHCD) revises income limit guidelines every two years. Effective March 6, 2015 the income limits for Ludlow Housing Authority are:

One-person family:	\$30,650	Five-person family:	\$47,250
Two-person family:	\$35,000	Six-person family:	\$50,750
Three-person family:	\$39,400	Seven-person family:	\$54,250
Four-person family:	\$43,750	Eight-person family:	\$57,750

Our sincere thanks to the Ludlow Fire Department, Ludlow Police Department and Ambulance crew for their dedicated responses to the needs of our residents at all hours of the day or night and under any and all circumstances and weather conditions.

The Ludlow Senior Center is located in the Chestnut Street Building. The Senior Center Director and staff deserve a thank you for all the help they provide the elderly, and to let them know that they are very much appreciated in the community.

Our 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.

Ludlow Housing Authority would like send a special thank you to the Mass Trial Court Community Service Program. Through this integrated program, they have been able to send supervised crews to help the community. This program has been quite successful, helpful and very productive for us. We appreciate this program greatly.

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

The 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,  
Victor Jay Fields, Chairperson  
David Sepanek  
Patricia Holley  
Betty Socha



## **Recreation Commission**

The Recreation Department offers most programs for Ludlow residents only. This allows parents of Ludlow an affordable place for their children to go that is safe and well supervised. In 2015 we ran a Summer Program from June to August, an Afterschool Program from September to June, an Easter Egg Hunt, Campership Fund, hired Lifeguards for Haviland Beach and the Thompson Memorial State Pool, hired an assistant Pool Manager, scheduled the use of all parks/athletic fields and the sign at the Town Gazebo.

### **Gazebo**

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

The Recreation Department wishes to express their appreciation to the Parks Department and their employees, 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 2015 Whitney Park Summer Program continued with both the All Day and Preschool Programs being combined. This year the Summer Program hours for both programs were from 9:00 am to 5:00 pm. The same time frame applied; drop off no earlier than 8:30 am and pick up must be by 5:00 pm.

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

The 4-6 year olds still had the option of signing up for the half-day program with the full-day program being available also for those ages. Those parents who still wished to only send their 4-6 year old half-day had the choice of signing them up for the 9:00 am to 1:00 pm session or 1:00 pm to 5:00 pm session. In any event, both programs had participated in a variety of fun and recreational activities. The all day program operated from 9:00 am to 5:00 pm, Monday through Friday, June 23<sup>rd</sup> to August 8<sup>th</sup>, 2014. Both the preschool and all day programs were very productive and successful. Both programs were under

the direct supervision of Sarah Potter, Lauren Lewicki & Ana Villano. The counselor staff for these programs included: Madison Aponte, Jessica Barlow, Alex Bernardo, Angela Catarino, Dominic Coelho, Nicholas Crane, Erica Crespo, Jensen Ducharme, Nathaniel Ferreira, Stephanie Ferreira, Jennifer Hackett, Sarah Hackett, Serena Hayden, Elizabeth Kania, Kyle Knowlton, Joshua Labonte, Alexander LaFayette, Mike Lavell, Trevor Lewicki, Rachel May, Nikolas McKay, Peter Miccoli, Ernad Minic, Sabrina Minic, Anna Mowry, Jacob Parker, Aiden Cassidy-Payson, Alex Pereira, Meghan Pereira, Ryan Pereira, Jillian Pirog, Julie Pirog, Jelissa Powers-Bennett, Albert Rodrigues, Mario Rodrigues, Mary Silva, and Samantha Vanwart.

The enrollment for the 2015 program was 187 children with an average daily attendance of 103. The daily activities included arts and crafts, outdoor sports, co-operative games, swimming, and walking field trips to McDonalds, Burger King, Subway, and Friendly's.

The following special events also passed the summer at Whitney: World Cup, Wet and Wild, Christmas in July, Field Day, Wacky Week, Halloween Day, Suitcase Science, Talent Show & a BBQ. This year it was a summertime theme, there was a water slide, a dunk tank, and a bounce house for the children's entertainment. Popcorn and cotton candy were available for snacks and pizza was available for lunch. The outside entertainment at the Summer Camp this year was The Suitcase Science & a drum demo. Field trips included roller-skating at Interstate 91, Look Park, Amelia Park Museum, 202 Entertainment and Showcase Cinemas on rain days. We also had the Forest Park Zoo come out to visit and show some of their animals to the children.

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 2015 was the 17<sup>th</sup> year for the Preschool Program at Whitney Park, it served children ages 4 to 6. Preschool program was also under the direct supervision of Sarah Potter & Lauren Lewicki. The ratio of 1 counselor for every 5 children is imperative to the success of the program (the ratios are mandated by the State) which also makes it easier to provide the extra attention needed for the younger children.

The intent of the Preschool Program is to provide recreation for children ages 4 to 6 that normally would not have a program to attend until the age of 6. The program combined recreational activities with academic games, arts and crafts, swimming & 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) & Interskate 91.

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

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

The Head lifeguards were Christiana Greco & Brian Chipman. The lifeguards were Brian Callahan, Derek Hoeckh, Jon-Luc Lavoie, Nicholas Mullins, Alexis Pereira, Nicholas Potorski, Karl Tomlinson & Isabella Valadas. Luis Angel was a sub for the pool this year.

The main responsibility of the lifeguards is for the safety of all swimmers; secondary duties are to keep the facility and its grounds clean and free of all debris and trash. Head lifeguards 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 Assistant Pool Manager has the responsibility for the safety and control of all persons in and around the pool as well as managerial, administrative, and facility duties. This position works under the direct supervision of the Recreation Commission and the Certified Pool Operator Manager.

## **Haviland Beach**

The summer of 2015 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: Angela Harrington & Keith Desilets, the five Lifeguards were: Erika Aponte, Delaney Dyjak, Kaitlin Jordan, Rebecca Leach, & Paige Mullins. Daniel Peterson was a sub for the pond this year. The lifeguard's 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 lifeguards are required to perform weekly skill trainings and simulated rescues with the lifeguards to keep them aware of the incidents that could happen during their shifts. In addition to these duties, they are required to give a daily report, which includes such information as weather conditions, approximate number of bathers, accidents and incident reports, and any other comments that they feel should be brought to the attention of the Recreation Commission.

## **Campership Fund**

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

## **Whitney Park Afterschool Program**

The Ludlow Recreation Department's Afterschool program at Whitney Park is growing slowly. Our program had an enrollment of 25 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, Nathaniel Ferreira, & Mario Rodrigues and Angela Catarino as a sub. Being our ninth year we feel that this program is a great success and are confident that in the future our 40 slots will be filled. We offer homework help, use of computers, do arts & crafts, play games, watch movies, and encourage outdoor play as much and whenever possible. The children are also provided with a daily drink & snack. Some special events were as follows: Birthday Day (we have pizza and cake for children who have birthdays during the month), we decorated pumpkins for Halloween and had a Halloween Party, the children made decorations for Thanksgiving and also made a chart of what they are thankful for, 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 & Gordie Grimes for helping out at the Christmas Party.

### **Whitney Park Easter Egg Hunt**

For the past 15 years the Recreation Department has been putting on an Easter Egg Hunt at Whitney Park for Ludlow children ages 2 to 8. This event is free and scheduled the Saturday before Easter at 11:30 am. The children are asked to bring a basket, bag, bucket etc., to collect their eggs which are hidden around the playscape areas of the Park. When the children arrive at the Park they are asked to sign in with their name and phone number where they will be entered into a drawing for an Easter Basket. After the hunt the children and parents are then offered a snack and drink in the clubhouse while the Easter Basket prizes are drawn. This has been a successful and fun event with about 100 children in attendance every year.

