

# **VILLAGE OF LUDLOW, VERMONT 2015 ANNUAL REPORT**

**For the Fiscal Year Ending June 30, 2015**



**“A BETTER PLACE TO LIVE, WORK & PLAY”**

**Please bring this report to Village Meeting with you.**

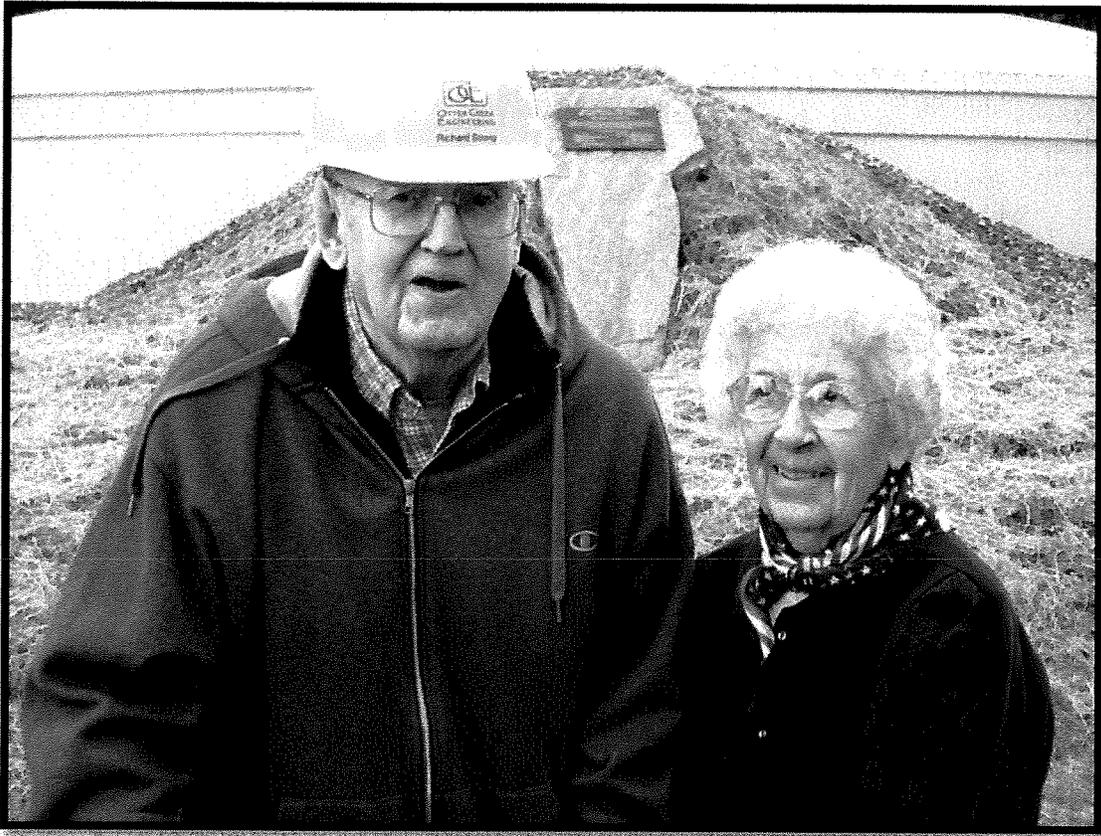
**2016 LUDLOW VILLAGE MEETING  
TOWN HALL AUDITORIUM**

**Australian Ballot**

**Tuesday, March 22, 2016 from 10:00 AM to 7:00 PM**

**Village Meeting**

**Tuesday, March 22, 2016 at 7:00 PM**



**In loving memory of Richard and Gladys "Bunny" Strong.**

# TABLE OF CONTENTS

## VILLAGE OF LUDLOW - ANNUAL REPORT Fiscal Year July 1, 2014 to June 30, 2015

| <u>Budget FY 2017</u>   | <u>Page #</u> |
|---|---------------|
| Village Budget FY 2017 .....  | 10-15         |
| Village of Ludlow & Water & Wastewater Budget Summary .....   | 9             |
| <br><u>General</u>  |               |
| Employee Listing .....  | 5             |
| Government Meetings Listing .....   | 46            |
| Phone Listing .....   | 2             |
| Table of Contents .....   | 1             |
| Village Officers Listing .....  | 3-4           |
| <br><u>Warnings</u>   |               |
| Village Warning 2016.....   | 6-7           |
| Management’s Explanation of Articles .....  | 8             |
| Village Meeting 2015 Proceedings.....   | 43-45         |
| <br><u>Audit Reports</u>  |               |
| Summary Financials .....  | 38-42         |
| FY 2015 Audit Report - Graham & Graham, PC – A complete copy of the financial report is available online at <a href="http://www.ludlow.vt.us">www.ludlow.vt.us</a> or inside the Ludlow Municipal Office. |               |
| <br><u>Department Reports</u>   |               |
| Development Review Board.....   | 28            |
| Fire Department .....   | 29            |
| Highway/Streets Department.....   | 30            |
| Municipal Transit System.....   | 31            |
| Planning Commission.....  | 32            |
| Planning & Zoning Department.....   | 33            |
| Police Department .....   | 34-36         |
| Village Board of Trustees .....   | 26-27         |
| Village Streetscapes.....   | 37            |
| <br><u>Wastewater Treatment Facility</u>  |               |
| Wastewater Budget FY 2017.....  | 17-19         |
| Wastewater Chief Operator’s Report.....   | 16            |
| <br><u>Water Department</u>   |               |
| Water Budget FY 2017 .....  | 23-25         |
| Water Commission Report .....   | 20-21         |
| Water Chief Operator’s Report.....  | 22            |

**TOWN OF LUDLOW**

**FOR EMERGENCIES DIAL – 911**

**Town Hall Office Hours  
8:30 AM to 4:30 PM, Monday – Friday**

|   |  |
|---|--|
| <b>EMERGENCY .....</b>  | <b>911</b>   |
| Municipal Manager .....   | 228-2841   |
| Police, Fire, Ambulance (Non-Emergency).....                      | 228-4411   |
| Ambulance (Non-Emergency) .....                                   | 228-2880   |
| Fire Department (Non-Emergency) .....                             | 228-2211   |
| Town Clerk & Treasurer .....                                      | 228-3232   |
| Planning & Zoning Services .....                                  | 228-2845   |
| Listers Office .....  | 228-7206   |
| Parks & Recreation/Community Center .....                         | 228-2655   |
| Highway Department .....  | 228-2271   |
| Wastewater Treatment Facility (Business Office).....              | 228-2841   |
| Wastewater Treatment Facility .....                               | 228-8431   |
| Water Department (Business Office).....                           | 228-2841   |
| Water Department.....   | 228-8431   |
| Cemetery (April to November).....                                 | 228-2852   |
| Cemetery (December to March) .....                                | 228-3232   |
| Ludlow Transfer Station .....                                     | 228-2846   |
| Open Tuesday, Thursday, Saturday & Sunday from 8:00 AM to 5:00 PM |  |
| Black River Academy Museum .....                                  | 228-5050   |
| Black River Senior Center .....                                   | 228-7421   |
| Fletcher Memorial Library.....                                    | 228-8921   |
| Website .....   | <a href="http://www.ludlow.vt.us">www.ludlow.vt.us</a> |

## VILLAGE OF LUDLOW

### VILLAGE OFFICERS

| <u>OFFICE</u>                                   |  | <u>TERM EXPIRES</u>  |
|---|--|----------------------|
| Moderator:                                      | Herbert B. VanGuilder (elected)  | 2016                 |
| Village Clerk:                                  | Dorothy Sue Bragg (elected)  | 2016                 |
| Village Treasurer:                              | Dorothy Sue Bragg (elected)  | 2016                 |
| Village Board of Trustees:<br>(3 year terms)    | Robert N. Gilmore, Chair (elected)<br>David Rose (elected)<br>Richard Harrison (elected)             | 2016<br>2017<br>2018 |
| Municipal Manager:                              | Frank Heald (appointed)  |                      |
| Collector of Delinquent Taxes:                  | Frank Heald (appointed)  |                      |
| Zoning Administrative Officer:                  | Rosemary Goings (appointed)  |                      |
| Zoning Administrative Officer:<br>(Assistant)   | Frank Heald (appointed)  |                      |
| Board of Water Commissioners:<br>(3 year terms) | Robert Gilmore, Vice Chair (elected)<br>David Rose, Chair (elected)<br>Ronald Bixby, Clerk (elected) | 2016<br>2017<br>2018 |
| Electric Light Commissioners:<br>(3 year terms) | Steven Brown (elected)<br>Earl Washburn (elected)<br>Brian L. Martel (elected)                       | 2016<br>2017<br>2018 |

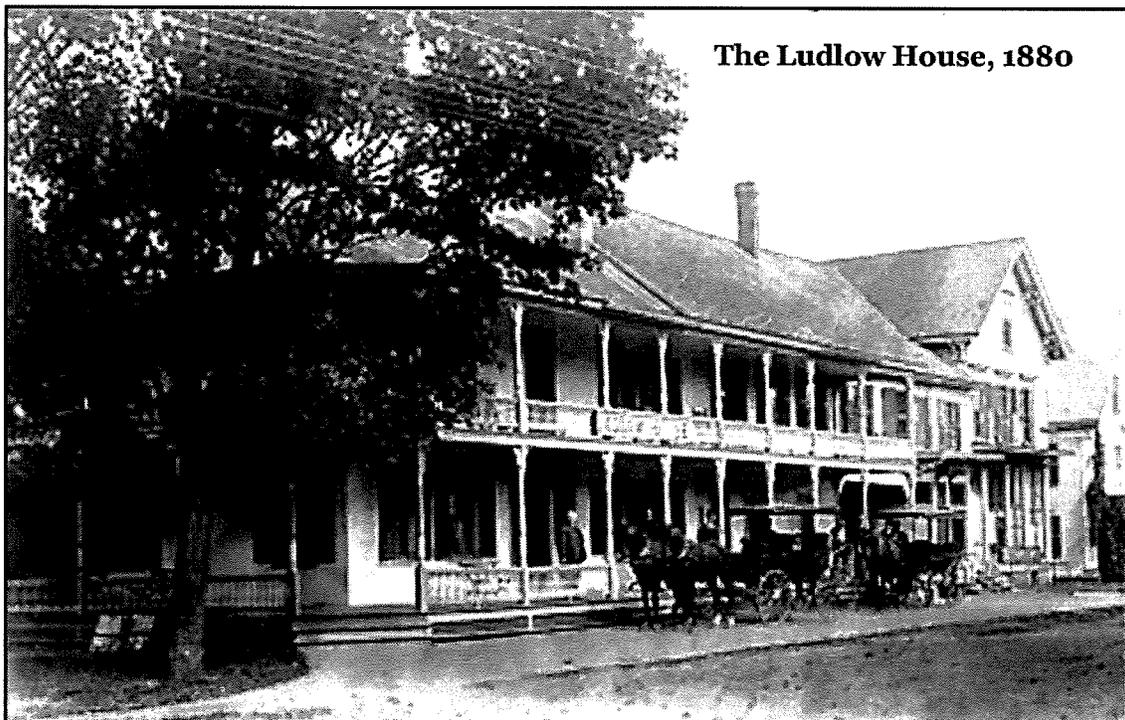
**OFFICE**

**TERM EXPIRES**

|  |                            |      |
|--|----------------------------|------|
| Development Review Board:<br>(Appointed) | Richard Harrison (2 years) | 2016 |
|  | Linda Petty (1 year)       | 2016 |
|  | John Boehrer (1 year)      | 2016 |
|  | Phil Carter (3 years)      | 2017 |
|  | Julie Nicoll (2 year)      | 2017 |

|  |                       |      |
|--|-----------------------|------|
| Planning Commission:<br>(Appointed – 4 year terms) | Norman Vanasse        | 2016 |
|  | Alan Couch            | 2018 |
|  | Alan Isaacson         | 2018 |
|  | Logan Nicoll          | 2019 |
|  | Theresa Gurdak-Carter | 2019 |

|   |                          |      |
|---|--------------------------|------|
| Southern Windsor County Regional<br>Transportation Advisory Committee |                          |      |
| Representative:   | Sharon Bixby (appointed) | 2016 |
| Alternate:  | Frank Heald (appointed)  | 2016 |



**VILLAGE OF LUDLOW**

**EMPLOYEES**

**Municipal Manager**

Frank Heald

**Municipal Office Administration**

Pamela Cruickshank  
Diane Knight

Office Manager  
Municipal Clerk

**Department of Planning & Zoning**

Rosemary Goings  
Barbara Davis

Director  
Administrative Assistant

**Highway/Streets Department**

Ronald Tarbell  
Foreman

Danial Cavoto, Equipment Operator/Truck Driver/Laborer  
Rodney Cole, Equipment Operator/Truck Driver

William Davis, Equipment Operator/Truck Driver  
Raymond Wood, Equipment Operator/Truck Driver/Laborer

**Water Department & Wastewater Treatment Plant**

Loran Greenslet (Retired)  
Chief Plant Operator

Charles Craig  
Roger Sheehan, Jr.  
Joseph Gaudiana

Chief Operator  
Assistant Operator  
Assistant Operator

**WARNING**

**VILLAGE OF LUDLOW, VERMONT**

**ANNUAL MEETING**

**TUESDAY, MARCH 22, 2016**

The legal voters of the Village of Ludlow, County of Windsor, State of Vermont are notified and warned to meet at the Town Hall in Ludlow, Vermont on Tuesday the 22<sup>nd</sup> day of March, 2016 between the hours of ten o'clock, AM, (10:00 AM) in the forenoon and seven o'clock, PM, (7:00 PM) in the afternoon for Australian Ballot, and thereafter at seven o'clock, PM (7:00 PM), to act on the following:

The legal voters of the Village of Ludlow are further notified that voter qualification, registration and absentee voting relative to said Village Meeting shall be as provided in Chapters 43, 51 and 55 of Title 17, Vermont Statutes Annotated. You must be registered to vote in the Village of Ludlow in order to vote at Village meeting.

***TUESDAY, MARCH 22, 2016; {Australian Ballot}***

**ARTICLE 1.** To elect Village Officers for the ensuing year by Australian Ballot.

***TUESDAY, MARCH 22, 2016; 7:00 PM:***

**ARTICLE 2.** Shall the voters of the Village of Ludlow act on the reports of the Village Officers for the period July 1, 2014 through June 30, 2015.

**ARTICLE 3.** Shall the voters of the Village of Ludlow fix the salaries of the elected Village Officers for the ensuing year?

**ARTICLE 4.** Shall the voters of the Village of Ludlow authorize the Board of Trustees to borrow money in anticipation of taxes or other income to meet the expenses of the Village and any part of its indebtedness?

**ARTICLE 5.** Shall the Village of Ludlow collect taxes on Real Property in installments, taxes to be paid to the Treasurer on August 15, 2016, November 15, 2016, February 15, 2017 and May 15, 2017?

