

PRELIMINARY MINUTES

**TOWN OF LUDLOW
BOARD OF SELECTMEN**

PUBLIC HEARING AND REGULAR MEETING

August 18 2008

BOARD MEMBERS PRESENT:

Howard Barton, Jr., Chairman	Brett Sanderson
John Neal	Bruce Schmidt

BOARD MEMBERS ABSENT:

Earl Washburn

STAFF:

Frank Heald

PLANNING COMMISSION MEMBERS PRESENT:

Fred Glover, Chairman	Phil Dunwoody	Steve Stengel
Terry Carter	Christine Fuller	Norman Vanasse
Peter Crowley		

OTHERS PRESENT:

Jeff Billings	Marilyn Ledoux	Ted Reeves
Don Buswell	Margot Martell	Don Stryhas
Phil Carter	Ralph Pace	Herb Van Guilder
Rose Goings	Sue Poirier	Duncan Love (LPC-TV)

**PUBLIC HEARING TO DISCUSS AND RECEIVE COMMENTS REGARDING CHANGES TO
BE MADE TO THE TOWN AND VILLAGE OF LUDLOW'S SUBDIVISION REGULATIONS**

1. Call to Order

- A. Hearing called to order by Chairman Howard Barton at 7:00 p.m.
- B. All Members present, except Earl Washburn.

2. Subdivision Regulations

- A. Howard Barton advised that the purpose of this hearing is to discuss the proposed changes to the Subdivision Regulations that were submitted by the Planning Commission. This is the second of the 2 public hearings for the regulations. At the last hearing, the Select Board had concerns regarding the need for 50 foot Rights of Way (ROW.) Why should roads be that wide?
- B. John Neal asked if there should be some flexibility based on constraints of the land.
- C. Phil Dunwoody advised that, in the past, he worked as a ROW agent for Verizon. In his experience, the 50-foot ROW requirement is standard throughout Vermont and many other states. The concept of a 50 ROW is fuzzy. The 50-foot measure includes room for pedestrians, utilities and site triangles. The site triangle allows for the driver of a vehicle, pulling out of a driveway or roadway onto another road to be able to have adequate vision of oncoming traffic. The Planning Commission discussed this in depth. His question to the town is, when all over the country the standard is 50 feet, wouldn't it be unusual for Ludlow to be different. It may be setting the town up for liability problems. Also, a 50-foot ROW does not mean that 50 feet of land must be cleared.
- D. Phil Carter said that the DRB does not require that the road be built to town specifications, only that it has the ability to be built to them. Some existing developments do not have 50-foot ROWs. The DRB looks at the characteristics of the land, access, and erosion. In some cases, the DRB has required a 50-foot ROW. The DRB worries about run off. The 50-foot ROW is not set in stone. The DRB looks at each project individually and at all aspects of the project.
- E. Howard Barton asked what the actual process is.

