

PRELIMINARY MINUTES

**VILLAGE OF LUDLOW
BOARD OF TRUSTEES**

REGULAR MEETING

6:00 PM

Tuesday, October 5, 2010

BOARD MEMBERS PRESENT:

Bob Gilmore, Chairman David Rose

BOARD MEMBERS ABSENT:

Jim Fuller

STAFF:

Frank Heald

OTHERS PRESENT:

Loran Greenslet Duncan Love – LPCTV

1. **Call to Order**

A. Chairman, Bob Gilmore, called the meeting to order at 6:00 p.m. Jim Fuller absent.

2. **Approve Minutes from Previous Meetings**

A. Bob Gilmore advised the minutes to be approved are from the regular meeting of September 7, 2010 and the special meeting of September 20, 2010.

B. **MOTION by David Rose and seconded by Bob Gilmore to approve minutes from the meetings as submitted. Motion passed unanimously.**

3. **Comments From Citizens**

A. There were none.

4. **Sewer Request**

A. **Mark Macchiarulo**

i. Property address is 70 Upper Loop

ii. This is a correction to the request cited in the August 3, 2010 minutes to report allocation for five (5) bedrooms at the property and Hook-on to system. Loran Greenslet has approved this request.

(1) Allocation fee – 5 bedrooms @ \$780.00/bedroom \$3,900.00

(2) Hook-on fee – 1 dwelling unit @ \$4,500.00 \$4,500.00

(3) Allocation reserves at 210 GPD per dwelling unit.

iii. **MOTION by David Rose and seconded by Bob Gilmore to approve this application for five (5) bedrooms at the property @ \$780 per bedroom for a total of \$3,900.00 and hook on fee of \$4,500.00 for a total of \$8,400.00. Motion passed unanimously.**

B. **Diane Knuth**

i. Property address is 61 Andover Street in the Village

ii. This is a request for a sewer allocation for three (3) additional bedrooms at the property. Loran Greenslet has approved this request.

(1) Allocation fee – 3 bedrooms @ \$545.00/bedroom \$1,635.00

iii. **MOTION by David Rose and seconded by Bob Gilmore to approve this application for three additional bedrooms at the property @ \$545 per bedroom for a total of \$1,635.00. Motion passed unanimously.**

5. **Rutland Windsor Supervisory Union Request**

A. Bob Gilmore advised that a letter had been received from the Supervisory Union requesting waiver of the water/sewer fees in the amount of \$3,843.90. He said that he understands the

schools are being hammered financially and asked if this waiver would cause an increase in taxes.

- B. Frank Heald said that it would be asking a small group of ratepayers to subsidize the schools instead of all of the town's taxpayers. He added that the town is required to pay these fees for town buildings and non-profits also must pay fees.
- C. David Rose advised that the water commissioners did not endorse the request. They did not want to spread those costs to other ratepayers.
- D. Bob Gilmore said that he hopes that this does not result in teacher-layoffs. He understands that the state has mandated reductions in all school budgets. He asked about supervisory union consolidations.
- E. Frank Heald said it is being discussed.
- F. **MOTION by David Rose and seconded by Bob Gilmore to deny the Rutland Windsor Supervisory Union request for waiver of annual water/sewer fees. Motion passed unanimously.**
- G. Bob Gilmore asked Frank Heald to send a letter to the supervisory union explaining the board's decision.