**ARTICLE 6.** Shall the voters of the Village of Ludlow vote a specific amount in lieu of a rate on a dollar on the Grand List as set forth in the Board of Trustees' budget? Then the Trustees shall set the tax rate necessary to raise this amount after the Grand List has been completed and lodged in the office of the Village Clerk. **The amount to be raised by taxes is two hundred eight-four thousand six hundred fifty-three dollars (\$284,653.00).**

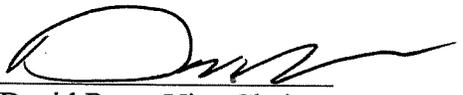
**ARTICLE 7.** To transact any other business necessary and proper when met.

Dated at Ludlow, Vermont this 18<sup>th</sup> day of February, 2016.

**VILLAGE OF LUDLOW  
BOARD OF TRUSTEES**

(Via Telephone)

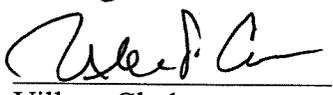
Robert Gilmore, Chairman



David Rose, Vice Chair



Richard Harrison



Asst. Village Clerk

**VILLAGE MEETING 2016**

**EXPLANATION OF ARTICLES**

**TUESDAY, MARCH 22, 2016; AUSTRALIAN BALLOT - 10:00 AM to 7:00 PM**

**ARTICLE 1.** To elect Village Officers for the ensuing year by Australian Ballot.

Moderator – 1 year term  
Village Clerk – 1 year term  
Village Treasurer – 1 year term  
Village Board of Trustees – 3 year term  
Board of Water Commission – 3 year term  
Electric Light Commission – 3 year term

**TUESDAY, MARCH 22, 2016 - 7:00 PM:**

**ARTICLE 2.** Self-Explanatory.

**ARTICLE 3.** Fix Salaries of the Village Officers for Ensuing Year.

Village Clerk - \$1,000 per year (FY 2015)  
Village Board of Trustees - \$1,000 per year (FY 2015)  
Board of Water Commission - \$1,000 per year (FY 2015)

**ARTICLE 4.** Self-Explanatory.

**ARTICLE 5.** Self-Explanatory.

**ARTICLE 6.** Self-Explanatory.

Please see FY 2017 Village Budget for details on pages 9-25

**ARTICLE 7.** Self-Explanatory.

FY 2017 BUDGET DETAILS

VILLAGE OF LUDLOW FY 2017 BUDGET SUMMARY

|                            | BUDGET<br>2015 | ACTUAL<br>2015 | BUDGET<br>2016 | BUDGET<br>2017 |
|----------------------------|----------------|----------------|----------------|----------------|
| Grand Total Expenditures   | \$ 479,467.00  | \$ 520,195.93  | \$ 453,592.00  | \$ 476,646.00  |
| Grand Total Revenues       | \$ 179,095.00  | \$ 195,062.66  | \$ 182,030.00  | \$ 191,993.00  |
| Village Taxes To Be Raised | \$ 300,372.00  | \$ 325,133.27  | \$ 271,562.00  | \$ 284,653.00  |

VILLAGE OF LUDLOW WATER DEPARTMENT 2017 BUDGET SUMMARY

|                            | BUDGET<br>2015 | ACTUAL<br>2015 | BUDGET<br>2016 | BUDGET<br>2017 |
|----------------------------|----------------|----------------|----------------|----------------|
| Grand Total Expenditures   | \$ 276,104.00  | \$ 311,213.95  | \$ 273,423.00  | \$ 301,023.00  |
| Grand Total Revenues       | \$ 265,351.00  | \$ 267,393.40  | \$ 261,800.00  | \$ 300,863.00  |
| Village Taxes To Be Raised | \$ 10,753.00   | \$ 43,820.55   | \$ 11,623.00   | \$ 160.00      |

VILLAGE OF LUDLOW WASTEWATER 2017 BUDGET SUMMARY

|                            | BUDGET<br>2015 | ACTUAL<br>2015 | BUDGET<br>2016 | BUDGET<br>2017 |
|----------------------------|----------------|----------------|----------------|----------------|
| Grand Total Expenditures   | \$ 614,476.47  | \$ 645,965.14  | \$ 613,009.99  | \$ 617,975.00  |
| Grand Total Revenues       | \$ 614,805.00  | \$ 645,310.69  | \$ 614,747.00  | \$ 618,856.00  |
| Village Taxes To Be Raised | \$ (328.53)    | \$ 654.45      | \$ (1,737.01)  | \$ (881.00)    |

FY 2017 BUDGET DETAILS

**ADMINISTRATION**

**FY 2017 BUDGET HIGHLIGHTS**

*Expense: Increase in wages and benefits is projected from historical averages.*

*Revenues: 2.2% increase is anticipated.*

| ADMINISTRATION      |                              | BUDGET              | ACTUAL              | BUDGET              | BUDGET              |
|---------------------|------------------------------|---------------------|---------------------|---------------------|---------------------|
|                     |                              | 2015                | 2015                | 2016                | 2017                |
| 501-10-10.00        | Manager                      | \$ 28,530.00        | \$ 29,080.88        | \$ 29,385.00        | \$ 30,260.00        |
| 501-10-10.05        | Clerks & Recording Secretary | \$ 9,716.00         | \$ 12,888.92        | \$ 10,035.00        | \$ 10,325.00        |
| 501-10-10.10        | BCA Salary                   | \$ 450.00           | \$ 575.00           | \$ 400.00           | \$ 500.00           |
| 501-10-10.20        | Village Officers             | \$ 9,600.00         | \$ 9,643.48         | \$ 9,800.00         | \$ 9,800.00         |
| 501-10-12.00        | VMERS Pension                | \$ 2,032.00         | \$ 1,740.60         | \$ 2,106.00         | \$ 2,250.00         |
| 501-10-12.20        | Insurances                   | \$ 9,600.00         | \$ 11,574.60        | \$ 10,335.00        | \$ 11,600.00        |
| 501-10-15.00        | FICA                         | \$ 3,805.00         | \$ 4,101.17         | \$ 3,920.00         | \$ 4,010.00         |
| 501-10-17.00        | Car Allowance                | \$ 1,412.00         | \$ 1,426.86         | \$ 1,455.00         | \$ 1,498.00         |
| 501-10-21.00        | Audit                        | \$ 6,500.00         | \$ 7,050.00         | \$ 6,500.00         | \$ 7,260.00         |
| 501-10-23.00        | Computer                     | \$ 350.00           | \$ -                | \$ 500.00           | \$ -                |
| 501-10-28.00        | Dog Officer                  | \$ 900.00           | \$ 900.00           | \$ 900.00           | \$ 900.00           |
| 501-10-38.00        | Equipment/Supplies           | \$ 3,000.00         | \$ 3,055.37         | \$ 3,400.00         | \$ 3,000.00         |
| 501-10-45.00        | Village Legal                | \$ -                | \$ 450.49           | \$ -                | \$ -                |
| 501-10-56.00        | Village Report               | \$ 1,800.00         | \$ 1,314.43         | \$ 1,500.00         | \$ 1,400.00         |
| 501-10-57.00        | Training/Meetings            | \$ 250.00           | \$ 336.00           | \$ 200.00           | \$ 200.00           |
| 501-10-57.01        | Expense/Mileage              | \$ 200.00           | \$ -                | \$ 100.00           | \$ 100.00           |
| 501-10-58.00        | Services/Phone/Advertising   | \$ 1,350.00         | \$ 948.75           | \$ 1,200.00         | \$ 1,200.00         |
| 501-10-59.00        | Copier                       | \$ 900.00           | \$ 1,275.72         | \$ 1,100.00         | \$ 1,100.00         |
| 501-10-62.00        | Beautification               | \$ 900.00           | \$ 212.00           | \$ 300.00           | \$ 300.00           |
| <b>Total OFFICE</b> |                              | <b>\$ 81,295.00</b> | <b>\$ 86,574.27</b> | <b>\$ 83,136.00</b> | <b>\$ 85,703.00</b> |

**REVENUE:**

|                              |                          |                     |                     |                     |                     |
|------------------------------|--------------------------|---------------------|---------------------|---------------------|---------------------|
| 501-06-05.03                 | PILOT Program            | \$ 1,500.00         | \$ 56.00            | \$ 1,500.00         | \$ 1,500.00         |
| 501-06-05.15                 | Ludlow Electric Donation | \$ 26,000.00        | \$ 26,104.70        | \$ 26,000.00        | \$ 26,100.00        |
| 501-06-05.20                 | Delinquent Taxes         | \$ -                | \$ -                | \$ -                | \$ -                |
| 501-06-05.21                 | Delinquent Tax Interest  | \$ 1,000.00         | \$ 962.29           | \$ 1,000.00         | \$ 1,000.00         |
| 501-06-05.22                 | Delinquent Tax Penalty   | \$ 1,000.00         | \$ 1,291.39         | \$ 1,000.00         | \$ 1,200.00         |
| 501-06-15.05                 | Wastewater Office Admin. | \$ 35,000.00        | \$ 35,000.00        | \$ 35,000.00        | \$ 36,000.00        |
| 501-06-10.05                 | Interest & Dividends     | \$ 500.00           | \$ 5.81             | \$ 500.00           | \$ 500.00           |
| 501-06-10.99                 | Miscellaneous            | \$ 600.00           | \$ 14,929.13        | \$ 600.00           | \$ 775.00           |
| <b>Total REVENUE</b>         |                          | <b>\$ 65,600.00</b> | <b>\$ 78,349.32</b> | <b>\$ 65,600.00</b> | <b>\$ 67,075.00</b> |
| <b>TO BE RAISED IN TAXES</b> |                          | <b>\$ 15,695.00</b> | <b>\$ 8,224.95</b>  | <b>\$ 17,536.00</b> | <b>\$ 18,628.00</b> |

**FY 2017 BUDGET DETAILS**

**PLANNING & ZONING  
FY 2017 BUDGET HIGHLIGHTS**

*Expense: Wages & benefits reflect historical increases.*

*Revenue: Hearing fees have increased based on historical averages.*

| PLANNING              |                          | BUDGET              | ACTUAL              | BUDGET              | BUDGET              |
|-----------------------|--------------------------|---------------------|---------------------|---------------------|---------------------|
|                       |                          | 2015                | 2015                | 2016                | 2017                |
| 501-15-10.05          | Director                 | \$ 7,886.00         | \$ 7,866.04         | \$ 8,120.00         | \$ 8,320.00         |
| 501-15-10.15          | Administrative Assistant | \$ 3,022.00         | \$ 3,503.54         | \$ 3,140.00         | \$ 3,210.00         |
| 501-15-10.25          | FICA                     | \$ 835.00           | \$ 890.04           | \$ 861.00           | \$ 882.00           |
| 501-15-12.00          | Insurances               | \$ 6,107.00         | \$ 6,476.27         | \$ 6,730.00         | \$ 7,342.00         |
| 501-15-14.00          | VMERS Pension            | \$ 560.00           | \$ 597.81           | \$ 600.00           | \$ 635.00           |
| 501-15-19.05          | Legal-Litigation         | \$ 500.00           | \$ 3,928.90         | \$ 500.00           | \$ 500.00           |
| 501-15-23.00          | Computer                 | \$ 200.00           | \$ 409.50           | \$ 200.00           | \$ 200.00           |
| 501-15-51.00          | Supplies                 | \$ 700.00           | \$ 815.19           | \$ 800.00           | \$ 800.00           |
| 501-15-52.00          | Equipment                | \$ 200.00           | \$ 585.66           | \$ 595.00           | \$ 600.00           |
| 501-15-56.00          | Advertising              | \$ 1,200.00         | \$ 2,407.68         | \$ 1,500.00         | \$ 1,500.00         |
| 501-15-58.00          | Telephone                | \$ 400.00           | \$ 280.85           | \$ 500.00           | \$ 500.00           |
| 501-15-61.00          | E 911                    | \$ -                | \$ 73.80            | \$ -                | \$ -                |
| 501-15-63.00          | Mapping Service (GIS)    | \$ -                | \$ 130.00           | \$ -                | \$ -                |
| 501-15-70.00          | Miscellaneous            | \$ -                | \$ 11.84            | \$ -                | \$ -                |
| <b>Total PLANNING</b> |                          | <b>\$ 21,610.00</b> | <b>\$ 27,977.12</b> | <b>\$ 23,546.00</b> | <b>\$ 24,489.00</b> |

**REVENUE:**

|                              |              |                     |                     |                     |                     |
|------------------------------|--------------|---------------------|---------------------|---------------------|---------------------|
| 501-06-10.10                 | Zoning Fees  | \$ 1,500.00         | \$ 2,628.03         | \$ 2,000.00         | \$ 2,000.00         |
| 501-06-10.15                 | Hearing Fees | \$ 3,500.00         | \$ 3,850.00         | \$ 3,700.00         | \$ 4,000.00         |
| 501-06-10.20                 | Zoning Books | \$ -                | \$ 15.00            | \$ -                | \$ -                |
| 501-06-10.22                 | Bianchi fees | \$ 200.00           | \$ 70.00            | \$ 250.00           | \$ 250.00           |
| <b>Total REVENUE</b>         |              | <b>\$ 5,200.00</b>  | <b>\$ 6,563.03</b>  | <b>\$ 5,950.00</b>  | <b>\$ 6,250.00</b>  |
| <b>TO BE RAISED IN TAXES</b> |              | <b>\$ 16,410.00</b> | <b>\$ 21,414.09</b> | <b>\$ 17,596.00</b> | <b>\$ 18,239.00</b> |

FY 2017 BUDGET DETAILS

VILLAGE STREETS  
FY 2017 BUDGET HIGHLIGHTS

Expense: Wages & benefits have been adjusted to reflect current operations. Increases in winter sand and salt are based on historical averages.

