

PRELIMINARY MINUTES

**TOWN OF LUDLOW
BOARD OF SELECTMEN**

May 7, 2018

BOARD MEMBERS PRESENT:

Howard Barton, Jr., Chairman Logan Nicoll Bruce Schmidt
John Neal Brett Sanderson

STAFF PRESENT:

Scott Murphy Ulla Cook

OTHERS PRESENT:

David Almond Jean Morrill Vincent Guerrero (Okemo Valley-TV)
John Boehrer Ted Reeves
Thomas Foster Terry Thayne

1. **Call to Order**

- A. Chairman Howard Barton called the meeting to order at 7:00 p.m.
- B. All members present, except John Neal.

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

- i. Frank Heald advised that no changes were necessary.

3. **Approve Minutes of Previous Meetings**

- A. Howard Barton advised that the minutes to be approved are from the regular meeting of April 2, 2018.
- B. **MOTION by Brett Sanderson and seconded by Logan Nicoll to approve the minutes of the regular meeting of April 2, 2017 and special meetings of April 5, April 10 and April 12, 2018, as presented. Motion passed unanimously.**

4. **Comments from Citizens**

- A. There were none.

5. **Liquor Control Board**

- A. Howard Barton advised that this is just for The Loft.
- B. Ulla Cook said it is for liquor and outside consumption.

Applicant
TBK Inc.

Business Name
Tom's Loft Tavern

Additional Outside
X

- i. **MOTION by Bruce Schmidt and seconded by Brett Sanderson to approve the liquor licenses as indicated. Motion passed unanimously**

6. **Receive & Accept Officer Resignation**

- A. Howard Barton advised that this is for the resignation of Frank Heald from the following positions:
 - i. Alternate to the Southern Windsor County Transportation Advisory Committee
 - ii. Assistant Zoning Administrative Officer
 - iii. Representative to the Solid Waste Management District for Windsor & Windham Counties.
- B. **MOTION by Bruce Schmidt and seconded by John Neal to accept the letter of resignation from Frank Heald as presented and to send him a letter of thanks for his years of service. Motion passed unanimously.**

7. **Appoint Town Officers**

- A. Howard Barton noted that Norman Vanasse was left off the list last month for Southern Windsor County Regional Planning Commission Alternate.
- B. Howard Barton added that the other appointments are:
 - i. Alternate to the Southern Windsor County Transportation Advisory Committee - Scott Murphy
 - ii. Assistant Zoning Administrative Officer - Scott Murphy
 - iii. Representative to the Solid Waste Management District for Windsor & Windham Counties
Scott Murphy
 - iv. Town Tax Collector - Scott Murphy
- C. **MOTION by John Neal and seconded by Logan Nicoll to appoint the slate of candidates for as presented. Motion passed unanimously.**

8. **Junkyard Ordinance Complaint**

- A. Scott Murphy advised that there have been issues in the past and Frank Heald had sent letters and that there had been some improvement. He said that he contacted the property owner last week and checked the property again today. They have cleaned it up as best that they were able.
- B. Howard Barton asked if any action was needed from the Select Board.
- C. Scott Murphy said no.
- D. Bruce Schmidt asked Scott Murphy to send a letter to the individual who complained.
- E. Scott Murphy said he would.

9. **Approve Entertainment Permits**

- A. Howard Barton advised that these for Entertainment Permits.
- B. Bruce Schmidt asked that those for Okemo be done separately.
- C. None Okemo applicants

Applicant

American Legion Post #36
Mark J. Williams Corp

Business Name

American Legion
Mr. Darcy's Bar and Grill

Twelve Thirty Four, LLC
Williams Prime Corp.

