

***PRELIMINARY MINUTES***

**VILLAGE OF LUDLOW  
BOARD OF TRUSTEES**

**REGULAR MEETING**

**6:00 PM**

Tuesday January 6, 2015

**BOARD MEMBERS PRESENT:**

Bob Gilmore

Richard Harrison

David Rose

**STAFF PRESENT:**

Frank Heald

Chuck Craig

1. **Call to Order**

- A. Bob Gilmore called the meeting to order at 6:00 p.m. All members present.

2. **Approve Minutes from Previous Meeting**

- A. Bob Gilmore advised the minutes to be approved are from the regular meeting of December 2, 2014 and the special meeting of December 12, 2014.
- B. **MOTION by David Rose and seconded by Richard Harrison to approve minutes from the regular meeting of December 2, 2014 and special meeting of December 12, 2014. Motion passed unanimously.**

3. **Comments From Citizens**

- A. There were none

4. **Sewer Allocation Request**

A. Mojo Cafe

- i. Property address is 106 Main Street
- ii. Frank Heald advised that the application letter was not put in the packets because the letter got to him only late last week. He said that he met with the property's owner, Jerry Tucker today and they reviewed what is actually in the building. There is a 2-bedroom apartment and the other area that has joint use toilets, used by the café, teen center and bike shop. There was an under-allocation. This allocation request is for 10 additional seats at the café, but we have included the fees to correct the allocation.

Mojo Café	25 existing seats plus 10 additional seats = 35 seats	45 GPD per seat	1,575 GPD
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Two bedroom apt.	240 GPD
Total Allocation	1,815 GPD
Current Allocation	1,000 GPD
New allocation required	815 GPD

- iii. New allocation fee required –815 GPD @ \$4.54 per gallon = \$3,700.00 (Frank Heald said he rounded off the 10¢.)
- iv. **MOTION by David Rose and seconded by Richard Harrison to approve this application for allocation for 10 additional seats and for a total of 815 GPD at \$4.54 for a total of \$3,700.00 for the property located at 106 Main Street. Motion passed unanimously.**

5. **FY2016 Budget Workshop**

A. **Village Budget**

- i. Frank Heald advised that in the Village, the bottom line is found on the first page. He advised that in the budget, he had included the \$17,000 estimate for Zero Sort recycling. If this is removed, the increase to the budget will be 2.32%. He said that his questions are if they are going to include village trash pickup in the budget, then they will need to include the \$17,000. OR, if they leave it out until village meeting and let the voters decide. It will cost an extra \$.03 to \$.04 in the tax rate for pick up and Zero Sort recycling. He asked the board if they wanted to decide, or leave it to the voters. If there is no Village pickup, they would take \$52,792 out of the budget.
- ii. Bob Gilmore said to take it out and let the voters decide. He added that he wanted to make sure that the voters are aware that this is state mandated and must be done. He said that he supports recycling, and also knows that it will cost us.
- iii. David Rose said that rest of the budget is what it is.
- iv. Frank Heald said that there were no big changes. He said he estimated an increase for diesel fuel but there is no way to tell where prices will go.
- v. David Rose said there are 3 options. The first is to decide recycling and trash as a board. The second is to put it to a floor vote. The third is to do an Australian ballot.
- vi. Bob Gilmore said it should be a floor vote. He hopes that people will see the wisdom in recycling, but it is an increase.
- vii. David Rose said to remove the \$52,792 and put it back in at village meeting if that is how the people vote.
- viii. Bob Gilmore said that for the last few years, only about 24-25 voters have shown up at village meeting. There should be a discussion and floor vote. He said to back out the \$52,792.
- ix. **MOTION by David Rose and seconded by Richard Harrison to approve the draft budget, less the \$52,792 solid waste issue. Motion passed unanimously.**
- x. David Rose asked if they need a motion to put the issue on the agenda.
- xi. Frank Heald said he would include it on the warning.

B. **Waste Water Budget**

- i. Frank Heald explained that the Waste Water Department slightly to the positive and that he had included \$60,000 for Capital and \$65,000 for Depreciation. He advised that there is about \$470,000 in the Fund Balance and that should be kept as strong as possible. He also advised that this summer they are planning to redo the sewer and water lines from Depot Street to Thompson Avenue. He added that the brick chimneys on several manholes on the Okemo Access Road are beginning to fail from salt and need to be replaced. We plan to inspect and repair as them needed. He said that they will be looking

over the entire collection system to identify areas that need to be addressed in the future. He said that the sewer line at the bottom of the access road currently has multiple angles that need to be straightened for better flow. In April, they hope to have a construction plan for FY2016 and may start the projects sooner. He said that the department should contribute to the Town/Village backhoe that will be replaced. About 40% of the cost of that goes to the village and that will be split about 60/40% or 65/35% between the village and wastewater department. They will also look to trade in a water/waste water pickup truck. He said that they have plugged in a number for chemicals. The largest change in the budget is in labor. The department is down one employee and there have been salary adjustments made within the department. He said that on Sunday the 28th, there was a sewer line blockage on the access road requiring 3 wastewater people and 3 highway people we called out to repair. As per our practice water/wastewater and highway departments will continue to share labor to get projects completed. The labor costs will be handled interdepartmentally with each department charged its respective costs. He said that Chuck Craig and Ron Tarbell are working together.

