

PRELIMINARY MINUTES

TOWN OF LUDLOW  
BOARD OF SELECTMEN

July 1, 2019

BOARD MEMBERS PRESENT:

Bruce Schmidt, Chairman  
John Neal

Justin Hyjeck  
Heather Tucker

BOARD MEMBERS ABSENT:

Brett Sanderson

STAFF PRESENT:

Municipal Manager Scott Murphy

OTHERS PRESENT:

Ed McEaneyey (Okemo Valley TV)

Terry Thayne

Brian Crossman

Joann Wilson

Alex Racicot

Shone Racicot

Vt. State Rep Logan Nicoll

**1. Call to Order**

- A. Chairman Bruce Schmidt called the meeting to order at 7:00 All members present except Brett Sanderson.
- B. Bruce Schmidt led the meeting in the Pledge of Allegiance.

**2. Consideration of any Changes, Additions or Removal to the Agenda**

- A. Scott Murphy advised needed to add tax appeal update to the agenda.

**3. Approve Minutes of Previous Meeting(s) a. June 3, 2019**

- A. Bruce Schmidt advised that the minutes to be approved are from the regular meeting June 3, 2019.
- B. **MOTION by John Neal and seconded by Heather Tucker to approve the minutes of the regular meeting of June 3, 2019 as presented. Motion passed unanimously.**

**4. Comments from Citizens:**

- A. BRISC Request For Memorandum of Understanding
  - 1. Bruce Schmidt recognized Joann Wilson

2. Joann Wilson of the Black River Independent School Committee expressed her thanks for the recent donation given by the board through the Ludlow Enterprise Fund. She further asked if the board would be willing to provide BRISC a “Memorandum of Understanding” once the feasibility committee comes back with their recommendation to purchase the Black River High School/Middle School Building, (her assumption being that they will recommend that the town move forward with the purchase.) The Memorandum would be submitted with their application in August. She recognized that the Memorandum would not be legally binding but it would indicate to the state that the town supports them being in the building, pending a town vote.
3. Bruce Schmidt responded that he would not encourage the select board to enter into any agreement at that time, noting that it needs to be a process of town input. He suggested that once the feasibility study committee presents to the board, that she could send the minutes from that meeting with the application and that would give feedback on how the select board and other people in the town are thinking. Bruce Schmidt reiterated that he would not feel comfortable doing a Memorandum of Understanding because it would give a send some false hope and that it would be a town vote for the building.
4. John Neal asked if there was an update on the building and the building feasibility committee.
5. Joanne Wilson said the next meeting is Thursday, July 11 and that Dan Buckley has drafted a report that he was going to share with the committee group. She said she’s seen drafts but nothing that’s final.
6. Heather Tucker said that the consensus of the group is that they moving forward with it (recommending town purchase).
7. Joanne Wilson confirmed the same saying that at their last meeting, there was a straw vote and everyone on the committee was in agreement that the town should purchase the building and the property.
8. John Neal said that there was a concern about what the town would purchase because it was not just the building but the remaining land and asked if that had been decided.
9. Scott Murphy responded that it had not been decided at this point but that the school district has agreed to wait until they get the feasibility committee report back and when the select board makes a decision on whether to move forward or not.
10. John Neal asked if Scott Murphy how it stands with the parcel itself.
11. Scott Murphy replied that as of now, they’re willing to include the parcel with high school building.
12. Bruce Schmidt noted that the board was somewhat in driver’s seat because they’ve got the money.
13. Joann Wilson added that the consensus of the group was to put into their agreement that LES could use the forest for outdoor education, parking, access to the building, town fields, have access to parking etc.

14. Bruce Schmidt agreed that they would want that. He asked if Joann Wilson got enough information.
15. Joanne Wilson confirmed that she did.
16. Justin Hyjeck agreed especially before the committee findings were presented.
17. Bruce Schmidt said that even if the committee does (recommend the town purchase the building) That they will the tone, He continued that issuing a Memorandum of Understanding would seem to make it a done deal and that he would be cautious of that.
18. Justin Hyjeck added that they want to put it to a town vote.
19. Bruce Schmidt agreed about the vote, saying it's a big decision.