Revenues: Level funding is anticipated.

| STREETS & HIGHWAYS   |                                   | BUDGET               | ACTUAL               | BUDGET               | BUDGET               |
|----------------------|-----------------------------------|----------------------|----------------------|----------------------|----------------------|
|                      |                                   | 2015                 | 2015                 | 2016                 | 2017                 |
| 501-30-10.00         | Salaries                          | \$ 36,946.00         | \$ 42,996.58         | \$ 38,054.00         | \$ 41,180.00         |
| 501-30-10.05         | Overtime                          | \$ 5,100.00          | \$ 5,553.90          | \$ 5,200.00          | \$ 5,500.00          |
| 501-30-10.20         | Labor                             | \$ 2,000.00          | \$ 1,650.30          | \$ 2,000.00          | \$ 1,500.00          |
| 501-30-12.00         | VMERS Pension                     | \$ 2,260.00          | \$ 3,220.66          | \$ 2,400.00          | \$ 2,620.00          |
| 501-30-12.20         | Insurances                        | \$ 10,387.00         | \$ 9,329.73          | \$ 11,263.00         | \$ 15,667.00         |
| 501-30-15.00         | FICA                              | \$ 3,370.00          | \$ 3,637.34          | \$ 3,465.00          | \$ 3,695.00          |
| 501-30-35.05         | Street Lights/Stop Light Electric | \$ 29,000.00         | \$ 29,823.24         | \$ 29,000.00         | \$ 29,500.00         |
| 501-30-60.00         | Equipment Maintenance             | \$ 24,000.00         | \$ 35,767.73         | \$ 24,000.00         | \$ 25,000.00         |
| 501-30-70.00         | Training/Conference               | \$ 300.00            | \$ 52.02             | \$ 300.00            | \$ 300.00            |
| 501-30-87.00         | Diesel Fuel                       | \$ 17,500.00         | \$ 14,072.16         | \$ 19,000.00         | \$ 19,000.00         |
| 501-30-87.05         | Gasoline/Oil                      | \$ 1,350.00          | \$ 1,139.36          | \$ 1,700.00          | \$ 1,750.00          |
| 501-30-87.06         | Rentals                           | \$ 500.00            | \$ -                 | \$ 500.00            | \$ 500.00            |
| 501-30-87.08         | Street Const. 3/5 Highway         | \$ 32,000.00         | \$ 44,500.00         | \$ 32,000.00         | \$ 32,000.00         |
| 501-30-87.09         | Sidewalks                         | \$ 15,000.00         | \$ 15,752.06         | \$ 15,000.00         | \$ 15,000.00         |
| 501-30-87.10         | Asphalt                           | \$ 700.00            | \$ 697.20            | \$ 800.00            | \$ 800.00            |
| 501-30-57.11         | Cold Patch                        | \$ 400.00            | \$ 280.01            | \$ 400.00            | \$ 400.00            |
| 501-30-87.12         | Supplies/Tools                    | \$ 1,800.00          | \$ 2,851.83          | \$ 2,000.00          | \$ 2,500.00          |
| 501-30-87.13         | Uniforms                          | \$ 1,500.00          | \$ 1,684.44          | \$ 1,500.00          | \$ 1,600.00          |
| 501-30-87.14         | Culverts                          | \$ 750.00            | \$ 1,193.22          | \$ 650.00            | \$ 800.00            |
| 501-30-87.15         | Signs/Lines/Rails                 | \$ 2,000.00          | \$ 2,544.71          | \$ 2,500.00          | \$ 2,550.00          |
| 501-30-87.16         | Parking                           | \$ 4,800.00          | \$ 4,800.00          | \$ 4,800.00          | \$ 4,800.00          |
| <b>Total STREETS</b> |                                   | <b>\$ 191,663.00</b> | <b>\$ 221,546.49</b> | <b>\$ 196,532.00</b> | <b>\$ 206,662.00</b> |

**GARAGE**

|                     |                         |                    |                    |                    |                    |
|---------------------|-------------------------|--------------------|--------------------|--------------------|--------------------|
| 501-31-35.10        | Garage Fuel             | \$ 2,000.00        | \$ 2,273.50        | \$ 3,000.00        | \$ 3,000.00        |
| 501-31-35.12        | Garage Utility/Services | \$ 2,500.00        | \$ 2,589.55        | \$ 2,500.00        | \$ 2,500.00        |
| 501-31-35.15        | Garage Maintenance      | \$ 1,500.00        | \$ 1,035.28        | \$ 1,500.00        | \$ 1,500.00        |
| 501-31-35.17        | Telephone/Cell/Pagers   | \$ 550.00          | \$ 495.37          | \$ 550.00          | \$ 550.00          |
| <b>Total GARAGE</b> |                         | <b>\$ 6,550.00</b> | <b>\$ 6,393.70</b> | <b>\$ 7,550.00</b> | <b>\$ 7,550.00</b> |

FY 2017 BUDGET DETAILS

**STREETS - CONTINUED**

| SUMMER CONSTRUCTION              |                  | BUDGET              | ACTUAL              | BUDGET              | BUDGET              |
|----------------------------------|------------------|---------------------|---------------------|---------------------|---------------------|
|                                  |                  | 2015                | 2015                | 2016                | 2017                |
| 501-35-15.17                     | Storm Drains     | \$ 2,500.00         | \$ 3,001.21         | \$ 2,500.00         | \$ 1,500.00         |
| 501-35-35.12                     | Summer Materials | \$ 11,000.00        | \$ 7,769.09         | \$ 11,000.00        | \$ 9,000.00         |
| 501-35-35.15                     | Equipment        | \$ 700.00           | \$ 163.41           | \$ 600.00           | \$ 600.00           |
| <b>Total SUMMER CONSTRUCTION</b> |                  | <b>\$ 14,200.00</b> | <b>\$ 10,933.71</b> | <b>\$ 14,100.00</b> | <b>\$ 11,100.00</b> |

**RETREATMENT**

|                          |             |                     |                     |                     |                     |
|--------------------------|-------------|---------------------|---------------------|---------------------|---------------------|
| 501-38-35.10             | Retreatment | \$ 30,000.00        | \$ 14,257.28        | \$ 30,000.00        | \$ 30,000.00        |
| <b>Total RETREATMENT</b> |             | <b>\$ 30,000.00</b> | <b>\$ 14,257.28</b> | <b>\$ 30,000.00</b> | <b>\$ 30,000.00</b> |

**WINTER ROADS**

|                           |                 |                      |                      |                      |                      |
|---------------------------|-----------------|----------------------|----------------------|----------------------|----------------------|
| 501-39-35.00              | Winter Sand     | \$ 17,000.00         | \$ 21,148.06         | \$ 19,000.00         | \$ 21,000.00         |
| 501-39-35.20              | Winter Salt     | \$ 25,000.00         | \$ 35,942.40         | \$ 30,000.00         | \$ 31,200.00         |
| 501-39-35.25              | Equipment       | \$ 1,000.00          | \$ 4,846.56          | \$ 1,000.00          | \$ 1,500.00          |
| 501-39-35.30              | Winter Supplies | \$ 3,000.00          | \$ 3,383.66          | \$ 3,500.00          | \$ 3,500.00          |
| <b>Total WINTER ROADS</b> |                 | <b>\$ 46,000.00</b>  | <b>\$ 65,320.68</b>  | <b>\$ 53,500.00</b>  | <b>\$ 57,200.00</b>  |
| <b>Total ROADS</b>        |                 | <b>\$ 288,413.00</b> | <b>\$ 318,451.86</b> | <b>\$ 301,682.00</b> | <b>\$ 312,512.00</b> |

**REVENUE:**

|                              |                      |                      |                      |                      |                      |
|------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| 501-06-05.05                 | 3/5 Highway          | \$ 36,500.00         | \$ 36,500.00         | \$ 36,500.00         | \$ 36,500.00         |
| 501-06-10.50                 | State Aid to Highway | \$ 40,000.00         | \$ 39,717.17         | \$ 40,000.00         | \$ 40,000.00         |
| 501-06-10.51                 | Access Permits       | \$ -                 | \$ 25.00             | \$ -                 | \$ -                 |
| <b>Total REVENUE</b>         |                      | <b>\$ 76,500.00</b>  | <b>\$ 76,242.17</b>  | <b>\$ 76,500.00</b>  | <b>\$ 76,500.00</b>  |
| <b>TO BE RAISED IN TAXES</b> |                      | <b>\$ 211,913.00</b> | <b>\$ 242,209.69</b> | <b>\$ 225,182.00</b> | <b>\$ 236,012.00</b> |

**FY 2017 BUDGET DETAILS**

**SOLID WASTE**  
**FY 2017 BUDGET HIGHLIGHTS**

*Expense: Village Curbside Service was discontinued by Village vote on 7/21/15.*

| SOLID WASTE              |                                 | BUDGET              | ACTUAL              | BUDGET      | BUDGET      |
|--------------------------|---------------------------------|---------------------|---------------------|-------------|-------------|
|                          |                                 | 2015                | 2015                | 2016        | 2017        |
| 501-60-20.00             | Village Curbside Trash Contract | \$ 34,750.00        | \$ 31,005.08        | \$ -        | \$ -        |
| <b>Total SOLID WASTE</b> |                                 | <b>\$ 34,750.00</b> | <b>\$ 31,005.08</b> | <b>\$ -</b> | <b>\$ -</b> |

**GENERAL**  
**FY 2017 BUDGET HIGHLIGHTS**

*Expense: Near level funding is anticipated. Slight increase in VLCT Dues.*

| GENERAL              |             | BUDGET             | ACTUAL           | BUDGET             | BUDGET             |
|----------------------|-------------|--------------------|------------------|--------------------|--------------------|
|                      |             | 2015               | 2015             | 2016               | 2017               |
| 501-70-05.00         | Legal       | \$ 500.00          | \$ -             | \$ 500.00          | \$ 500.00          |
| 501-70-06.00         | Advertising | \$ 300.00          | \$ -             | \$ 300.00          | \$ 300.00          |
| 501-70-07.00         | VLCT Dues   | \$ 700.00          | \$ 875.00        | \$ 720.00          | \$ 750.00          |
| <b>Total GENERAL</b> |             | <b>\$ 1,500.00</b> | <b>\$ 875.00</b> | <b>\$ 1,520.00</b> | <b>\$ 1,550.00</b> |

**FY 2017 BUDGET DETAILS**

**INSURANCE**

**FY 2017 BUDGET HIGHLIGHTS**

*Expense: Village Electric premiums are paid as a part of the Village of Ludlow/VLCT program and are offset in revenues.*

*Revenue: Village of Ludlow Electric payment offsets the insurance expense.*

| INSURANCE              |                                | BUDGET              | ACTUAL              | BUDGET              | BUDGET              |
|------------------------|--------------------------------|---------------------|---------------------|---------------------|---------------------|
|                        |                                | 2015                | 2015                | 2016                | 2017                |
| 501-73-30.05           | Unemployment                   | \$ 650.00           | \$ 875.00           | \$ 1,084.00         | \$ 836.00           |
| 501-73-30.10           | Workers Comp                   | \$ 3,937.00         | \$ 4,098.00         | \$ 3,876.00         | \$ 3,507.00         |
| 501-73-30.15           | Village of Ludlow Electric     | \$ 31,795.00        | \$ 34,535.00        | \$ 33,481.00        | \$ 42,168.00        |
| 501-73-30.20           | Vehicle/Liability              | \$ 3,148.00         | \$ 3,239.00         | \$ 3,239.00         | \$ 3,360.00         |
| 501-73-30.30           | Public Officials Liability     | \$ 538.00           | \$ 594.00           | \$ 594.00           | \$ 598.00           |
| 501-73-30.35           | Employment Practices Liability | \$ 1,021.00         | \$ 1,163.00         | \$ 1,163.00         | \$ 1,923.00         |
| <b>Total INSURANCE</b> |                                | <b>\$ 41,089.00</b> | <b>\$ 44,504.00</b> | <b>\$ 43,437.00</b> | <b>\$ 52,392.00</b> |

**REVENUE:**

|                              |                   |                     |                     |                     |                     |
|------------------------------|-------------------|---------------------|---------------------|---------------------|---------------------|
| 501-06-10.40                 | Insurance Refunds | \$ 31,795.00        | \$ 33,908.14        | \$ 33,980.00        | \$ 42,168.00        |
| <b>Total REVENUE</b>         |                   | <b>\$ 31,795.00</b> | <b>\$ 33,908.14</b> | <b>\$ 33,980.00</b> | <b>\$ 42,168.00</b> |
| <b>TO BE RAISED IN TAXES</b> |                   | <b>\$ 9,294.00</b>  | <b>\$ 10,595.86</b> | <b>\$ 9,457.00</b>  | <b>\$ 10,224.00</b> |

**DEBT MANAGEMENT**

**FY 2017 BUDGET HIGHLIGHTS**

*Expense: Sidewalk/Storm Drain Bond is paid off.*

| DEBT MANAGEMENT              |                           | BUDGET              | ACTUAL              | BUDGET           | BUDGET      |
|------------------------------|---------------------------|---------------------|---------------------|------------------|-------------|
|                              |                           | 2015                | 2015                | 2016             | 2017        |
| 501-80-91.16                 | Sidewalk/Storm Drain Bond | \$ 10,810.00        | \$ 10,808.60        | \$ 271.00        | \$ -        |
| <b>Total DEBT MANAGEMENT</b> |                           | <b>\$ 10,810.00</b> | <b>\$ 10,808.60</b> | <b>\$ 271.00</b> | <b>\$ -</b> |

**VILLAGE OF LUDLOW**  
**WASTEWATER DEPARTMENT**  
**2015 ANNUAL REPORT**

In FY 2015 a total of 126,602,000 gallons of wastewater flowed through the system and 518,000 gallons of sludge was shipped for incineration and composting. This information is reported quarterly to the Residual Management Division.

- Replaced the Plumley Avenue sewer line and added three manholes. Paving will take place in FY 2016
- Storm drains were replaced on Pleasant Street/Main Street
- Storm drain work has begun on Main Street/Pond Street
- Engineering for the High Street Water & Sewer Project has begun
- Study on Nitrogen Optimization at the Wastewater Treatment Facility began in May and will be completed in FY 2016
- Wastewater staff rebuilt the aeration equipment at the treatment facility
- Sewer lines were flushed, cleaned and televised in various locations
- Wastewater staff assisted with the mowing and maintenance of the Flood Control Dams

Our operators and technicians continue to take training classes throughout the year and are active participants in the Town & Village's workplace safety committee.

The Environmental Protection Agency requires that all operators who perform testing complete proficiency testing. The operators completed DMR-QA33 proficiency tests meeting all of the standards.

We truly appreciate the support from Village Water Commission, Municipal Manager, Highway Department and Village employees throughout the year. We are grateful to the Village residents for their continued support and cooperation. Your input is always welcome and appreciated.

