

DRAFT

These minutes have not been reviewed
or approved by the convening board or commission.

**TOWN OF LUDLOW
BOARD OF SELECTMEN**

REGULAR MEETING

March 16, 2009

BOARD MEMBERS PRESENT:

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

STAFF PRESENT:

Pam Cruickshank

STAFF ABSENT:

Frank Heald

OTHERS PRESENT:

Richard Harrison Robert Miller Duncan Love (LPC-TV)
Marilyn Ledoux

1. **Call to Order**

- A. Chairman Howard Barton called the meeting to order at 7:00 p.m.
- B. All members present. Frank Heald absent. Pam Cruickshank present.

2. **Annual Board Reorganization**

- A. Elect Chair of the Board
 - 1. **Motion by Brett Sanderson and seconded by John Neal to elect Howard Barton Chair of the board. Motion passed unanimously.**
- B. Elect Vice Chair
 - 1. **Motion by Bruce Schmidt and seconded by Brett Sanderson to elect John Neal as Vice Chair of the board. Motion passed unanimously.**
- C. Elect Clerk of the Board
 - 1. **Motion by John Neal and seconded by Brett Sanderson to elect Bruce Schmidt as Clerk of the board. Motion passed unanimously.**
- D. Appoint Union Negotiation Team Members
 - 1. Howard Barton advised that none would be needed.
- E. Appoint Ludlow Enterprise Fund Committee Members
 - 1. **Brett Sanderson and Bruce Schmidt volunteered to serve on committee. Motion by Howard Barton and seconded by John Neal to appoint them to committee. Motion passed unanimously.**
- F. Set Day and Time of Regular Meetings and Alternate Meetings
 - 1. **Motion by Bruce Schmidt and seconded by Brett Sanderson to continue with regular meetings to be held the first Monday of each month at 7:00 p.m. Special meetings, if needed will be held on the third Monday of the month at 7:00 p.m. Motion passed unanimously.**
- G. Appoint Recording Secretary
 - 1. **Motion by Bruce Schmidt and seconded by John Neal to appoint Lisha Klaiber as secretary. Motion passed unanimously.**
- H. Designate Newspaper of General Circulation
 - 1. **Motion by Bruce Schmidt and seconded by Brett Sanderson to designate THE VERMONT JOURNAL as newspaper of circulation and THE RUTLAND HERALD as backup paper. Motion passed unanimously.**

3. **Approve Minutes of Previous Meetings**

- A. Howard Barton advised that the minutes to be approved are from the regular meeting of February 2, 2009, and special meeting of January 29, 2009.
- B. **MOTION by Brett Sanderson and seconded by John Neal to approve the minutes indicated above as presented. Motion passed unanimously.**

4. **Comments from Citizens**

- A. Election Day Conference Room Use.
 - 1. Richard Harrison noted that it was very cold on town election day and that it would be nice to use the conference room for candidates to meet people. A sign could be put up to let people know that the candidates would be inside. The building is ADA accessible and it would make it better for handicapped persons than to be outside. He has spoken to Alice Nitka and Dennis Devereux about this. Dennis Devereux works on the appropriate committee in Montpelier. He has also spoken to Ulla Cook and Sue Bragg about this. He said that he also left a message for the Secretary of State. It would be easier on the candidates and voters.
 - 2. Howard Barton noted that state statute does not allow campaigning inside the polling location on election days.
 - 3. Bruce Schmidt said that it could be looked into, but that it should be dependent upon inclement conditions and not just for all elections. This has been brought up in the past in inclement weather. It may be considered to be a “right of passage” to be outside. He understands considering it in really cold weather.
 - 4. Howard Barton advised that the Select Board does not have the right to allow this. The town clerk is responsible for details concerning elections.

5. **Liquor Control Board**

- A. Pam Cruickshank advised that the following list is up for renewal of liquor licenses at this time. Chief Billings has approved them. All are current with Water/Sewer and taxes.

<u>Applicant</u>	<u>Business</u>
Aminah & Rayhan, LLC	Ludlow Shell
Barrich Corporation	Pot Belly Pub
Brockton Corporation	Shaw’s Beer and Wine
Bueller’s Inc.	Christopher’s Fine Food and Spirits
Cumberland Farms of Vermont, Inc.	Cumberland Farms #8015
Gaignard, Richard C	D.J.’s Restaurant
Goodfellas Petroleum	Goodfellas Petroleum, Inc.
JC Kubec, Inc.	The Governor’s Inn
KMS Inc.	The Hatchery
Midway Oil Corporation	Ludlow Mobil
Rose Douglas and Ann	Rose Douglas and Ann
Rite Aid	Rite Aid
TBK Inc.	Tom’s Loft Tavern
Wayside Store, Inc.	Ludlow Country Store, Inc.

- B. **MOTION by John Neal and seconded by Brett Sanderson to approve the above list of businesses for liquor license renewals. Motion passed unanimously.**
- C. Board members signed liquor licenses.