B. Business Owner Concern Over Winter Parking Limitations

1. Shon Racicot, owner of the The Boot Pro Ski Shop spoke on behalf of a group of concerned business owners about parking and general transportation in the Ludlow during the winter. He noted an increase in traffic and congestion and that this group of businesses would like to come to town and see if there's a way to improve things. They reached out to businesses via email, 16 replied and 12 attended a June 18 meeting to discuss some of their concerns. Scott Murphy attended as well. In general their concerns involved inadequate customer parking on the street and in lots. Issues and concerns include:
  - business parking lots are used by other business employees;
  - other consumers visiting other businesses;
  - other businesses' employees using prime spots in front of their businesses;
  - safety of employees if they are parking in a municipal parking spot due to lack of lighting, and crossing busy streets;loss of prime parking space with snow accumulation;
  - unauthorized parking overnight;
  - downtown residential units taking parking spots of businesses;
  - designated parking spots for condos being used by visitors.The group also talked about possible solutions and this is the reason they are coming to the select board. Possible improvements include:
  - Town trolley or other public transportation of some sort like a shuttle.He suggested this might be a timely discussion since they might be able to reallocate some funds from the school to come up with a nice ski town shuttle/ public service shuttle of some sort which could drop at restaurants and pick up from municipal parking; or mountain condo loops.
  - Other improvements include adding more municipal parking lots that could town own or lease. He wondered if they town could explore some of those opportunities to see if landowners want to lease their space.Or could they somehow make the school parking lots, Dorsey parking lot available.
  - Another improvement: lighting and crosswalks to municipal parking.Shon adding that if was safer, more employees would use municipal lot.

- More attention to snow buildup on the street.

Shon reiterated that they were coming to the Select Board as a positive cooperative group. In the past some businesses have come together and budgeted a public shuttle and had success with that and suggested that could be something to consider. He was giving his document with the board along with the list of businesses that were concerned and attended the meeting. He said the group wants to work with the town.

2. Alex Racicot added that she wanted to help visitor experience and that they hear negative comments from visitors about parking and the traffic. She also mentioned that there are a lot of people working in town during the winter and they don't know where to park and that they're parking in places that are sketchy at times.
3. Bruce Schmidt asked Scott Murphy if there was another meeting set up.
4. Scott Murphy said that was the next step to have ongoing discussion, the idea to get thought process out early in summer and work on things before they get too involved with budget in the fall.
5. Shon Racicot suggested maybe reaching out to Vail that there are other resorts that offer transportation and that this might be an opportune time to see what Vail might want to do.
6. Bruce Schmidt suggested they have another meeting and they will put it on an agenda to discuss further. He also mentioned, not knowing who was at the meeting, that several businesses were very vocal against the local options tax in the past. He said that this is an ideal program for a local options tax. That's money that potentially can be there. With \$600,000 estimate.
7. Shon Racicot said that Scott Murphy had mentioned the local options tax at their meeting. He said he needed to look at that more to see how that would affect their business.
8. Bruce Schmidt said that a lot of resort towns in Vermont do have that (tax)
9. Shon Racicot said that he was aware of that. He then submitted his document to the board to pass around.
10. Justin Hyjeck said it would be ideal to set up a shuttle so it's simple to shuttle from a parking lot down into town.
11. Alex Racicot added that it should be quick and not one that people would ride for 45 minutes.
12. Justin Hyjeck agreed saying less than 15 minutes.
13. Alex Racicot added preferably less time than it would take to find a parking spot.
14. Bruce Schmidt thanked the Racicots for coming in and getting them going on this discussion.
15. Shon Racicot said that they appreciated the consideration and that the trolley is just one many solutions to help the town
16. Bruce Schmidt said that they'll find the time to put it on the agenda.
17. Alex Racicot confirmed that someone would let them know and that they'll let the other businesses know.

