

PRELIMINARY MINUTES

**VILLAGE OF LUDLOW
BOARD OF TRUSTEES**

Tuesday June 2, 2020 - 6:00 PM

ZOOM ELECTRONIC ONLINE BOARD MEETING

Zoom Meeting Link: <https://us02web.zoom.us/j/646238267>

(Note: You must first sign up for a free ZOOM account by going to: <https://zoom.us/signup>)

BOARD MEMBERS PRESENT:

David Rose, Vice Chairman Earl Washburn

BOARD MEMBERS ABSENT:

Bob Gilmore, Chairman

STAFF:

Scott Murphy Chuck Craig

OTHERS PRESENT:

Justin Hyjeck Eric Chattergee – Okemo Valley TV

1. **Call to Order**

- A. David Rose called the meeting to order at 6:00 p.m., all members present, except Bob Gilmore. He said that the Electronic Meeting Guidelines had been discussed at their meeting on April 7, 2020 and will be followed at this meeting.

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

- A. Scott Murphy advised that no changes are needed.

3. **Approve Minutes from Previous Meetings**

- A. David Rose advised the minutes to be approved are from the regular meeting of May 5, 2020.
- B. **MOTION by Earl Washburn and seconded by David Rose to approve minutes from the regular meeting of May 5, 2020. Motion passed unanimously.**

4. **Comments from Citizens**

- A. There were none.

5. **Sewer Allocation Requests**

- A. **Harriet Cooper c/o Scott Cooper**
 - i. Property address is 113 Upper Crossroad, Unit A-1
 - ii. David Rose advised that this is a request to add one (1) additional bedroom. This is a 3-bedroom single family dwelling and they wish to add another bedroom
 - a) 1-bedroom X \$780.00 = \$780.00
 - iii. **MOTION by Earl Washburn and seconded by David Rose to approve this application to for sewer allocation fee for an additional bedroom at \$780.00 Motion passed unanimously.**
- B. **Robert Watts**
 - i. Property address is 53 Moonshadow Drive
 - ii. David Rose advised that this is a request to add three (3) additional bedrooms, to a 4-bedroom single family dwelling.
 - a) 3 bedrooms X \$780.00/ bedroom = \$2,340.00
 - iii. **MOTION by Earl Washburn and seconded by David Rose three (3)-bedrooms to a single-family dwelling at \$780.00 per bedroom for a total of \$2,340.00. Motion passed unanimously.**

- C. Scott Murphy advised that the office received an application today. It will be on next month's agenda. It is for a garage hook-on to a house at 54 Greta's Gap.

6. **Possibly Award Wastewater Manhole/Town Hall Sewer Connection Bid**

- A. David Rose said there had been a water problem there this winter.
B. Scott Murphy said there had been and Chuck Craig and his crew worked very hard to repair it.
C. David Rose said they had received 3 bids:

VENDOR	BID
Adams Trucking & Excavation	\$13,200
United Construction	\$11,500
M&M Excavating	\$7,870

- D. David Rose asked if the bids had been reviewed and the scope and work to be done are all the same.
E. Scott Murphy said yes.
F. David Rose said that we have worked with M&M before and they do good work.
G. **MOTION by Earl Washburn and seconded by David Rose approve the bid from M&M Excavating for \$7,870.00. Motion passed unanimously.**

7. **Possibly Award Village Sidewalk Replacement Bid**

- A. Scott Murphy advised that they received 2 bids which were opened and reviewed today. He said the bids for Lower Main (Hammond Hall to Elm Street) and Lower High Street (Gleascott to Main.)

B. **LOWER MAIN**

VENDOR	BID
Heiden	\$35,210
Neil Daniels	\$117,512

- C. Scott Murphy said he spoke to Ron Tarbell and Daniels had beefed up their quote. They put in gravel where it was not needed and an extra depth of concrete. Even without that, their quote would have been high.
D. David Rose asked if the bids included traffic control on Main Street.
E. Scott Murphy said yes
F. **LOWER HIGH STREET**

VENDOR	BID
Heiden	\$19,750
Neil Daniels	\$75,796

- G. Scott Murphy said that Heiden does have project in New Hampshire.
H. David Rose said that the Gill Terrace Storm Water project is urgent. He said that he loves to have the sidewalks done, but how can we pay for Gill Terrace. He would like to move to the Gill Terrace discussion and table sidewalks for now.

