

PRELIMINARY MINUTES

**VILLAGE OF LUDLOW
BOARD OF TRUSTEES**

REGULAR MEETING

6:00 PM

Tuesday February 6, 2018

BOARD MEMBERS PRESENT:

Bob Gilmore ,Chairman Earl Washburn

BOARD MEMBERS ABESENT:

David Rose

STAFF:

Frank Heald Rose Goings

OTHERS PRESENT:

Alan Isaacson Ed McEneaney – Okemo Valley TV

1. **Call to Order**

A. Bob Gilmore called the meeting to order at 6:01 p.m., all present, except David Rose.

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

A. Frank Heald said that no changes were necessary:

3. **Approve Minutes from Previous Meetings**

A. Bob Gilmore advised the minutes to be approved are from the special meeting of December 28, 2017 and the regular meeting of January 2, 2018

B. **MOTION by Earl Washburn and seconded by Bob Gilmore to approve minutes from the special meeting of December 28, 2017 and the regular meeting of January 2, 2018 as submitted. Motion passed unanimously.**

4. **Comments From Citizens**

A. There were none.

5. **Consider & Approve Planning Commission Request for Public Hearing RE: Interim Zoning**

- A. Alan Isaacson advised that the Planning Commission had recently found a typo in the Building Height standards in the Village Residential District. The error was caused by a formatting error in the table. It currently reads that the maximum height is 25 feet. However, in the Village Residential and Preservation Districts, the maximum height is 35 feet. The Planning Commission would like to correct this error. In addition, in order to make the zoning regulations consistent with the Village Plan, they want to add the new language from the Vision Statement in the Village Plan dealing with Village Residential Commercial standards, to the zoning regulations. David Rose has been advised of this change.
- B. Rose Goings advised the board that per state statute, they can warn a hearing for Interim Zoning and asked the board to warn that public hearing for their next regular meeting on March 6, 2018. She advised that for this type of hearing, they only require 15 day-notice for the hearing. She told them that there is a person who wants to build on High Street, but may not be given a permit until this change is made. She said that David Rose is also aware of this change.
- C. Alan Isaacson advised that once a hearing is warned, the changes take effect.
- D. **MOTION by Earl Washburn and seconded by Bob Gilmore to approve the changes to the Village Zoning Regulations and to warn a public hearing for March 6, 2018. Motion passed unanimously.**

6. **Review Jetter Proposals**

- A. Frank Heald advised that recently, there have been clogs in the Waste Water Collection System or issues with the storm drains. We have a rotter (snake driven by a motor) that is 35 – 40 years old and on the last three times that they needed to use it, it did not work. On the last episode, the joint broke. The rotter is ineffective. He asked staff to get prices on a Jetter. A jetter is a roll of hose, with a variety of nozzles that is fed into a line. It is equipped with a 350 gallon water tank and sends out the water with 4,000 PSI of pressure. This will clear most of the clogs. A unit will cost between \$45,000 and \$48,000. A jetter is recommended by both the Wastewater and highway foremen. The unit can be purchased with Sewer Capital funds and they can take the rotter to Mass Steel and see what they can get for it.
- B. Bob Gilmore asked about the jam on Commonwealth Avenue.
- C. Frank Heald said it has been cleared. He added that, even with a jetter, there will be times that a Vac-truck will be needed. A jetter will also blow back as well as forward. He has 3 quotes from vendors with different units. He asked the board to approve a purchase not to exceed \$48,000. He said that staff will review the quotes and choose the unit.
- D. **MOTION by Earl Washburn and seconded by Bob Gilmore to approve the purchase of a jetter, not to exceed \$48,000. Motion passed unanimously.**

7. **Wastewater Allocation Request(s)**

- A. **Solitude LLC**
 - i. Property address is 52 Solitude Road, (Lot S-1) Parcel 030206.100
 - ii. Bob Gilmore advised that this is a request to add 1 bedroom to an existing dwelling unit on the sewer system.
 - a. Allocation fee – 1 bedroom @ \$780.00/bedroom \$780.00

- iii. **MOTION by Earl Washburn and seconded by Bob Gilmore to approve this application for an allocation for 1 bedroom to an existing dwelling at \$780 per bedroom for an allocation total of \$780.00. Motion passed unanimously.**

- B. Main & Mountain
 - i. Property address is 112 Main Street, Parcel 230433.000
 - ii. Bob Gilmore advised that this is a request for additional sewer allocation of 420 GPD to above property.
 - a. Allocation fee – 420 GPD @ \$4.54/GPD \$1,906.80
 - iii. **MOTION by Earl Washburn and seconded by Bob Gilmore to approve this application for an allocation for 420 additional GPD at \$4.54 per GPD for an allocation total of \$1,906.80. Motion passed unanimously.**