18. Bruce Schmidt confirmed that Scott Murphy would be their contact

5. **Possibly Approve 5K Fundraiser Run for Okemo Mountain School & Traffic Control Assistance**

- A. Scott Murphy received a request from Ashley Billings at Okemo Mountain School for their 5K fundraiser scheduled for Aug. 3, with registration starting at 8 a.m. They had to talk to Chief Billing (being her father) and he's comfortable with it.
- B. **MOTION by Heather Tucker and seconded by Justin Hyeck to approve the request to hold the Okemo Mountain School 5K Fundraiser on Aug. 3.**
- C. Bruce Schmidt asked why this isn't a village trustee issue. He acknowledged that they run the police and that they agree for traffic control but thought they would hear about it from the Village Trustees.
- D. John Neal suggested they give it their blessing and then pass it along to the Village Trustees.
- E. Bruce Schmidt agreed and added that there's a lot of these events that were coming up that were village issues and that he didn't want the board to spend time on it if they were a village issue.
- F. John Neal asked which
- G. Bruce Schmidt said that in addition to this event, the Lamire Bridge was also a Village issue and there are things that come up that are not town. He said that he was fine with approving but if it's not on the Village Trustee agenda for the following night that he would add it.
- H. Scott Murphy agreed to add.
- I. **Motion passed unanimously.**

6. **Appoint DRB (Development Review Board) Board Members**

- A. Bruce Schmidt confirmed there were 5 individuals looking for 4 positions on the Development Review Board.  
(2-year term ending in 2021, 2-year term ending in 2020 (1 year left from Linda Petty's seat), and 2, 1-year terms ending 2020).  
Bruce Schmidt said that letters were submitted and that in this case, they usually do a secret ballot.
- B. Scott Murphy clarified that there were two people running for a 2 year term and three people running for a two year term so that is how its broken out on the ballot. He instructed the board that they must make 2 marks in each section.
- C. The board filled out the paper ballots and Scott Murphy tallied the results.
- D. Julie Nicoll and John Boehrer received 4 votes each for the 2 year terms and won those seats. For the one-year terms, George Tucker, Jr. received 4 votes and Doug Sheehan received 3 votes, winning those spots. Dana Wilson, with one vote, would be offered an alternate position.
- E. Scott Murphy said they were always in need of the alternate position.

7. **Update from the Board of Listers on Town Re-Appraisal – Terry Thayne**

- A. Bruce Schmidt introduced Terry Thayne from the Board of Listers
- B. Terry Thayne from the Board of Listers presented highlights from New England Municipal Consultants who is under contract with the town. They are starting the process of town-wide reappraisals for the 2021 Grand List. Starting this week mailing out from 300 – 400 home with notice asking owners to call for an appointment if they wish. He'll be measuring structures. If no one is home they will leave a card or a notice. The consultant made the point that good reappraisals are built around good data and asks that homeowners make every effort to make an appointment. He'll work around peoples schedules if he can. He made the point to say that the employees will check in each day with the police department to let them know what area of town they'll be working in. Time frame is for April 1, 2021 so there is time to get this going.
- C. Bruce Schmidt asked to clarify that they are trying to be done by April, 1 2021.
- D. Terry Thayne confirmed.
- E. Bruce Schmidt joked that for anyone serving on the Select Board from October 2020 through April of 2021 to be ready for Board of Civil Authority hearings.
- F. Terry Thayne said the appraiser would have an information meeting as he did in 2005 and communicate with the taxpayers. Terry agreed it's never an an easy job but they are in dire need. According to his numbers, when the town last did this in 2012, the Coefficient of Dispersion (COD) was 10.6 and now it's 17.6 as of January and closer to 19 next year. At 20, the state makes you do a reappraisal.
- G. Bruce Schmidt clarified that COD stands for Coefficient of Dispersion and indicates the difference between the highs and the lows.
- H. Terry Thayne went on to explain that a COD shows how fairly distributed the property taxes are in a town. A high COD suggests that within a town many are paying more than their fair share, and many are paying less than their fair share. That's why it necessitates the reappraisal.
- I. Scott Murphy updated the board on a tax appeal that is unfolding for Jackson Gore and Adams House. A hearing was held head last month and the hearing officer ruled against the town. That means that the valuation of Jackson Gore and Adams house dropped approximately 10 million dollars between the two locations. The town has 30 days to appeal. Scott talked to the attorney and the lawyer's feeling is that the chances of overturning the ruling through the Vermont Supreme Court were less than 50/50. The lawyer suggested that the hearing officer and state statutes do not reflect these quarter share properties and it's never been addressed at the State level so the attorney feels that the town would have an argument. The costs to appeal would involve paying for transcription of the hearing and additional legal fees which would total another \$5,000. Money already spent has totaled about \$5,000 for the consultant and attorney for the initial hearing. He suggested that since they've come this far and the amount of money that this represents in lost tax revenue, estimated to be over \$200,000, that another \$5,000 might not be a bad spend.
- J. Bruce Schmidt was in agreement saying he thinks they should fight it.