MOJO Café
Chop House

- i. **MOTION by Brett Sanderson and seconded by Logan Nicoll to approve the Entertainment Permits as indicated. Motion passed unanimously**

D. **Okemo Liquor License Renewals**

- i. Howard Barton said all licenses were current on taxes and any other fees. He added that there are 7 license and 8 outside consumption renewals

Applicant

Okemo Mountain Resort
Sitting Bull Lounge @ Okemo Mountain

Business Name

Outdoor Live Music

- ii. Bruce Schmidt and John Neal recused themselves from the vote.
- iii. Ted Reeves advised that the letter for All Come Home listed 12:00 PM to 10:00 PM, but the application said until 9:30 PM. He said that the letter is correct, they are requesting until 10:00 PM.
- iv. **MOTION by Brett Sanderson and seconded by Logan Nicoll to approve the Entertainment Permits indicated above. Motion passed unanimously.**

10. **Award Audit Services Bid**

- A. Scott Murphy advised that 3 bids were received. The low bidder is Telling & Associates from Middlebury. He said that he and Ulla Cook called their references and had good responses. He said that the savings on the Village side would be about \$5,000 and about \$5,500 combined. He also asked for a list of school districts. Ulla Cook called the schools and also received good responses. The company is part of an association and their work will be reviewed by another member of the association. The association said that there have been no issues with Telling & Associates and gave them good reviews. He said that the Village Trustees approved accepting Telling & Associates' bid subject to approval by the Select Board
- B. **MOTION by Brett Sanderson and seconded by Logan Nicoll to accept the Audit Services bid from Telling & Associates as presented.**
- C. Bruce Schmidt asked if we had ever heard of them before.
- D. Ulla Cook said that we got their name from VLCT. They do a lot of schools and smaller towns.
- E. Bruce Schmidt asked if they had talked to towns of similar size as Ludlow.
- F. Ulla Cook said the towns were smaller and then we called school districts and were larger and got great references.
- G. **Motion passed unanimously.**

11. **Update on Jewell Brook Watershed Project**

- A. Scott Murphy advised that this is long term application process that was started by Frank Heald to get us in the pipeline for future funding from Natural Resources. We received a letter from the USDA-

NRCS showing the estimated current costs of the Dam Rehabilitation Assessments. These costs will increase as time passes.

- B. Logan Nicoll asked if the board should consider putting money in the Capital Budget each year in anticipation of the project.
- C. Scott Murphy said he will check with the state as to the anticipated time for the project, be it 15 to 20 years or 5 years and will get back to the board.
- D. Jean Morrill asked if the project was all dams.
- E. Howard Barton said yes.
- F. West Hill Area
 - i. Bruce Schmidt said he would also like to put discussion of West Hill on an agenda. We still have maintenance on the building and mowing and the park just sits there. Do we still need the building? He would like to get input from taxpayers. He said that the expenses to keep it up add up over time.
 - ii. Logan Nicoll said there is a new Recreation Director and he may have some new ideas.
 - iii. Scott Murphy said that he briefly discussed this with the new director when he met him.

12. Consider FOLA Request to Rename the Ludlow Auditorium

- A. Howard Barton advised that a letter has been received from FOLA requesting to rename the auditorium.
- B. David Almond said that FOLA has worked with Frank Heald for many years and appreciate Frank Heald's services and encouragement to the auditorium. Frank is a great civic leader attending to seniors, schools, sports teams and the auditorium, along with many other things. When FOLA wanted to put in a new, very large screen, Frank Heald arranged with the fire department to use a crane to bring it in through an upstairs window. He also helped with the new seating. FOLA would like to rename the auditorium to THE FRANK HEALD AUDITORIUM. It is a nice honor to Frank Heald and does not cost the town anything.
- C. Bruce Schmidt said that he doesn't take it lightly the 15 years of service that Frank Heald gave to Ludlow. He grew up here and is a "native son." He supported Ludlow and did a really good job with upstairs and grants. Bruce Schmidt said he thinks this is appropriate.
- D. John Neal agreed and added that the auditorium was Frank Heald's passion. Frank Heald gave Ludlow 15 good, solid years. He thinks this and a plaque would be a great tribute to Frank Heald.
- E. Logan Nicoll agreed that this would be fitting.
- F. **MOTION by Bruce Schmidt and seconded by John Neal to support the request from FOLA to rename the auditorium to the FRANK HEALD AUDITORIUM. Motion passed unanimously.**