The 2015 total revenue from this department is \$100,263.00 consisting of \$4,658.00 from pond fees; \$11,712.00 from pool passes/entry; \$4,012.00 from pool concession; \$1,350.00 from swim lessons; \$850.00 miscellaneous; \$17,181.00 collected from January – June and \$14,150.00 collected from August - December for Afterschool Program tuition; and \$46,350.00 collected from camp fees.

Respectfully submitted  
Sean McBride  
Chairman

## **Veterans Services**

### **Our Mission**

The mission of the Director of Veterans Services for the Town of Ludlow is to be the chief advocate for Ludlow's veterans and their families. The Director of Veterans' Services provides information and assistance in obtaining any federal, state or local veterans benefit or veterans services to which they may be entitled. Examples of these benefits include but are not limited to VA Disability Claims, VA Pensions, Financial and Medical Assistance under Massachusetts General Laws, Chapter 115, Pension with Aid and Attendance, Property Tax Exemptions, Annuities and GI Bill education benefits. 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. Our goal is to provide these services with the dignity and respect our men and women have earned through their service to our nation.

The Town of Ludlow Veterans' Service Officer (VSO) works out of Town Hall and is knowledgeable about an array of federal, state, and local benefits to which veterans and dependents may be entitled.

## **Massachusetts General Laws, Chapter 115 Veterans Program**

The Commonwealth of Massachusetts offers a need-based program of financial and medical assistance for veterans and their dependents known as Massachusetts General Laws, Chapter 115 (Chapter 115). Administered by the Director of Veterans Services, qualifying veterans and their dependents receive necessary financial assistance for food, shelter, clothing, fuel, and medical care in accordance with a formula which takes into account the number of dependents and income from all sources. Eligible dependents of deceased veterans are provided with the same benefits as if the veteran were still living.

If I can be of any assistance, or if you have questions concerning any of the above programs and services, please call me at 413-583-5600, ext. 1291, or email me at [esegundo@ludlow.ma.us](mailto:esegundo@ludlow.ma.us). Our office hours are Monday-Thursday 8:30 a.m. to 4:30 p.m. and Fridays by appointment only.

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.

We have continued renovations on the clubhouse at the course. A new roof was completed last fall along with new gutters, soffit, fascia, ventilation, and added insulation in the attic to improve energy efficiency. On the course we bounced back from a tough start to the season due to the severe winter of 2015 and late start to golf season. The 19<sup>th</sup> hole has continued to be a great place to enjoy a meal and the staff is always friendly and adds to the experience we offer at Westover Golf 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**

### **Agricultural Commission**

#### **Engine of Harmony**

The Ludlow Agricultural Commission continues to be an Engine of Harmony for the Town. It is a board of seven (7) Ludlow residents, including farmers, interested in creating and maintaining an amiable environment concerning Ludlow's agriculture and small farms. The Board has been in existence since 2007 and has worked to promote local agriculture and small farms. We have been successful in helping to pass a Right to Farm bylaw which helps allow townspeople and farmers to co-exist comfortably.

#### **Summary of 2015**

The Agricultural Commission is always available to help guide and educate local land owners with issues involving their land or animals; we also are here for land owners that are trying to keep parcels of land within their family. We can show them ways to hang onto their land for enjoyment of future generations. During 2015 we made ourselves available for issues concerning guard dogs and we also sponsored an informational forum. This forum featured speakers from around the commonwealth, speaking on topics such as land grants, APR programs, Land Matching, Chapter 61 tax abatement program and farm friendly banking and insurance. This forum provided ways for land owners to affordably keep and work their farms and land. The forum was well attended and appreciated by all. We will continue to educate the public about the many benefits of farming and supporting local agriculture.

Respectfully submitted,  
Karen Pilon  
Chairman

Members:  
Mike Hogan, Secretary  
Jay Chenier  
William Ellison  
Betty Kibbe

Don Roberts  
Ann Whitworth

## Historical Commission

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

In January, Chairperson Betty Kibbe gave a talk to the St. Elizabeth's women's group about the history of Ludlow. It is always very interesting to learn who has grown up in town and who has not. There is always something to learn about the town. A few of the history books were sold at this time.

In April, Eric Nelson of Westmass Area Development Corporation attended our monthly meeting to update us on the Ludlow Mill project. The first phase of the river walk is underway and he will be looking for more detailed information to be included along with the dates for the interpretive signage. Other projects are moving along more slowly, dependent on funding.

In May, Holyoke Catholic High student Maggie Slozek, an intern working at the Ludlow Town Hall, attended our meeting. She spent time getting to know how the Town government works as well as meeting with the different Commissions and Committees in town. Jerry Kavka and Donald Kibbe, members of the First Meeting House Committee also talked about the First Meetinghouse for her benefit. Chairperson, Betty Kibbe also met with Maggie during the day to inform her of all the matters, projects, and duties of the Ludlow Historical Commission.

On May 26th, Commission members, along with Ludlow High School students, Town Administrator Ellie Villano, Eric Nelson of Westmass, and teachers did a one mile walking tour at the Ludlow Mills for the benefit of having the students learn about the industrial revolution and the importance and the contribution of the mills for the town.

In August, Ellie Villano, Town Administrator, and Chairperson Betty Kibbe toured 13 Park Place. This property is slated for demolition in order to provide much needed parking for that area. As this property is located within the Ludlow Village Historic District, we needed to relate the fact that the Historical Commission has reviewed the condition of the house and has no objection to the removal of the house.

On September 11th, Commission members gathered at the Ludlow Fire Station along with many, many participants for a ceremony to honor and remember all the lives lost on 9/11. The Historical Commission presented to the Ludlow Fire Department a copy of Faces of the Brave, a photo collage which depicts images of the first responders who lost their lives on 9/11.



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

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

Respectfully submitted,  
Agnes E. Kibbe  
Chairperson

Members:

Karen E. Pilon, Secretary  
John F. Moll

Thomas Vickers  
Cory Chretien

## **Public Safety**

### **Ambulance Advisory Committee**

The Ambulance Abatement Committee met three times during fiscal year 2015. We received fifteen (15) hardship abatement requests from individual taxpayers throughout the year. Twelve of those requests were recommended for approval to the Board of Selectmen and three (3) were denied.

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

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

As always, we strongly recommend that all residents of the Town of Ludlow invest in the Ambulance Subscription Service. For the annual cost of \$40.00, when you use the

ambulance, your insurance is billed and the balance, after insurance payment, is paid from the town subscription fund. This covers all members of your household.

Respectfully submitted,  
Fred Pereira  
Chairman

Members:

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

## **Animal Control**

Some 1,130 people licensed their dogs in 2015. According to State and Town bylaws, all dogs six (6) months and older must be licensed every year. A proper updated rabies vaccination must be shown at the Town Clerk's office as proof of vaccination when obtaining a dog license. In 2015 there were seventy-one (71) dogs picked up. There were approximately 605 calls received by Animal Control in regards to animal complaints, questions and requests for information. Please call us at 596-5484 between the hours of 8:00 am and 5:00 pm Monday through Friday.

The annual rabies clinic usually held in the spring at the Department of Public Works Garage on Sportsmen Road is for cats and dogs. The time, date and cost is posted in the Ludlow Register and The Republican. It is usually held on a Saturday to accommodate people that work during the week and can't get to a vet. It is very important to keep your animal up to date on their shots due to the amount of wildlife that roam around Town. If you have any questions, feel free to call us. Failure to have updated vaccinations for your pet can result in fines and failure to have a yearly license can result in a court summons and late fees.

Excessive barking is a common complaint. You as a dog owner are responsible for your animal's wellbeing and keeping them in control and properly sheltered during bad weather. Providing a proper shelter enabling the dog to stay out of the elements and hot and cold temperatures is extremely important. Failure to do so can result in you being reported to the MSPCA for cruelty to animals. They should have food and water within their reach at all times. As a dog ages, it is not able to withstand extreme temperatures in both the summer and winter. This also applies to cats.