- K. Scott Murphy said the Vermont League of Cities and Town might want to join them in the appeal since it hasn't been decided elsewhere.
- L. Bruce Schmidt said that they can't take this stuff laying down. He also noted that the State continues to view these resort towns as the goose that lays the golden egg. He went on that say that he thinks they can find \$5000. He said it it's terrible and not the first time they've lost these (tax appeals) and they had never pushed too far. He asked the board if there was consensus from the board to direct Scott since they have just 30 days before he must respond.
- M. Scott Murphy said the clock was ticking from June 22.
- N. Bruce Schmidt said they wouldn't be meeting before that so they needed to give him direction tonight.
- O. Bruce reiterated that he thought they should fight it and the board agreed.
- P. Scott Murphy said he would keep the board up to date as it progresses.
- Q. Terry Thayne said that the approach that the consultant took was a unique approach that got away from fair market value. He said his argument was wrapped around common areas as well as fees and dues. Terry thought the chance of winning the appeal was less than 50/50 and that if comes down to fair market value, they would come down as the loser again. He added that he did all this numbers as of April 1 and that the Hearing Officer let them go well beyond that in their numbers so he thought that might be something to bring up in the defense. He said she quoted a statute that says you can go beyond the April 1 date. He said he was a little apprehensive about it but hadn't talked to the assessor about it to get his feedback and knowing that Scott Murphy would.
- R. Scott Murphy said that April first used to be drop dead date and all towns used that but then there was a case in Hartford they allowed through 7 months and now there's a legal precedent for that and why she allowed that.
- S. Bruce Schmidt concluded the discussion acknowledging the legal precedent but confirmed that Scott Murphy had his direction from the board.

## **8. Possibly Approve Municipal Roads Grants-In-Aid Program Letter of Intent**

- A. Scott Murphy explained to the board that municipal road grant and aid program has helped fund projects in the past. This state program helps offset municipal roads general permit requirements that have to do with waterways and any roads roads associated with water. Last year they used this to do work up on Trailside. This year's project hasn't been determined but they will work closely with the regional planning commission but it may end up being Commonwealth Ave. He went on to say it was an easy fruit to grab and is an 80/20 (meaning the town pays 20% to the grant pays 80%) and at this point just requires a letter of intent that will basically put them in the queue. Certain counties are chosen each year on a rotating basis to be able to purchase equip through the same program. Last year not chosen at that time. They allow up to 6 pieces of equipment, paying 80% so Ron Tarbell is looking for a hydroseeder. These are just letters of intent and doesn't mean the town will be awarded the funding. The 20% , the town's share

will be “in kind” (the value of services provided) which is what they did last year so hopefully no cash would be needed on this program.