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- F. Phil Carter said that usually the developer sets the design. The DRB is charged with safety issues. He asked how wide the widest fire truck is.
- G. Brett Sanderson said 8'6".
- H. Phil Carter said that they may want to consider how much space 2 fire trucks, side by side plus men would require.
- I. Howard Barton asked if all roads must conform to town highway specifications.
- J. Phil Carter it depends on the individual project. He cautioned that some developments start small and then the developer buys more land and adds to the development. Then a wider ROW would be necessary. The projects need to have the ability to meet those specifications.
- K. John Neal said that the regulations do not seem to leave much room for flexibility. There is no mention of variances and should that be considered.
- L. Phil Carter said it is a subjective call. The DRB looks at the individual project. Once the town has a regulation, it is a regulation and down the road people may want to expand the developments. The road must have the capability to meet the specifications.
- M. Rose Goings said that the actual road width is 24 feet from shoulder to shoulder. The DRB requires a letter from the fire chief for all projects and generally that letter calls for roads to meet town specifications and usually also calls for a hammerhead or cul-de-sac. Two lots only require a driveway. Also, State 911 specifications must be met.
- N. Phil Dunwoody said that the travel way is 24 feet that leaves 13 feet on either side of the road for pedestrians, utilities and site triangles. If the 50-foot requirement was changed to 25 feet, that would only leave 6 inches on either side of the road.
- O. Fred Glover said that the Planning Commission discussed this at length. If there were only a 40-foot deeded easement, but a road would meet all other specifications, maybe that would be allowed. The 50-foot requirement comes from State Title 19 – State Highway specifications that require 3 rods or about 50 feet for all town roads, but Ludlow has not taken over any roads in several years.
- P. Herb Van Guilder asked how these regulations would deal with existing conditions. He lives off Route 100 on a private road with about 5-6 houses. His deed says there is a 25-foot legal ROW. He owns an additional 6 acres and would like to subdivide it. The engineer says that it could make a 4-lot subdivision, but the ROW is only 25 feet. His taxes have gone up and he would like to sell some lots.
- Q. Rose Goings said that the current regulations have been in effect since 1998 and call for 50-foot ROW. She is not sure about his property. It was a preexisting subdivision.
- R. Herb Van Guilder said that road has been there for over 100 years.
- S. John Neal said that we are going to run into situations where the people will not be able to meet the 50-foot requirement. We need to be careful and need a tool, such as a variance. If the land can meet fire safety and other town requirements, there should be a variance. The town went from 1 to 3 acre zoning and now that is haunting us. We need to be careful and meet the needs of the community.
- T. Don Stryhas said that the town needs more dry hydrants. Up on North Shore Drive, you can't get a truck through because of the pine trees and the landowner refuses to cut them back. The Police Chief agrees with me that we need dry hydrants. Also, according to Article 5.10.2, you may have either public road or public water frontage. Many people built homes, or have lots up on the Lakes and use the public water as frontage. They can't get a 50-foot ROW up there.
- U. Rose Goings said that is a state statute. The Zoning documents do not take away state statutes. With the new subdivision regulations, we look to be more proactive. This document was reviewed by Regional Planning and by town legal counsel. If it is not perfect, it can be amended. It addresses many old issues. Regarding the Major/Minor subdivisions, it now includes provision for lot line boundary adjustments and that will help with some of the smaller subdivisions. These subdivision regulations are in effect now and will be for 150 days.
- V. Phil Carter said that the DRB cannot escape safety issues. If the DRB looks at a new subdivision, they have to look at safety issues. If a property has pine trees that are so dense that trucks cannot get through, the DRB must deny the subdivision. If the road is blocked, and something happens, the DRB cannot put the town in jeopardy. We are not trying to make this prohibitive. We are trying to make things work.
- W. Phil Dunwoody said that our town can do what is in the best interest of the people. The 50-foot ROW has always been that way, and is that way across the country. Looking at the state statute and the reference to 3 rods... how long has it been since any one referred to rods. This all has to do with public issues. If there is not sufficient public ground required on the side of the travel way, you cannot go back later and change it. Be careful before you change that regulation.