NOTE: BOARD MOVED TO AGENDA ITEM #9. MINUTES FOR THIS ITEM WILL BE ADDED.

- I. David Rose said he would like to table sidewalks until we get a cost estimate on Gill Terrace.
J. Scott Murphy said that would delay getting the sidewalks done until September.
K. Earl Washburn asked about Heiden's other project.
L. Scott Murphy said they have to finish up by July 31st. He said that he is concerned about ripping up Main Street sidewalks during foliage season.
M. David Rose said he hates to spend sewer money on drainage. The sewers are paid for by the rate payers. He would like to get firm numbers on the Gill Terrace project. He said that he is not opposed to holding a special meeting for it. He said that next week is the Village Meeting and this board will be reorganized.
N. Scott Murphy said he will see how quickly he can get numbers for Gill Terrace.
O. David Rose said he is tabling the sidewalks vote until they are able to get a firm estimate for Gill Terrace. He added that we did do some sidewalk work last summer. He hopes to be able to do some this year, also.
P. Justin Hyjeck said that as a business owner, he thinks it is imperative to promote pedestrian traffic in the village. He suggested that the board get creative and solve both situations and expedite sidewalk replacement.
Q. David Rose said that once we get the numbers for Gill Terrace, we will get back to sidewalks.
R. Scott Murphy said thanked the board for bringing this to his attention.
S. There was general consensus to approve the draft.

8. **Possibly Award Summer Paving Bid**

- A. Scott Murphy advised that they received 5 competitive bids and Fuller Paving was the apparent low bidder, with a price of \$68/ton and cold planning of \$2.00. He said that they had hoped to do Pleasant Street while they were on Commonwealth, but couldn't get to it. He said that the paving on Pleasant Street (Depot to Elm) and Smith Street will amount to about \$16,100 at \$68/ton.
- B. David Rose asked if the Select Board had chosen Fuller.
- C. Scott Murphy said yes.
- D. David Rose said that Fuller has done work in town in the past.
- E. **MOTION by Earl Washburn and seconded by David Rose to award the paving bid to Fuller Paving at \$68/ton and \$2.00 for cold planing. Motion passed unanimously.**

9. **Consider & Possibly Approve Gill Terrace Stormwater Project**

- A. Scott Murphy advised that when they last looked at this project, they had included water, sewer and stormwater. The estimate was about \$300,000 and too high. If they just do the storm water portion, they would cap two hydrants, put in a new catch basin, replace storm water lines, camera the lines, and verify the water source to Gill. This is a high priority project. Ron Tarbell does not think it will make it through another winter. We did replace a box by the church. The estimated costs for this would be about 1/3 of the original or about \$100,000. He said that the Sewer Construction Fund has about \$714,000 and would cover the cost of this project. We could also use the 3/5 money, about \$60,000.
- B. David Rose said he hates to spend sewer money on storm water projects.
- C. Earl Washburn said the two sidewalk projects are about \$19,000 and \$35,000.
- D. David Rose said there is \$15,000 in the sidewalk budget and \$60,000 in the 3/5 monies.
- E. Scott Murphy said he does not know the actual costs, but estimate the Gill Terrace project to be about \$100,000.
- F. Earl Washburn said he would hate to put off the Main Street sidewalks, can we do it and not High Street.
- G. Scott Murphy said yes. He said that Main Street is in bad shape.
- H. Earl Washburn said they should do Main Street and hold off on Gleascott.
- I. Scott Murphy will get a firm estimate for Gill Terrace for the next meeting.

