

DRAFT

These minutes have not been reviewed
or approved by the convening board or commission.

**VILLAGE OF LUDLOW
BOARD OF TRUSTEES**

REGULAR MEETING

6:00 PM

Tuesday, May 5, 2009

BOARD MEMBERS PRESENT:

Bob Gilmore, Chairman

Jim Fuller

David Rose

STAFF:

Frank Heald

OTHERS PRESENT:

Duncan Love – LPCTV

1. **Call to Order**

A. Chairman, Bob Gilmore called the meeting to order at 6:05 p.m. All members present

2. **Approve Minutes from Previous Meetings**

A. Bob Gilmore advised the minutes to be approved are from the regular meeting of April 7, 2009.

B. **MOTION by David Rose and seconded Jim Fuller by to approve minutes from the meetings of April 7, 2009 as submitted. Motion passed unanimously.**

3. **Comments From Citizens**

A. There were none.

NOTE ABOUT NEXT 3 ITEMS:

- Bob Gilmore noted that no action is necessary tonight

4. **Consider Identity Theft Prevention Policy**

A. Frank Heald advised that this came from VLCT in response to federal requirements that were to have been effective May 1st, but were extended to August. He would like to see if the delay brings any changes. He will get back to the board.

B. Bob Gilmore asked if the policy covers individuals.

C. Frank Heald said that in case of the Trustees, tax information is more directly related to the Water/Sewer accounts. We don't have social security numbers. These are individual accounts.

5. **Consider Conflict of Interest Policy**

A. Frank Heald said that the auditors have suggested this for the last 2 years. He has a draft. He has chosen the most innocuous verbiage to do the job. The one that makes the most common sense. The Select Board will also consider this.

B. It was generally agreed that the Trustees would follow suit.

6. **Consider Village of Ludlow Fraud Policy**

A. Frank Heald advised that the Auditors also suggested this policy. It provides for a process

for anyone who suspects fraud. It is a way to bring it forward and investigate it. If people were using the job fraudulently, we could take action. We do have a good system of checks and balances in process and it covers any irregularities. It was also tabled by the Select Board.

- B. Bob Gilmore said that the Trustees would follow the lead of the Select Board.

7. **Report of the Ludlow Enterprise Committee**

- A. Frank Heald advised that the Ludlow Enterprise Committee met last week and has received requests from 3 entities for funds.
- i. Library - \$26,885 for new furnace
 - ii. Black River Academy Museum - \$15,000 for continuation of elevator project
 - iii. Streetscapes - \$42,000 for surfaces, benches, planter repair, renovation of landscaping for mini-park
- B. Frank Heald advised that the committee recommends the following grants:
- i. Library - \$26,885 for furnace
 - ii. Black River Academy Museum - \$10,000
 - iii. Streetscapes - \$16,850
 - iv. Also memorialization of funds for payment of bond for Public Safety Building in the amount of \$43,250.
- C. Bob Gilmore asked if that would empty the account.
- D. Frank Heald said yes. The next donation is due in August.
- E. Bob Gilmore noted that the contribution last year was \$77,687. What is expected this year?
- F. Frank Heald said they don't know yet.
- G. Bob Gilmore asked when the fund expires?
- H. Frank Heald said 2012.
- I. Bob Gilmore said that he hopes it is renewed.
- J. Jim Fuller read from the minutes of the minutes of the Enterprise Fund minutes
- i. "Bruce Schmidt questioned if the committee should push to keep this kind of funding going in the future. He added that they may never get to the level we've been seeing.
 - ii. Frank Heald said that they've requested that the DRB suggest contribution. Currently the Scott Burns project and Jewell Brook are the only ones he knows of. He added that if the bio-mass project ever gets off the ground that could be a substantial contribution."
- K. **MOTION by David Rose and seconded by Jim Fuller to approve the funding as recommended by the Enterprise Fund Committee, Library - \$26,885, Black River Academy Museum - \$10,000 and Streetscapes - \$16,850. Motion passed unanimously.**
- L. Bob Gilmore asked how long the bond for the Public Safety building would go.
- M. Frank Heald it is for 20 years. It is annualized at \$20,000 per year and the balance is put in an account that should cover the out years after the Enterprise Fund expires.

8. **Other Business**

- A. **Train Station**
- i. Bob Gilmore asked if there is a deadline for the train station.
 - ii. Frank Heald they were going away and have been trading emails. He hasn't received any responses. He is hoping they go ahead with the rehabilitation.
 - iii. Bob Gilmore said the foundation needs work and the inside needs TLC. He noted that the town was contacted by the people – Ann Cousins from Preservation and someone from VTRANS.
 - iv. Frank Heald said there is no deal yet. Local shares can be 20% or more.
 - v. Bob Gilmore asked Frank Heald to keep this board advised.
- B. **Armory Project**
- i. Frank Heald recounted that at their last meeting, the Select Board discussed forming a committee to study, review and come up with proposals for possible future use of the armory. He solicited volunteers from various groups. The following people were appointed by the Select Board.
 - a. Jean Morrill
 - b. Jim Rumrill
 - c. Ralph Pace
 - d. Richard Harrison
 - e. Doug Ficken (Select Board and School Board)
 - f. Judy Pullinen
 - g. Lisa Schmidt
 - h. Andrea Sanford
 - i. Wayne Hammond

- j. Howie Paul
- k. John Neal
- ii. Frank Heald advised that Bruce Schmidt suggested that the committee include a member of the board of Trustees.
- iii. Jim Fuller volunteered to represent the Trustees on the committee.
- C. Black River Good Neighbors Rummage Sale
 - i. Jim Fuller advised that the Black River Good Neighbors would be holding a rummage sale at Fletcher Farm on May 15th through the 17th from 10:00 a.m. to 4:00 p.m. They will have a large variety of merchandise and it would be a great time to buy.

9. **Set Date for June Meeting**

- A. Meeting set for Tuesday, June 2, 2009 at 6:00 p.m.

10. **Adjourn**

- A. **MOTION to adjourn by David Rose and seconded by Jim Fuller. Motion passed unanimously.**
- B. Meeting adjourned at 6:31 p.m.

Respectfully submitted,

Lisha Klaiber

Robert Gilmore, Chairman

David Rose

Jim Fuller