- ii. **MOTION by David Rose and seconded by Richard Harrison to approve the Wastewater Department draft budget as presented. Motion passed unanimously.**

6. **Other Business**

A. **Wastewater Permit**

- i. Frank Heald advised that the wastewater permit draft for the next 5-year period was received on December 15<sup>th</sup>. He said that he sent it to Loran Greenslet who reviewed it and returned it with some comments. Frank Heald sent it to the engineering company, Aldrich and Elliot and that we have until January 15<sup>th</sup> to make comments. He said that some permit issues are that the EPA is in the process of developing TMDL's (Total Maximum Daily Load) for Nitrogen in the Long Island Sound coming from the Connecticut River. The Black River feeds into the Connecticut River and our contribution to this is infinitesimally small. We have to be aware of the implementation of the TMDLs and it will impact Vermont. We are getting professional assistance. The engineers were here for 3 hours on their first visit and did not charge us. They have also worked with Springfield and are knowledgeable of the Black River. The initial study was done on our hydraulic capacity, but we will probably be judged on our average annual usage. Towards the beginning of next week, we will file our comments with the state. He added that the ANR is also doing some intriguing things like asking us to do E.coli testing in the winter to ensure a swimming hole in Cavendish is safe from E. coli. It is absurd and the engineers will probably make some comments about that.
- ii. Bob Gilmore asked if it would be more expensive to hire the engineers to just to make the adjustments.
- iii. Frank Heald said that there are two issues; it is a draft permit and says what they want us to do. The second issue is that, in his opinion, we need professional help. If there are modifications to the plant, then we will have to spend more.
- iv. Bob Gilmore asked if the nitrogen in the water is within the standards.
- v. Frank Heald said there were no standards when the last permit was issued.
- vi. Chuck Craig said they were not in our last permit.
- vii. Frank Heald said the draft study done along the Connecticut River used a standard model and the person who did the study would have us do modifications that would amount to over \$100,000. The engineers have looked at it and will make comments about it.
- viii. David Rose asked the timing of the new permit.
- ix. Frank Heald said it will be issued soon and will expire on December 31, 2019.

- x. Chuck Craig advised the board that we have an aging infrastructure and to be prepared.
- xi. Frank Heald said that he and Chuck Craig and Ron Tarbell will inspect and identify areas of concern and classify priorities.
- xii. David Rose asked of the main lines have been cameraed and videoed?
- xiii. Chuck Craig said yes, but not all of the lines.
- xiv. Frank Heald said we need to open the manholes, set up a camera plan and continue ongoing plans.
- xv. Chuck Craig asked how they know what is part of the village sewer, what is under the control of others and who is responsible for maintenance and repairs.
- xvi. Frank Heald said it is easier on the mountain. He said that our last line is by the Loft. He said that we will be taking positions on other lines.
- xvii. Bob Gilmore asked if others are taking care of their lines.
- xviii. Frank Heald said that anything in the ROW is ours, but we do need better definitions.
- xix. David Rose asked about the line from Trailside to the access road.
- xx. Frank Heald said that needs to be determined.
- xxi. Bob Gilmore said that when Jackson Gore was proposed, this was a concern and they agreed to pump back up, over the mountain, and then down the access road.
- xxii. Frank Heald said they do.
- xxiii. David Rose said that sometimes we don't get easements.
- xxiv. Frank Heald said they are working on it.
- xxv. Frank Heald showed the board members a photograph of the new LORAN GREENSLET sign installed at the wastewater treatment facility.

B. Crosswalks

- i. Bob Gilmore asked Frank Heald if anything had been done about the requests made by Holly and Tom Ellis regarding the crosswalks.
- ii. Frank Heald said nothing will be done until the spring.
- iii. Bob Gilmore asked about the crosswalk sign by Brewfest that is gone.
- iv. Frank Heald said that it had been knocked down, but never put back up. He thinks it is in the highway garage. He will check on it.

C. Chairman out of State

- i. Bob Gilmore said that he will be visiting relatives in California for about 4 to 6 weeks and would be calling in by phone for meetings.

D. Solid Waste Issues in Village

- i. Frank Heald said that there have been allegations made that people are not adhering to the Solid Waste rules in the village. He said that the ordinance is benign. The issue is more profound at the town level. The vendor, Casella, does not charge the village. The town taxpayers are paying for residential. If contractors or other commercial people are putting out trash in the village, they are stealing from the town. Any commercial entity or contractor must go over the scales and pay to leave trash at the dump. They are not supposed to be leaving it out, in the village for pickup. This is a town and village issue and we are going to be more heavy handed about enforcing it, so the trustees may get some complaints. It is costing the town money and we will take remedial actions.
- ii. Bob Gilmore said that when someone applies for a commercial business permit, you agree to hire a hauler or provide for a method to remove the trash. He said that for contractors or commercial businesses that leave trash out for pick up is illegal and unethical.

7. Set Date for Next Meeting

- A. Next regular meeting set for Tuesday February 3, 2015 at 6:00 p.m.

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

A. Frank Heald said one was not needed.

9. **Adjourn**

- A. **MOTION to adjourn by David Rose and seconded by Richard Harrison. Motion passed unanimously.**
- B. Meeting adjourned at 6:46 p.m.

Respectfully submitted,  
Lisha Klaiber

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Robert Gilmore, Chairman

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David Rose

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Richard Harrison