

**PRELIMINARY MINUTES**

**TOWN OF LUDLOW  
BOARD OF SELECTMEN**

**REGULAR MEETING**

June 4, 2012

**BOARD MEMBERS PRESENT:**

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

**STAFF PRESENT:**

Frank Heald

**OTHERS PRESENT:**

Glenn Heitsmith      Ralph Pace      Terry Thayne  
Kevin MacPherson      Ted Reeves      Duncan Love (LPC-TV)

1. **Call to Order**

A. Howard Barton called the meeting to order at 7:00 p.m. All members present.

2. **Approve Minutes of Previous Meeting(s)**

- A. Howard Barton advised that the minutes to be approved are from the regular meeting of May 7, 2012 and the special meeting of May 23, 2012.
- B. John Neal advised that there was an error on the motion on page 6 where he is listed as having seconded the motion. He was not at the meeting. The line was inadvertently inserted and has been deleted from the official minutes.
- C. **MOTION by John Neal and seconded by Brett Sanderson to accept the minutes from May 7, 2012 as corrected and the minutes from May 23, 2012 as presented. Motion passed unanimously.**

3. **Comments from Citizens**

A. There were none.

4. **Open Buildings and Grounds Pickup Truck Bid**

A. Frank Heald advised that 7 bid requests were sent out and 4 bids were received.

Bidder	Total Cost	
John C. Stewart & Sons	\$16,812.00 + DMV	Diesel add \$6,503; 6-yr/48,000 warranty add \$1,895, 7-yr/60,000 warranty add

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		\$2,295
Alderman's Chevrolet	\$17,851.40	Diesel total \$26,321.40
Benson's Chevrolet	\$15,535.00	Diesel \$23,392
Springfield Automart	\$15,075	Diesel not mentioned

- B. The board gave the bids to Frank Heald and Kevin Mac Pherson for review. They noted that the trade-in truck had been well maintained.

5. **Open Buildings and Grounds Mower Bids**

- A. Frank Heald advised that several bids requests were sent out and there was only one reply.  
i. Mountainview, Rutland VT - \$11,996.45 and the larger alternate \$13,206.59.
- B. Frank Heald said they had budgeted \$11,000 and he needs to look over the bid. This equipment is a John Deere and would be compatible with our existing equipment. It fits the snow blower. He may consider trading in the machine with the snow blower.
- C. Kevin Mac Pherson said they would look into other options.
- D. Frank Heald said he is uncomfortable with only one bidder.
- E. Howard Barton asked if the board would need to hold a special meeting to award the bids.
- F. Frank Heald said a very short one would be needed for the truck bids. He does not know about this one. They will look at other options for this one.
- G. Bruce Schmidt noted that the bid price is only good through June 17, 2012.

6. **Listers: Reappraisal Update**

- A. Frank Heald advised that this is a request for an extension of the Lodging of the Abstract of the Grand List and would need to be approved and signed by the board.
- B. Terry Thayne said that they are on schedule with the process, but the state is needs the Abstract earlier. The contract with NEMC is until June 25, 2012. They are almost done and will be mailing letters with preliminary assessments this week. They will hold public hearings on June 21, 22 and 23, 2012.
- C. **MOTION by Brett Sanderson and seconded by John Neal to sign the letter for the extension. Motion passed unanimously.**

7. **Liquor Control Board**

- A. Frank Heald advised this is for Mr. Darcy's Bar and Grill, formerly Panarellos. The applicant, Mark Williams is a longtime employee of Wally Sabotka and a copy of the lease agreement is in the packets. The law enforcement review shows nothing that would preclude this application.
- B. **Motion by Bruce Schmidt and seconded by Brett Sanderson to approve this liquor control application. Motion passed unanimously.**

8. **Consider Ludlow Garden Club Request RE: Christmas Tree and Electrical Outlet**