10. **Consider Wastewater Service Rate Increase Effective July 1, 2020**

- A. David Rose said that Scott Murphy had provided them with a matrix of various wastewater rates. He said that the wastewater fund is in better shape than the water fund, but they still have more work to do. He asked Scott Murphy when they would have to start to pay the bond on the treatment plant project.
- B. Scott Murphy said after the project is complete. He said the first payment will be in their next fiscal year.
- C. David Rose asked when they last increased the rates.
- D. Scott Murphy said last July.
- E. David Rose asked Earl Washburn what he thinks.
- F. Earl Washburn said a 5% increase.
- G. David Rose said the residential rate is \$127.05 and a 5% increase would be about \$6.00. He said that he can support that. He said we are trying to continue to make upgrades.
- H. **MOTION by Earl Washburn and seconded by David Rose to increase the wastewater rates 5% effective July 1, 2020. Motion passed unanimously.**

11. **Other Business**

- A. **Street Light**
 - i. David Rose noted that the traffic light is back on a regular schedule. Traffic is slowly getting back to normal.
 - ii. Earl Washburn said that traffic has picked up somewhat. If we do the sidewalks this summer, it may be to our advantage with less traffic.
- B. **Junk Vehicle Ordinance**
 - i. David Rose asked how they were progressing with the two situations.
 - ii. Scott Murphy said one has been resolved. The other is a work in progress. We talk to them and the police department talks to them. He will keep the board advised.
- C. **Stone House Demolition**
 - i. David Rose asked if this is a dead horse.

- ii. Scott Murphy said yes.

12. **Municipal Manager Updates**

A. **WWTF Article & Photo**

- i. Scott Murphy advised that Chuck Craig and the crew are featured in an article in WASTEWATER MAGAZINE. The magazine personnel came in and took pictures.

B. **Waste Water Treatment Plant Project**

- i. Scott Murphy said he sent the board members an update on the project finances. Currently, they are about \$300,000 below the bonded amount, but that the additional chlorine bypass was not included in the figures. He added that the Village finances on the revenue line are better than expected.
- ii. David Rose asked about the difficulties that the contractor had been having getting components.
- iii. Scott Murphy said that they have been having monthly meetings. The contractor has been finding its way around things and getting what they need.
- iv. Chuck Craig said the delays are not as extensive as we expected.
- v. David Rose asked about the overall project schedule.
- vi. Scott Murphy said it is extended until October.

13. **Next Meeting**

- A. Annual Village Information Meeting 6:00 P.M. – June 8, 2020
- B. Village voting Tuesday, June 9th from 10:00 A.M. to 7:00 P.M. Scott Murphy said that Ulla Cook is ready to go.
- C. Annual Village Meeting – 7:00 P.M. – June 9, 2020
- D. David Rose said the next regular meeting will be on July 7, 2020 at 6:00 p.m.

14. **Sign Warrant Orders**

- A. David Rose said that he was in on Friday to sign the Warrant orders. He said at least two Trustees should start signing the orders after this month.
- B. Earl Washburn asked why salaries on the orders are if we've signed off on them with the Union. Why would we hold up payments or wages?

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

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

16. **Adjourn**

- A. **MOTION to adjourn by Earl Washburn and seconded by David Rose to close this meeting. Motion passed unanimously.**
- B. Meeting adjourned at 6:32 p.m.

Respectfully submitted,

Lisha Klaiber

Robert Gilmore, Chairman

David Rose

Earl Washburn

Zoom Instructions

Topic: Ludlow Village Board of Trustees

Time: Tuesday, May 5, 2020 – 6:00 PM Eastern Time (US and Canada)

Please download and import the following iCalendar (.ics) files to your calendar system.

Monthly: <https://us02web.zoom.us/meeting/u5ArdeqgrD0tE-EI00ckvmGbK6gWRGgn9g/ics?icsToken=98tyKu-sqDkpEtaTt1yCc7QtE53qbN-xllQDj4oNzBzuFS10YCigMdVwFbVxSd-B>

Join Zoom Meeting Link:

<https://us02web.zoom.us/j/646238267>

Meeting ID: 646 238 267

One tap mobile (cell phone):

+13126266799,,646238267# US (Chicago)

+19292056099,,646238267# US (New York)

Dial by your location:

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Germantown)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 646 238 267

Find your local number: <https://us02web.zoom.us/u/kclINSeKMv>