

**PRELIMINARY MINUTES**

**TOWN OF LUDLOW  
BOARD OF SELECTMEN**

**REGULAR MEETING**

June 6, 2011

**BOARD MEMBERS PRESENT:**

Howard Barton, Jr., Chairman      John Neal      Brett Sanderson  
Douglas Ficken      Bruce Schmidt

**STAFF PRESENT:**

Frank Heald

**OTHERS PRESENT:**

Ted Reeves      Herb Van Guilder      Duncan Love (LPC-TV)  
Terry Thayne

**1. Call to Order**

- A. Chairman Howard Barton called the meeting to order at 7:00 p.m.
- B. All members present.

**2. Approve Minutes of Previous Meetings**

- A. Howard Barton advised that the minutes to be approved are from the regular meeting and Local Concerns meeting of May 2, 2011.
- B. **MOTION by Doug Ficken and seconded by Bruce Schmidt to approve the minutes of May 2, 2011 as indicated above. Motion passed unanimously.**

**3. Comments from Citizens**

- A. Herb Van Guilder advised that the Cemetery Commission is looking for full time and part time workers. They have advertised and did hire 2, but still need more. There is a lot of mowing and trimming to do. He asked if the board had any suggestions.
- B. John Neal suggested a Volunteer Day.
- C. Herb Van Guilder said the people would have to be over 18 years of age.
- D. Brett Sanderson asked why the workers aren't doing overtime.
- E. Herb Van Guilder said it is a town policy that seasonal employees must work under 40 hours. They get low pay and do not get benefits.
- F. Brett Sanderson asked Frank Heald about 2 seasonal employees – Greg Kobak and Bill Davis – who work over 40 hours.
- G. Frank Heald said that there are 3 types of employees: full time, part time and seasonal contract. Part time employees work no more than 40 hours, but seasonals are different. The main thing is to get the jobs done.
- H. Herb Van Guilder said that they are trying to follow the policies. He added that people are looking for benefits.
- I. Frank Heald said that employees who work under 40 hours/week receive no benefits. He added that the Cemetery Commission has its own budget and policies are not absolute. He added that Josh Adams, a seasonal employee gets some benefits.
- J. Herb Van Guilder said that he had received calls over the weekend from people wondering why things were not getting done at the cemetery and wanted to let the Select Board know what is going on in case they get any complaints. He added that Frank Heald has been helpful.

**4. Update on Mountain District Reappraisal**

- A. Terry Thayne said that the project on the Mountain is complete and notices of changes have gone out. He said that the Grand List went down \$89,000,000 (from \$1,504,000 to \$1,415,000) and the CLA is now 91.3. He advised that copies of the RFP for the balance of

the town and village properties is in the packets. He said that Frank Heald had helped them put the RFP together.

- B. Bruce Schmidt asked how you could go with another company since New England Municipal has started the job.
- C. Terry Thayne said that if we receive a better and qualified bid from someone else we would take it. The listers do most of the legwork and the contractor does the numbers.
- D. Bruce Schmidt asked if the input would be the same.
- E. Terry Thayne said that we hope that the responders to the bid know our system.
- F. Frank Heald said that whoever gets awarded the bid must know our system.

5. **Execute FY2011 Renewal Notes**

- A. Frank Heald said that the spreadsheet shows where we are on the process. We buy equipment, get trade amounts, amortize over 5 years and do a new note each year for each piece of equipment. We have done this several times.
- B. **MOTION by Brett Sanderson and seconded by John Neal to approve and sign notes as indicated above. Motion passed unanimously.**

6. **Execute FY2011 New Notes**

- A. Frank Heald advised that these are new notes for the new highway truck and the other the Bond Anticipation Note for the Armory. The note for the armory is for \$1,200,000 and is renewable for one month. The bond documents are expected after the first 10 days in July.
- B. **MOTION by John Neal and seconded by Brett Sanderson to approve and sign the new notes as presented. Motion passed unanimously.**

7. **Execute Vermont Municipal Bond RE: Community Center**

- A. Frank Heald advised that this is for the Community Center and in the amount of \$1,055,000 because Black River Good Neighbors has paid their entire portion.
- B. **MOTION by John Neal and seconded by Bruce Schmidt to approve and sign the bond as presented. Motion passed unanimously.**

8. **Consider 2<sup>nd</sup> Annual Rotary Bike Race**

- A. Howard Barton advised that a letter was received from Bret Harlow requesting permission for the 2<sup>nd</sup> annual Rotary bike race to be held on June 25<sup>th</sup> from 10:30 a.m. until 1:30 p. Howard Barton said that the letter contains all necessary details.
- B. **MOTION by Brett Sanderson and seconded by Bruce Schmidt to approve Rotary request for permission to hold a bike race as presented. Motion passed unanimously.**

9. **Consider "Mutual Facilities Agreement" with Ludlow School District**

- A. Frank Heald advised that the school tried to put together a simple document and he has reviewed it. It outlines use of the Community Center facility, who is responsible for insurance, it clarifies indemnification of the school and town from each other for bad acts, and it discusses maintenance, capital improvement and approves the committee as the arbiter of issues. The agreement is for 99 years, but either party may get out of it with one year notice. Frank Heald said he is OK with it.
- B. **MOTION by John Neal and seconded by Bruce Schmidt to approve the agreement as presented and to authorize Frank Heald to sign on behalf of the town**
- C. Bruce Schmidt asked if Frank Heald thinks we need B and G, where the property line is and what about the driveway that the school wants.
- D. Frank Heald said he can show Bruce Schmidt a map with the property lines, adding it is not down over the bank. He said we can listen to the recommendations of the B&G committee, and then come back to the board. He said that he is not in favor of the driveway at this time.
- E. **Motion passed unanimously.**