- A. Frank Heald advised that a letter was received from the Garden Club saying that they would like to put a live Christmas tree at the Minipark and put in an electrical outlet. He voiced concern that they would need to be very careful as the park does get a lot of use.
  - B. Bruce Schmidt asked if they plow there.
  - C. Kevin Mac Pherson said no.
  - D. Bruce Schmidt said they should return to Veterans' Park. We are not prepared to do the minipark at this point. They would also need to make sure the tree was pruned.
  - E. Frank Heald said it would be a Seasonal Tree. He said he would have to have a conversation with the club members about this and get more information.
9. **Execute FY2012 Renewal Notes**
- A. Frank Heald advised these were for loans for equipment that they had purchased. These are for the backhoe, trackless and Cemetery building.
  - B. **Motion by Doug Ficken and seconded by Bruce Schmidt to sign and renew the notes. Motion passed unanimously.**
10. **Execute FY2012 New Notes**
- A. Frank Heald advised that the new notes are for the bus, Highway F350 Pickup, and grader.
  - B. **Motion by Brett Sanderson and seconded by Doug Ficken to sign and approve the notes. Motion passed unanimously.**
11. **Re-adopt Basic Emergency Operations Plan (BEOP)**
- A. Howard Barton advised that this plan is done yearly for all emergency contacts.
  - B. Frank Heald said there were no real changes from last year. He advised that there may be new grant money available and they would apply for it to purchase a generator for the Community Center.
  - C. **Motion by John Neal and seconded by Doug Ficken to approve the Emergency Plan as presented. Motion passed unanimously.**
12. **Request to Encumber Workers' Compensation Rewards Program**
- A. Frank Heald explained that the Safety Committee would like to encumber the \$995.56 for use next year to continue the program. He is proud and pleased with the employees' safety program and the good participation.
  - B. **MOTION by Bruce Schmidt and seconded by Brett Sanderson to approve encumbering the funds as requested. Motion passed unanimously.**
13. **Department Head Reports**
- A. Howard Barton advised that all reports are in.
  - B. **Ambulance Service**
    - i. Bruce Schmidt asked for clarification regarding the full time paramedic position. As he understood it, they hired a woman and she left and now they are advertising to refill the position. He asked about the AmeriCorps Grant.

- ii. Frank Heald explained that they did have the grant and did hire 2 people, one year at a time, but were unable to find someone for the 3<sup>rd</sup> year. He explained that Carl Mattson went back to school and left the position of full time paramedic. They hired Susan and she left. The speculation is that she may have been bored, coming from Falmouth, MA to this position. Carl finished school and Frank Heald appointed him interim paramedic. Frank Heald said he is not sure what Carl will be doing, so they are going through the search process. Carl wants to finish school to become a Physician's Assistant.

#### 14. Other Business

##### A. Sergeant King

- i. Frank Heald advised that Sergeant Kin recently graduated with a BA from the College of St. Joseph. Congratulations!

##### B. NE Resource Recovery Program

- i. Frank Heald advised that the Ludlow Transfer Station won the NRRA Most Improved Facility and were presented with a plaque at the annual meeting of the association. George Fairchild and Patty Potter were there to accept the award with Frank Heald. We were the only Vermont town recognized.

##### C. Budget

- i. Bruce Schmidt asked Frank Heald if he is comfortable with the budget numbers for the end of the fiscal year.
- ii. Frank Heald said that they have not moved the Education and Recreation pieces over to the Municipal Transit system. He said that there is a fair amount of "truing up" to do. He thinks they will not have a great surplus and reminded board members that they spent #350,000 to buy down taxes last year.

##### D. Teachers

- i. Frank Heald advised that 4 teachers will be retiring from the schools this year
  - a. Charles Bostock – High School – 39 years
  - b. Sue Pollender – High School – 44 years
  - c. Marg Salmon – High School – 15 years
  - d. Diane Hart – LES – 35 years

##### E. Killington Sports Car Club

- i. Frank Heald advised that a letter was received today requesting use of the roads for the annual hill climb at Okemo on July 7-8 and August 4-5.

##### F. FEMA

- i. Frank Heald advised that things have opened up a little. Ludlow has submitted \$1,946,630.60 in project worksheets. There is probably about \$1,000,000 remaining to still be filed. They have collected \$505,317.35.
- ii. Howard Barton asked what the percentage is.
- iii. Frank Heald said that originally FEMA was supposed to pay 75%, but as the disaster rose, Congressman Welsh, Senator Leahy and Governor Schumlin were successful in getting the FEMA percentage raised to 90%, with the state paying 5% and Ludlow paying 5%. The Federal highway percentage is also 90%.

##### G. F550 Purchase and Refit

- i. Frank Heald advised that the additional cost to refit the body will be about \$13,000 to \$15,000. We have bids from Temco, Iroquois and Fairfield. He said the last of the bids came in this afternoon.
- ii. Brett Sanderson said it is not a new purchase, just a swap over.

- iii. The board agreed to let Frank Heald decide on the bidder.

15. **Set Date for July Meeting**

- A. The next meeting will be on Monday, July 2, 2012. They will have another meeting in mid to late July to set the tax rate.

16. **Sign Warrant Orders**

- A. Board members signed warrant orders.

17. **Possible Executive Session/Personnel/Contracts/Legal**

- A. Frank Heald said that an Executive Session for Contract and Legal is needed.  
B. Motion by Doug Ficken and seconded by Brett Sanderson to enter in to Executive Session. Motion passed unanimously.  
C. Board entered into Executive Session at 7:50 p.m.  
D. Board exited Executive Session at 8:20 p.m.

18. **Adjourn**

- A. **Motion by John Neal and seconded by Doug Ficken to adjourn this meeting. Motion passed unanimously.**  
B. Meeting adjourned at 8:21 p.m.

Respectfully submitted,

Lisha Klaiber

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Howard Barton, Jr., Chairman

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Brett Sanderson

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Doug Ficken

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Bruce Schmidt

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John Neal