- B. **MOTION by John Neal and seconded by Heather Tucker to approve signing letters of intent to participate in the Municipal Roads Grant Aid Program.**
- C. Justin Hyjeck asked how often the equipment would be used.
- D. Scott Murphy said he didn't have that number but assumed he used one more than half dozen times, they've borrowed one.
- E. John Neal asked whether the hydroseeder vs haybale and shedder asking whether it's a better piece of equipment suggesting it did it all, hay and seed.
- F. Scott Murphy confirmed it did both.
- G. The board looked at submitted photo to clarify the model identified as a straw blower was the hydroseeder they were considering, agreeing it was.
- H. Scott Murphy said the grant will pay \$6,000 or so.
- I. Bruce Schmidt said that all the things in the equipment list, he's concerned they are not going to use it. He said that if we're getting it for free, he would recommend getting some type of roller or compactor. He said that they would not go out and buy that and that it wouldn't make it in their budget and that he wouldn't be supportive of that. He expressed concern that this would be a repeat of a paint sprayer that had been purchased previously but not used.
- J. John Neal made the point that he thinks Ron knows what he needs and that they rely on him in that capacity.
- K. Scott Murphy said he asked Ron about the roller and his response was that is a \$30,000 piece of equip and the town would have to come up with \$24,000 instead of hydroseeder they are getting for free and he felt it was the number one priority.
- L. Bruce Schmidt countered he doesn't see where they were using a hydroseeder seeing as they were renting one. He continued saying when they go and dig/clean ditches they don't spray that.
- M. John Neal made the point that it vegetates a lot quicker.
- N. Scott Murphy pointed out that they used a hydroseeder to good success last year heading up to the transfer station.
- O. Bruce ended the discussion by saying his point was noted.
- P. **Motion passed without objection.**

## **9. Re-Adopt Town Road & Bridge Standards**

- A. Scott Murphy informed the board that the state standards for Town Road and Bridge have been updated for 2019. Confirming the state standards enables the town to be eligible for increased funding under the Emergency Relief and Assistance Fund and to be eligible for additional Town Highway Structures and Class 2 Highway Grants. He continued saying that it is money in our pocket and not in our budget by adopting standards we use anyway.
- B. Bruce Schmidt asked if it was just a change of format.
- C. Scott Murphy confirmed it was but that they are requiring all the towns to adopt it to remain eligible.

**D. MOTION by John Neal and seconded by Heather Tucker to Re-adopt Town Road and Bridge Standards. Motion passed unanimously.**

**10. Possible Dedication of the Town Hall Conference Room**

- A. Bruce Schmidt led this discussion noting that he requested it be put on the agenda. He asked the board to consider dedicating the conference room to Howard Barton Jr. to honor him for years he put into serving the town. He continued saying that if they approved that, they should ask Scott Murphy to put together a plaque with a photo that they could dedicate at a future meeting. Bruce mentioned the number of years Barton served on the select board and years as chairman and that he personally learned a lot from him and thinks it would be a good thing. Bruce explained that he did some research concerning Dean Brown, who has a plaque that is hung outside the conference room in the Town Office hallway. After talking with Sue Bragg, he confirmed that it was a plaque to thank him for his years of service and that the dedication that he received was the Dean M. Brown Industrial Park. Bruce then asked for the motion.
- B. John Neal said that he felt it was proper to dedicate the conference room to Howard. John said that Howard spent many years in the room and was a dedicated soul. He continued saying that they spent a lot of time with him, that they missed him and this would be a good way to remember him. **MOTION by John Neal and seconded by Heather Tucker to dedicate the Town Hall conference room to Howard Barton, Jr. Motion passed unanimously.**
- C. Bruce Schmidt asked Scott Murphy to work on that plaque and to make his family was aware of the dedication. He ended by saying it was a “good thing for us to do.”