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- X. Peter Crowley noted that Phil Carter said that the DRB does not like to customize as a general rule, but if there was a preexisting 45-foot ROW that met all safety concerns, would the DRB be comfortable permitting that.
 - Y. Phil Carter said that he has already said that. There is an existing 3-lot subdivision and the road is not 50-feet and it is still the same road. It has fire and ambulance access and was approved by the police also. It is a tougher process with a smaller road to look at all issues.
 - Z. Peter Crowley said the Planning Commission could look at an amendment down the line without stopping these regulations.
 - AA. Bruce Schmidt asked when the DRB looks at a project, do they look at a pond with a dry hydrant.
 - BB. Phil Carter said absolutely. We have conditioned that on subdivisions. Our charge is not to make it difficult, but to make it work.
 - CC. John Neal said the difference between the existing and new regulations is that the new ones would require 50-foot ROW. What about existing roads.
 - DD. Phil Carter said the property owner can come to the DRB for a variance. It is in the Zoning Regulations.
 - EE. Rose Goings said the property must meet district standards.
 - FF. Phil Carter said that if the fire, police and ambulance departments and all other issues are met, the DRB would be okay with the existing ROW.
 - GG. Terry Carter said that the Planning Commission debated this issue a lot and they always come back to the safety issues and looking to future development. This covers our butts for safety issues. She disagrees with Peter Crowley. It always comes back to safety.
 - HH. Don Stryhas said that variances cost money. The town should look at the fees.
 - II. Phil Dunwoody said that most of the argument against the 50-foot ROW is economics. We should establish as standard for health and safety issues, not convenience.
 - JJ. Bruce Schmidt said that these regulations should make the process easier.
 - KK. Phil Carter said this document will be a great aid to the DRB. It is mind boggling how much detail the DRB must consider. We have some applications come in and when we go for a site visit, the proposed road does right through a swamp. The clearer this document is, the better. The current document is not clear and people have to keep coming back with changes. This document clarifies definitions and spells things out better.
 - LL. Herb Van Guilder said that he is not in disagreement with the document, but it makes him nervous because he may not be able to do anything with his property. The regulations need to consider preexisting conditions.
 - MM. John Neal said the variance is a vehicle for that and should be mentioned in the subdivision regulations.
 - NN. Phil Carter suggested that they make reference in the subdivision regulations of the section in the Zoning Regulations that provides for variances.
 - OO. John Neal said that is a good idea. He noted that the document also calls for utilities to be run underground unless deemed not feasible. He suggested that the utility companies should review utility plans.
 - PP. Rose Goings said that the review process does require letters from the utilities.
 - QQ. John Neal said that the regulations do say that utilities should be run underground.
 - RR. Phil Carter said that the DRB has worked with many projects and not all have been required to run utilities underground.
 - SS. Howard Barton said that cost must be considered.
 - TT. Phil Carter said that the DRB also considers the character of the land and comments from neighbors.
 - UU. Don Stryhas said that he has spoken to some engineers and they all say that the regulations specify underground, so that is how they design the projects.
 - VV. Phil Dunwoody said that the second part of the sentence referring to underground utilities also says unless deemed unreasonable by the DRB.
 - WW. Phil Carter said that the DRB does not really care. We go by the evidence and if the engineer has designed underground that is how we permit the project.
 - XX. Brett Sanderson said that the wording says underground, so the engineers design it that way so they don't have to come back with changes.
 - YY. John Neal said the wording is prohibitive. It should say underground or above ground based on conditions. Just change the language.
 - ZZ. Phil Dunwoody said that the engineer specifies the locations and the utility sets the design.
 - AAA. Brett Sanderson said the utility designs based on the submittal.
 - BBB. Phil Dunwoody said the utility looks at the site and if underground is not practical, they will say so.
 - CCC. Brett Sanderson said that he has left the decision to the developer.
 - DDD. Phil Dunwoody said the utility looks at the subsurface material, if ground is suitable and if the expenses are justified. They are charged by the Board of Public Utilities to use the most cost effective methods.

- EEE. Howard Barton said the utility leaves the decision and responsibility for additional costs to the developers.
- FFF. Rose Goings said the Planning Commission's goal is to get power lines underground and clear views. Many of the letters that come in from the utilities indicate underground lines. The DRB looks at the character of the land.
- GGG. Herb Van Guilder said that he thinks the lines in the Village should be underground or off Main Street.
- HHH. Steve Stengel said that the regulations do say unless unfeasible.
- III. Brett Sanderson said that should be clarified.
- JJJ. **MOTION by John Neal and seconded by Bruce Schmidt to accept the Subdivision Regulations subject to changes to page 17 number 4A and page 22 number 4.8. Motion passed unanimously.**
- KKK. **MOTION by John Neal and seconded by Bruce Schmidt to close the public hearing for the subdivision regulations. Motion passed unanimously.**
- LLL. Public hearing closed at 7:51 p.m.

TOWN OF LUDLOW – SELECT BOARD REGULAR MEETING

1. Call to Order

- A. Chairman Howard Barton called the meeting to order at 7:52 p.m.
- B. All members present, except Earl Washburn.

