

MINUTES

TOWN OF LUDLOW BOARD OF SELECTMEN

REGULAR MEETING

June 3, 2013

BOARD MEMBERS PRESENT:

Howard Barton, Jr., Chairman	John Neal	Bruce Schmidt
Douglas Ficken	Brett Sanderson	

STAFF PRESENT:

Frank Heald

OTHERS PRESENT:

Anne Gardner	Ted Reeves	Noah Schmidt (LPC-TV)
Peter Kolenda	Ron Tarbell	

1. **Call to Order**

- A. Chairman Howard Barton called the meeting to order at 7:01 p.m.
- B. All members present.

2. **Approve Minutes of Previous Meetings**

- A. Howard Barton advised that the minutes to be approved are from the regular meeting of May 6, 2013.
- B. **MOTION by Doug Ficken and seconded by Brett Sanderson to approve the minutes of May 6, 2013 as presented. Motion passed unanimously.**

3. **Comments from Citizens**

- A. There were none.

4. **Award Fire Truck Bid**

- A. Frank Heald advised that the bids were opened on Friday, May 24th at 4:00 p.m. RFP's were sent to 6 companies and responses were received from 2. Both Chief Kolenda and the Deputy Chief were present.
- B. Pete Kolenda said that the original budget estimates were about \$500,000 but the bids came in about 12% over. He said that KME came in at \$565,469 and Lakes Region Fire Apparatus at \$563,500. There are differences in what they bid, and Lakes was missing some of the items. If we put in a deposit, we will \$8,000. There is money in the Fire Equipment fund to cover this. The prepay amount is also better with KME.

- C. Frank Heald explained that there was \$180,000 in the bond, \$50,000 in the Fire Department, \$50,000 from the sale of 2 trucks and they will take \$220,000 from the Fire Equipment Fund. He added that he thinks that the trade in was low and they may get more than \$50,000. The Select Board has the authority to go to the Fire Equipment Fund and make up the difference. In FY2012 the fund had \$261,085, in FY2013 they put in \$20,000 and will put \$20,000 in for FY2014 for a total of \$301,085. They have committed \$220,000 and the Select Board may authorize the \$80,000. He suggested that they should take advantage of the technology to make up for the decreasing personnel. This truck will take the place of the two older trucks and takes less people to operate. He suggested that the board strongly consider this.
- D. Howard Barton said that a rebid probably would not change the numbers.
- E. Brett Sanderson said that they can remove some of the items on the truck.
- F. Bruce Schmidt said that he is comfortable doing this, but suggested that the department go back and talk to the people who gave them the initial estimate numbers.
- G. Pete Kolenda said that the fire department will spend an additional \$30,000 for breathing apparatus upgrades and \$25,000 for jaws upgrade. The department will do the upgrades with auction proceeds.
- H. John Neal said that there will then only be maintenance on one truck.
- I. Pete Kolenda said that the purchase makes sense. He added that they should consider increasing the amount set aside in future budgets for the Fire Department Equipment Fund. They will need to replace engine #3 in about 10 years.
- J. **MOTION by John Neal and seconded by Doug Ficken to go forward with the purchase of the fire truck from KME at a cost not to exceed \$565,469.**
- K. Brett Sanderson recused himself from the vote.
- L. **Motion passed unanimously.**
- M. Howard Barton asked when they would get the truck.
- N. Brett Sanderson said 300-330 days.
- O. Pete Kolenda said possibly less. He added that they have had good luck with the other trucks from KME.

5. **Award 2014 Highway Truck Accessories Bid**

- A. Frank Heald advised that they listed out the items needed and the fit up exceeds the cost of the truck. They received and carefully reviewed the 5 bids and Ron Tarbell suggested that they go with the Osgood from Claremont bid of \$66,680. It is a little more, but has a different plow.
- B. Ron Tarbell said that the low bidder, Tenco from Barre was about \$1,800 lower.
- C. Bruce Schmidt said that his personal opinion is that they should go with the low bid and keep it in Vermont if possible. He does not want to lose the integrity of the bid process.
- D. John Neal asked about the difference in the equipment.
- E. Ron Tarbell said that Osgood makes its own body, but they are pretty much the same. He said that he is not fond of Tenco plows.
- F. Frank Heald said that they budgeted \$165,000 and the cab and chassis was \$61,000, combined they are \$37,000 under budget.
- G. **MOTION by Bruce Schmidt and seconded by John Neal to accept the bid from Tenco.**
Motion passed unanimously.