**11. Possibly Approve & Sign FY 2020 Equipment Note Renewals**

- A. Scott Murphy has 2 pieces of equipment that bank rolled both pieces into one note for both highway vehicles, Highway 7600 Tandem truck and Highway F550 truck, with a total note amount \$29,200 annually for five years, of interest rate 3% for 5 years. Note to sign and an arbitrage certificate.
- B. **MOTION by John Neal and seconded by Heather Tucker to approve FY 2020 Equipment rentals note renewal. Motion passed unanimously.**

**12. Possibly Alter Truck Access on Pleasant Street Extension**

- A. Scott Murphy updated the board on ways to limit access to Pleasant Street Extension by 18 wheeler traffic after receiving complaints by the town’s people and discussing the issue at last month’s meeting. After looking into it he reported to the board that there are two potential methods to limit truck access. One is to impose weight standards that are different from the state but he admitted that is

difficult to enforce since they have no scale. The other option is to amend the motor vehicle ordinance to no thru trucks. Posts the road with signs. The process for doing that includes warning a public meeting for input, close the meeting and then possibly adopt the amended ordinance at that time. Then you have 60 days before it goes into effect. At that time the town can notify companies that it might effect, as they would throughout the whole process, and then enforce it. He said that it's a little time consuming but that's how to do it. He then asked if they just wanted to limit 18 wheelers or do they want to consider limiting box trucks as well. He said that a lot of downtown businesses rely on those box trucks.

- B. Bruce Schmidt said not on Pleasant Street.
- C. Scott Murphy said that they use Pleasant street that the Village Trustees would be addressing the issue in their meeting on the following night.
- D. Justin Hyjeck said that they should do what they can to limit trucks going through on Pleasant Street Extension, that it's always been a quiet neighborhood community and that the thought of seeing an 18 wheeler go through there is "a little weird."
- E. Heather Tucker said that it was the tight part after the bridge that is the scary part.
- F. Justin Hyjeck said that he has seen trucks jackknifing in to try to make that left turn.
- G. John Neal added, "that doesn't work."
- H. Justin Hyjeck agreed saying that trucks have to back up if they're on the bridge.
- I. John Neal said that just as a safety standard, with kids down there, not a viable option for trucks. He added that they need to go through the process.
- J. Brian Crossman spoke from the floor saying that just to give an idea of how it affects both ends of Pleasant Street town and village, when you get to Andover Street (the trucks) have ruined many stop signs, broken the curbing with little or no care, just doing what they have to do to get out of the situation they're in (getting stuck). Brian said he thought it was something that had to do with zoning for LaValleys and Jeld-Wen and that they were potentially putting in other industrial areas. He added that he's never seen truck traffic that there is now. Some trucks are going slow and using stop signs but large number that are not. When the recent flooding happened, trucks were lined up near the high school and were not re-routed on pleasant street to go around the flooding so that gives you an idea that they shouldn't be on Pleasant street and they know that. He did say that he knows a lot of them are serving LaValleys and Jeld-Wen and also said that GPS plays a role and they're looking for a shortcut but it's an increasingly high volume of truck traffic. He said it was not so much the local box trucks and delivery trucks.
- K. Bruce Schmidt asked if Crossman was seeing traffic go both ways.
- L. Brian Crossman confirmed that traffic was going both ways.
- M. John Neal said he was in favor of off not having truck traffic, changing the ordinance to restrict truck traffic. He also mentioned that the ordinance was about 46 years old and that it was about time it was rewritten.
- N. Bruce Schmidt said they started that process when Frank Heald was town manager. He then suggested to Scott Murphy that if he could get things going

they could have the public hearing at next meeting and let the clock start ticking. He doubted there would be much opposition to it.

- O. Bruce Schmidt then addressed Brian Crossman saying that heard from him and received other letters and that they will change the ordinance and that it will require some monitoring by the police to stop that, to get the word out.
- P. Brian Crossman said that mostly letting businesses know their trucks are not supposed to be coming through there. He said it would not be perfect and won't stop everybody but anything will help.
- Q. John Neal asked for Scott Murphy to clarify about sign placement so they can't make the corner.
- R. Scott Murphy said that were looking at location at intersection of Andover and Pleasant Streets.
- S. Bruce Schmidt asked if they need a motion.
- T. Scott Murphy said no motion was needed.

