

**VILLAGE OF LUDLOW
BOARD OF TRUSTEES**

Special Meeting Minutes

January 20, 2009 – 6:00 PM

Trustees Present:

Robert Gilmore, Chairman, David Rose, James Fuller

Staff Present:

Frank Heald, Municipal Manager, Pam Cruickshank

Call to Order

Robert Gilmore called the Special Meeting to order at 6:10 pm.

FY2010 Budget Workshop

- a. Frank Heald reported that the budget draft represented a ½ % increase over last year. The Trackless would be \$5,200, with \$10,000 put into capital for contribution in fiscal 2009.
- b. Frank Heald said they should revisit the curbside pickup. At the time of the bid process the recycling picture was good. The current situation has changed dramatically with facilities going from rebates to charges for processing.
- c. Bob Gilmore asked if the recycling crash was a nationwide issue.
- d. David Rose added that the slow economy has made an impact.
- e. Frank Heald said that we may have seen a bubble last summer with recyclables. He added that APC Paper has backed off to a 4-day work week, from a 24/7 operation.
- f. Bob Gilmore asked if we are wise to enter into the Village recycling now, or should we hold off.
- g. Frank Heald felt that financially it was not practical.
- h. Jim Fuller added that recycle bins would also need to be purchased.
- i. Bob Gilmore felt that they should weigh the expense vs. “the right thing to do.”
- j. Frank Heald said that supply and demand dictate the price and they are spending more to process as opposed to getting money back. He added that the Village could encourage more residents to recycle at the Transfer Station.
- k. Jim Fuller felt that approximately 2/3 of the users (200 accounts) would recycle, but 1/3 may not.
- l. David Rose said that recycling was the right thing to do, but with the economy the way it is they should hold off until things improve.
- m. Jim Fuller agreed that it was not a good time to enter into the Village recycling and they could encourage residents to recycle at the Transfer Station during the Village meeting.
- n. Jim Fuller asked if additional money could be added to the Village budget for downtown/business décor to make the Village more festive during the holidays. He also wondered if the Ludlow Enterprise Fund could be used or if Ludlow Streetscapes or the Garden Club could get involved.
- o. Frank Heald said he couldn't speak for LEF, but the policy has been to use money for capital items and the Merchants Assoc/Chamber/Garden Club/Streetscapes should be the catalyst to raise money. He added that they would also benefit directly.
- p. David Rose questioned the officers pay in the Village budget.
- q. Pam Cruickshank replied that it was a re-allocation of wages from Officers to Clerks because Clerks includes the BCA and Ulla.
- r. David Rose questioned why the Planning Director line item was there and remains unused.
- s. Frank Heald said that the money would be allocated to Rosemary Goings as the Director since she works with the Planning Commission on so many issues (i.e. Town Plan, zoning changes and flood plain issues).
- t. David Rose asked why the Street Lights/Stop Lights line item was so high.
- u. Frank Heald said that the ornamental lights are 2X more expensive for the same wattage and the allocation of lights (Town & Village) may not have been correct. This year's number is what we are looking at.
- v. David Rose asked if the speed signs were included.
- w. Pam Cruickshank said that the speed signs and crosswalk signs were included.
- x. Jim Fuller asked about the Ludlow Electric insurance line item.

- y. Frank Heald said that it was a wash, with income coming in to balance the insurance line item.
- z. David Rose asked about the highway state aid.
- aa. Frank Heald said that it is estimated at 10%, but thinks it will be level funded.
- bb. Frank Heald said that there would be one more “go around” with the Village budget.

Wastewater Discussion

- a. David Rose asked if the Wastewater department needed four staff members to do the work.
- b. Frank Heald said they would be better served with 4 staff members. Several staff members work on the flood control dams and other departments from time to time. He said they could re-visit in a few more years. Frank said they would run the wage numbers again to see if the allocation between wastewater and water was correct.
- c. Bob Gilmore asked why the workers comp line item was so high.
- d. Frank Heald questioned if there was workers comp in the water department and that it may just need a re-allocation.
- e. Bob Gilmore asked about the electricity line item.
- f. Frank Heald said it had been re-allocated into its proper place. He added that there was a fair amount of construction in 2008 and that they were on track for 2009 and 2010.
- g. Bob Gilmore asked about the usage of the sludge truck and if it wasn't worth keeping, if it should be disposed of?
- h. Frank Heald said that the sludge truck was old when it was put into service. The cost to truck away far exceeds trucking ourselves and we should dispose of the truck.
- i. Frank Heald said the Trustees may need to consider a 10-15% rate increase because the number of new allocations and hook-ons has decreased and the rates have been artificially low for several years.
- j. David Rose asked if they allocated more staff wages/costs to the water department would they need to raise the wastewater rates.
- k. Bob Gilmore asked if they could look down the road to see if there are any future projects to keep the rates steady.
- l. Frank Heald said that the hook-on and allocations shouldn't be used for rate reduction and they would look into moving more labor into the water department this year and see what happens after the construction.
- m. Jim Fuller said that the rates were just raised in 2007 and it seems like it was a big increase. He also asked about the insurances line increase and if a new staff member was added.
- n. Frank Heald said the issue may be in the 2009 budget as the insurances projected increase was about 15-20%. He added that they will run the numbers again, but will need to look at an increase in wastewater user fees.
- o. Frank Heald discussed the possibility of moving staffing around, but felt four employees were needed to do the job. He said they will run the numbers again for the next budget workshop.

Adjourn

David Rose made a motion to adjourn. Jim Fuller seconded the motion and the meeting adjourned at 7:34 pm.

Next meeting scheduled on February 2, 2009.

Respectfully submitted,

Pam Cruickshank
Acting Clerk

Robert Gilmore, Chairman

David Rose

James Fuller