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

Gilles & Anne Turcotte  
Animal Control Officers

## Department of Inspectional Services

Calendar year 2015 has seen improvements from the year 2014. Residents of the town are continuing to remodel their homes and they are installing solar panels, insulation and replacing windows at double the rate of last year to make their homes more energy efficient.

Winn Development is still working towards rehabbing the old mill building into senior housing which looks to have a start date sometime in 2016.

The construction of the commercial buildings at the Turnpike entrance, owned by The Colvest Group, is underway and will continue through the summer of 2016.

Our Department has merged with the Zoning Board of Appeals to allow for better communication and community service for the residents of Ludlow. We are confident that with joint efforts the appeals process will be an easier and smoother experience for all applicants. We look forward to providing the greatest service possible for the contractors and for the residents of the town.

The following is a breakdown of the permit activity for calendar year 2015, including public safety certificates.

# OF PERMITS	TYPE OF PERMIT	ESTIMATED VALUE
21	Single Family Dwellings	\$4,809,000
10	Condominium Dwellings	\$1,593,000
0	Conversion to Apartments	\$0
1	Conversion to Two-Family	\$59,000
11	Dwelling – Additions	\$809,900
50	Dwelling – Alterations	\$851,450
3	Commercial – New Construction	\$708,000
14	Commercial – Renovations/Additions	\$2,622,291
12	Commercial – New Roof	\$2,519,975
6	Commercial – Cell Tower Antennas/Equipment	\$107,000
2	Repair of Fire-Damaged Structures	\$228,000
4	Porches	\$32,200
12	Decks	\$66,800
15	Swimming Pools	\$222,100
38	Fences	\$108,050
61	Reshingle	\$551,800
32	Siding	\$281,234
102	Window & Door Replacement	\$556,247
4	Detached Garages/Carports	\$83,000
41	Sheds, Barns, Gazebos, Pergolas	\$143,950
11	Temporary Structures	\$23,235

46	Chimneys, Wood-Burning, Coal Stoves, Etc.	\$109,050
14	Signs	\$27,350
138	Solar Panels/Arrays	\$4,299,483
151	Insulation	\$393,147
21	Miscellaneous	\$141,100
8	Permits to Demolish	\$40,700
81	Certificates of Inspection	\$0

TOTAL PERMITS ISSUED: 909; ESTIMATED VALUE OF \$21,387,062

TOTAL FEES COLLECTED: \$168,741

ELECTRICAL Permits Issued: 544

FEES COLLECTED: \$55,121

PLUMBING & GAS-FITTING Permits Issued: 416

FEES COLLECTED: \$27,217

TRENCH Permits Issued: 31

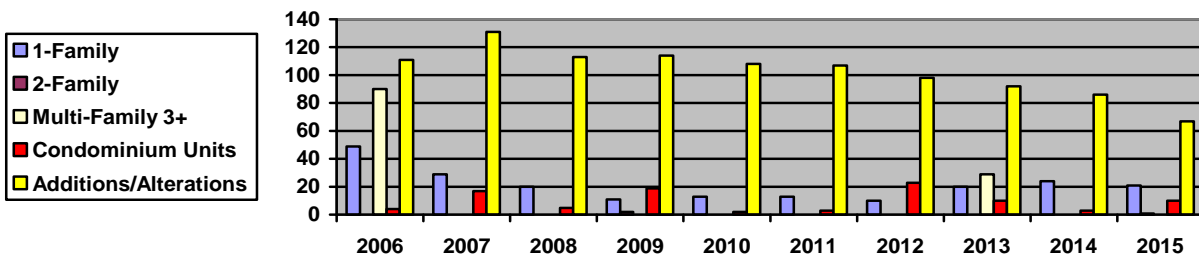
FEES COLLECTED: \$550

SHEET METAL permits issued: 23

FEES COLLECTED: \$2,687

**TOTAL FEES COLLECTED FOR 2015: \$254,316**

	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
1-Family	49	29	20	11	13	13	10	20	24	21
2-Family	0	0	0	2	0	0	0	0	0	1
Multi-Family 3+	90	0	0	0	0	0	0	29	0	0
Condominium Units	4	17	5	19	2	3	23	10	3	10
Additions/Alterations	111	131	113	114	108	107	98	92	86	67



It is with a heavy heart that I report the passing of our Electrical Inspector, Mr. Antonio Portelada, who dedicated over 16 years of service to the Town of Ludlow. He was an invaluable member of our department and will be greatly missed. It also comes with deep sadness that I report the retirement of our Plumbing & Gas Inspector, Mr. Joseph Kozicki, who dedicated 17 years of service to the Town of Ludlow. I want to thank him for all of his hard work and dedication and wish him well on all of his future endeavors.

I want to thank my staff, Mr. John Roda, Inspector of Wires, Mr. Steven Lopes, Plumbing & Gas Inspector and Ms. Nicole Stevens, Office Assistant for all of their extra hard work and extreme dedication. I also want to extend my thanks to Mr. Paul Adzima, On-Call Local Building Inspector, Mr. Kevin Douville, Assistant Plumbing/Gas Inspector, and Mr. Richard Chenevert, Assistant Inspector of Wires.

Respectfully Submitted,  
Justin Larivee  
Building Commissioner

## **Fire Department**

The Fire Department continued to provide 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.

Captain Edwin "Jake" Prokop retired on January 11, 2015 after nearly 38 years of service. Jake started his career as a permanent firefighter on March 7, 1977. Shortly after being hired he was certified as one of the Department's first EMT's, a certification he holds today. In April of 1995, Jake was promoted to Captain and assigned to the position of Fire Prevention Officer. In May of 2000, he was transferred out of Fire Prevention and assigned as the shift officer of C Crew, a position he held for nearly 15 years. Captain Prokop was an inspiration and mentor to many; he will be greatly missed, but is certainly deserving of his retirement.

Effective January 11, 2015, Captain Joseph Crowley was promoted to the position of Deputy Fire Chief. The primary responsibility of this position is managing the Department's Ambulance Service, including mandated quality assurance reviews of every ambulance run, managing and ordering of supplies and medications, tracking and ensuring that licensing and recertification requirements are met, and overseeing mandated EMT training and continuing education. Additional responsibilities include managing the Department's fire training program, overseeing and assisting the Fire Prevention office, assisting with emergency management duties and responsibilities, and assuming overall responsibility for the Department in the Chief's absence.

The retirement of Captain Prokop and the promotion of Captain Crowley to Deputy Chief created two Captain's vacancies. Privates William Dubuque and Richard Machado were promoted to the position of Fire Captain, effective January 11, 2015. Captain Dubuque is a 16 year veteran of the Department and was assigned as the shift officer of C Crew. Captain Machado has been with the Department since 2007 and has been assigned to A Crew.

Call firefighter Earl "Jay" Dunbar retired effective January 31, 2015 after over 32 years of service. Jay started as an auxiliary in July 1982. In 1986 he was appointed as a call firefighter, a position he held until his retirement. Jay was a dedicated call firefighter and will be missed by the Department.

On February 27, 2015, Firefighter/Paramedic Peter Guertin resigned from the Department to pursue a career in medicine. Pete was an excellent firefighter and paramedic and will be missed. We wish him well in his new career.

On February 27, 2015, Firefighter/Paramedic Jason Coddling graduated from the Massachusetts Firefighting Academy's recruit training class certified at Firefighter 1 and 2 and Hazardous Materials Operational Level. Upon his return he was assigned to A Crew under the command of Captain Richard Machado.