6. **Award Bus Bid**

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- A. Frank Heald advised that 3 RFPs were sent out and 2 responses came back. They sent to DATCO, Anderson (Blue Bird) and Thomas. DATCO bid \$62,190 for the vehicle as specified. It has the largest Ford cab/chassis. When configured with the wheel chair seating is 24 + 1. Without the wheel chair and seats back in, 30. Blue Bird is the same chassis; their wheel chair configuration would give 18 + 1 and without 24. There is an \$8,000 difference. The consensus opinion of Dan Parker, Chris Barlow and Frank Heald is to go with DATCO. It is exactly as specified and would accommodate the larger number of students.
 - B. Bruce Schmidt asked if Dan Parker thought they needed the wheel chair apparatus.
 - C. Frank Heald said there are 2 handicapped students in the grade school. It costs less to run this bus. They discussed not having the wheel chair and decided it was not prudent not to have it.
 - D. Bruce Schmidt asked if they would have to adjust the routes in the AM without the wheel chair lift.
 - E. Frank Heald said that based on the population and the Elementary School incoming students, the smaller bus makes more sense.
 - F. Bruce Schmidt asked how many times they use the lift.
 - G. Frank Heald said the bus coming out of service is a wheel chair lift bus. They would need the flexibility.
 - H. John Neal asked what the cost of the big bus would be.
 - I. Frank Heald said he does not know because they specified the smaller, Type A bus. The cost of the wheel chair lift is about \$4,500, but with credit for having a handicap accessible unit, the net difference is about \$1,500.
 - J. Doug Ficken asked the budget.
 - K. Frank Heald said \$95,000 because they had put in the estimate for a big bus.
 - L. Howard Barton said they could have just budgeted for a small bus.
 - M. Frank Heald said that if they budgeted a type C it would have been within \$10,000 of the full sized bus. We will always have 2-3 big busses.
 - N. **MOTION by Brett Sanderson and seconded by Bruce Schmidt to award the bid to DATCO for \$62,190. Motion passed unanimously.**
 - O. Frank Heald said that they has actually budgeted \$98,000 and the type A is significantly less.

7. **Award Summer Paving Project Bid**

- A. Frank Heald said that when they opened the Town and Village paving bids, the situation arose that Fuller was the low bidder (\$65/ton) in the town and 2nd low in the village. Pike was 2nd low (\$66.95) in the town and low in the village. They spoke to the Pike representative at the meeting and told him that they would award the town bid to Fuller and the village bid to Pike. Pike withdrew their bid. As it turns out, there was about a \$1,500 difference either way, with the town less with Fuller and the village would have been less with Pike. The committee recommends that the town award its paving bid to Fuller.
- B. **MOTION by Brett Sanderson and seconded by Doug Ficken to award the town paving bid to Fuller at \$65/ton. Motion passed unanimously.**
- C. Howard Barton asked if the difference was because the town has more paving to be done.
- D. Frank Heald said the town has East Hill and the village has smaller streets and that means more mobilization. The village is always higher because they use different equipment.

8. **Continue Discussion Emergency Alarm Ordinance**

- A. Frank Heald advised that the Select Board had asked the 2 chiefs (Police and Fire) along with Frank Heald to review the ordinance and update it. He distributed copies of the proposed updates and indicated the changes had been highlighted. If the board accepts it tonight, it would become effective 60 days from June 4th.
- B. Ted Reeves said that when the board last discussed changes to the ordinance, he asked for consideration regarding rental units and the transient nature of the guests. He realizes that it does not cut down of the response requirements from the departments, but it is based on entire blocks of condos, not single units.
- C. Pete Kolenda agreed that if one unit in a building has an alarm, that starts the 6-month clock. If a second unit has an alarm, that is the second alarm for the 6-month period.
- D. Ted Reeves said it is hard for the management to control this and this does not apply just to Okemo related properties. He is looking for consideration because there are different renters. He said that people do burn popcorn and leave dampers closed.
- E. Pete Kolenda said that is correct. He added that, in retrospect, they probably should not have allowed wood-burning equipment.
- F. Ted Reeves said he understands if systems are not maintained there is cause for the false alarm notice.
- G. Frank Heald said that the committee has done nothing to address Ted Reeves's concerns.
- H. John Neal referred to the ordinance and cited Article 9 Exemption that states that in special circumstances, the Select Board may waive or abate fees.
- I. Pete Kolenda said that CO detector alarms are not false alarms, but improperly placed smoke detectors may cause false alarms.
- J. Bruce Schmidt suggested that the condominium associations should charge the fees to the responsible individuals. If adopted tonight, they have 60 days to take care of informing owners.
- K. Ted Reeves said that he would like a copy of the ordinance and that he would distribute it to all Okemo related condominium associations.
- L. Howard Barton noted the \$105 fee to register systems.
- M. Pete Kolenda said that is for the whole building.
- N. Frank Heald said the fee is not something new.
- O. **MOTION by Bruce Schmidt and seconded by John Neal to approve the amended Emergency Alarm Ordinance as presented. Motion passed unanimously.**