2. Approve Minutes of Previous Meetings

- A. Howard Barton advised that the minutes to be approved are from the Regular meeting of July 7, 2008 and the Special Meeting of July 11, 2008.
- B. **MOTION by Bruce Schmidt and seconded by Brett Sanderson to approve the minutes from the Regular Select Board July 7, 2008 and the Special Meeting of July 11, 2008 as presented. Motion passed unanimously.**

3. Comments from Citizens

- A. Herb Van Guilder advised that he is the Chairman of the Cemetery Commission and they have 2 concerns. They want to know what kind, if any, liability coverage the town provides in cases of vandalism. They also would like to encumber the balance of their budget to go to the water project. They had to replace the waterline where they had breaks and they have had unexpected equipment expenses on vehicles. Last year they had \$11,000 left over, and expected \$7,000 this year, but did not get the funds from the Trustee of Public Funds, so the balance is only about \$700.00 and they would like to encumber that amount for the water project.
- B. Frank Heald said the cemetery is covered by the municipal insurance policy.
- C. Herb Van Guilder said the commission was led to believe that the cemetery is covered for minor vandalism. They want to know what is covered.
- D. Frank Heald said the same as the rest of the town.
- E. John Neal said it covers property loss.
- F. Herb Van Guilder said the commission wants a letter describing that.
- G. Frank Heald said he will send them a copy of the policy.
- H. Bruce Schmidt and John Neal said the cemetery is covered.
- I. Frank Heald said that they are 60 days beyond encumbering. The auditors have already been in and closed the books. Through 2008 the operating budget was consolidated with the town, now it is separate.
- J. Bruce Schmidt asked if Frank Heald can go back to the auditors to encumber the funds.
- K. Frank Heald said he will try.
- L. Bruce Schmidt said the town should try to work with them. He asked what happened to the (left over) funds in the past.
- M. Frank Heald said the money went into the general fund.
- N. Herb Van Guilder said the Cemetery Commission had \$11,000 last year and they were led to believe the money went into the general fund. The commission had a rough year with unexpected expenses.
- O. Bruce Schmidt said that Frank Heald would look into the encumbrance and get back to the board at the next meeting. He advised Herb Van Guilder that the commission should have

come to the Select Board in June before the auditors came in. Encumbrances must be done before July 1st.

- P. Herb Van Guilder said he thought it was after the budget was done.

4. **Liquor Control Board**

- A. Howard Barton advised that the application is from Bella Luna and is for a license for outside consumption on the patio from 4:00 p.m. to 10:00 p.m.
B. Bruce Schmidt said that it falls under the permit.
C. **MOTION by John Neal and seconded by Bruce Schmidt to approve the application from Bella Luna for a license for outside consumption. Motion passed unanimously.**
D. Frank Heald said that the town clerk would sign it.

5. **Receive and Act on Errors and Omissions Report from Ludlow Board of Listers**

- A. Howard Barton said the board members had received the report. There are 6 properties listed.
B. Margot Martell said the last property, Kowalonek and Dias owners, should be removed from the list.
C. **MOTION by Bruce Schmidt and seconded by Brett Sanderson to accept the Errors and Omissions Report with change as indicated. Motion passed unanimously.**

6. **Review and Approve Road Names**

- A. Howard Barton advised that a list was submitted and that Rose Goings had recommended the name Sumner Road.
B. **MOTION by Brett Sanderson and seconded by John Neal to accept the name Sumner Road. Motion passed unanimously.**

7. **Appoint Delegates to VLCT Annual Meeting**

- A. Frank Heald said it is a good meeting to attend.
B. **MOTION by Brett Sanderson and seconded by John Neal to appoint Earl Washburn as delegate to the VLCT Annual Meeting. Motion passed unanimously.**

8. **Ambulance Report**

- A. Frank Heald advised that an RFP had gone out for the review of the operations of the Ambulance Department. The review and report are complete and John Vose is here to discuss the findings.
B. Howard Barton asked if the Ambulance Department had also received a copy of the report.
C. Don Buswell said yes.
D. John Vose said he has been an EMT since 1980 and paramedic since 1984. He runs the Upper Valley Ambulance Service. He found that Ludlow has a great service. They elect new officers every 2 years. Volunteer services are going by the wayside. It is difficult to get coverage during the daytime. Many services are going to the paid models. The Ludlow service wants to keep its volunteers. There are 25 members and 9 recruits. Of the 25 members, 4 members answer 100 or more calls. With elections every 2 years, there is no real leadership continuity and the members need to adapt to the changes in their leaders. He suggests a full time coordinator with department head status who reports to the town manager. The department does not need bylaws, as it is a community-based organization. He suggests hiring the full time director and having committees report to that person. He also suggests that the town approve the Americorps position that would provide a full time paid person whose salary would be paid in part by the town (\$6,500) and the balance by Americorps. The individual would work during the week and would also be assigned a community project that would be to strengthen the service by focusing the recruitment of volunteers. He continued saying that the state standards for ambulance personnel are changing and the basic EMT requirements will be almost the same as a paramedic. Many EMTs cannot afford the additional training and may not want to pursue it.
E. Bruce Schmidt asked what John Vose's company is doing at the state level to help the rural communities.