On May 22, 2015 Firefighter/Paramedic Ethan Dubois graduated from the Massachusetts Firefighting Academy's recruit training class certified at Firefighter 1 and 2 and Hazardous Materials Operational Level. Upon his return he was assigned to D Crew under the command of Captain Jeffrey Lavoie.

On March 3, 2015 Austin Plante, Aaron Mackenzie and Kenneth Polastry were appointed by the Board of Selectmen as Firefighter/Paramedics. They started employment on April 6, attended training, and were certified in Advanced Telecommunication and Emergency Medical Dispatching. They all attended the Massachusetts Firefighting Academy's Recruit Training Program and graduated on July 31, 2015 certified at Firefighter 1 and 2 and Hazardous Materials Operational Level.

At the Annual Town Meeting in May, voters approved the creation of two additional firefighter positions. These two positions were originally planned to be added in 2008; however, due to the difficult financial climate at that time, the plan was placed on hold. The addition of these two positions will allow the Department to handle an ever increasing call volume and reduce the dependency of repeatedly having to call in off-duty firefighters.

On September 11, 2015, the fourteenth 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, were present at this annual service.



The Department took delivery of its newest apparatus, a 2015 Pierce Impel Custom Pumper/Rescue Truck on September 27. The new vehicle replaced a 2002 Freightliner American LaFrance that was in very poor condition. This state-of-the-art truck, designated as Engine 1, is by far the busiest fire apparatus in our fleet. As well as responding to all types of fires, it serves as our rescue truck, carrying a variety of rescue tools, including the “Jaws of Life”. It is also licensed as a non-transport ambulance outfitted with medical supplies and equipment used to treat and stabilize a patient until the arrival of an ambulance. Funding for this apparatus was approved through the Capital Improvement Article of the May 2014 Annual Town Meeting, utilizing a 5 year lease purchase agreement.

An estimated 150 people attended our Annual Open House, which was held on Sunday, October 18. It was an unseasonably cold day, with temperatures in the thirties and occasional snow showers. Visitors were able to view the Department’s vehicles and equipment up close, and they met numerous members of the Fire Department staff. Highlights for many were “Sparky” the robotic fire dog and the “Jaws of Life” demonstration employing our new battery operated extrication tools. 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 911 fire/rescue calls during 2015, an increase of 78 calls from the previous year. Below is a breakdown of these calls:

Structure Fires	24
Other Fires ( <i>vehicle, brush, rubbish, etc.</i> )	29
Rescue, Vehicle Accidents, Assist Ambulance	340
Alarm Activations	195
Hazardous Materials Responses	54
Other Hazardous Responses	17
Mutual Aid Given	12
All Other Responses: ( <i>Carbon Monoxide Incidents, lock-outs, flooded basements, investigations, burning complaints, etc.</i> )	240

The Fire Department remitted a total of \$32,896.16 to the Town Treasurer for fees collected for services, fire reports, donations, and permits issued.

### **Fire Prevention Report**

Captain Ryan Pease continued the duties of Fire Prevention Officer for the Ludlow Fire Department; he attended training sessions concentrating on Inspections, Code Enforcement, Blasting, Report Writing, Fireworks, Oil Burners, Plans Review, Smoke Detector Inspections, Sprinkler Systems, Building Code Classes, and Arson Investigation. Captain Pease conducted fire drills at schools, businesses and institutions, performed fire and life safety inspections, reviewed building and site plans, performed 21-E site assessments, investigated complaints of fire hazards, conducted fire origin and cause investigations, and assisted local residents and businesses with fire code compliance issues.

The Student Awareness of Fire Education (S.A.F.E.) program was delivered in all the Town schools to children in pre-kindergarten through grade five. Presentations were also made to other grades in Town. Firefighters Jan Thornton and Zachary Ellison 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. Unfortunately, there were 54 civilian fire deaths in Massachusetts in 2014; an increase of 10 from 2013, which saw 44 civilian fire deaths. Six of the fire deaths in 2014 were children under the age of 18 and 15 of the victims were residents over the age of 65. The leading cause of fatal fires in 2014 was electrical, followed by smoking and heating. The leading cause of residential fires remains cooking, accounting for 69%; heating was second at 14%, followed by electrical (4%), and smoking (3%).



Another component of the Department's fire prevention strategy is the Senior S.A.F.E. program, an element of the S.A.F.E. program, but focusing on our senior population. With funds from the program we were able to purchase and install numerous KNOX Boxes at residences in Town. The KNOX-Box Rapid Entry System provides non-destructive emergency access by Fire Department personnel only to residential and commercial properties without forcing entry by damaging doors or windows.

In addition to the Senior S.A.F.E. Grant KNOX-Box program, the Fire Department partnered with the local American Red Cross chapter to deliver and install free smoke detectors and carbon monoxide alarms to twenty-five residences in Town.

One of the most significant 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 any resident has questions regarding smoke detectors or carbon monoxide alarms, more information can be found in the Fire Department section on the Town's website, [www.ludlow.ma.us](http://www.ludlow.ma.us). Additional questions can be directed to the Fire Prevention office at 583-8332. As well as 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, business and civic organizations.

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

Smoke Detector	262	Sprinkler System Permits	2
Oil Burners & Tanks	49	Storage Tank Permits	9
LP Gas Permits	40	Fire Alarm Permits	3
Flammables Permits	3	Cannon Permits	0
Tank Truck Permits	8	Fire Suppression Permits	2
Black Powder Permits	0	Fireworks Permits	1
Blasting Permits	5	Vent Free Gas Heater Permits	3
Tank Removal Permits	25	Hazardous Process Permits	1

A total of 413 permits were issued.

Permit fees collected totaled \$11,245

### **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 26 EMT/Paramedics, 3 EMT/Intermediates, and 4 EMT/Basics.

The Department continued its affiliation with Mercy Medical Center with Dr. Louis Durkin serving as our Affiliate Hospital Medical Director.

The Department responded to 2,940 emergency medical calls in 2015, an increase of 51 calls over the previous year. Billing for ambulance services rendered totaled \$2,189,504. 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 an insurance company does not pay for emergency ambulance services provided by the Ludlow Fire Department Ambulance Service to Ludlow residents enrolled in the program. All residents living in the same household are covered under one subscription payment. 2,212 households subscribed to this program during 2015, resulting in \$89,190 being deposited to the Ambulance Subscription Fund. Balances remaining in this fund are used to offset ambulance service capital expenses.

Effective July 1, 2015, Comstar Ambulance Billing Service took over billing responsibility for the Ambulance Service. Comstar, which specializes in Municipal Ambulance Billing, was chosen as the most advantageous and offered the best price proposal in response to a Request for Proposal advertised by the Town. Billing was previously handled in house by our Ambulance Billing Clerk and the Town Collector's office. The increasing complexity and sheer volume of ambulance bills, a nearly 400% increase in the last twenty years, has rendered it impossible for one clerk to manage the entire process without commensurate billing staffing.

### **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. The Committee is certified through the Massachusetts Emergency Management Agency and the State Emergency Response Commission until 2018. The Committee is made up of representatives of all pertinent Town Departments including

Police, Fire, Department of Public Works, Board of Health, Schools, Town Administrator, Cable Access, and industry and citizen representatives who serve on the committee.

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 2015 year with 15,864 logged requests for service. Of these requests, 1,493 involved investigations/incidents; 587 reportable motor vehicle accidents; and 561 arrests. Also logged in to the Department were 118 destruction of private property offenses; 56 burglaries/breaking and entries; 64 simple assault and batteries; 24 aggravated assaults; 59 intimidation offenses; 52 thefts from a motor vehicle; 14 forgery/counterfeit crimes; 118 all other larcenies; 38 narcotic/drug offenses; 30 disorderly conducts; 37 operating under the influence; 13 liquor law violations; 16 motor vehicle thefts; and 6 robberies. In addition, there were 272 Town Bylaw violations and 950 citations issued.

