

PRELIMINARY MINUTES

**VILLAGE OF LUDLOW
BOARD OF TRUSTEES**

REGULAR MEETING

6:00 PM

Tuesday, July 6, 2010

BOARD MEMBERS PRESENT:

Bob Gilmore, Chairman

Jim Fuller

David Rose

STAFF:

Frank Heald

OTHERS PRESENT:

Rose Goings

Richard Harrison

Jason Rasmussen

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 June 1, 2010 and the Special Meeting of June 8, 2010.

B. **MOTION by Jim Fuller and seconded by David Rose to approve minutes from the meetings of June 1 and June 8, 2010 as submitted. Motion passed unanimously.**

3. **Comments From Citizens**

A. There were none.

4. **Sewer Allocation Request**

A. William Koski

i. Property address is 40 Freedom Hill Road South

- ii. This is a request for a sewer allocation for one (1) dwelling unit with three (3) additional bedrooms. Loran Greenslet has approved this request.
 - (1) Allocation fee – 3 bedrooms @ \$780.00/bedroom \$2,340.00
 - (2) Hook on Fee – 1 dwelling unit @ \$4,500.00 \$4,500.00
 - (3) Allocation reserves at 210 GPD per dwelling unit.
 - iii. **MOTION by Jim Fuller and seconded by David Rose to approve this application for one (1) dwelling unit with a total of 3 bedrooms dwelling at \$4,500 per dwelling unit and \$780 per bedroom for a total of \$6,840.00. A member of the Village wastewater staff shall witness the physical connection. Motion passed unanimously**
- B. Richard Harrison
- i. Property address is 95 Main Street in the Village
 - ii. This is a request for a sewer allocation for two (2) additional bedrooms at the property. Loran Greenslet has approved this request.
 - (1) Allocation fee – 2 bedrooms @ \$545.00/bedroom \$1,090.00
 - iii. **MOTION by Jim Fuller and seconded by David Rose to approve this application for two additional bedrooms at the property @ \$545 per bedroom for a total of \$1,090.00. Motion passed unanimously.**
- C. Mark Wickern
- i. Property address is 4 Gill Terrace in the Village
 - ii. This is a request for a sewer allocation for one (1) additional bedroom for a single-family dwelling unit. Total number of bedrooms will be 5. Loran Greenslet has approved this request.
 - (1) Allocation fee – 1 bedrooms @ \$545.00/bedroom \$545.00
 - iii. **MOTION by Jim Fuller and seconded by David Rose to approve this application for one additional bedroom to a single-family dwelling @ \$545 per bedroom for a total of \$545.00. Motion passed unanimously.**
- D. Bob Gilmore advised that properties located in the Village receive discounted rates for bedrooms and hook on fees.

5. **Water Project Update**

- A. Frank Heald advised that they held their first job meeting today. They passed out work locations schedule for next week. This will be put on the town website and advertised in the papers. He advised that the line from Jewel Brook to the springs is almost done. They need to finish the connections. The pipe connecting Prospect and High Street and the line up Connor Hill are done. They hope to complete the crossing of Jewell Brook by Dorsey Park by the end of the week and to start flushing and disinfecting the new lines soon. The pipe is also done at Mill and Meadow Streets. The valve station at the bottom of Hemingway is almost completed and they have connected the valve station to the line running to the new tank today. Preload will need to finish the exterior of the tank before Tatro can finish the backfilling and connect the pipe to the tank. USDA has approved the money for the Andover Street sanitary/storm sewer project. He noted that on Pond Street from Dorsey Park to Benson's, the waterline was too close to the sidewalk and a new sidewalk will be installed. The new sidewalk will be set back a little so it won't be over the pipes and should allow for a little more room to park.
- B. Bob Gilmore asked Mr. Heald for a rating of the progress.
- C. Frank Heald said they are pretty much on schedule, but it is slow going. A lot of good-sized gravel and large rocks have been encountered during construction. There will be more open

cutting for water services on Route 100 than the contractor had hoped for. Hemingway Hill will be paved this summer after the water tank is completed. He added that the workmanship is good and suggested that the board members look at the line from the valve station at the bottom of Hemingway Hill to the new tank as it's good example of construction on a steep slope. Most of the water project should be completed in mid to late August. However Andover Street from Jewel Brook Bridge to the trestle will stretch into October.