6. **Route 103 Drainage Project**

- A. Bob Gilmore said that this is to address the drainage issue on Route 103 near Veterans Memorial Park and to replace the storm drain line to the other side of Main Street near Walker Bridge.
- B. Frank Heald said that the catch basin at the south edge of the park is old and has collapsed. It was noticed recently that the decorative light pole on Walker Bridge was tilted. They tried to fix the light post by pouring cement down the hole and that made the situation with the drain worse. The Village ran a TV camera down the length of the pipe and found that along with the catch basin and pipe has collapsed. Frank Heald stated there was also concern about the integrity of the SE abutment of Walker Bridge and their ability to excavate safely. Upon inspection by an engineer it was deemed safe to replace the pipe. This was a difficult project to bid so he had three contractors come in and give prices. He added that he had spoken to local contractors George Tucker and Brett Sanderson but neither was interested in giving a quote for the job.
 - i. M&M Excavating \$31,300.00
 - ii. Mosher Excavating \$34,532.00
 - iii. Gurney Brothers \$47,000.00
- C. The low price was from M&M. The Village will be providing the material so the structures were ordered about 1½ week ago.
- D. Bob Gilmore said that this would be another traffic situation.
- E. **MOTION by David Rose and seconded by Bob Gilmore to accept the proposal from M&M Excavating for \$31,300.00 as presented. Motion passed unanimously.**

7. **Consider and Approve Ludlow Enterprise Requests**

- A. Frank Heald advised that the Enterprise Fund Committee had met and carefully considered requests for funding. They worked with the financials before the audit was completed. They based their allocations on those numbers. The Enterprise Fund Committee gave its first consideration to the \$43,250 for the Public Safety building. There were 5 other requests and the committee decided to compromise and none of the applicants were funded to the full extent of their requests. The recap shows a balance of \$7,259.03. This is due to the fact that the allotments were made with numbers prior to the auditors report. Below is a list of the recommendations that were made by the committee. He advised that the Enterprise Fund Committee would be convening a meeting within the next couple of weeks to discuss the balance. He told the board that the Select Board voted to accept the committee's recommendations and that Jim Fuller was on that committee and was in favor of the recommendations, but recused himself from the vote because he is the president of Black River Good Neighbors.

Applicant	Project	Amount
Public Safety Building	Pay off building costs	\$43,250.00
Fletcher Library	Repave parking lot	\$9,000.00
Black River Academy Museum	Replace slate roof and furnace	\$7,000.00
Black River Good Neighbors	Apply to costs of new space in Community Center Tenant Building	\$9,216.00
Ludlow Parks & Recreation	Equipment for fitness center in Community Center	\$7,000.00
Friends of Ludlow Auditorium	Equipment for movies	\$350.00

- B. Bob Gilmore asked why Black River Good Neighbors (BRGN) did not include work on the new space at the tenant building in the bond.
- C. Frank Heald said that primarily the heating, roof and electrical costs were considered. Neither group could commit to final costs at that time, BRGN hopes to sell its current space and that would pay off their portion of the bond. LPC is still working on fund raising.
- D. Bob Gilmore asked about the costs that Parks and Recreation is looking to cover.
- E. Frank Heald said that in hindsight, they may have done something differently and he did not envision them spending as much money as they are planning to spend.
- F. Bob Gilmore asked if there would be rates and membership plans.
- G. Frank Heald said that is a work in progress. In the last three weeks they have been working on getting the functional pieces together. There is an interim committee comprised of the town manager and representatives of the superintendent of schools, athletic director and parks and recreation.
- H. Bob Gilmore asked if the request from BRGN will allow them to complete their projects or will they be back to the Enterprise Fund Committee next year.
- I. Frank Heald said that this is all we have. He added that BRGN has aggressive fund raising in place and they think that they will be able to pay for their portion.
- J. David Rose asked how many years remain on the Enterprise Fund.
- K. Frank Heald said 2-3 years.
- L. Bob Gilmore asked if it would be renewed.
- M. Frank Heald said that is unknown.
- N. Bob Gilmore noted that this year's amount was \$\$66,971.00 and asked how that compared to previous years.
- O. Frank Heald said it was the 2nd lowest figure in the history of the fund.
- P. **MOTION by David Rose and seconded by Bob Gilmore to approve the allotments as recommended by the Enterprise Fund Committee. Motion passed unanimously.**

8. **Radar Speed Signs Reports**

- A. Bob Gilmore noted that these were the September download reports from the radar speed signs.
- B. David Rose said that he had not had the opportunity to review them. He added that he does not think that the board needs to review them every month – maybe just a few times during the year.
- C. Frank Heald advised that they had received a visit from the Agency of Transportation and one sign – if installed after a specific date – would have required a permit. It is too close to the edge of the road and we will have to adjust the location. The town will do its best to get that done.

