

PRELIMINARY MINUTES

**TOWN OF LUDLOW
BOARD OF SELECTMEN**

REGULAR MEETING

February 1, 2010

BOARD MEMBERS PRESENT:

Howard Barton, Chairman
Douglas Ficken

John Neal
Brett Sanderson

Bruce Schmidt

BOARD MEMBERS ABSENT:

John Neal

Brett Sanderson

STAFF PRESENT:

Frank Heald

OTHERS PRESENT:

Lou Gabranski
Nettie Gruber

Ted Reeves

Herb Van Guilder

Michelle Stinson (LPC-TV)

1. Call to Order

- A. Chairman Howard Barton called the meeting to order at 7:00 p.m. All members present, except John Neal and Brett Sanderson.

2. Approve Minutes of Previous Meetings

- A. Howard Barton advised that the minutes to be approved are from the regular meeting of January 4, 2010.
- B. **MOTION by Bruce Schmidt and seconded by Doug Ficken to approve the minutes from the regular meeting of January 4, 2010 as presented. Motion passed unanimously.**

3. Comments from Citizens

- A. Cemetery Commission
- i. Herb Van Guilder advised that he, along with Nettie Gruber and Lou Gabranski of the Cemetery Commission would like to address the Select Board regarding the Cemetery budget. After the meeting of January 18, 2010, Herb Van Guilder received phone calls from people who want the commission to continue to improve the cemetery. Three years ago, the commission was asked to present their budget directly to the voters. The commission abides by state statutes. They extend courtesy to the municipal manager. In the past, the cemetery budget only had enough money in to mow and clip the grass. In 2005, OSHA condemned the backhoe and the commission got a new backhoe. They have also added to the upper building and replaced deteriorated water lines. Some of the repairs were done in-house. They also repaired some of the roads. About 3-4 years ago, a swap with Okemo increased the size of the cemetery. They have 2 full time staffers that they share with the road department and one part time person. They are willing to share equipment with other departments as needed. He has heard no criticisms about the cemetery, staff or budget. At town meeting, about 3-4 people ask questions. The commission meets monthly most of the year and the public is always welcome. In FY2006, the total labor and associated costs were \$53,839, as compared to the projection of \$91,117 for FY 2011. Labor accounts for the largest part of their budget. They have begun a monument restoration program in the last few years. The total budget will cause less than \$.01 increase on the tax rate. They are putting 3 articles before the voters this year.
 - ii. Howard Barton asked if they have increased lot costs.
 - iii. Herb Van Guilder said he has checked about 30 other similar cemeteries and found out that our rates are not out of line.
 - iv. Bruce Schmidt said that at the last meeting, he voiced his concerns that it does not look good to have one department that gets voted separately. He would like to work things out with the cemetery commission. It does not seem that the town and cemetery commission are working together. The commission did not spend a lot of money in the past, but the budget is increasing. The Select Board has asked all other departments to cut back and keep their budgets down. At the same time, the Cemetery budget is going

- up. He noted that Herb Van Guilder did bring up some good points. This board was expressing frustration and everyone needs to make cuts.
- v. Herb Van Guilder said that the commissioners express the same concerns at their meetings. They have a list of things that need to be done and they have to cut back on them. He said that he feels bad that they have had to cut back on the monument restorations.
 - vi. Howard Barton thanked Herb Van Guilder for his report and for coming in.
 - vii. Bruce Schmidt said that he encourages the cemetery commissioners to come in to the December or January meetings next year, to present their budget to the Select Board.
 - viii. Herb Van Guilder said that he brought information in to the office two times and heard nothing. He said that he tries to keep Frank Heald advised about what the Cemetery Commission is doing.

4. Certificate of Highway Mileage

- A. Frank Heald advised that this is the annual report that the town receives from the state. It should be received and signed. The highway mileage decreased, last year, by .33 miles when the town gave up part of Ranta Road.
- B. **MOTION by Bruce Schmidt and seconded by Doug Ficken to approve and sign the Certificate of Highway Mileage. Motion passed unanimously.**
- C. Howard Barton asked if we have been rechecking the total mileage.
- D. Frank Heald said that we do need to re-measure everything. We have not made any changes to it since he has been town manager.
- E. Howard Barton suggested using GIS to recheck the mileage.
- F. Doug Ficken asked if the .33 miles affects state funding.
- G. Frank Heald said yes, we would probably receive about \$500 less.

5. Memorandum of Understanding RE: Ranta Road

- A. Frank Heald advised that part of the arrangements with Okemo regarding Ranta Road was to come up with an agreement regarding the gate. Ted Reeves has drafted an agreement that covers everything that had been discussed and I recommend going forward with the agreement.
- B. **MOTION by Doug Ficken and seconded by Bruce Schmidt to accept the memorandum regarding Ranta Road as presented.**
- C. Ted Reeves advised that the gate will be opened for snowplowing, maintenance and recreational or entertainment activities.
- D. Doug Ficken noted that is included in item #9.
- E. **Motion passed unanimously.**