Sincerely,



Chuck Craig  
Chief Operator

**FY 2017 BUDGET DETAILS**

**WASTEWATER**

**FY 2017 BUDGET HIGHLIGHTS**

*Expense: The department has been short one staff member since 2015. An additional operator will be added to accommodate the growing needs of the wastewater department.*

*Revenue: Increases in penalty, interest and user fees are based on historical averages.*

| WASTEWATER   |                          | BUDGET       | ACTUAL       | BUDGET       | BUDGET       |
|--------------|--------------------------|--------------|--------------|--------------|--------------|
|              |                          | 2015         | 2015         | 2016         | 2017         |
| 702-95-10.05 | Operator                 | \$ 58,144.00 | \$ 72,799.59 | \$ 51,500.00 | \$ 56,784.00 |
| 702-95-10.10 | Assistant Operator       | \$ 45,166.00 | \$ 33,880.05 | \$ 30,200.00 | \$ 34,812.00 |
| 702-95-10.15 | Assistant Operator #2    | \$ 30,450.00 | \$ 24,439.43 | \$ 27,900.00 | \$ 28,626.00 |
| 702-95-10.18 | Assistant Operator #3    | \$ 25,500.00 | \$ 11,296.26 | \$ -         | \$ 27,128.00 |
| 702-95-10.20 | Overtime                 | \$ 4,000.00  | \$ 3,234.42  | \$ 4,400.00  | \$ 4,000.00  |
| 702-95-10.25 | Labor                    | \$ 1,800.00  | \$ 2,803.49  | \$ 1,800.00  | \$ 1,800.00  |
| 702-95-10.35 | Office Admin             | \$ 35,000.00 | \$ 35,000.00 | \$ 35,000.00 | \$ 36,000.00 |
| 702-95-12.00 | VMERS Pension            | \$ 10,705.00 | \$ 8,486.99  | \$ 6,300.00  | \$ 8,325.00  |
| 702-95-12.20 | Insurances               | \$ 50,870.00 | \$ 37,300.95 | \$ 45,673.99 | \$ 42,350.00 |
| 702-95-12.24 | Cell Phone Reimbursement | \$ -         | \$ 32.00     | \$ -         | \$ -         |
| 702-95-15.00 | FICA                     | \$ 12,650.00 | \$ 11,361.40 | \$ 8,900.00  | \$ 11,750.00 |
| 702-95-20.00 | Sodium Hypochlorite      | \$ 12,500.00 | \$ 10,708.00 | \$ 13,000.00 | \$ 13,000.00 |
| 702-95-20.05 | Sodium Bisulfite         | \$ 12,500.00 | \$ 15,671.89 | \$ 13,000.00 | \$ 16,000.00 |
| 702-95-20.10 | Sodium Aluminate         | \$ 5,000.00  | \$ 5,137.21  | \$ 5,000.00  | \$ 5,300.00  |
| 702-95-21.00 | Audit                    | \$ 3,000.00  | \$ 2,937.50  | \$ 3,000.00  | \$ 3,200.00  |
| 702-95-23.00 | Computer                 | \$ 500.00    | \$ -         | \$ 500.00    | \$ 500.00    |
| 702-95-30.10 | Workers Comp Insurance   | \$ 6,478.00  | \$ 6,134.00  | \$ 6,134.00  | \$ 5,152.00  |
| 702-95-30.20 | Insurance PC & L         | \$ 10,301.00 | \$ 10,590.00 | \$ 10,590.00 | \$ 9,886.00  |
| 702-95-30.25 | Deductibles              | \$ 500.00    | \$ -         | \$ 500.00    | \$ -         |
| 702-95-35.00 | Sewer Plant Electric     | \$ 32,000.00 | \$ 30,886.07 | \$ 32,000.00 | \$ 32,000.00 |
| 702-95-35.08 | Equipment Supplies       | \$ -         | \$ 97.61     | \$ -         | \$ -         |
| 702-95-38.00 | Equipment/Supplies       | \$ 10,000.00 | \$ 9,539.90  | \$ 10,000.00 | \$ 11,000.00 |
| 702-95-40.00 | Plant Repairs            | \$ 10,000.00 | \$ 21,086.41 | \$ 10,000.00 | \$ 20,000.00 |
| 702-95-45.00 | Legal/Engineer           | \$ 2,000.00  | \$ -         | \$ 2,000.00  | \$ 2,000.00  |
| 702-95-50.00 | Uniforms                 | \$ 2,200.00  | \$ 2,035.55  | \$ 2,500.00  | \$ 2,500.00  |
| 702-95-50.05 | Mower/Blower Repairs     | \$ 500.00    | \$ 89.25     | \$ 600.00    | \$ 500.00    |
| 702-95-50.10 | Truck Repair/Maintenance | \$ 2,500.00  | \$ 5,040.05  | \$ 2,500.00  | \$ 3,000.00  |
| 702-95-50.15 | Testing                  | \$ 6,000.00  | \$ 5,720.66  | \$ 6,000.00  | \$ 6,400.00  |

**FY 2017 BUDGET DETAILS**

**WASTEWATER - CONTINUED**

| <b>WASTEWATER</b>       |                                | <b>BUDGET</b>        | <b>ACTUAL</b>        | <b>BUDGET</b>        | <b>BUDGET</b>        |
|-------------------------|--------------------------------|----------------------|----------------------|----------------------|----------------------|
|                         |                                | <b>2015</b>          | <b>2015</b>          | <b>2016</b>          | <b>2017</b>          |
| 702-95-55.00            | Ludlow Police Dispatch Service | \$ -                 | \$ -                 | \$ -                 | \$ 650.00            |
| 702-95-56.00            | State Permits                  | \$ 2,000.00          | \$ 1,042.50          | \$ 2,000.00          | \$ 3,100.00          |
| 702-95-57.00            | Training & Dues                | \$ 1,000.00          | \$ 934.21            | \$ 1,500.00          | \$ 1,500.00          |
| 702-95-58.00            | Telephone/Pagers               | \$ 1,600.00          | \$ 1,787.85          | \$ 1,600.00          | \$ 1,800.00          |
| 702-95-70.00            | Mower/Pickup Gas/Oil           | \$ 6,000.00          | \$ 2,992.50          | \$ 6,000.00          | \$ 3,500.00          |
| 702-95-80.10            | Sludge Disposal                | \$ 75,000.00         | \$ 80,663.20         | \$ 80,000.00         | \$ 83,000.00         |
| 702-95-80.19            | Sludge Disposal Tax            | \$ 14,000.00         | \$ 12,964.00         | \$ 8,000.00          | \$ 14,000.00         |
| 702-95-80.25            | Plant Heating Fuel             | \$ 8,000.00          | \$ 6,926.79          | \$ 8,000.00          | \$ 8,000.00          |
| <b>Total WASTEWATER</b> |                                | <b>\$ 499,879.00</b> | <b>\$ 475,634.73</b> | <b>\$ 438,113.99</b> | <b>\$ 499,580.00</b> |

**POND STREET**

|                          |                           |                    |                  |                    |                    |
|--------------------------|---------------------------|--------------------|------------------|--------------------|--------------------|
| 702-96-35.00             | Ejection Station Electric | \$ 800.00          | \$ 607.74        | \$ 800.00          | \$ 800.00          |
| 702-96-40.00             | Maintenance               | \$ 500.00          | \$ -             | \$ 500.00          | \$ 500.00          |
| <b>Total POND STREET</b> |                           | <b>\$ 1,300.00</b> | <b>\$ 607.74</b> | <b>\$ 1,300.00</b> | <b>\$ 1,300.00</b> |

**SEWER LINES**

|                          |                  |                     |                     |                     |                     |
|--------------------------|------------------|---------------------|---------------------|---------------------|---------------------|
| 702-97-20.00             | Supplies         | \$ 2,200.00         | \$ 504.81           | \$ 2,500.00         | \$ 1,000.00         |
| 702-97-40.00             | Line Maintenance | \$ 10,000.00        | \$ 14,694.32        | \$ 10,000.00        | \$ 15,000.00        |
| <b>Total SEWER LINES</b> |                  | <b>\$ 12,200.00</b> | <b>\$ 15,199.13</b> | <b>\$ 12,500.00</b> | <b>\$ 16,000.00</b> |

**CAPITAL**

|                      |                      |                     |                      |                      |                     |
|----------------------|----------------------|---------------------|----------------------|----------------------|---------------------|
| 702-98-60.10         | Capital Projects     | \$ -                | \$ 106,411.54        | \$ 60,000.00         | \$ -                |
| 702-99-99.00         | Depreciation Expense | \$ 65,000.00        | \$ 10,000.00         | \$ 65,000.00         | \$ 65,000.00        |
| <b>Total CAPITAL</b> |                      | <b>\$ 65,000.00</b> | <b>\$ 116,411.54</b> | <b>\$ 125,000.00</b> | <b>\$ 65,000.00</b> |

FY 2017 BUDGET DETAILS

WASTEWATER - CONTINUED

| DEBT MANAGEMENT              |                           | BUDGET              | ACTUAL              | BUDGET              | BUDGET              |
|------------------------------|---------------------------|---------------------|---------------------|---------------------|---------------------|
|                              |                           | 2015                | 2015                | 2016                | 2017                |
| 702-99-01.01                 | USDA Sewer Note Principal | \$ 17,453.00        | \$ 17,448.69        | \$ 17,980.00        | \$ 18,524.00        |
| 702-99-01.02                 | USDA Sewer Note Interest  | \$ 20,659.47        | \$ 20,663.31        | \$ 20,132.00        | \$ 19,588.00        |
| <b>Total DEBT MANAGEMENT</b> |                           | <b>\$ 38,112.47</b> | <b>\$ 38,112.00</b> | <b>\$ 38,112.00</b> | <b>\$ 38,112.00</b> |

|                               |                      |                      |                      |                      |
|-------------------------------|----------------------|----------------------|----------------------|----------------------|
| <b>Total WASTEWATER FUNDS</b> | <b>\$ 616,491.47</b> | <b>\$ 645,965.14</b> | <b>\$ 615,025.99</b> | <b>\$ 619,992.00</b> |
|-------------------------------|----------------------|----------------------|----------------------|----------------------|

WASTEWATER REVENUE:

|                                   |                            |                      |                      |                      |                      |
|-----------------------------------|----------------------------|----------------------|----------------------|----------------------|----------------------|
| 702-06-20.05                      | User Fees                  | \$ 604,574.00        | \$ 603,076.90        | \$ 602,700.00        | \$ 606,000.00        |
| 702-06-20.10                      | Interest/Penalty           | \$ 3,000.00          | \$ 8,667.00          | \$ 5,000.00          | \$ 6,000.00          |
| 702-06-20.27                      | USDA Sewer Interest Credit | \$ 7,231.00          | \$ 6,704.21          | \$ 7,047.00          | \$ 6,856.00          |
| 702-06-20.99                      | Miscellaneous              | \$ -                 | \$ 26,862.58         | \$ -                 | \$ -                 |
| <b>Total WW OPERATING REVENUE</b> |                            | <b>\$ 614,805.00</b> | <b>\$ 645,310.69</b> | <b>\$ 614,747.00</b> | <b>\$ 618,856.00</b> |
| <b>TO BE RAISED IN FEES</b>       |                            | <b>\$ 1,686.47</b>   | <b>\$ 654.45</b>     | <b>\$ 278.99</b>     | <b>\$ 1,136.00</b>   |

# VILLAGE OF LUDLOW

## WATER COMMISSION ANNUAL REPORT

For The Year Ending June 30, 2015

FY 2015 proved to be a difficult year for the Village Water System. Sustained sub-zero temperatures combined with record snowfall created a myriad of challenges. Our Water Department staff worked around the clock to ensure that 240,000 gallons of water per day continued to flow through the system to service Village residents.

In FY 2015 the Water Commission granted water allocation to the following residential and commercial properties, and granted the removal of water allocation to the following:

| <b>Commercial Water</b>   | <b>Residential Water</b>   |
|---------------------------|----------------------------|
| Laundromat (14 washers)   | 2-bedroom apartment        |
| Fitness Center            |                            |
| 35-seat restaurant        |                            |
| 24-seat bistro & office   |                            |
| 24-seat café & restaurant |                            |
| Car Dealership            |                            |
| <b>Removed Commercial</b> | <b>Removed Residential</b> |
| 1 commercial (retail)     | 2 residential properties   |

### **Future Plans:**

The Water Mapping Project and Hydraulic Analysis that was completed in FY 2014 helped to provide guidance for future capital improvements to the distribution system. As a result, over the next several years water projects are planned on High Street, Meadow Street and Bridge Street/South Depot Street to eliminate old, small diameter water piping, increase fire flows and provide water main looping for improved hydraulic capacity and water quality. The Water Commission is considering funding options through agencies such as USDA, ARRA and Rural Development.

**Open Meeting Law:** To comply with the changes the Legislature made to the Open Meeting Law, the Water Commission approved the posting for all committees and board notices in three (3) places: Town Hall Bulletin Board, Berkshire Bank Bulletin Board (Main Street), and the Ludlow Post Office. In addition, the minutes are posted on the Town & Village's Municipal website at [www.ludlow.vt.us](http://www.ludlow.vt.us).

The Water Commission mourned the passing of long-time Water Commissioner, Richard Strong, who served on the Water Commission for 58-years, and his loving wife Gladys "Bunny," Strong who was fondly known as "the boss."

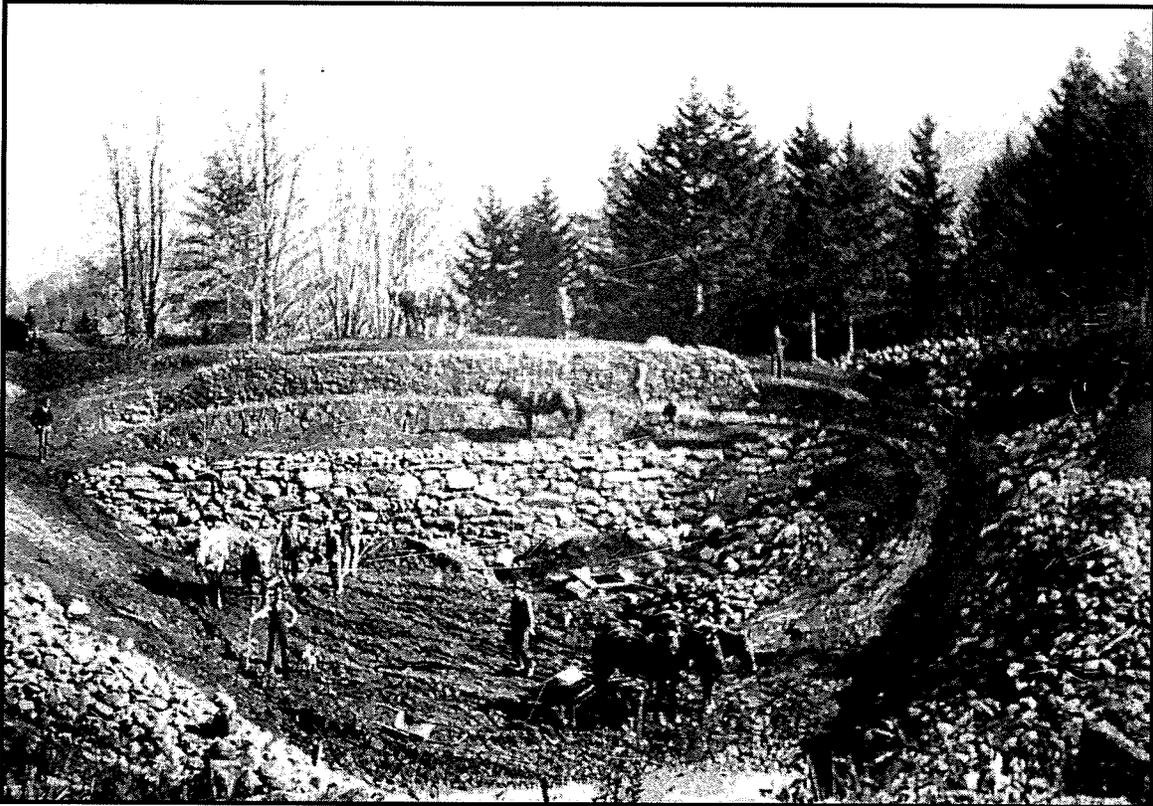
We truly appreciate the efforts of the Water Department staff and are thankful for the cooperation and support of the residents of the Village of Ludlow.