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- F. John Vose said he and the other members of his company are officers in the Vermont Ambulance Association and he is at the State House 3-4 days per week talking to people. They have developed a 40-hour EMT Managers Training program for small squads.
- G. Bruce Schmidt asked what they are doing to have the new regulations forced on small towns.
- H. John Vose said there are now rural subcommittees and they are trying to get the regulations accepted only piece meal. There is a national outcry against the new regulations.
- I. Bruce Schmidt noted that the report did not go into the subject of Ludlow covering other towns and asked if John Vose felt Ludlow was spread too thin because it covers Cavendish and Plymouth.
- J. John Vose said no. There are really not too many calls from Cavendish and Plymouth and whatever services that cover the parts of those towns that Ludlow does not cover, also will assist Ludlow if needed. Additionally, there are members in the Ludlow service from those towns and that gives Ludlow a larger number of people to pull from.
- K. Frank Heald said he will take the report and work with the service to move forward.
- L. John Vose said he will help, also.
- M. Bruce Schmidt asked if there is a timeline on the Americorps grant.
- N. Frank Heald said tonight.
- O. Howard Barton asked Frank Heald to go through the report and work with Don Buswell to develop a plan outline.
- P. Bruce Schmidt asked if approving the Americorps grant will allow the ambulance to go with 2 people.
- Q. Sue Poirier said yes.
- R. Don Buswell said that will give them an EMT-B and a first responder.
- S. Bruce Schmidt said that it would be Karl and the Americorps person.
- T. John Vose said the Americorps person may be an EMT. The service would be able to respond to calls between 8:00 a.m. and 4:00 p.m. They will still need people if a second call comes in.
- U. Sue Poirier said that she has kept data on calls and will continue to do so and can provide it to the board.
- V. John Neal what is the process for the Americorps grant.
- W. Sue Poirier said that they must hire someone by September 30, 2008. She has a job description ready and if the board approves this, she will have the job description posted tomorrow.
- X. **MOTION by John Neal and seconded by Bruce Schmidt to proceed with the Americorps grant.**
- Y. Herb Van Guilder asked if the town did not already have one full time person.
- Z. John Vose said that the town does have a full time person and this person would be the 2nd person. It would be a one-year contract and the town would only have to pay \$6,500 with Americorps paying the balance. The person would be gone at the end of the contract. The person will help get the truck out quicker during the day and will recruit volunteers.
- AA. Herb Van Guilder asked what the current full time person does.
- BB. John Vose said runs calls, does paperwork, places orders, and coordinates.
- CC. John Neal said the service needs 2 people to send a rig out on a call. Now there will be 2 people in the station.
- DD. Frank Heald said there is usually no issue with getting responders at night or on weekends, but most people have separate day jobs.
- EE. Howard Barton asked what happens if the first responder is already at the site.
- FF. Sue Poirier said the rig can go if there is a qualified person already on the scene.
- GG. **Motion passed unanimously.**
9. **Consider F-550 Plow Quotes**
- A. Frank Heald advised that they need a new snowplow. It is a town/village issue and the cost will be split. There are 2 quotes and the Fairfield quote is the lower.
- B. Bruce Schmidt said it looks like different equipment.
- C. Brett Sanderson said that Ron Tarbell likes the Everest equipment better and that is the Fairfield quote.
- D. Bruce Schmidt noted that the quote is dated April 21, 2008 and will it still be honored.
- E. Frank Heald said he thinks it will be.
- F. **Motion by Bruce Schmidt and seconded by John Neal to accept the Fairfield quote.**
Motion passed unanimously.
10. **Brooks Road Bridge Update**

- A. Frank Heald advised that the project is complete except for punch list and some grass issues. He will close out the grant.