13. Department Head Reports

- A. Howard Barton advised that all reports are in April.
- B. Scott Murphy asked if there is anything else the board would like to see in the monthly reports such as more description and information.
- C. Howard Barton said the department heads could provide more information and detail. The reports are kind of generic.
- D. Scott Murphy agreed, saying that he had pulled some from past months and they are pretty much the same.
- E. Howard Barton said that Scott Murphy could work on it with the department heads.
- F. Bruce Schmidt said he would like to know what the departments are working on and any needed costs to be added to the budget. He added that he does not always understand some of the Listsers'

reports and knows there is a lot happening in their office. He would also like to know more about what is going on in the Recreation Department.

14. **Municipal Manager Updates**

- A. Scott Murphy said this is a new agenda item and he has done this in the past. He wants to keep the board current with different projects in town.
- B. Coolidge Project
 - i. Scott Murphy said that the contractor started today with tree cutting and boundary stakes. We received a list of key contacts for the project. They hope to mobilize by mid-May and complete by November 16, 2018.
 - ii. Scott Murphy said that the plans to go through Cavendish did not work out because of the condition of the road. The contractor videoed Bixby Road and will repair any damage caused by the project.
 - iii. Bruce Schmidt asked if there will be signs put up on Bixby Road.
 - iv. Scott Murphy said the contractor will do that. They have assured us that they will take care of any issues that arise from the project.
- C. Cemetery
 - i. Scott Murphy advised that the Cemetery is open and there is a new hire. Things are going well.
- D. Solid Waste District
 - i. Scott Murphy said that they renewed the contract with Casella and the tipping fee was raised to \$9.00/ton.
 - ii. Scott Murphy said that the plans to go through Cavendish did not work out because of the condition of the road. The contractor videoed Bixby Road and will repair any damage caused by the project.
- E. Okemo Cell Tower
 - i. Scott Murphy said that a request was received to extend the height of the cell tower at Okemo by 50 feet. He will have more information next month.
- F. Green-Up Day
 - i. Scott Murphy said that the numbers were similar to last year. Things went well and we did have hot dogs.

15. **Other Business**

- A. Paving in the Village
 - i. Bruce Schmidt asked if they had considered the cost to repave in the Village on Main Street, where the state is not paving.
 - ii. Howard Barton said that the state does not plan to pave Main Street for 7 years and we are responsible for it now.
 - iii. Scott Murphy said that the state did the same thing in Brattleboro.
 - iv. Howard Barton said the trucks from the state are making it worse.
 - v. Scott Murphy said he would make some calls to get an approximate cost.
 - vi. Brett Sanderson suggested that Fuller might be able to give a close guess.
 - vii. Howard Barton said we should try to get paving bid RFPs out earlier than we have been doing.
 - viii. Brett Sanderson suggested March or early April.
 - ix. Scott Murphy agreed.
- B. Schools

- i. Bruce Schmidt said there should be some discussions with the schools as subsidies are phased out. As of July 1, 2018, Ludlow and Mount Holly are responsible for the schools through their town budgets, and Mount Holly is not doing anything. There needs to be discussion with the Administration or Superintendent because the town will drive more than the schools.
- ii. Howard Barton said that includes the Municipal Transit and Mount Holly is not paying anything there.
- iii. Scott Murphy said that Ron Tarbell is already discussing phasing out the buses.
- iv. Bruce Schmidt said that is about \$200,000. He asked Scott Murphy to check the line items in the budget that refer to that.

16. **Set Date for Next Meeting**

- A. Howard Barton advised that the next regular meeting would be June 4, 2018 at 7:00 p.m.

17. **Sign Warrant Orders**

- A. Warrant orders have been signed.

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

- A. Scott Murphy advised that an Executive Session is not needed.

19. **Adjourn**

- A. **MOTION by Logan Nicoll and seconded by Brett Sanderson to adjourn. Motion passed unanimously.**
- B. Meeting adjourned at 7:32 p.m.

Respectfully submitted,

Lisha Klaiber

Howard Barton, Jr., Chairman

Brett Sanderson

John Neal

Bruce Schmidt

Logan Nicoll