**Water Commissioners**

David Rose, Chair  
Robert Gilmore  
Ronald Bixby

**Water Superintendent**

Frank Heald



**Original Ludlow Village Reservoir – Circa 1900  
Current location of the Richard F. Strong Storage Tank**

**VILLAGE OF LUDLOW WATER DEPARTMENT  
2015 ANNUAL REPORT  
WSID 5323**

FY 2015 was a busy year for the Village of Ludlow's Water Department. A total of 81,360,000 gallons of water flowed through our system from July 1, 2014 to June 30, 2015. Extreme cold temperatures and record snowfall made for a challenging winter season.

- ◆ Water Mains were flushed
- ◆ Godfrey Tank was inspected with only a few minor recommendations
- ◆ Water staff began a weekly on call system to facilitate a quick response to water emergencies
- ◆ Bids for a new water service truck were mailed to vendors. A new truck will be purchased in FY 2016
- ◆ New Flow Meter was installed at the Springs

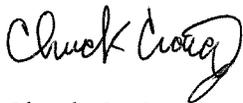
The Village Water Department collects weekly water samples from the Town Hall, Bridge Street Booster Station, Gill Odd Fellows Home and the Wastewater Treatment Facility to test for total coliform. We provide monthly reports for fluoride to the VT Health Department Dental Division and the State of VT Water Supply Division.

Our water operators and technicians continue to take training classes throughout the year and are active participants in the Town & Village's workplace safety committee.

Annual Consumer Confidence Water Quality Reports are mailed out annually to the Village water customers. Included in the report are details about where your water comes from, what it contains and how it compares to Environmental Protection Agency (EPA) and state standards. We continually strive to adopt new and better methods to deliver the best quality drinking water to you every day.

We truly appreciate the support from Village Water Commission, Municipal Manager, Highway Department and Village employees throughout the year. We are grateful to the Village residents for their continued support and cooperation. Your input is always welcome and appreciated.

Sincerely,



Chuck Craig  
Chief Operator

**FY 2017 BUDGET DETAILS**

**WATER DEPARTMENT  
FY 2017 BUDGET HIGHLIGHTS**

*Expense: Wages and benefits reflect current staffing needs. USDA, ARRA and Water Booster Station interest and principal payments are outlined in Debt Management.*

*Revenue: Income is based on water service fees, interest and penalty and interest "green" credit from the USDA Water Note.*

| WATER              |                                | BUDGET              | ACTUAL              | BUDGET              | BUDGET              |
|--------------------|--------------------------------|---------------------|---------------------|---------------------|---------------------|
|                    |                                | 2015                | 2015                | 2016                | 2017                |
| 701-85-10.05       | Operator                       | \$ 7,928.00         | \$ 11,472.34        | \$ 5,100.00         | \$ 5,616.00         |
| 701-85-10.10       | Assistant Operator             | \$ 4,340.00         | \$ 9,441.53         | \$ 12,950.00        | \$ 14,920.00        |
| 701-85-10.15       | Assistant Operator #2          | \$ 13,040.00        | \$ 10,337.57        | \$ 9,300.00         | \$ 9,542.00         |
| 701-85-10.20       | Assistant Operator #3          | \$ 8,490.00         | \$ 3,743.75         | \$ -                | \$ -                |
| 701-85-10.25       | Overtime                       | \$ 2,000.00         | \$ 8,134.37         | \$ 5,000.00         | \$ 6,000.00         |
| 701-85-12.00       | VMERS Pension                  | \$ 2,890.00         | \$ 3,133.94         | \$ 1,800.00         | \$ 3,500.00         |
| 701-85-12.20       | Insurances                     | \$ 11,825.00        | \$ 7,219.99         | \$ 11,145.00        | \$ 7,795.00         |
| 701-85-15.00       | FICA                           | \$ 3,975.00         | \$ 4,793.22         | \$ 2,500.00         | \$ 4,055.00         |
| 701-85-27.00       | Permits & Fees                 | \$ 2,000.00         | \$ 1,392.63         | \$ -                | \$ 2,000.00         |
| 701-85-30.00       | Insurance PC & L               | \$ 2,219.00         | \$ 2,178.00         | \$ 2,178.00         | \$ 2,243.00         |
| 701-85-30.10       | Workers Comp Insurance         | \$ 1,423.00         | \$ 1,534.00         | \$ 1,534.00         | \$ 1,454.00         |
| 701-85-35.00       | Utilities/Services             | \$ 1,000.00         | \$ 510.40           | \$ 1,200.00         | \$ 1,500.00         |
| 701-85-40.00       | Testing Services               | \$ 1,500.00         | \$ 1,192.00         | \$ 1,500.00         | \$ 2,000.00         |
| 701-95-55.00       | Ludlow Police Dispatch Service | \$ -                | \$ -                | \$ -                | \$ 350.00           |
| 701-85-50.00       | Uniforms                       | \$ 1,400.00         | \$ 1,095.82         | \$ 1,400.00         | \$ 1,500.00         |
| 701-85-58.00       | Telephone/Pagers               | \$ 1,400.00         | \$ 1,738.80         | \$ 1,800.00         | \$ 1,800.00         |
| 701-85-70.00       | South Hill Tank                | \$ 300.00           | \$ 230.78           | \$ 300.00           | \$ 1,000.00         |
| 701-85-70.03       | Upper Vault (GMP)              | \$ 400.00           | \$ 622.52           | \$ 800.00           | \$ 750.00           |
| 701-85-70.04       | Lower Vault (LED)              | \$ 400.00           | \$ 443.36           | \$ 800.00           | \$ 600.00           |
| 701-85-70.05       | Jewell Brook Electric          | \$ 400.00           | \$ 324.59           | \$ 400.00           | \$ 400.00           |
| 701-85-70.07       | North Hill Tank                | \$ -                | \$ -                | \$ -                | \$ -                |
| 701-85-70.09       | State Usage Tax/Operating Fee  | \$ 3,200.00         | \$ 787.20           | \$ 3,500.00         | \$ 3,500.00         |
| 701-85-70.15       | Capital Improvements           | \$ -                | \$ 2,141.00         | \$ -                | \$ -                |
| 701-85-99.00       | Miscellaneous                  | \$ -                | \$ 24.91            | \$ -                | \$ -                |
| <b>Total WATER</b> |                                | <b>\$ 70,130.00</b> | <b>\$ 72,492.72</b> | <b>\$ 63,207.00</b> | <b>\$ 70,525.00</b> |

**FY 2017 BUDGET DETAILS**

|                              |                                | BUDGET               | ACTUAL               | BUDGET               | BUDGET               |
|------------------------------|--------------------------------|----------------------|----------------------|----------------------|----------------------|
|                              |                                | 2015                 | 2015                 | 2016                 | 2017                 |
| <b>DEBT MANAGEMENT</b>       |                                |                      |                      |                      |                      |
| 701-86-91.00                 | Booster Station Bond Interest  | \$ 3,789.00          | \$ 3,789.00          | \$ 3,303.00          | \$ 2,809.00          |
| 701-86-91.05                 | Booster Station Bond Principal | \$ 10,000.00         | \$ 10,000.00         | \$ 10,000.00         | \$ 10,000.00         |
| 701-86-91.06                 | USDA Water Note Principal      | \$ 42,741.00         | \$ 42,735.46         | \$ 43,708.00         | \$ 44,697.00         |
| 701-86-91.08                 | USDA Water Note Interest       | \$ 27,874.00         | \$ 32,426.54         | \$ 31,454.00         | \$ 30,465.00         |
| 701-86-91.09                 | State ARRA Water Principal     | \$ 19,582.00         | \$ 27,874.39         | \$ 28,711.00         | \$ 29,572.00         |
| 701-86-91.10                 | State ARRA Water Interest      | \$ 32,421.00         | \$ 19,579.89         | \$ 18,744.00         | \$ 16,882.00         |
| <b>Total DEBT MANAGEMENT</b> |                                | <b>\$ 136,407.00</b> | <b>\$ 136,405.28</b> | <b>\$ 135,920.00</b> | <b>\$ 134,425.00</b> |

**EQUIPMENT**

|                        |                     |                    |                    |                    |                    |
|------------------------|---------------------|--------------------|--------------------|--------------------|--------------------|
| 701-87-35.00           | Vehicle Maintenance | \$ 600.00          | \$ 1,045.95        | \$ 1,500.00        | \$ 1,500.00        |
| 701-87-35.05           | Pump                | \$ 200.00          | \$ -               | \$ 500.00          | \$ 500.00          |
| 701-87-35.10           | Equipment/Tools     | \$ 1,000.00        | \$ 275.27          | \$ 1,500.00        | \$ 1,500.00        |
| <b>Total EQUIPMENT</b> |                     | <b>\$ 1,800.00</b> | <b>\$ 1,321.22</b> | <b>\$ 3,500.00</b> | <b>\$ 3,500.00</b> |

**MAINTENANCE**

|                          |                           |                     |                     |                     |                     |
|--------------------------|---------------------------|---------------------|---------------------|---------------------|---------------------|
| 701-88-20.00             | Sodium Hypochlorite       | \$ 1,000.00         | \$ 480.00           | \$ 1,000.00         | \$ 1,000.00         |
| 701-88-25.00             | Labor                     | \$ 2,500.00         | \$ 2,891.45         | \$ 2,500.00         | \$ 2,500.00         |
| 701-88-25.05             | Mains                     | \$ 3,000.00         | \$ 44,059.80        | \$ 3,000.00         | \$ 3,000.00         |
| 701-88-25.08             | Hydrants                  | \$ 3,000.00         | \$ 1,042.90         | \$ 3,000.00         | \$ 3,000.00         |
| 701-88-25.10             | Springs Maintenance       | \$ 2,000.00         | \$ 8,332.03         | \$ 5,000.00         | \$ 5,000.00         |
| 701-88-25.12             | Springs Electric          | \$ 1,500.00         | \$ 1,320.95         | \$ 1,500.00         | \$ 1,500.00         |
| 701-88-25.15             | Entrances/Services        | \$ 3,000.00         | \$ 4,673.70         | \$ 3,000.00         | \$ 3,500.00         |
| 701-88-25.25             | Material                  | \$ 5,000.00         | \$ 1,003.25         | \$ 5,000.00         | \$ 5,000.00         |
| 701-88-25.30             | Supplies                  | \$ 5,000.00         | \$ 2,515.91         | \$ 5,000.00         | \$ 5,000.00         |
| 701-88-25.35             | Gas/Oil                   | \$ 2,400.00         | \$ 1,568.87         | \$ 2,400.00         | \$ 2,500.00         |
| 701-88-25.40             | Snell Spring Propane Fuel | \$ 2,000.00         | \$ 2,061.76         | \$ 1,500.00         | \$ 1,800.00         |
| 701-88-25.45             | Bridge Street Pump Heat   | \$ 550.00           | \$ 669.76           | \$ 700.00           | \$ 800.00           |
| <b>Total MAINTENANCE</b> |                           | <b>\$ 30,950.00</b> | <b>\$ 70,620.38</b> | <b>\$ 33,600.00</b> | <b>\$ 34,600.00</b> |

FY 2017 BUDGET DETAILS

**WATER - CONTINUED**

| OFFICE              |                       | BUDGET              | ACTUAL              | BUDGET              | BUDGET              |
|---------------------|-----------------------|---------------------|---------------------|---------------------|---------------------|
|                     |                       | 2015                | 2015                | 2016                | 2017                |
| 701-89-10.00        | Manager               | \$ 9,568.00         | \$ 9,688.76         | \$ 9,855.00         | \$ 10,140.00        |
| 701-89-10.10        | Commissioners         | \$ 3,000.00         | \$ 3,000.00         | \$ 3,000.00         | \$ 3,000.00         |
| 701-89-10.20        | Clerks                | \$ 3,557.00         | \$ 3,467.21         | \$ 3,663.00         | \$ 3,765.00         |
| 701-89-10.25        | Audit                 | \$ 2,200.00         | \$ 1,762.50         | \$ 2,000.00         | \$ 2,100.00         |
| 701-89-10.27        | Manager Car Allowance | \$ 469.00           | \$ 473.18           | \$ 483.00           | \$ 483.00           |
| 701-89-12.20        | Insurance             | \$ 2,323.00         | \$ 2,137.01         | \$ 2,495.00         | \$ 3,085.00         |
| 701-89-23.00        | Computer              | \$ 500.00           | \$ -                | \$ 500.00           | \$ 500.00           |
| 701-89-25.00        | Office Supplies       | \$ 2,000.00         | \$ 1,976.85         | \$ 1,500.00         | \$ 1,700.00         |
| 701-89-27.00        | Legal                 | \$ 500.00           | \$ 64.46            | \$ 500.00           | \$ 500.00           |
| 701-89-29.00        | Miscellaneous         | \$ -                | \$ 121.06           | \$ -                | \$ -                |
| <b>Total OFFICE</b> |                       | <b>\$ 24,117.00</b> | <b>\$ 22,691.03</b> | <b>\$ 23,996.00</b> | <b>\$ 25,273.00</b> |

**CORROSION ETC**

|                            |                           |                     |                    |                     |                     |
|----------------------------|---------------------------|---------------------|--------------------|---------------------|---------------------|
| 701-90-40.00               | Testing Services          | \$ 500.00           | \$ -               | \$ 500.00           | \$ 1,000.00         |
| 701-90-45.00               | Booster Stations Electric | \$ 2,500.00         | \$ 2,958.28        | \$ 2,500.00         | \$ 3,000.00         |
| 701-90-45.05               | Material/Supplies         | \$ 500.00           | \$ -               | \$ 500.00           | \$ 500.00           |
| 701-90-45.06               | Sodium Hydroxide          | \$ 5,500.00         | \$ 1,815.00        | \$ 6,000.00         | \$ 5,000.00         |
| 701-90-45.08               | Fluoride                  | \$ 2,700.00         | \$ 2,427.00        | \$ 2,700.00         | \$ 3,000.00         |
| <b>Total CORROSION ETC</b> |                           | <b>\$ 11,700.00</b> | <b>\$ 7,200.28</b> | <b>\$ 12,200.00</b> | <b>\$ 12,500.00</b> |

**OTHER**

|                         |                      |                      |                      |                      |                      |
|-------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| 701-95-57.00            | Training             | \$ 1,000.00          | \$ 483.04            | \$ 1,000.00          | \$ 1,200.00          |
| 701-99-99.00            | Depreciation Expense | \$ -                 | \$ -                 | \$ -                 | \$ 19,000.00         |
| <b>Total OTHER</b>      |                      | <b>\$ 1,000.00</b>   | <b>\$ 483.04</b>     | <b>\$ 1,000.00</b>   | <b>\$ 20,200.00</b>  |
| <b>Total WATER FUND</b> |                      | <b>\$ 276,104.00</b> | <b>\$ 311,213.95</b> | <b>\$ 273,423.00</b> | <b>\$ 301,023.00</b> |

**WATER REVENUE:**

|                             |                           |                      |                      |                      |                      |
|-----------------------------|---------------------------|----------------------|----------------------|----------------------|----------------------|
| 701-06-05.00                | Collections               | \$ 250,004.00        | \$ 248,593.20        | \$ 247,100.00        | \$ 285,700.00        |
| 701-06-06.00                | Interest/Penalty          | \$ 4,000.00          | \$ 4,711.36          | \$ 4,500.00          | \$ 4,500.00          |
| 701-06-20.99                | Miscellaneous             | \$ -                 | \$ 3,568.06          | \$ -                 | \$ -                 |
| 701-06-25.34                | USDA Note Interest Credit | \$ 11,347.00         | \$ 10,520.78         | \$ 10,200.00         | \$ 10,663.00         |
| <b>Total WATER REVENUES</b> |                           | <b>\$ 265,351.00</b> | <b>\$ 267,393.40</b> | <b>\$ 261,800.00</b> | <b>\$ 300,863.00</b> |
| <b>TO BE RAISED IN FEES</b> |                           | <b>\$ 10,753.00</b>  | <b>\$ 43,820.55</b>  | <b>\$ 11,623.00</b>  | <b>\$ 160.00</b>     |

**VILLAGE OF LUDLOW  
BOARD OF TRUSTEES**

**FY 2015 ANNUAL REPORT**

After one of the coldest and snowiest winter’s we have seen in a long time the FY 2015 budget faced increased costs for fuel, winter salt, sand and equipment maintenance. In addition the Village of Ludlow Board of Trustees worked diligently with infrastructure upgrades and repairs to streets and sidewalks. Budget deficits will be resolved during FY 2016.