### **Personnel**

The following Ludlow Police Department personnel were promoted by the Board of Selectmen in 2015: Sgt. Michael Brennan was promoted to the rank of Lieutenant; and Officers Michael Gilrein and Brian Shameklis were promoted to the rank of Sergeant. There were also two office staff promotions made in 2015: Lisa Halpin was promoted from Senior Records Clerk to Administrative Assistant to the Chief; and Tracey Martowski was promoted from Records Clerk to the Senior Records Clerk position.

The Department also saw some new hires for 2015. In May, Aaron Leastman and Gabriel Cordeiro were appointed to the position of Police Officer by the Board of Selectmen. They are currently attending the Western Massachusetts Regional Police Academy in Springfield with an anticipated graduation in February of 2016. At that time, they will transition into their field training. There was also a new hire in the office staff position of Records Clerk. Erica Bernard was appointed to this position in December 2015.

There were multiple retirements during the 2015 year. Officer Mark Witowski retired from the Department after over thirty years of distinguished service to the Department and the

Town of Ludlow. Kathy Martowski retired from her position as Administrative Assistant to the Chief. She had served the Town of Ludlow for over 28 years. Barbara Dzierwinski retired in February 2015. She served as a Records Clerk for the Department and the Town of Ludlow for over fifteen years.

## **Training**

All Police Supervisors, Officers and Special Police attended the mandatory 40 hours of training during 2015. The In-Service Training consisted of Legal Update, Defensive Tactics, Police Response to Persons with Mental Health and Emotional Disturbances, and Human Trafficking. The other mandatory training included annual firearms training and re-qualification; CPR; and Communicable Disease and Hazardous Materials training. Lt. Joseph Metcalfe and Officer Jacob Stokowski attended a 12-day course and became MPTC Level 1 - Certified Firearms Instructors. Officers Jerome Mayou and Jason Chelo re-certified as Level 1 - Firearms Instructors during a one-day course.

Lt. Michael Brennan, who was promoted in March of 2015, has received the following training: MEMA – Intermediate Incident Command System for Expanding Incidents Training (3 day course); FEMA EOC Operations and Planning for all Hazards (3 day course); and Post Promotional Suicide Prevention Training.

Chief Pablo Madera attended a 5-day training in Police Chief & Command Staff Managerial Skills. Chief Madera also attended a 3-day Budget Training Class. Lieutenants Michael Brennan and Joseph Metcalfe attended a Command Training, Mid-Management Course (80 hrs.), and Sergeants David Belanger and Brian Shameklis attended Command Training, First Line Supervisor Course (80 hrs.) at Roger Williams University. The cost of tuition for the courses was reimbursed through a grant offered by MIIA.

Sgt. Valadas participated in the second phase of an FBI sponsored program called Law Enforcement Executive Development Association. He attended a week long class, Command Institute for Law Enforcement Executives. Sgt. Valadas has continued his certification as a Terrorism & Homeland Security and Legal Update Instructor. He presented the Legal Update course to the Ludlow Special Police.

School Resource Officer Thomas Lee and Officer David Irwin attended a 5-day Sexual Assault Investigations Course and a Buccal DNA Collection Training course.

Detective Stephen Ricardi and Officer Sean Knox attended a Breaking & Entering Evidence Recovery Course. They also received certification in NarcoPouch Style Drug Field Testing. Officer Knox completed a course called “The Reid Technique of Interviewing and Interrogation.”

The Ludlow Police Special Response Team (SRT) continues with bi-weekly training of the unit. They have also been co-training with the Chicopee Police SRT. Sgt. Brian Shameklis attended a NTOA 40 hour SWAT Team Leader Course. Sergeant Shameklis and Officer Sean Knox completed a 24-hour Train-the-Trainer course in Law Enforcement Active Shooter Emergency Response. The course is to be taught to all Ludlow Police

Officers. Officer Knox also attended a 2015 NYTOA & NYAHN Tactical Training Conference.

Officers Jerome Mayou and Paul Dobek attended several courses on evidence and property management. Also, Officers Mayou and Dobek are members of the International Association for Property and Evidence, Inc. Additionally, Officer Mayou has completed the necessary training and is certified as a Property and Evidence Specialist.

### **K-9**

In 2015, Officer Michael Whitney and K-9 Rocky continued their training and attended the 2015 K-9 Patrol – Narcotic – Explosives Detection and Search and Rescue Workshops through the Mass Police Work Dog Association on April 19-24 at the Westover Air Reserve Base. Officer Whitney also attained the title of K-9 Trainer through the North American Police Work Dog Association. In April, over \$2,000.00 was raised for the K-9 Fund at the annual Pasta Dinner held at the Polish American Citizens Club. Also, the Rotary Club held its annual K-9 Poker Run in September raising approximately \$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 fourteenth year of existence and Officer Whitney and canine Rocky will continue assisting in keeping our schools safe and providing support to the community.

### **SRT**

2015 was a busy year for the Ludlow Police Department's Special Response Team. (SRT). Members from the SRT continued to provide assistance to the Ludlow School Department as instructors for scenario basis training for all staffing. The SRT continued to support the narcotic detectives by assisting in several drug operations and warrant services through the year meeting the training standards set for a part-time Special Response Team by the National Tactical Officer's Association. The team grew this year with Officers Vigneault and Stokowski joining our ranks. The team also applied for and was awarded a state grant to upgrade our protective equipment. Through the grant, the team was able to outfit each operator with high level body armor and ballistic helmets. Additionally, the team was able to replace two outdated ballistic shields.

This year we continued to advance and update our training and tactics with a number of outside the agency advanced schools, training and conferences. The schools included Officers Jay Chelo and Dan Soares who attended the NTOA Advanced SWAT course. Lt. Mike Brennan and Officer Sean Knox attended the New York Tactical Officer's Association Conference. Sgt. Brian Shameklis attended the NTOA SWAT Team Leader Development Course. Sgt. Brian Shameklis and Officer Sean Knox attended Active Shooter Instructor School. Lastly, every member of the team attended Ballistic Shield Operator's Course presented by Instructor Mike Ott of Point Blank Industries.

Finally, we are looking forward to a working relationship with members of Chicopee SRT. We have agreed to start joint training sessions and sharing tactics, techniques, and resources. The idea is to eventually bring the teams together under the same standard so members will be interchangeable across both teams. This will yield great benefits to the safety and security of the citizens of the City of Chicopee and the Town of Ludlow at a lower financial burden.

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

## **Department**

The Detective Bureau saw a significant increase in opiate-related overdoses, with several resulting in fatalities. Nearly 80 percent of the offenses investigated by the Detective Bureau were committed by those addicted to heroin. As technology has continued to grow, so have crimes related to the use of the internet and smartphone technology. Online scams, phishing, hacking, and other high-tech scams have become quite common. 2015 saw several high profile cases including two bank robberies and the arrest of a physician for felonies related to the over-prescribing of opiates and insurance fraud. There were several cases of sexual assault and four bomb threats to town schools. The Detective Bureau continues to work with other local, state and federal agencies. In 2015, the Detective Bureau was involved in active investigations with the ATF, FBI, Secret Service, Massachusetts State Police, and several other public safety agencies from across the country. The Detective Bureau is supervised by Detective Sergeant Louis Tulik with Detectives David Kornacki, Alison Metcalfe, Stephen Ricardi, and Sean Knox.