### **13. Sign Resolution to Congratulate the Black River High School's Boys Varsity Baseball**

- A. Bruce Schmidt read the official Select Board resolution to Congratulate the Black River High School Boy's Varsity Baseball Team and Coaches for Winning the 2019 Division IV Vermont State Championship. Read the official resolution [here](#).
- B. Scott Murphy said they would frame it for them.
- C. Justin Hyjeck said he was "proud of those guys."
- D. John Neal commented "What a way for Coach O'Neil to go out." As the board acknowledged that he was retiring.
- E. Bruce Schmidt clarified that he was retiring just as the coach but was going to finish up the school year.
- F. All present Select Board members signed the resolution.
- G. Bruce Schmidt asked Scott Murphy to have Brett Sanderson sign it before framing.

### **14. Possibly Authorize Select Board Chair to Sign Financial Management Questionnaire for FY 2019 Audit**

- A. Scott Murphy gave an overview that the last step of the audit is to have the Select Board Chair sign the annual questionnaire that accompanies the audit. The questions are about the operations of finances in town. Primarily Yes/No questions. An example of the questions is "does the town loan money to town employees with the answer to the question obviously being "No." Scott explained that they Bruce needs to sign it and give it back to the auditors.

- B. **MOTION by Justin Hyjeck and seconded by Heather Tucker to accept the FY2019 Audit. Motion passed unanimously.**

### **15. Department Head Reports**

- A. Bruce Schmidt asked if there were any questions. He then asked Scott Murphy if Stephanie Grover was taking over as head of Ludlow Ambulance.
- B. Scott Murphy said she was an interim head now, Chief Billings being the official interim chief and Carl is still on board until the 14<sup>th</sup> of the month.
- C. Bruce Schmidt asked if she'll replace Carl's spot.
- D. Scott Murphy said they were not going to make any decisions until they hear consultant's report on the Ludlow EMT/Ambulance Services before Stephanie Grover becomes the official department head.
- E. Bruce Schmidt said that if she does become the head, that they have her come to a select board meeting saying they should know the department heads.
- F. Scott Murphy agreed.

### **16. Municipal Manager Update**

- A. Approval for Class 2 Highway Funding
  - 1. Scott Murphy advised the board that both the village and the town received approval for the Class 2 Highway funding for Commonwealth Ave rebuilding and repaving. They received \$99,000 and \$114,000 for the Village and Town respectively, terming it "a nice chunk for us". He said it was unfortunate that the Trustees voted last month not to proceed with a total infrastructure repair on Commonwealth Ave. Instead they have a lot of infrastructure repair needs, specifically High Street and Pleasant Street and they thought it was best to select a higher priority one. He said they agreed to repair and replace several manholes so that work will be done this summer. This project (Commonwealth Ave) to be done next spring in May and June.
- B. Personnel Policy
  - 1. Scott Murphy advised that the Personnel Policy needs revision and that the Vermont League of Cities and Town will review policy and make recommendations. After the board tweaks it, the policy will go to an approved attorney for review. VLCT gives 3 free hours toward new personnel policy comes back for potential approval.
- C. Financial Year End Update
  - 1. Scott Murphy advised winter was hard on the budget. That along with grant reimbursement delays and flood event on April 15. Flood reimbursements expected for \$150,000. All of it is causing some year-end cashflow concerns but he said working closely with Ulla Cook who is comfortable they'll be fine but they'll continue to monitor it. Tax bills going out next week. Also they are waiting for several large receivables to

come through from Vail for salt usage and traffic control and correcting an error Vail made on a tax payment totaling over \$100,000. An additional \$55 – 60K expected from the recent demo.

2. Bruce Schmidt asked when they would be ready to set the tax rate.
3. Scott Murphy advised they could as early as Wednesday.
4. The board agreed on Monday, July 8 at 8 a.m. to set the tax rate.

