

***PRELIMINARY MINUTES***

**VILLAGE OF LUDLOW  
BOARD OF TRUSTEES**

**SPECIAL MEETING**

**5:00 PM**

Monday, October 20, 2008

**BOARD MEMBERS PRESENT:**

Bob Gilmore, Chairman                      Jim Fuller                                      David Rose

**BOARD MEMBERS ABSENT:**

David Rose

**STAFF PRESENT:**

Frank Heald

**OTHERS PRESENT:**

Lois Brown	John Donohue	Will Nye
Scott Carson	Rosa Donohue	Diane Rousseau
Liz Crowley	Leo Graham	Ron Tarbell
Peter Crowley	Patty Greenwood	Mike Tardalt
BJ Donohue	Jean Morrill	

1. **Call to Order**

A. Chairman, Bob Gilmore, called the meeting to order at 5:00 p.m. David Rose, absent.

2. **Consider “Streetscapes” Proposal for Sidewalk, Lighting and Tree Rehabilitation in front of “The Mill Condominiums.”**

- A. Liz Crowley thanked the board for having this special meeting. Streetscapes considers there to be urgency in this matter. They would like to dedicate this project to Patricia and Richard Nye in honor of all of the philanthropic work they have done for this community. Patricia is battling a terminal disease and she would like to see the project done now rather than in the spring. She advised that BJ Donohue and Scott Carson are here this evening from NE Deck and Patio. Their company donated that work recently done at the corner of Main and Elm Streets. Mike Tardelt from Belgard is also here. These men are here to describe their respective parts of the project. Peter Crowley is also here from CZ Construction as a consultant on project management. Rosa Donahue and Liz Crowley will represent Streetscapes. There are three parts to the project: the trees, the lighting and the sidewalks. Regarding the trees, Liz Crowley explained that the grates that are flush to the ground bind the roots. The grates do not allow water absorption or root expansion. The sidewalks will be replaced with pavers and the light fixtures and posts will be replaced. The grates will be removed and replaced with permeable pavers. There will be an additional 4 feet to the left and right of the trees and that will be flush with the sidewalks. This will be a total of 6 feet on each side of the trees. The tree guards will be revamped and will be installed over the pavers. These will be removable. The permeable pavers will match the crosswalks and be the same size and brick pattern. The pavers will be installed from the driveway on Depot to the area where the new walk path was recently put in. The new pavers will start again on Main Street from the Mill to Cumberland Farm. The existing granite curbs will not be disturbed. There will be four new light posts that will match the posts on the bridge. They will be 14 feet tall and there will be no overhead wires. Conduit will be laid for the wiring when the excavation is being done. This has been approved by the Electric Department. An arborist, Chris Carlock, has been called in to consult on work on the trees. He will work with the other contractors on this project.
- B. Bob Gilmore asked if it is timely to do the tree work now.
- C. Liz Crowley said they think so. They will run the conduit from the 6th tree by Cumberland Farms and the subcontractor will follow behind the excavation crew. There will be minimal disruption to traffic flow.