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. The Special Police contributed over 4,500 volunteer hours during 2015. Special Police Officers participated in assisting with several road races, traffic, and crowd control events, including the annual Festa held at Our Lady of Fatima Church grounds and Celebrate Ludlow. The 2015 SPO consisted of six supervisors and twenty-six officers. Two long-time members, Special Police Officers James Banas and Jose Carvalho retired from the unit after completing 38 and 31 years of service commendably. Also, long-time Special Police Liaison Mark Witowski retired in June of last year and was replaced by Sgt. Daniel Valadas with the assistance of Officer Jerome Mayou. Several on-going programs for the Special Police were enhanced during the year. The SPO completed annual training in Firearms Proficiency, Defensive Tactics, and Legal Update.

This year the Police Department was awarded \$48,151.00 from the State 911 Incentive Grant and \$62,159.12 from the EMD Training Grant.

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

Administrative Fees	\$27,142.00
Firearm Permits	6,375.50
Photocopies	3,108.00
Fingerprints	295.00
Door-to-Door Solicitation	140.00
RMV Violations	37,204.00
Court Fines	<u>6,885.00</u>
<b>TOTAL FEES</b>	<b>\$81,149.50</b>

I'd like to acknowledge and thank all Officers, Dispatchers and civilian personnel for their dedicated service and teamwork in providing a proficient and effective police service to the community.

Respectfully submitted,  
Pablo P. Madera  
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.

2015 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. The Committee also wishes to thank retired Police Sergeant Francis J. Nowak for his many years of service. To the citizens of the Town of Ludlow, we continue to request your input and suggestions.

Members:

SGT Brian Shameklis	Chairman	Police Department
Penny Lebel	Vice-Chair	Community
CAPT Ryan Pease	Member	Fire Department
Ralph Quiterio	Member	Department of Public Works
Barry Linton	Alternate Member	Department of Public Works
Justin Larivee	Member	Building Commissioner
Phillip McBride	Member	Community
Christopher Coelho	Member	Planning Board

Respectfully submitted,  
Sgt. Brian Shameklis  
Chairman

### Sealer of Weights and Measures

The purpose of the Weights & Measures Department is to test, adjust, condemn, or approve 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 and all inaccurate devices are removed from service.

#### DEVICES

Over 10,000 lbs.	4
5,000-10,000 lbs.	1
100-1,000 lbs.	5
Under 100 lbs.	64
Metric Weights	32
Apothecary Weights	30
Gasoline Pumps	118
Oil Trucks	6
Bottle Return	5
Scanners	8
Total no. of devices	273
Amount of fees billed	\$5,019.00

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



# Public Works

## Board of Public Works

The Board of Public Works is pleased to present this Annual Report to the Town of Ludlow which summarizes and describes the activities performed by the Department of Public Works during the 2015 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 617 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 2015 calendar year, the road reconstruction projects included the milling and paving of the following streets:

<b>STREET</b>	<b>FROM</b>	<b>TO</b>
Arch Street	West Avenue	Center Street
Center Street	Miller Street	Chapin Street
Cherry Street	Center Street	Fuller Street
Howard Street	Oak Street	Lockland Street
Sewall Street	Center Street	Howard Street
Sewall Street	Winsor Street	Memorial Drive
Park Place	Winsor Street	East Street
Park Terrace	Center Street	Park Place
Ventura Street	Poole Street	189 Ventura Street
West Avenue	Center Street	Fuller Street
Winsor Street	East Street	Sewall Street

Streets in two recently completed subdivisions were repaved to DPW standards, Leland Drive, Rosewood Drive and Olivia Circle. In addition to the street paving projects the DPW provides routine maintenance and improvements to the infrastructure. For example, the DPW maintains roadway markings, crosswalks and line striping, replaces

and installs street signs, and does street sweeping. The Department has continued with a preventative maintenance program including pavement crack sealing to extend the life of the asphalt pavement.

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

During the 2015 construction season, approximately 123 Construction within the Public Way Permits for projects within the public way were issued, resulting in \$28,510 in fees and \$6,000 in bonds collected typically for the construction of new driveways and installation of utility services.

### **Sanitary Sewer Division**

The DPW, through the Sewer Enterprise Fund, is responsible for the operation, inspection and maintenance of the sanitary sewer collection system including three (3) sanitary sewer lift stations located at Chapin Street, Moody Street, and First Avenue. Two of the pump stations at Chapin Street and Moody Street received upgrades to the control systems and communication systems to allow staff to monitor pump operation remotely and receive alarm notifications. The upgrades also included installation of variable frequency drives to improve pump efficiency and save electricity. The DPW has developed a sanitary sewer line maintenance program to flush and clean the sewer collection lines. The division responds on a 24-hour basis for sewer line obstructions and/or other problems with the system.

The DPW issued or renewed 10 Drain Layer Licenses which generated \$500 in fees and issued 18 Sewer Service Connection Permits. The division collected a total of \$18,130 in sewer fees during 2015.

### **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 Department of Public Works celebrated the annual Arbor Day event at Randall Boys and Girls Club which included poems and songs done by the children and the planting of a tree in the playground area. The event marked the 9<sup>th</sup> 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.

### **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 2015:

Number of lots sold	88	Income from lots sold	\$ 47,000
Number of burials	93	Income from burials	\$ 55,600
Number of monument Foundations	47	Income from Foundations	\$ 6,525
		Total Income	\$109,125

### **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 file for grants and reimbursement paperwork for declared emergencies. The sale of copies of record plans generated \$46 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 for the collection and disposal of trash and recycle material needs of the community. The DPW yard is accessed from Claudia Way for composting and brush disposal.

Residential curbside collection of trash and recyclables was provided by a private vendor. 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 4,942 tons of trash transported to the Covanta Energy Resource Recovery Facility for incineration to generate electrical power. This recycling program generated 49.10 tons of paper, 10.57 tons of mixed containers (glass and cans), and an additional 1,566.51 tons of single stream recycling, 45.02 tons of scrap metal and approximately 3,613 tons of vegetative material were processed for compost. The compost/loam is used on town projects.

The Solid Waste Collection and Disposal operational costs were augmented by fees generated from the sale of residential permits for the use of the Transfer Station. The DPW issued 1,114 permits to the residents which generated \$11,140 in fees. Also, the DPW provided 405 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 \$15,670 in fees. The DPW issued waste reduction bags that generated \$64,050 in fees.

### **Grants**

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

- MassDEP Recycling Dividends Funds under the Sustainable Materials Recovery Program in the amount of \$6,850 to be used on recycling equipment.
- Mass DOT Winter Rapid Recovery Road Program in the amount of \$105,616 to use for the repair of public roadways.

### **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 (25% design stage). The construction cost estimate is 5.5 million dollars.
- East Street Bridge for structural improvements. This has been funded for Fiscal Year 2016 and some temporary repairs will be made soon to allow two lanes to open.
- West Street Bridge for structural improvements (60% design stage).

### **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 2015.

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:

Gary F. Wdowiak, Vice Chairman

Barry J. Linton

Rafael L. Quiterio

Richard Zucco

## **Planning & 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 and petitions for Variances, Section 6 Findings, and Special Permits according to Massachusetts General Law, Chapter 40A, and the Town of Ludlow Zoning Bylaws. The Board of Appeals meets on an as needed basis at Ludlow Town Hall in Hearing Room Two or the Selectmen's Conference Room at 7 PM, upon receipt of a request for a Hearing, Appeal, Variance, Section 6 Finding or Special Permit.

During the year of 2015, there were nine (9) requests for Special Permits, eight (8) special permits were approved and one (1) special permit was denied. There was one (1) request for a Variance, one (1) variance was approved. There was one (1) request for an Extension of a Permit, one (1) extension was approved. There were no applications that were withdrawn.

Mr. Alan Aubin was appointed as an alternate member to the ZBA and his service is greatly appreciated. Ms. Deidra Thompson assisted the ZBA as secretary and resigned at the end of June, we wish her well in the future and thank her for her service. The secretary position for the Board of Appeals was combined with that of the Building Department at the Special Town Meeting in October, in an effort to streamline the Board of Appeals hearing process. Ms. Nicole Stevens is the secretary for both the Board of Appeals and the Building Department; this now provides a contact person for both organizations, five (5) days a week. This allows for better communication and community service for the Town of Ludlow residents and others seeking information on the Board of Appeals process.