6. **Appoint Town Service Officer**

- A. Howard Barton advised that Viola Wynne has served in this position for the past several years.
- B. **MOTION by Brett Sanderson and seconded by John Neal to appoint Viola Wynne as Town Service Office. Motion passed unanimously.**

7. **Receive Petition RE: No Drive-Up Food Services**

- A. Howard Barton advised that a petition has been received against drive-up food services in town. The Planning Commission is holding a public hearing, tomorrow night, regarding a previous petition that would allow drive-up food services. After that hearing, the Planning Commission will prepare a report concerning their concerns, input from the hearing and their

recommendations. When the Select Board receives the report, it will also hold public hearings on the matter.

- B. **MOTION by Bruce Schmidt and seconded by John Neal to accept the petition.**
- C. Bruce Schmidt noted that there were 85 signatures and 5% of the registered voters are required.
- D. Howard Barton advised that Ulla Cook went through and verified voters.
- E. **Motion passed unanimously.**

8. **Planning Commission Survey**

- A. Howard Barton advised that these are the results of a survey taken by the Planning Commission.
- B. Pam Cruickshank advised that the survey was distributed in the tax bills and also posted it on the town website.
- C. Bruce Schmidt asked if any of the board members had seen it before it was distributed.
- D. John Neal said that he was concerned about the way things were presented.
- E. Bruce Schmidt said that departments should have, at the least, Frank Heald sign off on anything they distribute. The Select Board should be comfortable with knowing what is going out. There may be angst on certain items. He appreciates that the Planning Commission tried to do something to gather information. He feels that there should be certain guidelines before anything is distributed.
- F. John Neal agreed. He would have liked for the Planning Commission to come to this board prior to sending something out.
- G. Howard Barton agreed that all Select Board members should receive a copy of anything like this before it is sent out.

9. **Department Head Reports**

- A. Howard Barton advised that all reports are in.
- B. False Alarm Fees
 - 1. Howard Barton asked how they were doing collecting fees for false alarms.
 - 2. Pam Cruickshank said there were only 2 outstanding, Gill and Pike. Reminders have been sent to them.

10. **Other Business**

- A. **Ambulance Department**
 - 1. Brett Sanderson asked how the committee is doing on the Ambulance Department survey.
 - 2. Bruce Schmidt said he has been to a couple meetings. He spoke to the committee and explained this board's concerns. They do have some ideas. Sue Poirier has gone to some other towns to find out about their ambulance departments. He added that he also has some concerns about call response times, but that is not the responsibility of that committee. He received a call last week; from a resident who said there was almost a one-hour response time. Mutual aid did not respond.
 - 3. Brett Sanderson said that it should be that after no more than 3 tones they send someone
 - 4. Howard Barton asked if it was a weekday, because there should be 2 full timers on during the week.
 - 5. John Neal suggested that this board might want to request a Log Sheet of all calls and response times along with the department head's report.
 - 6. Brett Sanderson said that this needs to be monitored better.
 - 7. Bruce Schmidt suggested time frames. He said that the call was 59 minutes and Frank Heald had checked on it. It went to 5 tones and Mount Holly, Chester and Springfield were unable to respond. Frank Heald said he is watching this. Bruce Schmidt agrees with weekly reports on response times. He would like to see this on the agenda for the next Select Board meeting.
 - 8. John Neal suggested inviting representatives from the Ambulance department to attend.
 - 9. Bruce Schmidt said that he also would like to have times and dates from the survey committee regarding their progress. He also was not aware that one of the Full time ambulance people was on vacation in the winter.

10. Brett Sanderson said that he thought that when it was originally set up, they were not supposed to take time off in the winter, other than illness or similar reasons.
 11. Bruce Schmidt said he had not heard that.
 12. John Neal said he had not heard it either. He said it could be a problem. The employee would be able to accumulate time and take off at other times of the year.
 13. Bruce Schmidt said that there are people who call him when things are not going well and he has not heard from them lately. Things are getting better.
 14. Frank Heald said that the only people whose property will go for tax sale are those who have totally ignored and not responded to notices from the town.
- B. Ancient Roads
1. Brett Sanderson asked Pam Cruickshank how the Ancient Roads committee is doing.
 2. Pam Cruickshank said that have not met this winter, but will start again in April. There are only 4 roads that are being considered.
- C. Planning Commission Resignation
1. Howard Barton advised that a letter of resignation was received from Peter Crowley.
 2. **MOTION by John Neal and seconded by Bruce Schmidt to accept the letter of resignation and send a letter thanking Peter Crowley for his service on the Planning Commission. Motion passed unanimously.**

11. **Set Date for Next Meeting**

- A. Howard Barton noted that the date for the next regularly scheduled meeting is April 6th. That is also the night of the annual school meeting. That meeting is at 7:30 p.m.
- B. General consensus to hold the Select Board meeting at 6:00 p.m. that evening.

12. **Sign Warrant Orders**

- A. Warrant orders have been signed.

13. **Adjourn**

- A. **MOTION by John Neal and seconded by Bruce Schmidt to adjourn. Motion passed unanimously.**
- B. Meeting adjourned at 7:35 p.m.

Respectfully submitted,

Lisha Klaiber

Howard Barton, Jr., Chairman

John Neal

Brett Sanderson

Earl Washburn

Bruce Schmidt