

PRELIMINARY MINUTES

**VILLAGE OF LUDLOW
BOARD OF TRUSTEES**

REGULAR MEETING

6:00 PM

Tuesday April 4, 2017

BOARD MEMBERS PRESENT:

Bob Gilmore, Chairman (by phone) Earl Washburn David Rose

STAFF:

Frank Heald Chuck Craig

OTHERS PRESENT:

Steve Manning Ed McEneaney – LPCTV

1. **Call to Order**

A. Chairman, Bob Gilmore, called the meeting to order at 6:01 p.m., all members present.

2. **Annual Board Reorganization**

A. Elect Chairman of the Board

- i. **Motion by David Rose and seconded by Earl Washburn to elect Bob Gilmore Chairman of the Board. Motion passed unanimously.**

B. Elect Vice Chairman of the Board

- i. **Motion by Earl Washburn and seconded by Bob Gilmore to elect David Rose Vice Chairman of the Board. Motion passed unanimously.**

C. Elect Clerk of the Board

- i. **Motion by David Rose and seconded by Bob Gilmore to elect Earl Washburn as Clerk of the Board. Motion passed unanimously.**

D. Appoint Union Negotiating Team Member

- i. **Motion by Bob Gilmore and seconded by Earl Washburn to appoint David Rose as Union Negotiating Team Member. Motion passed unanimously.**

E. Appoint Recording Secretary

- i. **Motion by David Rose and seconded by Earl Washburn to appoint Lisha Klaiber Recording Secretary. Motion passed unanimously.**

F. Appoint Ludlow Enterprise Fund Committee Member

- i. **Motion by David Rose and seconded by Earl Washburn to appoint Bob Gilmore as Ludlow Enterprise Team Member. Motion passed unanimously.**

G. Set Day and Time of Regular Meetings and Alternate meetings.

- i. **Motion by David Rose and seconded by Earl Washburn to continue with regular meetings to be held on the first Tuesday of the month at 6:00 p.m. and to have alternate meetings scheduled, as required, on the third Tuesday of the month at 6:00 p.m. Motion passed unanimously.**

H. Designate Newspaper of General Circulation

- i. **Motion by David Rose and seconded by Earl Washburn to continue with THE VERMONT JOURNAL as the newspaper of General circulation. Motion passed unanimously.**

I. Adopt Roberts Rules of Order

- i. **Motion by Earl Washburn and seconded by Bob Gilmore to adopt Roberts Rules of Order for meetings. Motion passed unanimously.**

3. **Approve Minutes from Previous Meetings**

A. Bob Gilmore advised the minutes to be approved are from the regular meeting of March 6, 2017 and the Special Meeting of March 30, 2017.

B. **MOTION by David Rose and seconded by Earl Washburn to approve minutes from the meeting of March 6, 2017 and March 30, 2017 as submitted. Motion passed unanimously.**

4. **Comments From Citizens**

- A. Steve Manning advised that he owns the art gallery across the street from Town Hall and he feels that closing Depot Street to parking while the construction is going happening on the Pleasant Street Extension bridge is excessive. He feels that designating 2 spaces at the corners of the street would be enough for trucks making turns onto Depot Street. He said that truck drivers are professionals and can make the turns at the corners.
- B. Frank Heald said that he and Steve Manning have discussed this and in his opinion, it is a matter of safety.
- C. Bob Gilmore asked if this would be permanent.
- D. Frank Heald said this board passed a temporary ordinance for the 30 days of construction to get the job done safely.
- E. David Rose said the ordinance was warned and is for safety reasons.
- F. Steve Manning said it does not have to mean that no one can park on the entire block. He said the street is wide enough to allow two trucks to pass safely. He said that in one day only 1 truck had come down Depot Street and 3 on Pleasant Street.
- G. Earl Washburn said that his concern is that there will also be increased be increase two-way traffic. He added that one day is not a fair assessment. He suggested keeping the No Parking in effect for a week or two
- H. Bob Gilmore said that he does not have a feeling either way. He knows that 30 days will be a rub for local merchants, but this has to be done.
- I. Earl Washburn said that the town is just beginning a lot of bridge construction and everyone will have to “belly-up.”
- J. Bob Gilmore said that Steve Manning will probably be the first of many commenting on this issue.
- K. Steve Manning said that we are in a slow period now and there is not a lot of traffic on the streets. He thinks that eliminating all public parking on the block is excessive.
- L. Frank Heald said the construction is scheduled to last for 30 days, until about May 3rd or May 4th and trucks will be using Depot Street 7 days per week, 24 hours per day going to Jeld Wen.
- M. Bob Gilmore said that this is a good time to bit the bullet because it is a slow time. He said that he is always in favor of safety and he believes that the board’s take on this issue is the correct one.
- N. Steve Manning said he still feels it is excessive.
- O. Bob Gilmore said that the board will not change its previous motion and we hope that it is not as painful as Steve Manning expects. We need to uphold the highest level of safety.

