

PRELIMINARY MINUTES

**VILLAGE OF LUDLOW
BOARD OF TRUSTEES**

REGULAR MEETING

6:00 PM

Tuesday, November 3, 2009

BOARD MEMBERS PRESENT:

Bob Gilmore, Chairman

Jim Fuller

David Rose

STAFF:

Frank Heald

OTHERS PRESENT:

Jeff Billings

Duncan Love – LPCTV

1. **Call to Order**

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

2. **Approve Minutes from Previous Meetings**

A. Bob Gilmore advised the minutes to be approved are from the regular meeting of October 6, 2009 and the special meeting of October 23, 2009.

B. **MOTION by David Rose and seconded by Jim Fuller to approve minutes from the regular meeting of October 6, 2009 and the special meeting of October 23, 2009 as submitted. Motion passed unanimously.**

3. **Comments From Citizens**

A. There were none.

4. **Sewer Allocation Request**

A. Luigi Vasquez and Theresa Low

i. Property address is 15 Upper Snowbridge Road, #S8

ii. David Rose advised that this is a request for a sewer allocation for one (1) additional bedroom for a single-family dwelling unit with 3 existing bedrooms, already connected to the sewer system. Total number of bedrooms will be 4. Loran Greenslet has approved this request.

(1) Allocation fee – 1 bedroom @ \$780.00/bedroom \$780.00

- iii. **MOTION by David Rose and seconded by Jim Fuller to approve this application for an additional bedroom to an existing single-family dwelling @ \$780 per bedroom for a total of \$780.00. Motion passed unanimously.**

5. **Consider “No Parking” on the East Side of the Catholic Church**

- A. Bob Gilmore advised that Sharon Bixby told him that older parishioners are more comfortable accessing the church from the east side, rather than the parking lot.
- B. Jeff Billings advised that numerous people have approached him who do not want parking on the east side of the church. The road is narrow and when vehicles are parked there, it makes the road a one-lane road and it is hard to make the turn from High Street. It is dangerous and when the snow is there, it makes things worse. They have a huge parking lot at the church that does have handicap spaces.
- C. David Rose said there are 2-3 handicap spaces.
- D. Jeff Billings suggested they make more handicap spaces in the parking lot and put “NO PARKING HERE TO CORNER” signs about 2 car lengths before the corner. There have been lots of complaints, it causes a bottleneck and is a safety problem.
- E. Bob Gilmore asked what the state regulations on the length of parking spaces is. He added that they could post “NO PARKING HERE TO CORNER” signs and paint visible lines on the street.
- F. Jeff Billings said that he does not know the state length for parking spaces. He suggested making the no parking area back even to the church doors.
- G. David Rose said that the parking now is no worse than it was in the past.
- H. Jim Fuller suggested making the no parking one spot on High Street and one spot on Depot Street.
- I. Jeff Billings said that would not make a difference.
- J. Bob Gilmore suggested well placed, measured distance signs. He would like to see a compromise. It is a potential safety issue. He asked about High Street.
- K. Jeff Billings said that is not usually an issue. Almost every Sunday, on Depot Street, people park right at the corner and you have to go into the other lane of travel to make a turn. People don’t park on the sidewalks anymore. Snow banks make the road even narrower.
- L. Bob Gilmore said he would like to see some kind of parking setback.
- M. David Rose said he would like to look at the area.
- N. Bob Gilmore said they would table their decision until the December 1st meeting. He will speak to Sharon Bixby and also look at the area.
- O. Jeff Billings suggested that they could make an announcement in church to be mindful of where they park.
- P. Bob Gilmore said they could also add more handicap spaces in the parking lot.
- Q. David Rose added that the police are doing a good job with speed enforcement on High Street.

6. **Consider Wastewater Rate Increase**

- A. David Rose noted that they do need to set the rates.
- B. Frank Heald said that he had discussed a rate increase in January and again in April. They need to increase the rates 10-15%. The accounting standards they use require that they fund depreciation and new connections fees have tapered off, so they are collecting less there. Staff recommends a 10% increase.
- C. Jim Fuller asked when this would become effective.

