

PRELIMINARY MINUTES

**VILLAGE OF LUDLOW
BOARD OF TRUSTEES**

REGULAR MEETING

6:00 PM

Tuesday, October 6, 2009

BOARD MEMBERS PRESENT:

Bob Gilmore, Chairman

Jim Fuller

David Rose

STAFF:

Frank Heald

OTHERS PRESENT:

Kathy Burns

Paula Scott

Richard Strong

Jean Morrill

Gladys Strong

Duncan Love – LPCTV

1. **Call to Order**

A. Chairman Bob Gilmore called the meeting to order at 6:00 p.m. All members present.

2. **Approve Minutes from Previous Meetings**

A. Bob Gilmore advised the minutes to be approved are from the regular meeting of September 1, 2009.

B. **MOTION by David Rose and seconded by Jim Fuller to approve minutes from the regular meeting of September 1, 2009 as submitted. Motion passed unanimously.**

NOTE: Bob Gilmore requested that that agenda for this meeting be amended address Item 5 – Water Tank Resolution at this time. Board members agreed to this change. Minutes are in agenda order.

3. **Comments From Citizens**

A. There were none.

4. **Rotary Chili Cook-Off Road Close Request**

A. Frank Heald advised that letter was received from Glenn Heitsmith, the new chairman for the Rotary Chili Cook-Off, requesting closure of Depot Street, from Pleasant Street to Main Street, on Saturday, October 10, 2009. Hours would be from 8:00 a.m. to 3:00 p.m..

B. **MOTION by Jim Fuller and seconded by David Rose to grant the request from the Rotary to close Depot Street, on Saturday, October 10, 2009, from Pleasant to Main Streets, from 8:00 a.m. to 3:00 p.m. Motion passed unanimously.**

5. **Sign Water Tank Resolution**

A. Bob Gilmore advised that Richard Strong is the longest serving elected official in Ludlow and the Trustees would like to acknowledge his years of service, contributions and dedication to Ludlow by naming the new 400,000 gallon Water Tank in his honor. Bob Gilmore read the Resolution (copy attached). Bob Gilmore said that there is great need for people, like Richard Strong, who have a history of the town and Village. Richard Strong's service is greatly appreciated.

6. **Consider Vacant & Dangerous Buildings Ordinance**

- A. Bob Gilmore advised that Frank Heald had prepared a draft of the ordinance.
- B. Frank Heald said that he had made the changes and corrections as discussed at their last meeting.
- C. Bob Gilmore said that it is a worthy ordinance and if administered carefully, could get good results. The draft includes a Vacant Building Permit Application. If the board votes to approve this ordinance, it would become effective on December 8, 2009 (60 days from today,) unless challenged by a petition of not less than 5% of the village voters. The petition must be submitted to the Town Hall office by November 19, 2009 (44 days from today.)
- D. **MOTION by Jim Fuller and seconded by David Rose to approve the ordinance as written. Motion passed unanimously.**

7. **Other Business**

- A. **Bus Routes**
 - i. Jim Fuller said that Senior Citizens from Gill Terrace go to the Senior Center for lunches. No bus service is provided for them and he suggested that, if possible, the Municipal bus make a stop at Gill at 11:30 a.m. to pick up seniors, take them to the center and then schedule a return route bus.
 - ii. Bob Gilmore asked Frank Heald if the Select Board is responsible for the buses.
 - iii. Frank Heald yes. He added that the request has not been made previously, by Gill. The bus routes, in town, are designed to be minimal and the most cost effective. They are not looking to expand the routes.
 - iv. Jim Fuller said that the request was brought to him and he is passing it along.
 - v. Frank Heald said that it would add labor and miles. He will take the request forward, but he is not happy about it. The buses are not federally subsidized and cost the taxpayers money.
- B. **Parking**
 - i. Bob Gilmore advised that the agreement is in place to allow municipal parking at the lots by IGA. Merchants are encouraged to park in the lot and ask their employees, where reasonable, to also park in the lot. This would allow more street parking for shoppers. The parking lot will have signs indicating where public parking is located. This is a trial that will expire May 2010. Usage will be assessed to decide if parking will be continued there in the future.
 - ii. Frank Heald said that the assessment should be done by Presidents' Week, to allow for money to be put in the budget, if it is determined that the parking lots have been used.
- C. **Waste Water Increase**
 - i. Frank Heald said that in March/April, the board had discussed the need to increase the waste water rates. The final analysis will be ready for their November meeting. The rate should be 10% or less.
- D. **Planning Director Position**
 - i. Frank Heald advised the board that, over the past months, he had been working with the Select Board to create a Planning Director position. The permit volume has decreased, but the Planning Commission is working on the revision of the town plan and they need staff support. The Select Board approved the position, last night. Rose Goings will continue as Zoning Administrator and will also take on the responsibilities of Planning Director. This will not have an impact on the budget, as the hours for the additional staff person in that office have been decreased. Additionally, we have carried an amount, in the budget, for a Planning Director, but never used the funds. There will be the 60-90 day review period.
 - ii. Bob Gilmore asked how many hours the additional person works.
 - iii. Frank Heald said 32.
 - iv. Bob Gilmore asked if Rose Goings would be able to handle both positions.
 - v. Frank Heald said yes.

8. **Set Date for November Meeting**

- A. November meeting will be held on November 3, 2009 at 6:00 p.m.

9. **Executive Session – Land Contracts**

- A. Frank Heald said that an Executive Session was needed.
- B. **MOTION by David Rose and seconded by Jim Fuller to enter into Executive Session for contracts. Motion passed unanimously.**
- C. Board entered into Executive Session at 6:25 p.m.
- D. Board exited Executive Session at 7:02 p.m.

10. **Adjourn**

- A. **MOTION to adjourn by Jim Fuller and seconded by David Rose. Motion passed unanimously.**
- B. Meeting adjourned at 7:03 p.m.

Respectfully submitted,

Lisha Klaiber

Robert Gilmore, Chairman

David Rose

Jim Fuller

**VILLAGE OF LUDLOW, VERMONT
BOARD OF TRUSTEES**

RESOLUTION

RICHARD F. STRONG WATER TANK

WHEREAS: Richard F. Strong has served as a member of the Village of Ludlow Water Commission for more than 50 years; and

WHEREAS: Richard F. Strong has shown his dedication as a public servant and has provided exemplary leadership to the residents of the Village of Ludlow; and

WHEREAS: As a valued member of the Ludlow Water Commission Richard Strong has remained committed to betterment of the Ludlow community; and

NOW THEREFORE BE IT RESOLVED THAT: From this point forward, the new 400,000 gallon Water Tank located off Pallotta's Hill Road will be officially known as the Richard F. Strong Water Tank.

IN WITNESS THEREOF, We have signed this RESOLUTION officially and caused the Executive seal of the Village of Ludlow, Vermont to be affixed this 6th day of October, 2009.

**VILLAGE OF LUDLOW
BOARD OF TRUSTEES**

Robert Gilmore, Chair

David Rose

James Fuller