- C. Jeffrey Predom
 - i. Property address is 30/32 High Street, Parcel 230.117.000
 - ii. Bob Gilmore advised that this is a request to add a single family dwelling unit with 3 bedrooms to the sewer system.
 - a. Allocation fee – 3 bedrooms @ \$545.00/bedroom \$1,635.00
 - b. Hook on fee – 1 dwelling unit at \$2,200.00 \$2,200.00
 - iii. **MOTION by Earl Washburn and seconded by Bob Gilmore to approve this application for an allocation for a single family dwelling unit with 3 bedrooms at \$545 per bedroom for an allocation total of \$1,635.00 and hook on fee of \$2,200 for a total of \$3,835.00. Motion passed unanimously.**

- D. Jeff Zissu
 - i. Property address is 3 Liftline Drive, Parcel 030206.550
 - ii. Bob Gilmore advised that this is a request to add 1 bedroom to an existing dwelling unit on the sewer system.
 - a. Allocation fee – 1 bedrooms @ \$780.00/bedroom \$780.00
 - iii. **MOTION by Earl Washburn and seconded by Bob Gilmore 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.**

- E. Winterplace COA
 - i. Property address is Winterplace Building W
 - ii. Bob Gilmore advised that this is a request for a sewer allocation for two (2) dwelling units for Winterplace with four (4) bedrooms per unit
 - a. Allocation fee – 8 bedrooms @ \$780.00/bedroom \$6,240.00
 - b. Hook on fee – 2 dwelling units at \$4,500/unit \$9,000.00
 - iii. **MOTION by Earl Washburn and seconded by Bob Gilmore to approve this application for two dwelling units with 4 bedrooms each at \$780 per bedroom for an allocation total of \$6,240.00, plus hook on fee of \$4,500 per dwelling unit at \$9,000 for a total of \$15,240.00. Motion passed unanimously.**

- 8. **Sons of the American Legion Squadron #36 Coin Drop Request**
 - A. Bob Gilmore advised that a request had been received for a coin drop on the first available Saturday in April from 10:00 a.m. to 2:00 p.m. He said that the proceeds would be divided between the Children’s Miracle Network and other Legion programs.

- B. Frank Heald said that Easter is April 1st. He said they would need to wait until after the snows are cleared. He would work out the dates.
 - C. **MOTION by Earl Washburn and seconded by Bob Gilmore to approve the request from the Sons of the American Legion for a coin drop in early April and the date would be discussed with Frank Heald. Motion passed unanimously.**
9. **Approve FY2019 Budgets**
- A. **Village FY2019**
 - i. Frank Heald advised that Manager Salary and Benefits has been reduced to suggested hiring level. The sweeper was added as a \$5,000 bond in Debt Management. The budget is up about \$11,000+ or 3.85%. He said that the Trackless is also included in Debt Management.
 - ii. Bob Gilmore noted the Highway budget is up about \$12,000
 - iii. **MOTION by Earl Washburn and seconded by Bob Gilmore to accept the proposed Village FY2019 budget. Motion passed unanimously.**
 - B. **Wastewater FY2019**
 - i. Frank Heald advised that this budget is down due to changes in staff salary and insurance.
 - ii. **MOTION by Earl Washburn and seconded by Bob Gilmore to accept the proposed Wastewater FY2019 budget. Motion passed unanimously.**
10. **Set Date to Sign Warning for 2018 Village Meeting**
- A. Frank Heald advised that they will need to have a special meeting next week, 20th or 21st to sign the warning for Village Meeting.
 - B. Earl Washburn advised that he will be out of town from the 17th through the 21st.
 - C. Bob Gilmore said he would be available.
 - D. Frank Heald said he would check with David Rose and set the date for the meeting one day next week. It has to be posted by the 22nd.
11. **Other Business**
- A. **Certificate of Highway Mileage**
 - i. Frank Heald said the change of .02 miles that is listed is due to the reconfiguration of the corner of Elm and Main Streets.
 - ii. Board members signed the certificate.
12. **Set Date for Next Meeting**
- A. Next regular meeting is March 6, 2018 at 6:00 p.m.
13. **Sign Warrant Orders**
- A. Warrant orders were signed.

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

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

15. **Adjourn**

- A. **MOTION to adjourn by Earl Washburn and seconded by Bob Gilmore. Motion passed unanimously.**
- B. Meeting adjourned at 6:27 p.m.

Respectfully submitted,

Lisha Klaiber

Robert Gilmore, Chairman

David Rose

Earl Washburn