5. **Sewer Allocation Request(s)**

A. **Jonathan Rather**

- i. Property address is 153 Okemo Ridge Road, Parcel 030670.000
- ii. David Rose advised that this is a request to add 3 bedrooms to an existing dwelling unit on the sewer system.
 - (1) Allocation fee – 3 bedrooms @ \$780.00/bedroom \$2,340.00
- iii. **MOTION by David Rose and seconded by Earl Washburn to approve this application for an allocation for 3 bedrooms to an existing dwelling at \$780 per bedroom for an allocation total of \$2,340.00. Motion passed unanimously.**

B. **Ed & Polly Trott**

- i. Property address is 15 Upper Snowbridge Road #S8, Parcel 030421.000
- ii. David Rose advised that this is a request to add 1 bedroom to an existing dwelling unit on the sewer system.
 - (1) Allocation fee – 1 bedrooms @ \$780.00/bedroom \$780.00
- iii. **MOTION by David Rose and seconded by Earl Washburn to approve this application for an allocation for one additional bedroom to an existing dwelling at \$780 per bedroom for an allocation total of \$780.00. Motion passed unanimously.**

6. **Sewer Allocation Reduction & Abatement Request**

A. Property owner Allan and Kathy Berman

- i. David Rose advised that the property address is 20 Smith Street, Parcel 230143.000. This is a request to reduce the number of units from three (3) to two (2).
- ii. **MOTION by David Rose and seconded by Earl Washburn to approve this application to reduce the number of units from 3 to 2. Motion passed unanimously.**
- iii. Frank Heald advised that the fees will be adjusted at the next billing cycle. He said that we do not do retroactive credits.

7. **Consider Coin Drop Request from BRHS Project Graduation**

- A. Bob Gilmore advised that this has been done in the past and he sees no reason to object.
- B. **MOTION by David Rose and seconded by Earl Washburn to approve the request for the Black River High School Project Gradation coin drop on Saturday, May 13, 2017, from 10:00 AM to 2:00 PM as presented. Motion passed unanimously.**

8. **Approve VTRANS Annual Financial Plan**

- A. Frank Heald advised that the state required that they spend \$300 per mile annually for Class 1, 2 and 4 highways and that he assured that board that they do.
- B. **MOTION by David Rose and seconded by Earl Washburn to approve the VTRANS Annual Financial Plan as presented. Motion passed unanimously.**

9. **Other Business**

- A. Bob Gilmore advised that board that he will be back in town on Thursday.
- B. **Asset Management Program**
 - i. David Rose asked the status of the plan.
 - ii. Frank Heald said they are coming along with the Waste Water Treatment Facility and Otter Creek is still working on this. He hopes to have a draft for the next meeting.

10. **Set Date for May Meeting**

- A. Meeting set for Tuesday, May 2, 2017 at 6:00 p.m.

11. **Sign Warrant Orders**

- A. Warrant orders were signed.

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

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

13. **Adjourn**

- A. **MOTION to adjourn by David Rose and seconded by Earl Washburn. Motion passed unanimously.**
- B. Meeting adjourned at 6:20 p.m.

Respectfully submitted,

Lisha Klaiber

Robert Gilmore, Chairman

David Rose

Earl Washburn