

**VILLAGE OF LUDLOW  
BOARD OF TRUSTEES**

**REGULAR MEETING MINUTES**

**TUESDAY, JULY 3, 2012**

**Village Trustees Present:**

Robert Gilmore, Chairman, Jim Fuller, David Rose

**Staff Present:**

Frank Heald, Chief Jeffrey Billings, Ron Tarbell

**Others Present:**

Richard Harrison, KP Whaley/LPC-TV

**Call to Order:**

Robert Gilmore called the Regular Meeting to order at 6:00 pm.

**Approve Minutes:**

MOTION by David Rose and seconded by Jim Fuller to approve the minutes from June 5, 2012 as presented. All in favor and the motion passed.

**Comments from Citizens:**

- a. None.

**Sewer Allocation Request:**

- a. Robert Gilmore said they have a request from Christine Farrell and Chris Meyer of 110 Main Street to add an additional one bedroom unit.
- b. MOTION by David Rose and seconded by Jim Fuller to approve the allocation and hook on for one additional unit (1-bedroom) at 110 Main Street. All in favor and the motion passed.
- c. Robert Gilmore said they have a request from Leslie and Marc Stuart of 46 Depot Street for 552 additional gallons per day for a twenty three (23) seat wine bar in their retail store.
- d. MOTION by David Rose and seconded by Jim Fuller to approve the additional 552 gallons per day at 46 Depot Street. All in favor and the motion passed.

**Sewer Reduction Request:**

- a. Robert Gilmore said they have a request from Mary Mutz of 48 Pleasant Street Extension to remove the allocation and abate the July billing from the former mini-golf.
- b. MOTION by Jim Fuller and seconded by David Rose to approve the removal of sewer allocation and the July charges at 48 Pleasant Street Extension.

**Sewer Request from James Ghia:**

- a. Robert Gilmore said they had a request from Jim Ghia of Ghia Farm Road regarding the West Woods development. Mr. Ghia said he paid \$18,720 for allocation for 6 home sites which he has been unable to sell and sewer fees that he has paid to date of \$6,223.43.
- b. Robert Gilmore said they are unable to do anything for Mr. Ghia unless they amend the current Sewer Ordinance.
- c. David Rose asked if Mr. Ghia was asking to drop the allocation.
- d. Frank Heald said when a sewer allocation is approved a fee is assessed. The hook-on is due prior to the C.O.
- e. Frank Heald said that we should go back and look at the allocation because they should start when we issue the building permit as they may need to deal with regulatory concerns. He suggested the Board of Trustees table the request and consider some future re-writes to the Sewer Ordinance.
- f. David Rose said it could raise many questions around town with other properties.
- g. Frank Heald said we can do the analysis and bring the information to the next meeting.

**Consider Sewer Abatements:**

- a. Robert Gilmore said there are two requests from properties on Mill Street that were damaged in the flooding. He said Eldine Jelley and Edward Augustauskas have removed their trailers and are asking for an abatement of their sewer fees.
- b. MOTION by David Rose and seconded by Jim Fuller to abate the sewer fees for 1 Mill Street and 5 Mill Street. All in favor and the motion passed.
- c. Frank Heald said the landowner is unsure what she wants to do with the land. She may put up another building or forgo the allocation.

**Review & Approve Amendment to the Purchasing Policy:**

- a. Frank Heald said that after the Select Board meeting we need to do some more reviewing as there was a discrepancy in the presentation. He explained that the proposal is to re-do the bidding process to open the bids a week prior to the board meeting. This would give department heads a chance to review the bids and make recommendations to the boards.
- b. Frank Heald said the issue is that they need more time to review the bids and make intelligent decisions. He said the bid opening would be public and anyone could attend.
- c. Jim Fuller asked if the bid opening would be publicized.
- d. Robert Gilmore said yes it would be warned in the newspaper of record. He said it is a good policy.

**Award 2012 Sidewalk Bid:**

- a. Robert Gilmore said they received bids from four vendors:
  1. Gurney Brothers Construction - \$79,316
  2. Belden Company - \$82,746
  3. M & M Excavating - \$87,260
  4. Daniels Construction - \$109,955
- b. David Rose recommended they give the bids to Frank Heald and Ron Tarbell to review.
- c. MOTION by Jim Fuller and seconded by David Rose to authorize the Municipal Manager upon the advice of the Highway Foreman to make a decision and award the 2012 Sidewalk Bid. All in favor and the motion passed.

**Award 2012 Summer Paving Bid:**

- a. Frank Heald said two of the paving bids were opened last night at the Select Board meeting because they were in the same packets as the Town.
- b. Robert Gilmore said the paving would be for Bridge Street, Rock Driver, Andover Street, West Hill and Gill Terrace.
  1. Fuller Sand & Gravel - \$72 per ton (\$66 –Gill Terrace)
  2. Pike Industries - \$90.01 per ton
  3. Lane Construction - \$80.75 per ton
  4. Springfield Paving - \$87.50 per ton
  5. Wilk Paving - \$95.22 per ton
  6. FW Whitcomb - \$79.61 per ton
- c. Frank Heald said the apparent low bidder is Fuller Sand & Gravel.
- d. MOTION by Jim Fuller and seconded by David Rose to award the 2012 Village Summer Paving bid to Fuller Sand and Gravel. All in favor and the motion passed.

**Consider Ludlow Rotary Chili Cook-Off Request:**

- a. Robert Gilmore said the Chili Cook-Off has been scheduled for Saturday, October 6, 2012 and would require the closure of Depot Street from 7:30 am until 3:00 pm.
- b. Jim Fuller added that this is Columbus Day Weekend.
- c. MOTION by David Rose and seconded by Jim Fuller to approve the road closure for the Ludlow Rotary Chili Cook-Off. All in favor and the motion passed.

**Other Business:**

- a. Robert Gilmore asked about the status of the bridge at Lamere Square.
- b. Ron Tarbell said they have measured the areas that need repairs and the parts have been ordered.

- c. Robert Gilmore announced that Jim Fuller would be resigning his position effective July 13<sup>th</sup> and invited attendees to stay on for some cake after the meeting. Robert said Jim has been a solid, patient and very thoughtful member of the Village Board of Trustees.
- d. David Rose said that Jim Fuller would be missed.
- e. Frank Heald said it has been a pleasure working with him and we will all miss him.
- f. Frank Heald said that at last month's meeting they discussed the traffic study on High Street. He said a speed device was installed in the middle of the street to capture the issues.
- g. Frank Heald said he wanted to clarify any questions regarding the Sheriff's Department spending one free day per month in certain counties. He said he asked Chief Billings to investigate and he said they are not aware of any program along those lines.
- h. Chief Jeffrey Billings said they have increased the patrolling considerably in the morning and at night. He said they have written the most tickets during the morning hours.
- i. David Rose asked how the board wanted to proceed with the open seat on the Village Board of Trustees with Jim Fuller leaving. He suggested putting an advertisement in the newspaper
- j. Robert Gilmore agreed and said letters of request should be sent to his attention.
- k. Frank Heald said we would be able to insert an advertisement in next week's newspaper.
- l. Robert Gilmore questioned what the term would be for a new member since Jim Fuller was recently re-elected this past March.
- m. Frank Heald said the Charter would require the new member to run again at the next election.

**Adjourn:**

- a. MOTION by Jim Fuller and seconded by David Rose to adjourn. All in favor and the motion passed.
- b. Meeting adjourned at 6:40 pm.

Respectfully submitted,

Pam Cruickshank  
Acting Clerk

**VILLAGE OF LUDLOW  
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Robert Gilmore, Chairman

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David Rose

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James Fuller