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- D. Bob Gilmore asked about parking by the sidewalk.
- E. Rosa Donahue said the entrance on Depot will not be disrupted.
- F. Liz Crowley said the work on Main Street will be done in two phases – either side of the Mill entrance on Main Street.
- G. Peter Crowley said that as a Construction Manager, he researched the contractors and spoke to various towns that have used the pavers. He has received good responses.
- H. Bob Gilmore asked if the pavers are concrete.
- I. Peter Crowley said yes. They are rated at a minimum of 8,000 PSI and the application is absolutely perfect.
- J. Bob Gilmore asked if they will stand up to snowplowing.
- K. Peter Crowley said yes. He added that with the pavers, if there is some uplift, you can remove and replace individual blocks instead of patching a whole sidewalk. They are looking to finish the project in early November barring bad weather or unforeseen circumstances.
- L. Bob Gilmore asked what the pavers are laid over.
- M. BJ Donohue said surepak and there is no curing time.
- N. Peter Crowley said that from all standpoints, this project is viable. He said that it will be very important that, prior to beginning construction, to have Frank Heald check everything and make a final go or no go decision. The first work will be cutting the pavement.
- O. Bob Gilmore verified that the Mill parking lot would not be compromised.
- P. Peter Crowley said it would not be.
- Q. Bob Gilmore asked the width of the sidewalk.
- R. Liz Crowley said 5 feet.
- S. BJ Donohue said that there will be some big equipment during excavation and they will try to have minimal interruption to the sidewalk parking.
- T. Liz Crowley said that there are 6 parking spaces on one side of the driveway entrance on Main Street and 4 on the other. They hope to start work on the 6-space side on Monday when many businesses are closed and do the 4-space side on Tuesday.
- U. Peter Crowley said if approved, they could begin working on this Thursday. Patricia Nye has already coordinated with the Mill Owners' Association.
- V. Liz Crowley said the Mill Owners' Association gave their approval with regard to the trees.
- W. Bob Gilmore advised that when the paving was done on the street, the Village was notified by the state that business owners should be notified prior to beginning work.
- X. Peter Crowley said that the business owners will be notified and given the details of the project.
- Y. Liz Crowley said that Streetscapes wanted to obtain approval from the Trustees prior to notifying anyone else.
- Z. Bob Gilmore asked if they began the project on Thursday, he did not see Howard Barton present.
- AA. Peter Crowley said that Rosa Donahue is coordinating with him.
- BB. Liz Crowley said that the electric department has been down to the site for a meeting. They have the conduit and the posts need to be ordered now. They will be set in the spring in concrete blocks.
- CC. Bob Gilmore asked if they will be dyed.
- DD. Liz Crowley said that BJ Donohue will talk about the installation. She advised that it is more cost effective to do the entire project at one time. The only thing remaining to be done in the spring is the light posts.
- EE. BJ Donohue is from NE Deck and Patio. He distributed cut away drawings. He advised that the first step in the project is to cut the asphalt according to specifications. It will be real tight. Then they will excavate 12-14 inches for the sidewalk and set the grade. They will dig an extra 12 inches for the Electric Department. Howard Barton is on board to put in the conduit. They will backfill after the Electric department has laid the conduit. Then they will compact and fill with crushed stone. A layer of woven fabric will be laid beneath. The crushed stone will be laid in 2" increments and will not be permeable. The final grade will be made for water to run off the pavers.
- FF. Bob Gilmore asked him to go over that again.
- GG. BJ Donohue repeated the steps.
- HH. Scott Carson added that the woven fabric is a separation barrier. The base will be crushed aggregate and 1 inch of sand. The installed around the trees will not have surepak. They will use soil. He showed samples of the pavers and advised that the holes between the pavers will be filled with pea stone.
- II. Bob Gilmore referred to a picture of pavement and asked if the pattern by the Mill would duplicate that pattern.
- JJ. Liz Crowley said they can choose the pattern. The thought was to lay the brick like the crosswalks. They do have a future project at the park planned and would like to do a rosette design.
- KK. BJ Donohue discussed possible patterns and said that is up to the board's discretion and can be modified. He mentioned herringbone and said it is a tighter pattern.
- LL. Bob Gilmore said they did a nice job on the pavement at Main and Elm.