**Capital Highlights:**

- Paving projects included Pleasant Street, Elm Street, Main Street, Andover Street and Plumley Avenue
- Plumley Avenue Sewer Project included the replacement of the sewer line
- Storm Drain, Sewer Line and Manhole work on Main Street

In FY 2015 the Sewer Commission granted wastewater allocation to various properties. They also removed wastewater allocation to properties as requested by their owners.

| <b>New Commercial</b>         | <b>New Residential</b>                               |
|-------------------------------|--|
| 1 - Laundromat                | 1-additional bedroom to existing home (2 properties) |
| 1 - Fitness Center            | 1-three-bedroom home                                 |
| 1 - 35-seat restaurant        |  |
| 1 - 24-seat bistro & Office   | 2-bedroom apartment                                  |
| 1 - 24-seat café & restaurant |  |
| <b>Removed Allocation</b>     | <b>Removed Allocation</b>                            |
| 1 commercial (retail)         | 2 residential properties                             |

**Open Meeting Law:** To comply with the changes the Legislature made to the Open Meeting Law, the Village Board of Trustees approved the posting for all committees and board notices in three (3) places: Town Hall Bulletin Board, Berkshire Bank Bulletin Board (Main Street), and the Ludlow Post Office. In addition, the minutes are posted on the Town & Village’s Municipal website at [www.ludlow.vt.us](http://www.ludlow.vt.us).

**NIMS** – The Village Board of Trustees adopted the National Incident Management System (NIMS), which dovetails with the Local Emergency Operations Plan (LEOP).

**Village Curbside Trash Pickup** – Much of FY 2015 was spent contemplating the ramifications of ACT 148, Vermont’s Universal Recycle Law, as it relates to the Village Curbside Trash Pickup. The 2015-16 provisions require that everyone must “Pay to Throw” and that all mandated recyclables be removed from the trash disposal stream and be processed “for free.”

Village Curbside Pickup Timeline:

- July 1, 2012 – The Vermont Legislature passed ACT 148 known as Vermont’s Universal Recycling Law, which bans the disposal of recyclables from the landfill (metal, glass, plastics #1 & #2, and paper/cardboard) by July 1, 2015.
- March 24, 2015 – Village voters authorized the Board of Trustees to solicit bids for the weekly removal of trash and bi-weekly removal of recyclables (estimated to be \$54,000).
- April 30, 2015 – Bids for Village Curbside Pickup were opened publically and the quotes came in at \$94,200. The increase for services would represent a \$0.07 increase on the Village tax rate.
- May 5, 2015 – Village Trustees voted not to burden the taxpayers with the increase and to discontinue the Village Curbside Pickup. Village residents can purchase a permit to the Ludlow Residential Transfer Station for \$10
- June 18, 2015 – After listening to Village residents concerns, the Village Trustees warned a Public Information Meeting on July 20<sup>th</sup> and a Special Village Meeting on July 21, 2015 to let the voters decide if they would approve a \$94,200 increase to the FY 2016 budget to include Village Curbside Pickup.
- July 21, 2015 – Village Curbside Pickup will be decided by the Ludlow Village voters at the polls.

The Village Board of Trustees would like to express their gratitude and appreciation to the many volunteers of the Ludlow Ladies Garden Club and Village Streetscapes for beautifying the Village of Ludlow. Every summer residents and visitors are welcomed with a display of bright and colorful flowers arrangements on the bridges, in the hanging flower pots and in the window boxes. During the winter season, festive greens and a display of lights and adorn the Village.

The municipal website can be found at [www.ludlow.vt.us](http://www.ludlow.vt.us) where you can access meeting agendas, minutes, municipal calendar of events, Village Ordinances and links to various organizations.

We appreciate the efforts of our diligent municipal staff, the many volunteers that work for the betterment of our community and the support of taxpayers and residents of our Village.

**Village Board of Trustees**  
Robert Gilmore, Chairman  
David Rose, Vice Chair  
Richard Harrison

**Municipal Manager**  
Frank Heald

## Development Review Board

The Development Review Board had a busy year. We held hearings on Conditional Uses, Planned Unit Developments, Variances, Subdivisions, and Appeals.

We would like to thank our Planning Administrator, Rosemary Goings, for the excellent job she does for the board. The information and communication she provides is invaluable. Her knowledge and dedication is a real asset to Ludlow.

We also thank Barbara Davis for administrative support. Of course, Lisha Klaiber has to be recognized for recording the minutes. With the complexity of the hearings, that is not an easy task.

I would also like to recognize the board itself. These citizens dedicate many hours of their time to the process. When a hearing is scheduled, their homework has begun. They need to consider Ludlow's zoning regulations, the town plan, Act 250, State Statutes, Labor and Industry conditions, Municipal Impacts, Environmental Issues, Regional issues, Sewer/Septic permitting, existing permits on the project, and on and on. When a hearing is opened, the board members have already spent many hours preparing.

When the final decision is issued, the board has considered, debated, studied, and weighed every issue. It is not an easy process, and I thank each board members commitment to it.

We look forward to another challenging year. With the ongoing support of the Selectboard, Trustees, and Planning Commission, our planning, zoning, and permitting processes will continue to improve for the entire community.

If you have any questions about our process please visit the Planning and Zoning Office. The hours are 8:30 – 4:30, Monday through Friday.

Respectfully submitted,

Phil Carter, Chairman  
John Boehrer, Vice-Chairman  
Julie Nicoll  
Linda Petty  
Richard Harrison



# Ludlow Fire Department

P.O. Box 355, Ludlow, Vermont 05149

E-mail: ludlowfire@comcast.net

## ANNUAL REPORT FOR 2015

The department responded to 186 calls from 1-1-15 to 12-31-15 with a breakdown as follows:

|                         |    |                      |    |
|-------------------------|----|----------------------|----|
| Fire alarms             | 91 | Structure fires      | 3  |
| Auto accidents          | 19 | Carbon monoxide      | 6  |
| Vehicle fires           | 4  | Fuel / propane leaks | 6  |
| DHART landings          | 7  | Chimney fires        | 3  |
| Odor investigations     | 3  | Off road rescue      | 2  |
| Electrical problems     | 4  | Mutual aid           | 25 |
| Police assists          | 1  | Ambulance assists    | 3  |
| Furnace/boiler problems | 2  | Service/misc. calls  | 7  |

We had three structure fires this past year, the first was burning through the roof upon arrival and was a total loss, the second was a condo fire with extensive damage to one unit and minor damage to the surrounding units, and the last fire started in the basement and was knocked down rather quickly, and was stopped in the first floor walls.

In the proposed budget there is a request under capital for fire station repairs. Proposed is a new roof on the rear of the apparatus bays that is thirty years old, well past the 25 year life of the shingles, three new entry doors on the rear of the station, and a new kitchen and floors in the meeting room & office areas. (the department would pay for the new countertops and appliances)

A word of thanks to the Municipal Manager, Board of Selectmen, Police-Ambulance-Highway Departments and the Ludlow community for their support.

Peter Kolenda, Fire Chief  
Ludlow Fire Department

## VILLAGE OF LUDLOW HIGHWAY DEPARTMENT FY 2015 ANNUAL REPORT

During the fiscal year of July 1, 2014 to June 30, 2015, five full-time staff members and one seasonal member performed a variety of maintenance tasks to maintain the streets in the Village of Ludlow:

- Paving was performed on Andover Street, Plumley Avenue, Main Street and Elm Street
- Routine Ditching & Cleaning of Culverts
- Tree & Brush Maintenance
- Routine maintenance was performed consisting of grading, ditching, cleaning and replacement of culverts, cold patching, hot mixing, sweeping, painting of crosswalks, stop bars and parking lines
- Installed new signs warning of the dangers of “hot vehicles” for pets
- Assisted the Water Department with the flushing of the mains
- Assisted the Wastewater Department with the sewer line project on Plumley Avenue

The Highway crew performed the ongoing cleaning and replacing culverts, street sweeping and tree trimming. Over the course of the winter season we experienced a record amount of snowfall and worked diligently to maintain the Village streets.

Project Highlights in FY 2015 included:

- New lighting was installed at the Highway Garage with assistance provided by the Village of Ludlow Electric Light Department
- New Liquid De-Icer System was added to assist with winter road maintenance
- The Highway Department received an Equipment grant from the Vermont League of Cities & Towns to install security surveillance cameras to the perimeter of the Highway Garage. The camera installation will take place in FY 2016

Members of the Highway Department take training classes pertaining to workplace safety and other sessions to better serve the citizens of Ludlow. The Highway crew actively participates in the Town & Village of Ludlow’s Health & Safety Committee.

The Highway Department offers assistance to other municipal departments such as the Ludlow Transfer Station, Water & Wastewater Departments, Fire Department and Ambulance Service when needed.

I would like to thank all the Town & Village employees, Municipal Manager, Village Trustees and the residents of the Village of Ludlow for their continued support and cooperation throughout the year. I would especially like to thank the Village of Ludlow Electric Department for their assistance throughout the year.

We appreciate your continued support and always appreciate your feedback.

Respectfully submitted,

Ron Tarbell  
Highway Foreman

# LUDLOW MUNICIPAL TRANSIT

## Annual Report FY 2015

FY 2015 was a very busy year for Municipal transportation. When the school year is in full swing, we are busy transporting our local children to and from school and to other activities, sporting events and field trips for the Ludlow Elementary School, Black River Middle School and Black River High School. We also provide daily bus transportation to the Springfield Technical Center 5-days a week (with two runs per day).

### **Road Miles:**

Diesel Buses = 33,094

Gasoline Buses = 15,035

### **Daily School Pickup/Take Home:**

1:30 pm – Pre-School take-home

4:00 pm – HUB Program take-home

5:00 pm – After School Program take-home

### **BRHS, MS & LES Events:**

Field Trips = 77 (including 3-overnight trips to Maine)

Athletic Events = 112 (baseball, basketball, softball, snowboarding)

During the summer months our drivers are busy with the Parks & Recreation Summer program morning pick up and drop off for participants and a special field trip every Friday. They also visit the Plymouth State Park every Tuesday and Thursday. We also provided transportation for the Quest Program to their daily classes and educational events.

In February of 2015 a new Mini-Tour Small Bus was put into service. By running two small buses fueled by gasoline, we are seeing an operational savings.

We provide a grocery bus to Shaw's Supermarket every Friday at 10:00 am for senior residents at the Gill Home and apartments to do their shopping and to visit the local drug store.

We continue to refine our operations to accommodate the needs of the community and would like to thank the Ludlow Select Board, Frank Heald, Municipal Manager, our full and part-time bus drivers, the Black River High School & Middle School and Ludlow Elementary School for their support.

Respectfully,

Ron Tarbell  
Highway Foreman  
Municipal Transit Supervisor

## Planning Commission Town and Village of Ludlow

The Planning Commission works directly with the Planning and Zoning Office and the Southern Windsor County Regional Planning Commission. Our meetings are held on the third Tuesday of every month at 6:00 P.M. and the public is always welcomed.

This year the Planning Commission finished its update on the Village of Ludlow Zoning and Flood Hazard Regulations, Subdivision Regulations, and Town and Village Flood Hazard Regulations. These are available for viewing at the Town's website at [www.ludlow.vt.us](http://www.ludlow.vt.us) along with other documents.

The Planning Commission is now working under a grant to update the Flood Resiliency. There will be changes to the Town of Ludlow Zoning and Flood Hazard Regulations. Please stop into the Planning and Zoning office for information on the changes. The office is open from 8:30-4:30 Monday through Friday.

The Board would like to thank Jason Rasmussen from the Regional Planning Commission, and Rosemary Goings, Director of Planning for their help in all the projects and applying for grants when available. Thank you to the Board members who would donate their time to the Planning Commission.

Please remember our meetings are open to the public.

Alan Couch, Chairman  
Logan Nicoll, Vice-Chairman  
Terry Carter  
Alan Isaacson  
Norman Vanasse

## **Village of Ludlow** **Planning and Zoning Department**

The Village of Ludlow is governed by Zoning and Flood Hazard Regulations in accordance with the Vermont Planning and Development Act, Title 24, Chapter 117. It is the intent of Zoning Regulations to provide for the orderly community growth, and to provide for public health, safety, and welfare.

The office works closely with the Development Review Board, Planning Commission, Southern Windsor County Regional Planning Commission, Ludlow Listers, State of Vermont Department of Safety, State of Vermont Water Quality Division, The Town Clerks Office, and a number of State Agencies and other Municipalities.

Zoning and Subdivision Bylaws change frequently. Always consult the Municipal Planning and Zoning Office to determine that you have the most recent edition of the zoning and subdivision bylaws before you consider a development. Keep in mind that we always publish zoning changes in the newspaper and on the Municipal boards in the Town office building, before they are made. The public is always welcomed to attend any public meeting and we look forward to you sharing your thoughts and opinions. Our bylaws, permit applications, board meeting minutes, and the Town Plan are available online at [www.ludlow.vt.us](http://www.ludlow.vt.us).

The Department would like to thank the members of the Planning Commission and the Development Review Board for their dedication to the Town and Village.

