

PRELIMINARY MINUTES

**VILLAGE OF LUDLOW
BOARD OF TRUSTEES**

REGULAR MEETING

6:00 PM

Tuesday, April 5, 2011

BOARD MEMBERS PRESENT:

David Rose, Vice Chairman Jim Fuller

BOARD MEMBERS ABSENT:

Bob Gilmore

STAFF:

Frank Heald

OTHERS PRESENT:

Mary Jane O'Hara KP Whaley – LPCTV

1. **Call to Order**

A. Vice Chairman, David Rose, called the meeting to order at 6:01 p.m., Bob Gilmore absent.

2. **Annual Board Reorganization**

- A. **MOTION by Jim Fuller and seconded by David Rose to continue with the same officers and appointees as last year as indicated below. Motion passed unanimously.**
- i. Chairman of the Board – Bob Gilmore
 - ii. Vice Chairman of the Board – David Rose
 - iii. Clerk of the Board – Jim Fuller
 - iv. Appoint Union Team Negotiation Member - David Rose
 - v. Appoint Recording Secretary – Lisha Klaiber
 - vi. Appoint Ludlow Enterprise Fund Committee Member - Jim Fuller
- B. Set Day and Time of Regular Meetings and Alternate meetings.
- i. **MOTION by Jim Fuller and seconded by David Rose to continue with regular meetings to be held on the first Tuesday of the month at 6:00 p.m. and to have alternate meetings scheduled, as required, on the third Tuesday of the month at 6:00 p.m. Motion passed unanimously.**
- C. Designate Newspaper of General Circulation
- i. **MOTION by Jim Fuller and seconded by David Rose to continue with THE VERMONT JOURNAL as the newspaper of General circulation. Motion passed unanimously.**
 - ii. **MOTION by Jim Fuller and seconded by David Rose to use THE RUTLAND HERALD as the back-up newspaper of General circulation. Motion passed unanimously.**
- D. Adopt Roberts Rules of Order
- i. **MOTION by Jim Fuller and seconded by David Rose to adopt Roberts Rules of Order for meetings, wherever possible. Motion passed unanimously.**

3. **Approve Minutes from Previous Meetings**

- A. David Rose advised the minutes to be approved are from the regular meeting of March 1, 2011.
- B. **MOTION by Jim Fuller and seconded by David Rose to approve minutes from the meeting of March 1, 2011 as submitted. Motion passed unanimously.**

4. **Comments From Citizens**

- A. There were none.

5. **Sewer Allocation Request**

- A. William Verespy
- i. Property address is 57 Ponus Road
 - ii. Jim Fuller advised that this is a request for a sewer allocation for one additional bedroom to a single family dwelling with 3 existing bedrooms. Loran Greenslet has approved this request.
 - (1) Allocation fee – 1 bedrooms @ \$780.00/bedroom
 - iii. **MOTION by Jim Fuller and seconded by David Rose to approve this application for one additional bedroom @ \$780 per bedroom for a total of \$780.00. Motion passed unanimously.**

6. **Jay Bower Letter RE: Village Garbage & Rubbish Ordinance**

- A. David Rose advised that this was an issue regarding people leaving trash out on Sunday afternoons.
- B. Frank Heald advised that this is to let board members know about the letter that was received and the response that was sent.
- C. David Rose said that no action is needed by this board at this time.

7. **Project Graduation Coin Drop Request**

- A. Frank Heald advised that this is a request from the graduation committee for a coin drop on Saturday, May 7, 2011 from 10:00 a.m. to 2:00 p.m. at the village green. This was done last year.
- B. **MOTION by Jim Fuller and seconded by David Rose to approve the request for a coin drop as presented by the Project Graduation Committee. Motion passed unanimously.**
- C. Frank Heald advised that the Sons of the American Legion also would like to have their annual coin drop and will probably come in to next month's meeting with that request.

8. **Review and Approve Request for Road Race**

- A. David Rose advised that a letter was received from the schools regarding Odyssey of the Mind in which members of the High School and Middle School participated and placed 2nd in the State. They have been invited to participate in the World Competition in College Park, Maryland over Memorial Day weekend and would like to hold a road race on April 9, 2011, starting at 9:00 a.m., as a fund raiser. The route would start at the High School, go up High Street to Dug Road, from Dug Road to Route 103 and back to town, ending back at the high school. They did speak to Chief Billings.
- B. **MOTION by Jim Fuller and seconded by David Rose to approve the request for Odyssey of the Mind to sponsor a road race on April 9, 2011 as indicated above. Motion passed unanimously.**

9. **Water and Andover Street Project Update**

- A. Frank Heald said that there will be a change order to memorialize the start date of April 27, 2011 and finish date of May 23, 2011 for work including paving and topcoat from the bridge to Pond Street extension. They hope to pour the sidewalks in late April or early May and pave later in May. This also included punch list items.
- B. David Rose asked if there is any sidewalk money to do from Pleasant to Main Streets on Andover so the whole street (Andover) would be done
- C. Frank Heald said he thinks there may be.
- D. Jim Fuller asked if they would be doing any other sidewalks this summer.
- E. Frank Heald said they have not discussed that yet

10. **Consider Extinguishing Easement at 47/49 Andover Street**

- A. Frank Heald advised that the town had originally thought that they would need to put a storm drain across the driveway between these properties and had been granted an easement from the Ryans to do so. The town did not have to put the storm drain there and the Ryans have now asked for to have that easement extinguished
- B. **MOTION by Jim Fuller and seconded by David Rose to extinguish the easement granted for 47/49 Andover Street. Motion passed unanimously.**
- C. Frank Heald gave the easement extinguishment documents to board members to sign and Lisha Klaiber notarized the document.

11. **Other Business**

- A. Timber Creek II
 - i. Mary Jane O'Hara told the Board that she had heard that the Timber Creek developers had the sewer line tested down from Trailside and that there was a blockage that needed to be pumped out. She advised that Richard Harrison observed this. She asked who would pay if the line had to be changed and thought that Richard Harrison said that the town would have to pay.
 - ii. Frank Heald said he was not aware of any sewer testing or blockage. He believes that the line Ms. O'Hara is referring to does not belong to the Village and that the Village does not repair lines that do not belong to it. He said that if any testing had been conducted and showed a problem it must become public record.
 - iii. Mary Jane O'Hara said that she does not want to see this fall through the cracks. She also is concerned about implied guarantee by the Village with regard to sewer allocations for that project.

12. **Set Date for May Meeting**

- A. Meeting set for Tuesday, May 3, 2011 at 6:00 p.m.

13. **Sign Warrant Orders**

- A. Warrant orders were signed.

14. **Adjourn**

- A. **MOTION to adjourn by Jim Fuller and seconded by David Rose. Motion passed unanimously.**
- B. Meeting adjourned at 6:20 p.m.

Respectfully submitted,

Lisha Klaiber

Robert Gilmore, Chairman

David Rose

Jim Fuller