D. Lamire Footbridge.

1. Scott Murphy advised that the Village does own the footbridge but that they don't have any funding for the repairs and hoping the select board could help them.
2. Bruce Schmidt suggested that it makes sense for the select board to take it and be responsible for it and that it should be fixed.
3. Scott Murphy confirmed it would cost \$18,000 based on two responses from the RFP. Scott Murphy advised it would be a legal process to swap the property.
4. John Neal asked if there are any alternatives to the proposed metal bridge. He suggested pressure treated wood.
5. Scott Murphy said that according to their proposal they received the metal should last 50 years.
6. Justin Hyjeck asked what the state of metal was on the bridge.
7. After discussion on issues with current metal of the bridge and alternatives amongst the board, Bruce Schmidt suggested maybe they do look wood and asked Scott Murphy to bring them some options. In the meantime, he suggested they do the legal transfer.
8. Justin Hyjeck asked whether the village wanted any ownership of the bridge.
9. Scott Murphy said he didn't know, that they wanted financial assistance. He would talk to them tomorrow.
10. Bruce Schmidt said that they'd rather take the whole thing to avoid issues down the road. Bruce then said that if I was going to ever share expenses on something he'd do it for the sidewalks.
11. The board then talked at length about the need to improve the sidewalks working with the village trustees, discussing an options tax as well as fundraising. Bruce Schmidt wrapped up the discussion saying that they should try to help them find ways to see what they could do about improving the sidewalks. He said they should keep it on their agenda and keep moving on that.

17. Other Business

A. Sustainability and Reducing Paper

1. John Neal brought up the amount of paper used for monthly meeting packets, approximately 40 pages of material for each board member. He proposed whether to be more sustainable they should consider using iPads, using pdf and looking at them on the Ipad. He acknowledged some

people don't like working off a screen and they wouldn't have to but that any way you could save

2. Scott Murphy said he's I'm all for that and that he's seen some towns buy laptops or iPads for everyone.
3. Bruce Schmidt advised getting an town email address in the event people ask you for public record documents. He suggested talking to Scott to ask for that.
4. Justin Hyjeck advised that iPads right now are relatively cheap and that Apple does discounts for town and schools.
5. Bruce Schmidt suggested they look into that for next year and put it on the budget.

**B. Status of Summer Program**

1. Justin Hyjeck asked for the status of the Summer Program on West Hill.
2. Scott Murphy said they were in the second week, and it was going very well and that he's heard very positive things about it. He said they were going to get some more signage up there because of increased traffic. Although initially they were looking at a supplemental program, now everyone's been offered a chance to participate. He is looking into providing a water day trip to Great Escape, state park or Chester pool and meeting next week to discuss it. Scott said there were a dozen new mountain bikes at the program.
3. Justin Hyjeck asked about the trails there at West Hill
4. Scott Murphy said the trail work would be incorporated into Sept 14 workday through the Epic program with Okemo/Vail.

**C. Paving Update with Logan Nicoll**

1. State Representative Logan Nicoll talked about the paving in and around Ludlow saying he was happy they made progress. He said they were doing a better job with the lines this time.
2. Justin Hyjeck asked if the paving itself was all done.
3. Logan Nicoll confirmed that yes it was just waiting on lines and looked like they were better aligned specifically at down near The Castle near Cavendish/Proctorsville.
4. John Neal asked what they do with all those plastic tags they put down before painting the lines.
5. Logan Nicoll said that they pick them up with a machine that sheers them and picks them up.

**18. Set Date for Next Meeting**

- A. Set Date for FY 2020 Tax Rate – July 8 at 8.
- B. Next meeting is set for August 5 at 7 p.m.

**1. Possible Executive Session**

A. Scott Murphy advised that Executive Session is Not Needed.

2. **Adjourn**

A. **MOTION by John Neal and seconded by Justin Hyjeck. Motion passed unanimously.**

B. Meeting Adjourned at 8:21p.m.

Respectfully Submitted,

Sharon Huntley

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Bruce Schmidt, Chairman

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Brett Sanderson

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Justin Hyjeck

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Heather Tucker

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John Neal