

**PRELIMINARY MINUTES**

**VILLAGE OF LUDLOW  
BOARD OF TRUSTEES**

**REGULAR MEETING**

**6:00 PM**

**September 6, 2016**

**BOARD MEMBERS PRESENT:**

David Rose, Vice Chairman                      Richard Harrison

**BOARD MEMBERS ABSENT:**

Bob Gilmore

**STAFF:**

Frank Heald

**OTHERS PRESENT:**

Adam Sayres – LPCTV

1. **Call to Order**

A. Vice Chairman, David Rose, called the meeting to order at 6:00 p.m., Bob Gilmore absent.

2. **Approve Minutes from Previous Meetings**

A. David Rose advised the minutes to be approved are from the regular meetings of August 2, 2016.

B. **MOTION by Richard Harrison and seconded by David Rose to accept the minutes from August 2, 2016 as presented. Motion passed unanimously.**

3. **Comments From Citizens**

A. There were none.

4. **Sewer Allocation Request**

A. Jewell Brook, LLC

i. Property address is 1 Parker Avenue, Parcel 220548.000

ii. David Rose advised that this is a request to add a single dwelling unit with 2 bedrooms to the sewer system.

(1)	Allocation fee – 2 bedrooms @ \$545.00/bedroom	\$900.00
(2)	Hook on fee – dwelling unit @ \$2,200.00	\$2,200.00

- (3) Allocation reserves 210 GPD
    - (4) Physical connection to the collector system shall be witnessed by a member of the Village wastewater staff.
  - iii. **MOTION by Richard Harrison and seconded by David Rose to approve this application for an allocation for a 2-bedroom dwelling at \$545 per bedroom for an allocation total of \$900.00 and hook on fee of \$2,200 for a total of \$3,100.00 at 210 GPD. Motion passed unanimously.**
  
- 5. **Award Bid for 2016 Summer Paving**
  - A. David Rose asked what the Select Board has done.
  - B. Frank Heald advised that they went with the apparent low bidder was Fuller Sand & Gravel and they have done work for us before.
  - C. **MOTION by Richard Harrison and seconded by David Rose to award the bid for Summer Paving to Fuller Sand & Gravel for \$60/ton. Motion passed unanimously.**
  
- 6. **Ludlow Rotary Club Request RE: Annual Chili Cook-off**
  - A. David Rose this has been an annual event and good for the community.
  - B. **MOTION by Richard Harrison and seconded by David Rose to approve the Rotary request for the annual chili cook-off on Saturday, October 8, 2016 from 7:30 a.m. to 3:00 p.m. Depot Street will be closed from Pleasant Street to Main Street. Motion passed unanimously.**
  
- 7. **Authorize Trustees Chair & Municipal Manager to Sign 2016 Audit Services Agreement**
  - A. Frank Heald advised that in the past, only he and the treasurer signed the agreement. This year they have required that the Municipal Manager and the chairman of the Trustees sign it. He added that David Rose may sign as Vice Chair.
  - B. **MOTION by Richard Harrison and seconded by David Rose to authorize Frank Heald and David Rose to sign the Audit Services Agreement. Motion passed unanimously.**
  
- 8. **Other Business**
  - A. **Sidewalks**
    - i. Frank Heald advised that they will be repairing the sidewalks from the bank to here and are working with a local vendor. It will be about \$8,000 and there are working with DeGrasse. The curbs are in good shape and will be reset.
  - B. **Okemo Heights Infrastructure**
    - i. Frank Heald advised that they will look at the infrastructure at the bottom of Okemo Hts. and may straighten the manholes.
    - ii. David Rose noted that some of the pavement had been disturbed.
    - iii. Frank Heald said there are some drains and we need to find out where they go. There is a culvert under the Okemo Hts. Line and the manholes are old. We want to straighten them, and run the storm across to the mainline, down Bridge Street and also straighten the sewer.
    - iv. David Rose asked if the work would be done in-house.
    - v. Frank Heald said no, Gurney will probably do it.

C. Walker Bridge Repairs

- i. Frank Heald advised that they will be fixing the northbound side of the Walker Bridge tomorrow. He added that the Walker Bridge main project has gone out to bid, for opening September 23, 2016.

9. Set Date for Next Meeting

- A. Meeting set for Tuesday, October 4, 2016 at 6:00 p.m.
- B. Frank Heald advised that he would not be here, but that Pam Cruickshank would have the packets prepared. He added that Chuck Craig also be here to brief them.

10. Sign Warrant Orders

- A. Warrant orders were signed.

11. Possible Executive Session/Personnel/Contracts

- A. Frank Heald said that an Executive Session is not needed.

12. Adjourn

- A. **MOTION to adjourn by Richard Harrison and seconded by David Rose ore. Motion passed unanimously.**
- B. Meeting adjourned at 6:10 p.m.

Respectfully submitted,

Lisha Klaiber

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Robert Gilmore, Chairman

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David Rose

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Richard Harrison