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 documentation 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:  
Alan Aubin  
Manuel 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 2015 and no meeting schedule changes are planned for 2016. 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 2015 with four (4) members and one vacancy on the Commission. The year ended with five (5) members and no vacancies. In 2015 one new member joined the board, Scott Urban in December.

During 2015, the Conservation Commission worked on five (5) Notices of Intent, six (6) Requests for Determination of Applicability were filed with the Commission, six (6) of which resulted in a negative determination. The Commission issued six (6) Certificates of Compliance, and rescinded one (1) Enforcement Order. The Commission is also holding one (1) Conservation Restriction. Emergency Certifications are requested when a project must take place immediately to prevent danger to individuals and/or damage to property. The Commission issued two (2) Emergency Certifications in 2015. 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 2015 continued to range from those as simple as shed installations to single family homes. We also continued to work with Westmass on the Ludlow Mills and the River Walk project. The total monies collected by the Conservation Commission in 2015 were \$4,737.50, 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. Additionally, we continue to work with our local office of the Department of Environmental Protection when we need assistance with answering a complicated question or resolving difficult issues. The D.E.P. Circuit Rider Program allows us to have a personal contact at the Department and has provided us with guidance on many such occasions.

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

Respectfully submitted,  
Jason Martowski  
Chairman

Members:  
Penny Lebel  
Edgar Minnie  
Angela Tierney  
Scott Urban

## Planning Board

Three applications for **PRELIMINARY/DEFINITIVE SUBDIVISIONS** were approved:

Pauldin Drive – Terminus of Cislak Drive – Baystate Developers, Inc. c/o Dinis Baltazar

Hundred Acre Wood Phase II – Southerly of Parker Lane - Whitetail Wreks/Armand Deslauriers

Maria's Way – Westerly Side of Miller Street – S & C Investors, LLC and M & G Investors, LLC

Eleven applications for **APPROVAL NOT REQUIRED SUBDIVISIONS** were endorsed except as noted:

26 Goddu Street	Maria C. Marques
Lot 15 South Side Parker Lane	Armand P. Deslauriers
250 Miller Street	Karen M. Bruschi
55 Jackie Drive	Thomas Lawler
Lot 13 South Side Parker Lane	Armand P. Deslauriers
297 West Street	Shawn & Leigh Peabody
0 Amherst St (Map 15D, Parcel 141)	Hilario Pereira
Lot 18 South Side Parker Lane	Armand P. Deslauriers
0, 300-302 & 320 East St., &	
0 Palmer Street	Cumberland Farms Inc./Tom Reidy
92 Highland Avenue	Silver P. Serra (Waiver of Frontage-Denied)
68 State Street – Mill #10	Westmass Area Development Corp./Eric Nelson
	Fernando & Pamela Ubidia

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

14 Worcester Street	Mar Que Mate, LLC/Paulo Marques
193 Holyoke Street	Carmina Fernandes for Joseph Batista
329 West Street	Midwoods/David C. Midwood
450-456 Center Street	Colvest Wilbraham LLC
0, 300-302 & 320 East St., &	
0 Palmer Street	Cumberland Farms Inc.
730 Randall Road	D & W Tire Inc. d/b/a Bill's Tire
341-343 Winsor Street	MACS, LLC/Steve McDaniel
419 Center Street (Burger King)	Amaral Associates (Denied)
0 State Street (Mill #10)	Winn Development/Lawrence H. Curtis
419 Center Street (Burger King)	Amaral Associates

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

967 East Street	EGG Realty Trust/Carlos Goncalves
483 Holyoke Street	Daniel P. Garvey
136 Carmelina's Circle	L & E Gomes, LLC
407-409 West Street	Barry Linton
478 Center Street	Pride Stores, LLC/Bob Bolduc
766 Chapin Street	Ludlow Public Schools/Dolly Cincone
68 Nash Hill Road – Lupa Zoo	Bell Atlantic Mobile d/b/a Verizon
62 Nash Hill Road – Lupa Zoo	Wally Lupa
1428 Center Street – Villa Rose	Antonio Tavares (Public hearing needed)
91 Claudia's Way	Town of Ludlow/Ellie Villano



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

881 West Street	Home Occupation
687 East Street	Home Occupation
1632 Center Street	Home Occupation
86 Booth Street	Home Occupation
109 Chapin Street	Home Occupation
563 Chapin Street	Accessory Apartment
450-456 Center Street	Drive-thru
566 Poole Street	Home Occupation
124 Yale Street	Home Occupation
726 Chapin Street	Home Occupation
0 Alden Street	Estate Lot
55 Jackie Drive	Estate Lot
112 Bridle Path Circle	Home Occupation
16 Vienna Avenue	Home Occupation
290 Ventura Street	Home Occupation
0, 300-302 & 320 East St., & 0 Palmer Street	Service Station
1240/1244 Center Street	Home Occupation
679 West Street	Home Occupation
68 Nash Hill Road	Cell Antenna
16 Watt Avenue	Home Occupation
135 Fuller Street	Home Occupation
419 Center Street	Drive-thru (Denied)
18 West Akard Street	Home Occupation
111 Barre Drive	Home Occupation
103 Karen Drive	Home Occupation
419 Center Street	Drive-thru
15 Kirkland Avenue	Home Occupation

Thirty-seven applications for **CHANGE OF OCCUPANCY** were approved:

192-194 East Street	Hub International, LLC
123 Center Street	The Chop Shop
200 Center Street, Suite 1	Ludlow Eye Associates
35 State Street	EB Homes
351 West Street, Suite 2	Nonie's Almost New Boutique
246 East Street	Ludlow Smoke Shop & Convenience
26 Kirkland Avenue	Baldwin Auto Repair, LLC
222 Winsor Street	Dr. Binca Warren
733 Chapin Street, Suite 202	Renaissance Advisory Services, LLC
483 Holyoke Street	New England Sports Ortho-Vantage Sports
358 Sewall Street	Gove Law Office, LLC
1068 East Street (back)	All Seal Asphalt
247 East Street	Salon Accents

322 West Avenue  
247 East Street  
4-6 White Street  
409 West Street, Unit C & D  
6 Chestnut Street  
200 Center Street  
207 Winsor Street  
733 Chapin Street, Suite 102B  
319 East Street  
221 East Street  
131 Center Street  
483 Holyoke Street  
733 Chapin Street  
151 East Street  
4-6 White Street  
193 Holyoke Street  
8 Chestnut Street  
30 Chestnut Street  
733 Chapin Street  
5 Sewall Street  
48 Hubbard Street  
433 Center Street, Suite 7  
973 East Street "B"  
189 State Street

Hairwest Designs  
Salon Accents  
International Produce  
Voyik & Voyik, LLC  
Max's Whatnot Shop  
The Green Chair at the Luxy  
Fancy Nails  
Keisha Comfort Care @ Home Inc.  
Galo Rei 1 – Frango Queen  
Blue Water Sushi  
Patient Resolutions  
New England Sports Orthopedics  
From Hair On  
Western Mass Educational Advocacy  
International Produce  
Theater Extreme – Modern Castle  
Mastermind Hair Salon  
Marta Law Offices  
From Hair On  
M & K Creations  
Iglesia Construyendo Aposento A Jehoua Inc.  
Big Smiles Dental Office  
Turkish Club  
Come e Cala - Te