10. **Department Head Reports**

- A. Howard Barton advised that all reports are in.
- B. Revenue
  - 1. Bruce Schmidt noted that the revenue is off on a few of the departments. He asked Frank Heald how the town will be at year end and does Frank Heald have any concerns. He noted that the Police Department is off 50%.
  - 2. Frank Heald said that Windsor County hasn't paid the \$30,000 they owe.
  - 3. Bruce Schmidt asked about the listers.
  - 4. Frank Heald said in the last 2 weeks there have been a fair amount of true-ups. When we started the reappraisal of the Mountain, we kept track of the listers' times and will book that to reappraisal in the budget. Regarding the Cemetery Commission, Jamie Farquar had a payout and was paid through payroll and that will be corrected. The State still owes the Highway department money and this Board voted to buy down the taxes using \$300,000 from the General Account.

## 11. Other Business

- A. LES Thespians
  - 1. Frank Heald advised that the Elementary School is putting on Snow White on Thursday, June 9<sup>th</sup> at the Ludlow Auditorium. The students and teachers have put in a lot of hard work.
- B. Dorsey Bridge
  - 1. Frank Heald said that the bridge repairs are well underway. There will be a visit from the engineer either tomorrow or Wednesday and they will evaluate the abutments. The bid came in under budget.
- C. 250<sup>th</sup> Anniversary Commemoration
  - 1. Frank Heald advised that a group is busy planning the celebration to commemorate the 250<sup>th</sup> anniversary of the signing of the town charter on September 16<sup>th</sup>. It will be a 2 to 3 day event.
- D. Olaf Naess Property
  - 1. Frank Heald advised that the 20 acres of land given to the town by Olaf Naess family is over by Dam Site #5. If you stand on the top spot where the bank comes around the corner of the Naess land, there is a good place to place the sign designating OLAF NAESS WILDERNESS AREA. It would be nice to do an unveiling. It is really a beautiful area.
- E. Other Town Dams
  - 1. Frank Heald advised that the state inspector was here a week ago on Friday and inspected all of the dams.
- F. Being More Green
  - 1. Bruce Schmidt suggested that we may possibly be greener if the papers included in the packets were printed on both sides and that some items like copies of all the bonds and notes not be included.
  - 2. Frank Heald said that would be possible and added that if people want, they can leave papers here for recycling.
  - 3. John Neal said that it would be great to reduce some of the papers.
- G. VERMONT JOURNAL
  - 1. Howard Barton noted that in a recent article in the VERMONT JOURNAL, it was listed that the Select Board had approved hiring a Little League person. The Select Board did not discuss this. He thinks it is something they said that they quoted from Frank Heald.
  - 2. Frank Heald said he would check the papers.
  - 3. Bruce Schmidt said that he agrees that there is less parental and public participation and they really need to do something. He also asked about the town Recreation Director subbing for the athletic director when he was on medical leave.
  - 4. Doug Ficken said it is a tough year for volunteers.
  - 5. Brett Sanderson said that Howie is the recreation director and how can he go to games.
  - 6. Doug Ficken said that playoffs started tonight and will end on Saturday.
  - 7. Bruce Schmidt said this all goes back to departments and people letting this board know when things are being done. This board does not know the full story, but needs to.
  - 8. Brett Sanderson said that he does not like being approached by people and not knowing what they are talking about. That article said the Select Board members approved this.
  - 9. John Neal said that this board needs to go to the paper and find out the source.
  - 10. Bruce Schmidt said that we all understand the value of volunteers and it is disappointing to find out that we need to hire someone for Little League.

11. Doug Ficken said there has been less participation from volunteers over the last couple of years. We need umpires and coaches and parents to help.
12. Frank Heald agreed that is a problem.
13. Doug Ficken said it is a good idea to hire someone. The position is over at the end of the season and they needed help.
14. John Neal said that the demographics show fewer children.
15. Doug Ficken said where there used to be enough kids to have more teams, now there is only one in his son's age group.
16. John Neal said it is hard to get people involved if they don't have children in the programs.
17. Frank Heald said there were lots of little kids on opening day.
18. Doug Ficken added that Frank Heald threw out the opening pitch.

12. **Set Date for July Meetings**

- A. Regular Meeting
  1. Howard Barton noted that the date for the next regularly scheduled meeting would be July 4, 2011 and will be held on July 18<sup>th</sup> at 7:00 instead.
  2. Doug Ficken said he would not be at the meeting on the 18<sup>th</sup>.
  3. John Neal said if he is not here on the 18<sup>th</sup>, he will call in.
  4. Bruce Schmidt said that he will not be at the meeting in the first week of August.
- B. Special Tax Meeting – Set Tax Rate and Open Paving Bids
  1. Frank Heald said he would like to hold the tax meeting on the Wednesday or Thursday of the week of the 4<sup>th</sup> of July. He said he will advise board members.

13. **Sign Warrant Orders**

- A. Warrant orders have been signed.

14. **Possible Executive Session/Personnel/Contracts/Legal**

- A. Frank Heald advised that no Executive session is required.

15. **Adjourn**

- A. **MOTION by Brett Sanderson and seconded by Doug Ficken to adjourn. Motion passed unanimously.**
- B. Meeting adjourned at 7:45 p.m.

Respectfully submitted,

Lisha Klaiber

---

Howard Barton, Jr., Chairman

---

Brett Sanderson

---

Doug Ficken

---

Bruce Schmidt

---

John Neal