9. **Liquor Control Board**

- A. Howard Barton noted that this is for Leslie Stuart and Wendy Neal, company name Stemwinder
- B. John Neal recused himself from this item.
- C. **MOTION by Bruce Schmidt and seconded by Brett Sanderson to approve the liquor license application for Leslie Stuart and Wendy Neal for Stemwinder. Motion passed unanimously.**

10. **Execute 2013 Series 1 Vermont Municipal Bond Bank Sale**

- A. Frank Heald advised that this is a combination for infrastructure and the Fire Truck bond. He noted that the \$175,000 anticipated from the state for the Pleasant Street Extension Bridge was not approved and the bond money would be retained until the next cycle, hopefully next summer. The bond is \$482,000.
- B. **MOTION by John Neal and seconded by Doug Ficken to approve the bond for \$482,000. Motion passed unanimously.**

11. **Execute FY2014 Renewal Notes**

- A. Frank Heald advised that this is for the renewal of bonds for the various items that are all short term, 5-year borrow and amortized for less than 5 years, except the trackless. Two of them, the highway backhoe and the Cemetery building are to be paid off this year.
- B. **MOTION by Bruce Schmidt and seconded by Brett Sanderson to renew the FY2014 notes for capital equipment totaling \$188,875. Motion passed unanimously.**

NOTE: Items 12 and 13 will be discussed concurrently

12. **Consider and Adopt Residential Anti-Displacement & Relocation Plan**

13. **Consider and Adopt Municipal Policies and Codes RE: Form MP-1**

- A. Frank Heald advised that these two items are related to the Tuckerville use of the Vermont Community Development Program and have been signed in the past.
- B. **MOTION by John Neal and seconded by Doug Ficken to adopt and sign the Residential Anti-Displacement & Relocation Plan and the Municipal Policies and Codes RE: Form MP-1. Motion passed unanimously.**

14. **Department Head Reports**

- A. Howard Barton advised that all reports are in.
- B. **Recreation Department**
 - i. Bruce Schmidt said that he wants to make sure that there is a plan in place for the Recreation Department to process fees for people on softball teams who are not Ludlow residents.

15. **Other Business**

- A. **Sand/Manufactured Sand**
 - i. Frank Heald advised that he suggests putting sand out to bid this year. He also advised the board of a company from Florence, VT that is working parallel to OMYA and manufacturing sand. They take the stones and remove the top layer and grind it to make sand. They will ship in – 5 railcars at a time and offload to backhoes. He thinks the price will be competitive. He said that it may have an advantage in the spring, when regular sand turns to soggy silt and slime; this will create a fine layer of surepack. He will keep the board advised.
- B. **Water Project**
 - i. Frank Heald advised they will be starting a water project later this week on lower Pleasant Street and will be closing the street to through traffic below Elm Street. There will be about a one month disruption. They will run from Mill Street to the 2nd fire hydrant on the left to the pipe from Godfrey Hill.
- C. **Fuel**
 - i. Howard Barton asked about fuel purchasing.

- ii. Frank Heald said that he locked propane in at \$1.68, but has not locked fuel oil yet. We have just recently settled the question about the schools and they will be staying with the town purchase this year. He expects to lock this week at about \$3.10 to \$3.20.

16. **Set Date for Next Meeting**

- A. Howard Barton advised that the next regular meeting would be July 1, 2013 at 7:00 p.m. He asked Frank Heald about a meeting to set the tax rate.
- B. Frank Heald said he has not heard from the state yet.

17. **Sign Warrant Orders**

- A. Warrant orders have been signed.

18. **Possible Executive Session/Personnel/Contracts/Legal Issues**

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

19. **Adjourn**

- A. **MOTION by Doug Ficken and seconded by John Neal to adjourn. Motion passed unanimously.**
- B. Meeting adjourned at 8:17 p.m.

Respectfully submitted,

Lisha Klaiber

Howard Barton, Jr., Chairman

Brett Sanderson

Doug Ficken

Bruce Schmidt

John Neal