Also, I would like to thank my assistant, Barbara Davis, the Listers, (Margot Martell, Mark Gauthier, and Terry Thayne), the Town Clerk (Ulla Cook), the Assistant Town Clerk (Pamela Todt) for all their help with the Bianchi Title Searches and the recording of our permits. The Board of Selectmen, Board of Trustees, Frank Heald, Municipal Manager, Pam Cruickshank and Diane Knight for their support and guidance.

The office is open Monday through Friday, 8:30 A.M. – 4:30 P.M. Stop in any time if you have any questions or concerns. Email address: [planning@ludlow.vt.us](mailto:planning@ludlow.vt.us)

Respectfully submitted,

  
Rosemary Goings  
Director of Planning and Zoning

Jeffrey P. Billings  
Chief of Police  
P.O. Box B  
Ludlow, VT 05149-0250



Municipal Offices  
Ph. 802-228-4411  
Fax 802-228-5505  
police@ludlow.vt.us

# Ludlow, Vermont

*A Better Place To Live, Work & Play*

## LUDLOW POLICE DEPARTMENT ANNUAL REPORT

01 JULY 2014 THROUGH 30 June 2015  
Jeffrey P. Billings  
Chief of Police

### Police officers

John Gaudet  
Rick King  
Catherine Warner  
Jon Waldman

### Communications Operators

Jerome Brown  
Richard Olmstead  
Mark Martell  
David VanGuilder

### Part-Time Employees

Nick Sheehan  
Dispatcher

Ashley Billings  
Traffic Control

Tyler Billings  
Traffic Control

Eric Bolt  
Dispatcher

Albert Cavoto  
Traffic Control

Joanna Cook  
Dispatcher

Paul Faenza  
Officer

Terry Fortuna  
Dispatcher

David Pettit  
Dispatcher

## ACTIVITY SUMMARY

Fiscal 2015

| Crimes Against persons:    | 2012 | 2013 | 2014 | 2015 |
|----------------------------|------|------|------|------|
| Lig. Law Violations        | 96   | 71   | 53   | 65   |
| Homicide                   | 0    | 0    | 0    | 0    |
| Sexual Assault             | 5    | 5    | 3    | 2    |
| Aggravated Assault         | 2    | 2    | 4    | 1    |
| Simple Assault             | 6    | 11   | 5    | 7    |
| Fraud                      | 1    | 2    | 2    | 2    |
| Domestic Disturbance       | 23   | 23   | 31   | 21   |
| Harassment                 | 7    | 5    | 16   | 13   |
| Suicide                    | 0    | 0    | 0    | 1    |
| Fatalities                 | 0    | 0    | 0    | 0    |
| Violation of Probation     | 4    | 7    | 7    | 3    |
| Child Abuse                | 10   | 5    | 3    | 2    |
| Possession Stolen Property | 1    | 2    | 1    | 2    |
| Embezzlement               | 2    | 1    | 0    | 1    |

### Crimes against Property

|                     |    |    |    |    |
|---------------------|----|----|----|----|
| Burglary            | 31 | 18 | 20 | 16 |
| Larcenies           | 36 | 35 | 34 | 31 |
| Motor Vehicle Theft | 1  | 1  | 3  | 2  |
| Arson               | 0  | 0  | 0  | 0  |
| Vandalism           | 37 | 26 | 21 | 23 |
| Trespassing         | 12 | 17 | 20 | 16 |

### Crimes Against The Public Peace

|                      |    |    |    |    |
|----------------------|----|----|----|----|
| Disorderly Conduct   | 16 | 29 | 28 | 34 |
| Telephone Violations | 11 | 13 | 12 | 13 |
| Noise Disturbance    | 34 | 43 | 38 | 39 |
| Threats Against Life | 4  | 6  | 11 | 8  |

### Motor Vehicle Related Incidents

|                            |     |     |     |     |
|----------------------------|-----|-----|-----|-----|
| Accidents                  | 101 | 99  | 122 | 141 |
| Traffic Tickets            | 241 | 221 | 284 | 333 |
| Warnings Issued            | 660 | 567 | 702 | 632 |
| Motor Vehicle Disturbances | 29  | 23  | 35  | 34  |
| Motorist Assist            | 50  | 51  | 21  | 57  |

|                           | 2012 | 2013 | 2014 | 2015 |
|---------------------------|------|------|------|------|
| MISCELLANEOUS ACTIVITIES  |      |      |      |      |
| Suspicious Persons/Circ.  | 151  | 142  | 185  | 201  |
| Security Checks           | 806  | 854  | 956  | 897  |
| Emergency Alarms          | 94   | 83   | 112  | 128  |
| Animal Complaints         | 24   | 27   | 28   | 55   |
| Assist Other Agencies     | 245  | 216  | 254  | 246  |
| Missing Person Complaints | 8    | 9    | 10   | 12   |
| Civil                     | 11   | 7    | 11   | 7    |

ARREST INFORMATION:

|                           |     |    |    |    |
|---------------------------|-----|----|----|----|
| Criminal Arrest           | 101 | 64 | 52 | 91 |
| Driving while Intoxicated | 53  | 61 | 45 | 47 |

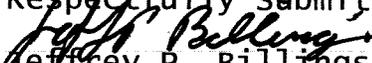
Officer Response Statistics

|                          |       |       |       |       |
|--------------------------|-------|-------|-------|-------|
| Total Criminal Incidents | 1308  | 1172  | 1471  | 1666  |
| Mileage                  | 38950 | 39950 | 37450 | 35000 |
| Foot Patrol Hours        | 146   | 138   | 134   | 159   |

As always The D.A.R.E. program for grade 5 is still going strong. The programs curriculum has been revised so this should greatly enhance the program. This program funded by donations from the community teaches children about the effect that drugs have on people, both physically and psychologically. It also gives your children the tools to say no to drugs. The Department is also in its 15<sup>th</sup> year teaching Hunter Safety. This also includes Archery. The class not only teaches good hunting principles but more importantly safe firearms handling skills.

I would like to thank the Municipal Manager, Members of the Board of Selectmen, Fire and Ambulance Personnel, Police Department Personnel and especially the Citizens of Ludlow for their support.

Respectfully Submitted;

  
 Jeffrey P. Billings  
 Chief of Police

**PO Box 364  
Ludlow, VT 05149  
ludlowstreetscapes.org**

## **Ludlow Streetscapes Annual Report**

Ludlow Streetscapes mission to make Ludlow a more attractive location in which to live, work and play. Ludlow Streetscapes hanging flower baskets, flower boxes and winter greens continue to be our most visible work and are an aesthetic tradition in our community. Thank you to the Village Wastewater and Water Department for working with us regarding the watering of the plants.

In 2015 we were the driving force behind the 4<sup>th</sup> of July Fireworks for Ludlow and worked with Ludlow's Park and Recreation Department to have the show at West Hill Park. The additional cooperation from Ludlow's Fire, Ambulance, Bus and Police departments ensured traffic flow and safety at the park.

It is our goal to maintain our current commitments and participate in activities which enhance the quality of life in Ludlow and promote a greater sense of pride in the community. We thank the Village and Town of Ludlow as well as local businesses, non-profit organizations and individuals within our community for all of their support with our on-going initiatives.

Respectfully,

Patty Greenwood, President

## Statement of Financial Audit

The Village of Ludlow retained the services of the firm of Graham & Graham, Certified Public Accountants, to audit Fiscal Year 2015 which ended June 30, 2015. Their complete report is available on the Town & Village web site [www.ludlow.vt.us](http://www.ludlow.vt.us) by clicking on the FY 2015 Village Financial Statement Link.

You may also receive a copy by mail or in person as they will be available at the Ludlow Municipal Office.

On the following pages you will find Balance Sheets for the Village of Ludlow, the Village Water and Village Wastewater as well as a Statement of Revenues, Expenditures and Changes in Fund Balances for each entity.

**VILLAGE OF LUDLOW, VERMONT**  
**STATEMENT OF REVENUES, EXPENDITURES**  
**AND CHANGES IN FUND BALANCES (DEFICIT)**  
**GOVERNMENTAL FUNDS**  
**For The Year Ended June 30, 2015**

|   | <u>General<br/>Fund</u> | <u>Non-major<br/>Funds</u> | <u>Total<br/>Government<br/>Funds</u> |
|---|-------------------------|----------------------------|---------------------------------------|
| <b>REVENUES</b>                                 |                         |                            |                                       |
| Taxes, interest and penalties                   | \$ 366,102              | \$ -                       | \$ 366,102                            |
| Licenses and permits                            | 6,588                   | -                          | 6,588                                 |
| Intergovernmental                               | 39,717                  | -                          | 39,717                                |
| Investment income                               | 248                     | 7                          | 255                                   |
| Insurance reimbursement                         | 33,908                  | -                          | 33,908                                |
| Miscellaneous                                   | 14,929                  | -                          | 14,929                                |
| <b>Total revenues</b>                           | <u>461,492</u>          | <u>7</u>                   | <u>461,499</u>                        |
| <b>EXPENDITURES</b>                             |                         |                            |                                       |
| Current   |                         |                            |                                       |
| General government                              | 159,929                 | -                          | 159,929                               |
| Highways and streets                            | 304,195                 | -                          | 304,195                               |
| Sanitation                                      | 31,005                  | -                          | 31,005                                |
| <b>Total current expenditures</b>               | <u>495,129</u>          | <u>-</u>                   | <u>495,129</u>                        |
| Debt service                                    |                         |                            |                                       |
| Principal                                       | 10,000                  | -                          | 10,000                                |
| Interest  | 809                     | -                          | 809                                   |
| <b>Total debt service</b>                       | <u>10,809</u>           | <u>-</u>                   | <u>10,809</u>                         |
| Capital outlay                                  | 14,257                  | -                          | 14,257                                |
| <b>Total expenditures</b>                       | <u>520,195</u>          | <u>-</u>                   | <u>520,195</u>                        |
| <b>EXCESS OF REVENUES OVER (UNDER) EXPENSES</b> | (58,703)                | 7                          | (58,696)                              |
| <b>OTHER FINANCING SOURCES (USES)</b>           |                         |                            |                                       |
| Transfers                                       | 35,000                  | -                          | 35,000                                |
| <b>NET CHANGE IN FUND BALANCES</b>              | (23,703)                | 7                          | (23,696)                              |
| <b>FUND BALANCES (DEFICIT) - JULY 1, 2014</b>   | <u>(3,478)</u>          | <u>8,144</u>               | <u>4,666</u>                          |
| <b>FUND BALANCES (DEFICIT) - JUNE 30, 2015</b>  | <u>\$ (27,181)</u>      | <u>8,151</u>               | <u>(19,030)</u>                       |

**VILLAGE OF LUDLOW, VERMONT**  
**BALANCE SHEET**  
**GOVERNMENTAL FUNDS**  
**June 30, 2015**

|   | <b>General<br/>Fund</b> | <b>Non-Major<br/>Funds</b> | <b>Total<br/>Government<br/>Funds</b> |
|---|-------------------------|----------------------------|---------------------------------------|
| <b>ASSETS</b>   |                         |                            |                                       |
| Cash and cash equivalents   | \$ 509,133              | \$ -                       | \$ 509,133                            |
| Due from other funds  | -                       | 8,151                      | 8,151                                 |
| Accounts receivable:  |                         |                            |                                       |
| Delinquent taxes receivable   | 10,983                  | -                          | 10,983                                |
| Interest receivable   | 848                     | -                          | 848                                   |
| Penalties receivable  | 867                     | -                          | 867                                   |
| Other receivables   | -                       | -                          | -                                     |
| Prepaid expenses  | 9,996                   | -                          | 9,996                                 |
| <b>TOTAL ASSETS</b>   | <b>531,827</b>          | <b>8,151</b>               | <b>539,978</b>                        |
| <br><b>LIABILITIES, DEFERRED INFLOWS OF<br/>RESOURCES AND FUND BALANCES (DEFICIT)</b>       |                         |                            |                                       |
| <b>LIABILITIES</b>  |                         |                            |                                       |
| Accounts payable  | 56,948                  | -                          | 56,948                                |
| Due to other governments  | 2,281                   | -                          | 2,281                                 |
| Due to other funds  | 490,234                 | -                          | 490,234                               |
| Accrued salary and benefits   | 857                     | -                          | 857                                   |
| <b>TOTAL LIABILITIES</b>  | <b>550,320</b>          | <b>-</b>                   | <b>550,320</b>                        |
| <br><b>DEFERRED INFLOWS OF RESOURCES</b>  |                         |                            |                                       |
| Unavailable resources   | 8,688                   | -                          | 8,688                                 |
| <b>TOTAL DEFERRED INFLOWS OF RESOURCES</b>  | <b>8,688</b>            | <b>-</b>                   | <b>8,688</b>                          |
| <br><b>FUND BALANCE</b>   |                         |                            |                                       |
| Nonspendable prepaid expenses   | 9,996                   | -                          | 9,996                                 |
| Restricted for capital projects   | -                       | 333                        | 333                                   |
| Restricted for special revenue funds  | -                       | 7,818                      | 7,818                                 |
| Unassigned  | (37,177)                | -                          | (37,177)                              |
| <b>TOTAL FUND BALANCES (DEFICIT)</b>  | <b>(27,181)</b>         | <b>8,151</b>               | <b>(19,030)</b>                       |
| <br><b>TOTAL LIABILITIES, DEFERRED INFLOWS OF<br/>RESOURCES AND FUND BALANCES (DEFICIT)</b> | <br><b>\$ 531,827</b>   | <br><b>\$ 8,151</b>        | <br><b>\$ 539,978</b>                 |

**VILLAGE OF LUDLOW, VERMONT**  
**STATEMENT OF REVENUES, EXPENSES AND**  
**CHANGES IN NET POSITION - PROPRIETARY FUNDS**  
**For The Year Ended June 30, 2015**

|  | <u>WATER</u>        | <u>SEWER</u>        | <u>TOTAL</u>        |
|--|---------------------|---------------------|---------------------|
| <b>OPERATING REVENUE</b>               |                     |                     |                     |
| Charges for services                   | \$ 248,593          | \$ 603,077          | \$ 851,670          |
| Delinquent interest and penalties      | 4,711               | 8,667               | 13,378              |
| Miscellaneous                          | 3,568               | 26,863              | 30,431              |
| Total operating revenue                | <u>256,872</u>      | <u>638,607</u>      | <u>895,479</u>      |
| <b>OPERATING EXPENSES</b>              |                     |                     |                     |
| Operations and maintenance             | 151,684             | 564,473             | 716,157             |
| Administration                         | 23,174              | 2,722               | 25,896              |
| Depreciation expense                   | 116,213             | 167,423             | 283,636             |
| Total operating expenses               | <u>291,071</u>      | <u>734,618</u>      | <u>1,025,689</u>    |
| <b>INCOME (LOSS) FROM OPERATIONS</b>   | <u>(34,199)</u>     | <u>(96,011)</u>     | <u>(130,210)</u>    |
| <b>NON-OPERATING REVENUE (EXPENSE)</b> |                     |                     |                     |
| Investment income                      | -                   | 1,047               | 1,047               |
| Service hook up revenue                | -                   | 107,797             | 107,797             |
| Build America Bond interest rebate     | 10,521              | -                   | 10,521              |
| Andover Street interest reimbursement  | -                   | 6,704               | 6,704               |
| Bond interest expense                  | (55,795)            | (20,663)            | (76,458)            |
| Total non-operating revenues (expense) | <u>(45,274)</u>     | <u>94,885</u>       | <u>49,611</u>       |
| <b>NET INCOME BEFORE TRANSFERS</b>     | <u>(79,473)</u>     | <u>(1,126)</u>      | <u>(80,599)</u>     |
| <b>OTHER FINANCING SOURCES (USES)</b>  |                     |                     |                     |
| Transfer to general fund               | -                   | (35,000)            | (35,000)            |
| <b>CHANGE IN NET POSITION</b>          | <u>(79,473)</u>     | <u>(36,126)</u>     | <u>(115,599)</u>    |
| <b>Net position, beginning of year</b> | <u>2,436,207</u>    | <u>4,944,647</u>    | <u>7,380,854</u>    |
| <b>Net position, end of year</b>       | <u>\$ 2,356,734</u> | <u>\$ 4,908,521</u> | <u>\$ 7,265,255</u> |