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- MM. BJ Donohue said the herringbone would not change the price much.
- NN. Liz Crowley said this will be a prototype for the rest of the sidewalks and they may not want to have too complicated a pattern.
- OO. Bob Gilmore said simple is better, but maybe they can do a little something else.
- PP. BJ Donohue said they can give it an old world feel.
- QQ. Liz Crowley said that Streetscapes felt that the sidewalk in front of the Mill was a good place to start the sidewalk paving. She advised that BJ Donohue has spoken to Ron Tarbell.
- RR. BJ Donohue said that Ron Tarbell offered assistance from the highway department. BJ Donohue said they should not need to impede traffic in any way. They will use CAUTION tape or orange grid for any open sidewalk areas overnight, but don't anticipate needing to.
- SS. Mike Tardalt from Belgard advised that they are the manufacturers of the pavers. The pavers are made to a minimum of 8,000 PSI and are extremely dense.
- TT. Bob Gilmore asked what the PSI of bricks is.
- UU. Mike Tardalt said 2,000 to 3,000 PSI. He added that the color of the pavers is ingrained throughout and will not fade or wear away. He added that the governing body of pavers, the ICPI has set standards for pavers and these meet or exceed those standards. They have been used on sidewalks, seaports, and airports. One of the main benefits is that they are individual units and if one lifts or settles, you can repair or replace it without touching the rest of the sidewalk. The plan that the pavers have outlined for laying them is almost overkill. Access to the utilities will also be easier and there is minimal maintenance. He told the board about a \$3,300,000 project that was done in Ontario in 1983. After 20 years, engineers went back in to inspect the project and there were no issues. The engineers estimated another 20 years before any replacement would be needed. The project exceeded all expectations.
- VV. Frank Heald asked if the manufacturer stocked the colors that the board might choose.
- WW. Mike Tardalt said the product would come from Holbrook, MA and he expects that color should not be an issue.
- XX. Bob Gilmore asked about plows chipping the pavers and possible discrepancy in colors of replacement pavers.
- YY. Mike Tardalt said that the color is ingrained and will not change. Also, plows will skip over the top of the pavement. They should not have any issues with the pavers or colors.
- ZZ. Jim Fuller referred to something on the drawing and asked about it.
- AAA. Liz Crowley said that they were the lights.
- BBB. Peter Crowley said they measured in 5 feet from the granite curbing and the light posts would be as far toward the Mill as possible.
- CCC. Bob Gilmore confirmed that the distance from the granite curb to the exterior border of the pavers would be 5 feet.
- DDD. Peter Crowley said yes.
- EEE. BJ Donohue said that Howard Barton (Electric Department) would put in the anchors for the light posts.
- FFF. Rosa Donahue said the bases and posts would be put in in the spring.
- GGG. Liz Crowley said the lampposts are more expensive to accommodate the bases.
- HHH. Bob Gilmore asked if Streetscapes had applied to the Enterprise Fund for a grant.
- III. Liz Crowley said they had not as they had money earmarked for this project. They will request funds for the project they would like to do at the park.
- JJJ. Rosa Donahue said that if they do this project now, they do have the funds, but prices may rise if they wait.
- KKK. Frank Heald said that if the project is to start on Thursday, the board needs to decide on color and shapes, now.
- LLL. Bob Gilmore said that he likes the rectangles and squares and mock cobblestone borders. He also likes the colors they used at Elm and Main.
- MMM. Jim Fuller said that he likes cobblestone.
- NNN. Liz Crowley said that when they get to the wider sections, maybe they could request fund raising for patterns.
- OOO. Bob Gilmore said he would prefer not to open that up. He would prefer to raise money for more benches. He said that he liked tonight's presentation. It is good work. Streetscapes does a lot for the community.
- PPP. Ron Tarbell said that his biggest concern is the time frame. Will it be done by November 8<sup>th</sup>?
- QQQ. Liz Crowley said that the best case would be November 8<sup>th</sup>. Their goal is to have it done by November 21<sup>st</sup> if they start this Thursday.
- RRR. Peter Crowley said the holiday and weather are factors.
- SSS. Ron Tarbell said that he would like it done by November 15<sup>th</sup> at the latest.
- TTT. BJ Donohue said that he and Scott (Carson) think they can make that happen
- UUU. Scott Carson said if they can dig and the ground is not frozen or if there are no heavy downpours they will be able to excavate.
- VVV. Frank Heald said that subject to this Board's vote, they can check a 10-day forecast on Wednesday.
- WWW. Bob Gilmore asked how they would remove the material that they excavate.

- XXX. Scott Carson said they would use their own trucks and take it to a waste pile.  
YYY. Jim Fuller asked about the bases for the lampposts.  
ZZZ. Peter Crowley said the poured base would not go in until the spring.  
AAAA. Bob Gilmore said they should look like the crosswalks at Lamere Square.  
BBBB. Rosa Donahue said they have to be higher, about 30 inches, but can look similar to the other ones. They may be able to be faced with the pavers.  
CCCC. Bob Gilmore said that could be decided in the spring.  
DDDD. **MOTION by Jim Fuller and seconded by Jim Fuller to approve and endorse the proposal made by Streetscapes for Sidewalk, Lighting and Tree Rehabilitation in front of “The Mill Condominiums.” as submitted. Motion passed unanimously.**

3. **Adjourn**

- A. **MOTION to adjourn by Jim Fuller and seconded by Bob Gilmore. Motion passed unanimously.**  
B. Meeting adjourned at 6:05 p.m.

Respectfully submitted,

Lisha Klaiber

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Robert Gilmore, Chairman

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David Rose

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Jim Fuller