### **Zone Changes:**

- Abel Goncalves / M & G Investors, LLC and S & C Investors, LLC – 371 & 0 Miller Street (Map 26, Parcels 26 & 27) – Agricultural to Residence A  
Action Taken: Approved – May Town Meeting
- KLM West End Development c/o Kevin Wikar & Mary Lynn Hadix – 34-36 West Street (Map 1D, Parcel 27) – Residence A/Business A to Business A  
Action Taken: Approved – May Town Meeting
- Erin Francis – 16 Booth Street (Map 24, Parcel 6) – Agricultural to Industrial A  
Action Taken: Withdrawn – May Town Meeting
- Marco Vieira – 18 Chapin Street (Map 29, Parcel 30) – Agricultural to Residence A  
Action Taken: Defeated – October Town Meeting
- Gilbert Palatino – 79 Lawton Street (Map 3, Parcel 13) – Agricultural to Residence A  
Action Taken: Approved – October Town Meeting
- Hilario Pereira – 0 Amherst Street (Map 15D, Parcel 141) – Residence A to Business A  
Action Taken: Approved – October Town Meeting

## **Changes to the Zoning Bylaw:**

Section IV: DIMENSIONAL AND DENSITY REGULATIONS. 4.4 MILL REDEVELOPMENT DISTRICT (MRD) Bylaw 4.4.15 Subdivision of Property – Passed May Town Meeting

Add to Section IV. DIMENSIONAL AND DENSITY REGULATIONS. 4.4 MILL REDEVELOPMENT DISTRICT (MRD) BYLAW. Add 4.4.10 Site Plan Approval Process a. 8. One member or designee of The Historical Commission. – Passed October Town Meeting

SECTION VI: SPECIAL LAND USE REGULATIONS: 6.13 CONSERVATION DEVELOPMENT BYLAW - Postponed Action October Town Meeting

## **Other News**

During the March election, Planning Board member Carlos Chaves did not run for re-election, and past Planning Board member Edgar R. Minnie II was elected to a five year term. The Board thanks Mr. Chaves for his five years of service to the Planning Board. The Board would like to also acknowledge and thank their staff, Town Planner Douglas Stefancik and Administrative Assistant Susan Urban for all their efforts and hard work.

Over this past year, the Town has seen an increasing amount of growth and development. The Planning Board had approved three subdivisions. Hundred Acre Woods, Phase II was approved May 14, 2015. This is a continuation of an existing subdivision located off Parker Lane and Dinis Avenue and is zoned Agriculture. The Phase II portion consists of 35 lots. The roadway and infrastructure will cost \$1.5 million. When future phases of the subdivision are completed it will have a build-out of 105 lots. Cislak Drive Extension was approved October 22, 2015, for 20 lots, zoned Agriculture. The cost to complete the roadway and infrastructure will be \$780,000. On November 19, 2015 the Planning Board approved Maria's Way, to be located off Miller Street, across from Cislak Drive. This subdivision will have 13 lots and is zoned Residence A. The cost to complete the roadway and infrastructure is \$491,000.

On April 9, 2015 the Planning Board approved a site plan and special permit for Colvest/Wilbraham, LLC. This site was the former Mobil Station on Center Street and will be replaced with two buildings, one 5,342 square feet and the second 4,800 square feet. Commercial and retail uses are proposed for the site; a Starbucks was revealed as one of the tenants. There will be a drive-thru to one of the buildings, the drive-thru will serve the Starbucks. Construction was started in the fall and the Starbucks is expected to be opened in winter 2016.

Another highly visible project is the new Cumberland Farms on East Street. On July 9, 2015 the Planning Board approved a site plan and special permit for a brand new Cumberland Farms to replace the existing Cumberland Farms. This project is a major development in the East Street Revitalization Overlay District. Cumberland Farms

purchased three additional parcels and combined them to create one conforming Business A parcel of 30,000 square feet. The construction will consist of a new 4,513 square foot retail convenience store with three fueling stations. The development cost is projected to be over \$2 million.

During the spring and summer months, construction began on Phase I of the Riverwalk at the Ludlow Mills. Phase I of the Riverwalk consisted of a pedestrian walkway from the entrance to the Ludlow Mills on East Street running easterly 2,800 feet then turning north, which will connect to a future park that will reconnect to the sidewalks system on State Street. The project is a pedestrian only facility that will allow the public to enjoy views of the Chicopee River, where wildlife and nature can be observed in this reconnected natural resource. Phase I costs \$600,000 and was made possible through a donation from HealthSouth Rehabilitation. Phase I.A. will include pedestrian amenities and safety improvements such as benches, trash receptacles, lighting, landscaping, and historical interpretive signage.

Lastly, Winn Development received approval from the Administrative Review Committee and the Planning Board on October 8, 2015 for 75 units of senior housing in Mill #10 at the Ludlow Mills. The project is located in the Smart Growth Overlay District. The project will preserve and transform Mill Building #10, a four-story, 99,440 square foot brick building that was constructed in 1907 and listed on the National Historic Register. This project has received \$3 million in historic tax credits from the State. This is a \$19.3 million project expected to start in spring 2016 and take approximately 14 months to complete.

Total Fees generated by the Planning Board were: \$60,978.20

Respectfully Submitted,  
Joseph Queiroga  
Chairman

Members:  
Raymond Phoenix  
Kathleen Houle  
Christopher Coelho  
Edgar Minnie



# TELEPHONE NUMBERS



<b>TO REPORT AN EMERGENCY</b>	<b>911</b>
<b>Appeals, Board of</b>	<b>589-9678</b>
<b>Community TV</b>	<b>583-5654</b>
<b>Department of Public Works</b>	<b>583-5625</b>
<b>Fire Department</b>	<b>583-8332</b>
<b>To Report a Fire</b>	<b>911</b>
<b>Hubbard Memorial Library</b>	<b>583-3408</b>
<b>Ludlow Community Center/Randall Boys &amp; Girls Club</b>	<b>583-2072</b>
<b>Ludlow Housing Authority</b>	<b>589-7272</b>
<b>Police Department</b>	<b>583-8305</b>
<b>Emergency Calls</b>	<b>911</b>
<b>Recreation Commission</b>	<b>583-8856</b>
<b>Sealer of Weights &amp; Measures</b>	<b>626-0091</b>
<b>Senior Center</b>	<b>583-3564</b>
<b>Town Engineer</b>	<b>583-5625</b>
<b>TTY Phone</b>	<b>583-5668</b>
<b>Westover Golf Course</b>	<b>583-8456</b>
<b>Pro Shop</b>	<b>547-8610</b>
<b><u>School Department:</u></b>	
<b>Superintendent's Office</b>	<b>583-8372</b>
<b>Business Office</b>	<b>583-5663</b>
<b>Instructional Services</b>	<b>583-5665</b>
<b>High School</b>	<b>589-9001</b>
<b>Middle School</b>	<b>583-5685</b>
<b>Chapin Street School</b>	<b>583-5031</b>
<b>East Street School</b>	<b>589-9121</b>
<b>Veterans Park School</b>	<b>583-5695</b>
<b><u>Ludlow Town Hall Main Number:</u></b>	<b>583-5600</b>
<b>Accounting Department</b>	<b>x1240</b>
<b>Board of Assessors</b>	<b>x1220</b>
<b>Board of Health / Nursing</b>	<b>x1270</b>
<b>Board of Selectmen / Town Administrator</b>	<b>x1200</b>
<b>Building &amp; Inspectional Services</b>	<b>x1210</b>
<b>Conservation Commission</b>	<b>x1285</b>
<b>Information Technology Department</b>	<b>x1295</b>
<b>Planning Board</b>	<b>x1280</b>
<b>Town Clerk</b>	<b>x1230</b>
<b>Town Collector</b>	<b>x1260</b>
<b>Town Treasurer</b>	<b>x1250</b>
<b>Veterans' Services / ADA Coordinator</b>	<b>x1290</b>