11. **Town Ordinance Review**

A. **Firearms**

- i. Frank Heald said that he was up at Site 5 looking at some work and when he pulled in, there were 2 guys up there with rifles with scopes. He called the chief of police and they had a discussion about that land. He always thought it was public land and parkland and there is an ordinance that prohibits firearms on public parklands. His chief concern is that people use that land for long-range rifles and he wants to know if the board should look at the issue.
- ii. Howard Barton asked if the board knows about the rifles, are they obligated to do anything.
- iii. Jeff Billings said that area has a natural berm and people have hunted there for years. He did not know it was parkland and there have never been any complaints. People hunt at the dam sites. A lot of people want to shoot up there and there will be complaints if we stop it. He thinks it is safe up there and the police department does not have the manpower to patrol it.
- iv. Frank Heald said this ordinance has been on the books since 1999.
- v. Jeff Billings said that West Hill is actually a park, but he did not consider the other dams as parklands. They are not posted.
- vi. Bruce Schmidt asked if they might consider no shooting within certain distances of homes.
- vii. Howard Barton said there have been no issues.
- viii. Frank Heald suggested they discuss this at a future meeting.

B. **Sexual Predators**

- i. Frank Heald brought up the topic of an ordinance regarding sexual predators.
- ii. Jeff Billings said that by State and Federal regulations, anyone who was convicted as a sexual predator must report where they are living to the state. The state must notify the towns with that information. The person is supposed to come to the local police and identify himself or herself. There are 2 such people in Ludlow now. Often it was a case of statutory rape with a 15 or 16 year old. The police department has a good handle on it and keep an eye on the individuals.
- iii. Bruce Schmidt said that Ludlow is a seasonal town and it is different. They must make sure they take this very seriously and do everything they can to protect our children. An ordinance would give us more teeth. We don't want them here.
- iv. Jeff Billings asked how they would enforce an ordinance.
- v. Bruce Schmidt said there is a state statute, but there is a problem if the individuals don't report in.
- vi. Jeff Billings said that if they do not report, they can be arrested.
- vii. Bruce Schmidt said that if Ludlow had an ordinance, they could limit where these people live such as with Barre and Rutland. Ludlow needs to do everything it can to protect the children.
- viii. Frank Heald suggested that he and Jeff Billings meet with the superintendent of schools about this.
- ix. Bruce Schmidt said it would be good to hear what the townspeople have to say about it. It is a good idea to speak with the superintendent of schools.
- x. Brett Sanderson said the town needs more awareness.
- xi. John Neal asked Jeff Billings how it is handled if a person does not report.
- xii. Jeff Billings said usually you would not know about them unless they commit a crime and their background comes out then.
- xiii. John Neal asked about transient employees at Okemo.
- xiv. Bruce Schmidt said there are reference checks on all employees and background checks on people working directly with children.
- xv. Frank Heald said the town should spend more time on awareness.
- xvi. Bruce Schmidt said that would show people that we are taking this very seriously. People do not want to be found out. An ordinance would be a good step to take.
- xvii. Frank Heald said they will discuss this at a future meeting.

12. **Set Date for September Meeting**

- A. Frank Heald advised that the first Monday in September is Labor Day.

- B. September meeting set for Monday, September 15th.

13. **Department Head Reports**

- A. Howard Barton noted that all department reports are in.
B. Bruce Schmidt said that Jeff Billings handled the issue with drugs up at Rod and Gun Club Road and the vandalism at Wright Construction well. The articles in the paper make people aware that these things are happening.
C. Jeff Billings said that he feels that the incident at Subway was someone with a grudge against Subway, but the incidents at the Black River Academy and others are juveniles and basically a case of lack of parental supervision. We need to catch the children red-handed before we can really do anything. Now, if we take them home, their parents won't believe their children did anything wrong. We do the best that we can. Corporal Gaudet has been trying to get to know the kids better and talk to them. He often patrols the streets when he is on duty at night or sits with the kids in the park. He is doing a good job.
D. Bruce Schmidt asked about the teen center.
E. Jeff Billings said the kids don't like it because it is too structured.