**VILLAGE OF LUDLOW, VERMONT**  
**STATEMENT OF NET POSITION**  
**PROPRIETARY FUNDS**  
**June 30, 2015**

|  | <b>WATER</b>        | <b>SEWER</b>        | <b>TOTAL</b>        |
|--|---------------------|---------------------|---------------------|
| <b>ASSETS</b>  |                     |                     |                     |
| Current Assets                                       |                     |                     |                     |
| Cash   | \$ -                | \$ 208,123          | \$ 208,123          |
| Receivables, net                                     | 111,616             | 242,237             | 353,853             |
| Prepaid expenses                                     | 825                 | 4,750               | 5,575               |
| Inventories  | 15,315              | 3,518               | 18,833              |
| Due from other funds                                 | 185,437             | 296,646             | 482,083             |
| Non-depreciable:                                     |                     |                     |                     |
| Land   | 152,920             | -                   | 152,920             |
| Depreciable:   |                     |                     |                     |
| Buildings and improvements                           | 5,241,091           | 7,761,511           | 13,002,602          |
| Vehicles   | -                   | 70,708              | 70,708              |
| Equipment  | -                   | 57,803              | 57,803              |
| Accumulated depreciation                             | (1,063,637)         | (2,716,969)         | (3,780,606)         |
| <b>TOTAL ASSETS</b>                                  | <b>4,643,567</b>    | <b>5,928,327</b>    | <b>10,571,894</b>   |
| <b>DEFERRED OUTFLOWS OF RESOURCES</b>                |                     |                     |                     |
| Contributions to pension plan in current fiscal year | 3,724               | 13,311              | 17,035              |
| <b>TOTAL DEFERRED OUTFLOWS OF RESOURCES</b>          | <b>3,724</b>        | <b>13,311</b>       | <b>17,035</b>       |
| <b>LIABILITIES</b>                                   |                     |                     |                     |
| Current Liabilities                                  |                     |                     |                     |
| Accounts payable                                     | 364                 | 1,140               | 1,504               |
| Unearned revenue                                     | 145,157             | 303,206             | 448,363             |
| Due to other governments                             | 1,527               | 2,373               | 3,900               |
| Bonds payable due within one year                    | 83,274              | 17,976              | 101,250             |
| Accrued salary and benefits                          | 3,130               | 15,829              | 18,959              |
| Accrued compensated absences due after one year      | 3,221               | 3,616               | 6,837               |
| Bonds payable due after one year                     | 2,047,151           | 657,557             | 2,704,708           |
| <b>TOTAL LIABILITIES</b>                             | <b>2,283,824</b>    | <b>1,001,697</b>    | <b>3,285,521</b>    |
| <b>DEFERRED INFLOWS OF RESOURCES</b>                 |                     |                     |                     |
| Pension deferrals                                    | 6,733               | 31,420              | 38,153              |
| <b>TOTAL DEFERRED INFLOWS OF RESOURCES</b>           | <b>6,733</b>        | <b>31,420</b>       | <b>38,153</b>       |
| <b>NET POSITION</b>                                  |                     |                     |                     |
| Invested in capital assets, net of related debt      | 2,199,949           | 4,497,520           | 6,697,469           |
| Unrestricted   | 156,785             | 411,001             | 567,786             |
| <b>TOTAL NET POSITION</b>                            | <b>\$ 2,356,734</b> | <b>\$ 4,908,521</b> | <b>\$ 7,265,255</b> |

**PROCEEDINGS**

**VILLAGE OF LUDLOW, VERMONT**

**PUBLIC INFORMATION MEETING  
2015 ANNUAL MEETING  
MARCH 23 & 24, 2015**

The legal voters of the Village of Ludlow, County of Windsor, State of Vermont, are hereby notified and warned to meet at the Town Hall in Ludlow, VT on Monday evening, the 23<sup>rd</sup> day of March 2015 at six o'clock PM, (6:00 PM), for a Public Information Meeting; and on Tuesday the 24th day of March, 2015 between the hours of ten o'clock, AM, (10:00 AM) in the forenoon and seven o'clock, PM, (7:00 PM) in the afternoon for Australian Ballot, and thereafter at seven o'clock, PM (7:00 PM), to act on the following:

The legal voters of the Village of Ludlow are further notified that voter qualification, registration and absentee voting relative to said Village Meeting shall be as provided in Chapters 43, 51 and 55 of Title 17, Vermont Statutes Annotated. You must be registered to vote in the Village of Ludlow in order to vote at Village Meeting.

***TUESDAY, MARCH 24, 2015; {Australian Ballot}***

**ARTICLE 1.** To elect Village Officers for the ensuing year by Australian Ballot.

**ARTICLE 2.** Shall the voters of the Village of Ludlow vote to exempt the property owned by the Trustees of the Gill Odd Fellows Home of Vermont (Nursing Home) from property taxes for a period of two (2) years: commencing with the 2015 tax year?  
**YES = 42 NO = 15**

**ARTICLE 3.** Shall the voters of the Village of Ludlow authorize the Board of Trustees to solicit bids for weekly removal of trash in the Village and bi-weekly removal of recyclables? The cost of this service will be determined by bid, but is estimated to be +/- \$54,000 or approximately \$0.04 on the tax rate.  
**YES = 42 NO = 9**

***TUESDAY, MARCH 24, 2015; 7:00 PM:***

**ARTICLE 4.** Shall the voters of the Village of Ludlow act on the reports of the Village Officers for the period July 1, 2013 through June 30, 2014.

**ARTICLE 5.** Shall the voters of the Village of Ludlow fix the salaries of the elected Village Officers for the ensuing year?

**ARTICLE 6.** Shall the voters of the Village of Ludlow authorize the Board of Trustees to borrow money in anticipation of taxes or other income to meet the expenses of the Village and any part of its indebtedness?

**ARTICLE 7.** Shall the Village of Ludlow collect taxes on Real Property in installments, taxes to be paid to the Treasurer on August 15, 2015, November 15, 2015, February 15, 2016 and May 15, 2016?

**ARTICLE 8.** Shall the voters of the Village of Ludlow vote a specific amount in lieu of a rate on a dollar on the Grand List as set forth in the Board of Trustees' budget? Then the Trustees shall set the tax rate necessary to raise this amount after the Grand List has been completed and lodged in the office of the Village Clerk. **The amount to be raised by taxes is \$271,562.00.**

**ARTICLE 9.** To transact any other business necessary and proper when met.

**Dated at Ludlow, Vermont this 26<sup>th</sup> day of February, 2015.**

**VILLAGE OF LUDLOW  
BOARD OF TRUSTEES**

Robert Gilmore, Chairman (via telephone)  
David Rose, Vice Chair  
Richard Harrison

**VILLAGE OF LUDLOW, VERMONT  
MINUTES OF THE ANNUAL MEETING  
MARCH 24, 2015**

Total in Attendance – 13

The meeting was called to order by Moderator VanGuilder at 7:00PM. The Town Manager, Frank Heald led the flag salute. The moderator stated that this meeting will be conducted according to Roberts Rules of Order.

**ARTICLE 4.** Shall the voters of the Village of Ludlow act on the reports of the Village Officers for the period July 1, 2013 through June 30, 2014.

Motion to adopt the article made by Mr. Martel, second by Linda Potter. No discussion. The motion was voted and the article was adopted.

**ARTICLE 5.** Shall the voters of the Village of Ludlow fix the salaries of the elected Village Officers for the ensuing year?

Motion to adopt the article made by Mr. Barton, second by Ms. Bixby. No discussion. The motion was voted and the article was adopted.

There was a motion by Mr. Martel to amend the article as passed to read: fix the salaries the same as last year Clerk \$1000, Village Trustees \$1,000, Water Commissioners \$1,000, second by Mr. Bixby. No discussion. A motion was made by Reverend Tom Diebler to adopt the amended article, second Mr. Bixby. No discussion. The amended article was voted and adopted.

**ARTICLE 6.** Shall the voters of the Village of Ludlow authorize the Board of Trustees to borrow money in anticipation of taxes or other income to meet the expenses of the Village and any part of its indebtedness?

Motion made by Ms. Sharon Bixby to adopt the article, second by Mr. Ron Bixby. No discussion. The motion was voted and the article was adopted.

**ARTICLE 7.** Shall the Village of Ludlow collect taxes on Real Property in installments, taxes to be paid to the Treasurer on August 15, 2015, November 15, 2015, February 15, 2016 and May 15, 2016?

Motion made by Mr. Bixby to adopt the article, second Linda Potter. No discussion. The motion was voted and the article was adopted.

**ARTICLE 8.** Shall the voters of the Village of Ludlow vote a specific amount in lieu of a rate on a dollar on the Grand List as set forth in the Board of Trustees' budget? Then the Trustees shall set the tax rate necessary to raise this amount after the Grand List has been completed and lodged in the office of the Village Clerk. **The amount to be raised by taxes is \$271,562.00.**

Motion made by Mr. Washburn to adopt the article, second Mr. Martel. No discussion. The motion was voted and the article was adopted.

**ARTICLE 9.** To transact any other business necessary and proper when met.

There was no other business.

The meeting was recessed waiting for the results for Articles 1, 2 and 3.

(See attached)

The meeting adjourned at 7:30PM

\_\_\_\_\_  
Ulla P. Cook, Clerk

\_\_\_\_\_  
Herbert VanGuilder, Moderator

\_\_\_\_\_  
Linda Tucker, BCA

## **TOWN & VILLAGE OF LUDLOW**

### **GOVERNMENT MEETINGS**

|                                    |   |
|------------------------------------|---|
| Ludlow Select Board                | First Monday of the Month at 7:00 PM    |
| Village Board of Trustees          | First Tuesday of the Month at 6:00 PM   |
| Water Commissioners                | First Tuesday of the Month at 5:00 PM   |
| Development Review Board           | Second Monday of the Month at 6:00 PM   |
| Cemetery Commissioners             | Third Wednesday of the Month at 5:00 PM |
| Parks & Recreation Committee       | Second Tuesday of the Month at 5:00 PM  |
| Planning Commission                | Third Tuesday of the Month at 6:00 PM   |
| Fletcher Memorial Library Trustees | Third Tuesday of the Month at 6:00 PM   |
| Ludlow Enterprise Fund             | Noticed Per Meeting                     |
| LES School Board                   | First Wednesday of the Month at 6:00 PM |
| Union #39 School Board             | First Wednesday of the Month at 7:00 PM |
| Two Rivers Supervisory Union       | First Thursday of the Month at 6:00 PM  |

Town & Village meeting agendas and warnings are posted on the bulletin boards in the Ludlow Town Hall, Berkshire Bank (outdoor bulletin board), the Ludlow Post Office and the Municipal website at [www.ludlow.vt.us](http://www.ludlow.vt.us). The newspaper of record is the Vermont Journal.

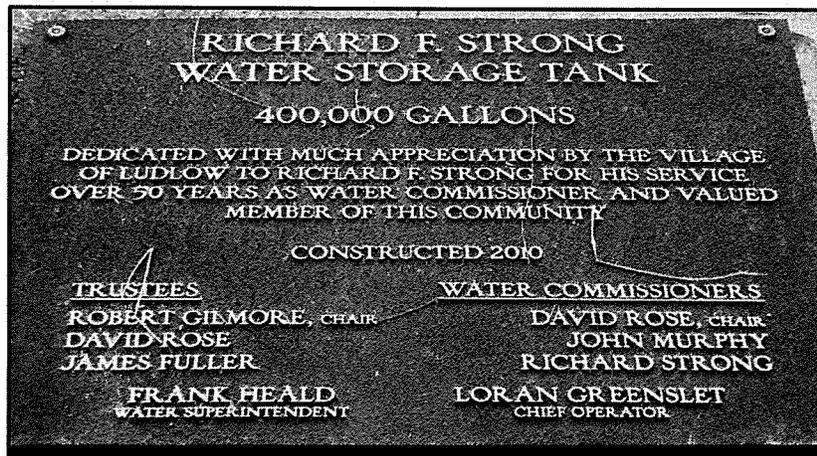
## A TRIBUTE TO THE VILLAGE OF LUDLOW WATER COMMISSION



### *In Memory of Richard Strong & John Murphy, Sr.*

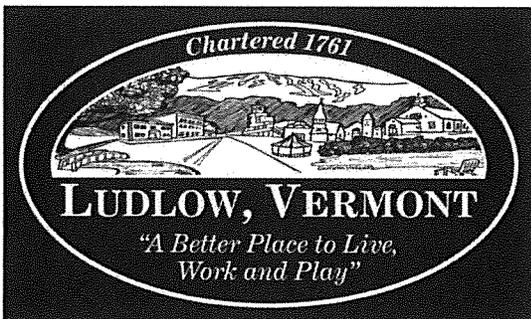
*The Richard F. Strong Water Tank was named after Water Commissioner, Richard Strong. The 400,000 gallon water tank was an integral part of the Village's 2011 Water Improvement Project.*

*(Photograph above from left to right) Loran Greenslet (retired Chief Operator), David Rose (Water Commission Chairman), John Murphy, Sr. (former Water Commissioner), Richard Strong (served on the Water Commission for 58-years), Frank Heald (Municipal Manager & Water Superintendent) and Mark Youngstrom (Otter Creek Engineering).*



VILLAGE OF LUDLOW  
MUNICIPAL OFFICE  
PO BOX 359  
LUDLOW, VT 05149-0359

U.S. POSTAGE  
PAID  
PERMIT NO. 40  
LUDLOW, VERMONT



**Australian Ballot & Village Meeting**

**March 22, 2016 - 10:00 AM to 7:00 PM - Voting**

**March 22, 2016 - 7:00 PM - Village Meeting**