6. Ludlow Enterprise Fund Update

- A. Frank Heald advised that the minutes of the Enterprise Fund Committee meeting of January 21, 2010 are included in the packets. The committee met and considered 4 applications.
 - i. Parks and Recreation has requested money to replace the gazebo. They have asked for about ½ the total cost and the balance would come from money saved.
 - ii. The Mill Condo has requested money to repair the clock tower and roof
 - iii. The highway department has requested money for radiant propane space heaters for the garage.
 - iv. Streetscapes has requested money to continue work at the mini park.Frank Heald continued, advising that the committee recommends giving \$6,700 to Parks and Recreation for the gazebo and \$14,600 to Streetscapes for the park.
- B. Howard Barton asked if the gazebo was built with poor material or was it poor upkeep and why did we let it get this bad.
- C. Frank Heald said that the roof should have been replaced 5-10 years ago and water has seeped down. The deck is not bad, but everything else has rotted.
- D. Bruce Schmidt said it was built in 1976. If we replace it, we need to set up a maintenance program.
- E. Frank Heald said that if we used preserved material, it would last longer, but it is harder to keep the paint on it. Regular material would require an aggressive maintenance program.
- F. Bruce Schmidt said that the cost of \$13,000 to \$15,000 over 30 years is not bad.
- G. Howard Barton said that the one in the park was not made with pressure treated material. He asked if Streetscapes puts projects out to bid.
- H. Frank Heald said that most of the material purchased by Streetscapes is paid for with its own money, so we have not questioned them about it. He does know that they have gotten different quotes. They still do not have enough money to complete the park. The pavers will be the same

as at the mill. Those were from a private donation and are holding up well. We need to get together with them to discuss the best way to spend the funds.

- I. Bruce Schmidt asked what the real name of that park is. It has a plaque commemorating Daniel Kesman.
- J. Frank Heald said he does not know.
- K. Howard Barton said we could check the ordinance for the real name. He asked if there is a limit to the amount of funding that one group could receive.
- L. Frank Heald said no.
- M. Howard Barton asked if one of the heaters at the garage had failed.
- N. Frank Heald said no. Ron Tarbell thinks that propane radiant heat would reduce the overall heating bill. He added that if it would significantly save money, it should be in the capital budget.
- O. Bruce Schmidt said that the committee struggled with that one. Money was given to the library for a similar project, but the library is non-profit.
- P. Howard Barton asked if the new gazebo would be pre-built.
- Q. Frank Heald said that in order to satisfy transparency, it would be put out to bid. I know what I can buy a prefab one for that it the same size and shape. For the past 3 years or so, I have asked local contractors to give me a price to replace it and not gotten any quotes. It may be different this year. He said he would do a simple RFP and we will possibly have some volunteers to paint it.
- R. Doug Ficken asked what happens to funds that the Enterprise Fund Committee grants that are not used. Streetscapes had money left over from last year.
- S. Frank Heald said there was an understanding, last year that it would be carried over. They need \$36,000 to do the park. When we were doing this building, we carried money over.
- T. Howard Barton said that the money stays with us until the project is complete or invoices for progress are presented. Streetscapes has been pushing forward since 2003 – they are 7 years into the program.
- U. **MOTION by Doug Ficken and seconded by Bruce Schmidt to approve the recommendations presented by the Enterprise Fund Committee. Motion passed unanimously.**

7. **Consider Realignment at the Intersection of Route 103/Buttermilk Fall Road/Okemo Ridge Road**

- A. Frank Heald advised that back when the permit was issued, Okemo agreed to reconfigure the intersection. They have a proposal to use a 90°-access driveway to the north of the Buttermilk Falls Road intersection. The town would need to do a land swap with the Masonic Building Association in that the town would give them 3,620 square feet and they would give the town 1,450 square feet. A town road would be created from Buttermilk Falls Road to Route 103, just north of Jackson Gore – Okemo Ridge Road. The state has asked the Select Board to consider this proposal. This would also create a turning lane at Jackson Gore. He thinks it is a good solution.
- B. Howard Barton asked about the property that belongs to the town.
- C. Frank Heald said it is not even 24 feet wide. He added that the issue is to consider and approve the concept. The district commission wants town approval.
- D. Howard Barton voiced his concern about how this might affect utilities and poles. He indicated locations on drawings to Ted Reeves.
- E. Ted Reeves said the intent is not to excavate everything. He said that Okemo needs preliminary approval before it goes to VTRANS.
- F. Howard Barton said they have our approval.
- G. Bruce Schmidt suggested that Frank Heald write a letter.
- H. Ted Reeves said that would be good.

8. **Department Head Reports**

- A. Howard Barton reported that all reports are in. He noted that there were quite a number of fire alarms.
- B. **Planning Department**
 - i. Bruce Schmidt said that he would like to see more updates from the Director of Planning regarding what the Planning Commission is doing. He would also like her to weigh in on their request for increased compensation. He would like to hear her thoughts. She is responsible for them.

9. **Other Business**

- A. **Ancient Roads**
 - i. Howard Barton asked for an update on the committee's progress.
 - ii. Frank Heald said they have not met recently and need to get together again.

10. **Set Date for Next Meeting**

- A. Public informational hearing for the Armory project is to be held on Tuesday, February 23, 2010 at 7:00 p.m., at the High School Gymnasium.

11. **Sign Warrant Orders**

- A. Warrant orders have been signed.

12. **Possible Executive Session – Personnel/Contracts**

- A. Frank Heald said that an Executive session is needed.
- B. **MOTION by Doug Ficken and seconded by Bruce Schmidt to enter into Executive Session. Motion passed unanimously.**
- C. Board entered into Executive Session at 7:57 p.m.
- D. Board exited Executive Session at 8:36 p.m.
- E. No action taken.

13. **Adjourn**

- A. **MOTION by Doug Ficken and seconded by Bruce Schmidt to adjourn. Motion passed unanimously.**
- B. Meeting adjourned at 8:37 p.m.

Respectfully submitted,

Lisha Klaiber

Howard Barton, Jr., Chairman

Brett Sanderson

Doug Ficken

Bruce Schmidt

John Neal