14. **Other Business**

- A. **Full Time Lister Benefits**
- i. Margot Martell said that she is here to request benefits for her position as lister. According to the town of Westminster, a municipal employee who works over 24 hours per week should be entitled to benefits. The lister position is very complex and detailed. It has been said that the lister does not receive benefits because it is an elected position. The Clerk/Treasurer is also an elected position and receives benefits. No position should be discriminated against. Among other towns in the state that provide benefits to the listers (providing they work 24 or more hours) are Vernon, Westminster, St. Albans and Windsor. She is requesting benefits for the full time lister's position.
 - ii. Howard Barton asked about the other listers.
 - iii. Margot Martell said that they work 5-10 hours per week but are there 15-20 hours per week. She works 8 hours per day.
 - iv. Bruce Schmidt said that these are elected positions and what determines what hours each lister will work.
 - v. Margot Martell said that the head lister gets different pay in other towns.
 - vi. Bruce Schmidt said that Ludlow has one lister who works full time. How is the workload divided?
 - vii. Margot Martell said that she handles current use, homestead and transfers. Terry Thane does site inspections and Mark Gauthier is a good speaker at meetings.
 - viii. Bruce Schmidt asked what the Select Board would do if she only worked 10 hours per week.
 - ix. Frank Heald said if you have elected listers who don't do anything, the town would have to hire outside consultants.
 - x. Howard Barton said that in the past, the town clerk worked for the recording fees and the Select Board changed that to salary. The fees now go to the town. The board can review the lister situation.
 - xi. Margot Martell said if the board has the option to give benefits, they could also take them away.
 - xii. Frank Heald said it is a situation of elected position versus municipal employee.
 - xiii. Bruce Schmidt said he would like a legal opinion. The board appreciates what Margot Martell does, but every three years that position is up for re-election and what if the next person does not do the work.
 - xiv. John Neal agreed that he would also like a legal opinion. He added that Margot Martell does a great job.
 - xv. Margot Martell said that she does not get paid for holidays or vacations.
 - xvi. Frank Heald said that he would get something from the League of Cities and Towns.
 - xvii. John Neal asked for this for the next meeting.
- B. **Mowing**
- i. Howard Barton asked if they would be mowing this year.
 - ii. Frank Heald said yes. He advised that at last meeting they discussed renting or leasing a tractor. They will be leasing one and it should be in next week. The work should go fast with that tractor.

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- C. Paving
- i. Howard Barton asked about the paving, especially the mess by the school.
 - ii. Frank Heald advised that the paver was supposed to be here today and that Ron Tarbell was trying to contact them this afternoon.
 - iii. Bruce Schmidt also asked about the concrete by the meeting place.
- D. Dorsey Park
- i. Bruce Schmidt asked about Dorsey Park
 - ii. Frank Heald said it is done and the grass is gorgeous. The first home game is scheduled for September 3rd and there will be a ribbon cutting ceremony and also the two defending champion teams will be there. He would like everyone to come. He has not gotten the final bill, yet, but there were no extras.
15. Sign Warrant Orders
- A. Howard Barton advised that warrant orders have been signed.
16. Executive Session/Contracts/Personnel
- A. Frank Heald advised that a short executive session is needed.
 - B. **Motion by John Neal and seconded by Brett Sanderson to enter in to Executive Session for Contracts/Personnel. Motion passed unanimously.**
 - C. Board entered into Executive Session at 9:11 p.m.
 - D. Out of Executive Session at 9:30 p.m.
 - E. **MOTION by John Neal and seconded by Brett Sanderson to accept the Municipal Managers recommendations for pay increases for supervisory personnel. Motion passed unanimously.**
17. Adjourn
- A. **MOTION by John Neal and seconded by Bruce Schmidt to adjourn. Motion passed unanimously.**
 - B. Meeting adjourned at 9:33 p.m.

Respectfully submitted,

Lisha Klaiber

Howard Barton, Jr., Chairman

John Neal

Brett Sanderson

Earl Washburn

Bruce Schmidt