- D. Frank Heald said with the bills that go out at the end of the year.
- E. Bob Gilmore said that, in the past, they have been able to keep rates low because of all of the new construction. It is different now and they really don't expect construction to come back to the way it was. We need to consider operating costs.
- F. David Rose said that, compared to other towns, the rates are still low even with a 10% increase.
- G. **MOTION by David Rose and seconded by Jim Fuller to approve a 10% increase to the wastewater rates on all types of billings. Motion passed unanimously.**

7. **Discuss Holiday Party**

- A. Frank Heald advised that the Select Board and Water Commissioners have signed on the having a holiday appreciation party again this year. The Select Board noted that it was a good way for the Town and Village to express appreciation to people who serve the town and village and also to the spouses.
- B. There was general consensus among the trustees to approve a holiday party.
- C. Frank Heald said that there are only a few places that can accommodate the party and he will start working on it tomorrow.

8. **Other Business**

A. **VLCT Ruling**

- i. Bob Gilmore referred to the letter in the packets regarding the VLCT decision to file an amicus brief seeking to overturn Environmental Court Judge Tom Durkin's vacating Montpelier wastewater treatment system permit renewal asked Frank Heald if the town had contributed to this request for donations to assist with legal fees.
- ii. Frank Heald yes, they donated \$300.00. He added that the issue is very technical and complicated. He said that this ruling is far beyond anything we have encountered.
- iii. Bob Gilmore asked if our water treatment plant complies.
- iv. Frank Heald said that we are in absolute compliance! Part of this is that things are much more restrictive on anything that goes into Lake Champlain. A major part of the pollution comes from farm fields in Chittenden and Addison counties. The Ludlow plant does remove phosphorous. We do have to watch this case.

B. **Public Parking by IGA and the Sports Shop**

- i. Bob Gilmore noted that the parking sign was knocked over.
- ii. Frank Heald said that freestanding signs often get moved or thrown in the river.
- iii. Bob Gilmore suggested that when it is put up again, they add a duplicate sign to the other side of the post and place it perpendicular to the road. This would make it visible for people coming from both sides of the road.
- iv. Jim Fuller asked if there was any increase in parking in the lots.
- v. Bob Gilmore said he saw 6 cars by IGA and 14 in the back. He said that he had attended a merchants association meeting and they sent out notices to the members to have their employees park in the lots.
- vi. Jim Fuller suggested that maybe they could also put signs at the registers letting customers know about the additional parking areas.
- vii. Bob Gilmore said that member merchants are trying to get other merchants to use the lots, also.

C. **Water Treatment Facility Building Roof**

- i. Frank Heald advised that the flat roof on the building is leaking. He has 2 proposals for fixing it. One is to patch. It includes labor and materials and the contractor would install a fix over the roof. The cost would be \$5,500 and it would probably last beyond our time. This quote is from Tyrells. The second quote is to remove the present roof, install new membrane, reinsulated with R-20 material and replace the roof. This would be the same as was done to the roof of Town Hall and would probably last about 25 years. The cost would be about \$11,000. This quote is from Vermont Roofing (they did town hall.) They are probably one of the best roofing companies around.
- ii. Bob Gilmore asked why they need to insulate.
- iii. David Rose said there is control equipment in there and a lab.
- iv. Bob Gilmore asked if the increased R-value would help with energy savings.
- v. Frank Heald said yes. The question is do you want a new roof or just a patch.
- vi. Jim Fuller asked about pitching the roof.
- vii. Frank Heald said that many commercial buildings do have flat roofs, also that would probably run over \$20,000.
- viii. David Rose asked if we have given both contractors both options.
- ix. Frank Heald said that Loran Greenslet brought him a quote when he told Frank Heald about the leak. Frank Heald said he asked Loran Greenslet to get another quote.
- x. Bob Gilmore asked if it would be necessary to put this out to bid.
- xi. Frank Heald said not if you are using your own money and not state or federal funds. We would like to do this before the winter.
- xii. Jim Fuller suggested asking each contractor to bid on what the other contractor had bid on.
- xiii. Frank Heald advised that the replacement contractor would not bid on just patching. He will ask Tyrell to give a quote on replacement and advise the board.

9. **Adjourn**

- A. **MOTION to adjourn by Bob Gilmore and seconded by Jim Fuller. Motion passed unanimously.**
- B. Meeting adjourned at 6:40 p.m.

Respectfully submitted,

Lisha Klaiber

Robert Gilmore, Chairman

David Rose

Jim Fuller