9. **Project Updates**

- A. **Water Project**
 - i. Frank Heald said there had been a job meeting today. Some of the outstanding items are one significant cut and cap south of Jewel Brook Bridge, some minor things by Bensons, installation of one service connection that had been missed, removal of some old fire hydrants and the water tank needs a filled and leak tested. The tank is currently being filled and once the tank passes the leakage test, it will be backfilled and Hemmingway Hill paved. They're scheduled to begin paving in various areas on Main, Pond, and Depot Streets on Thursday and hope to finish by next Tuesday.
 - ii. David Rose noted that the paving on Andover Street would be done toward the end of the month.
 - iii. Frank Heald added that the imprinted colored crosswalks and other punch list items would not be completed in until spring. He said that an engineer from the valve manufacture would be there on October 11th to go over the new water valve setup. The good news is that since the new water lines have come on line water usage has been cut almost in half which will result in much lower water tax paid to the state. Also since the reduction in water usage has been so large the Village can apply for an additional 10% efficiency grant and if received that would be applied to the water bond.
- B. **Sewer Project**
 - i. Frank Heald advised that the sewer mains and manhole structures are now completed on Andover Street. The inverts are complete 1/3 of the way up the street and that testing and connections are being done as they go along. The rest of the existing pavement will removed and they will soon begin replacing the storm sewer line along Andover Street. On the Federal funding side of the project, the Buy America bonds need to be closed out by December 31st. They will put the unused funds in escrow

until spring when the punch list is completed. This year only base coat of the paving along Andover Street will be put down with the final course installed in the spring to give the street time to settle over the winter. They discussed bringing the storm sewer top to the grade of the base coat and feather in when the final paving is done or put in collars. They hope to begin installing the new curbing and sidewalks soon.

- ii. Frank Heald advised that there are at least 3 additional water valves to be replaced this fall.
- iii. David Rose asked about the status of the Pond Street injector station near the Fire Station. Loran Greenslet said the concrete is in place and piped up. They still have the wiring to finish and do the backfilling. The station should be online this Thursday.
- iv. Frank Heald said this has been one of the busiest construction summers they have had and the next couple of weeks will also be busy.
- v. Bob Gilmore said John Norton asked if the contracts were supposed to be paving at they went along. Does that mean everyday?
- vi. Frank Heald that he did not know. He said that the contractor did prepare for the rains last week and the town put chloride down. There's been so much activity on Andover Street and throughout construction project it's been a challenge keeping the road smooth.
- vii. Bob Gilmore said that he had heard a comment that the contractor did not always use a trench box.
- viii. Frank Heald said that it is not our position to debate their construction practices.
- ix. Bob Gilmore said he was concerned about safety.
- x. Frank Heald said that if this is a legal discussion, it should begin in Executive Session.
- xi. David Rose said that the road from Jewel Brook Bridge to the village is rough and asked if it would be paved.
- xii. Frank Heald said the village would do that. They will shim to the Village line and up Hemingway Hill. In 3+ weeks it should be completed.

10. **Other Business**

A. **Stop Light**

- i. Bob Gilmore asked about the stoplight.
- ii. David Rose advised that it is in manual mode and is working. The sensors will be replaced after the paving is done.
- iii. Frank Heald said that CEA would be doing that and they are generally very busy and take quite a while to respond. He added that they are the only contractor that does this work.

11. **Set Date for November Meeting**

- A. Next regular meeting will be November 2nd at 6:00 p.m.

12. **Possible Executive Session/Personnel/Contracts**

- A. Frank Heald said that no Executive Session is needed.

13. **Adjourn**

- A. **MOTION to adjourn by David Rose and seconded by Bob Gilmore. Motion passed unanimously.**
- B. Meeting adjourned at 6:43 p.m.

Respectfully submitted,
Lisha Klaiber

Robert Gilmore, Chairman

David Rose

Jim Fuller