6. **Radar Speed Sign Reports**

- A. Radar sign reports were provided for the May 25th through July 1st for the units at Subway and the fire station.
- B. David Rose said that the speed on Route 103 north of the village was still not calming even with the speed limit decrease to 40 MPH then 30 MPH. He added that the average speed is still between 36 and 45 MPH and asked if there are any plans to calm that any further.
- C. Frank Heald said there are no new plans. He thinks that traffic is overall slower than it was. We could get out there and give out tickets, like Woodstock.
- D. Jim Fuller said that people stick to the speed limits in Chester; maybe we should enforce the limits more.
- E. Bob Gilmore said that we don't need to go as far as Woodstock and Chester, but may consider parking a cruiser up there at specific times to slow people down and focus on people exceeding 45 MPH. We could pair up the times when the traffic flow is robust.
- F. David Rose said that he would not want to ticket everyone. Perhaps allow 9 MPH over the limit and anything more write a ticket.
- G. Jim Fuller commented most of the speeding traffic is during the daytime traffic and possibly large trucks. Write some tickets and the truckers will get the message out.
- H. Frank Heald asked how many people think speeding in the Village is a problem and that the limit is too high at 30 MPH.
- I. Bob Gilmore said that he has felt that way for a long time. He thinks that Jim Fuller may be right in that most of the speeding may be trucks. He added that the least effective radar sign is the one at the Village Line at Andover Street. He suggested that the town manager speak to the police chief about monitoring the area coming into the Village from north on Route 103, but not to get overzealous.
- J. Frank Heald said that either you enforce it, or you don't.
- K. Bob Gilmore said it would be good to have a police presence and issue more warnings.
- L. Frank Heald said you would have to change the policy. There is only one officer on during the day.
- M. Bob Gilmore said that the high traffic times are from 3 p.m. to 5 p.m.
- N. Jim Fuller asked Frank Heald to have Chief Billings look at the reports.
- O. Richard Harrison said that at the top of Pond Street, by Benson's, the limit should be 20-25 MPH.
- P. Bob Gilmore said that the state did not approve that change in the Village to 25 MPH. He agreed that it is very bad, especially with the pedestrians crossing the roads. We need a police presence during the day by the firehouse.
- Q. There was a board consensus that a police presence is needed by the fire station during the day.
- R. Bob Gilmore asked Frank Heald to get a copy of the report to Jeff Billings.

7. **Open Discussion RE: Village Center Designation/Grants**

- A. Bob Gilmore advised that he had asked that we follow-up on this topic.
- B. Jason Rasmussen said that he had helped in the process for the downtown district designation. The state did not approve Ludlow's application. They wanted more organizational structure. They suggested that we try for the Village Center designation. It is easier to obtain than the Downtown designation. The important thing is to get the district boundaries listed correctly. The application is simple. He referred to the handout that he had provided and said that it lists the benefits. One benefit is that it provides tax credits for building owners to improve the building facades and bring them up to code. Another benefit is that it gives the village extra considerations for grant applications for village transportation enhancements.
- C. Jim Fuller asked if this is for the town or village.
- D. Frank Heald said the village.
- E. Jason Rasmussen said that both Cavendish and Proctorsville have Village Center designations. The sidewalk improvements in Proctorsville were put in under this program.
- F. Frank Heald said that we created the National Historic Registry about 4-5 years ago as a requirement for the downtown designation application. The map in the packet is based on the boundaries for that district. Ralph Pace did a lot of work on the downtown designation. The inventory work is done.
- G. David Rose asked if the area delineated in the map would be the Village Center area.
- H. Jason Rasmussen said that the larger map provides easier reference. He said that the Village Center is traditionally a center of commerce. It is comprised of residential, civic and commercial properties and includes the main and intersecting streets.
- I. Rose Goings suggested that they expand the area to include Fletcher Library, the gazebo and Baptist Church.
- J. David Rose asked if it would place restrictions on property owners.
- K. Jason Rasmussen said it is not a regulatory process. It is for historic revitalization.
- L. Frank Heald said there would be no regulations for the National Historic Registry in this application.
- M. Jim Fuller said it is to support commercial activity.
- N. Rose Goings said the gazebo could be included because it is used by non-profit organizations for civic activities.
- O. Jim Fuller said that most of the benefits are to property owners.
- P. Jason Rasmussen said for the most part, yes.
- Q. Jim Fuller said it would be good to expand the area.
- R. Rose Goings said that she and Jason Rasmussen wanted this board's approval to proceed with the application process. Most of the work was done during the downtown designation process. She and Jason Rasmussen can put it together and expand the area. Belmont also has a village center designation.
- S. Bob Gilmore said that he would like to see the area expanded to Lamere Square. He added that Ludlow has a vital organization in Streetscapes.
- T. Frank Heald advised that Streetscapes does not want to be the management organization for this. The village center designation does not require one.
- U. Rose Goings suggested that they expand the area to include the gazebo, Best Western, Church and library. She added they would not go up High Street.
- V. Jim Fuller suggested that they do include going up High Street to include the Black River Academy Museum.
- W. Jason Rasmussen suggested that he would be able to run a draft by the state for its input prior to submitting the final application.

- X. Richard Harrison voiced his concern that if people accept money from the federal government that the government would be able to tell them what to do with their property.
 - Y. Jason Rasmussen said that this is a different type of program.
 - Z. Bob Gilmore said that legal counsel should review it, but it does not look like there would be a problem.
 - AA. Frank Heald said that the village only provides the vehicle. An individual decides if he/she wants to accept grant money.
 - BB. Bob Gilmore said that it is similar to when the village signed for the Windsor County Youth Services. We provided the vehicle, but do not have anything to do with the operation of the facility.
 - CC. **MOTION by Jim Fuller and seconded for discussion by David Rose to approve the application for the Village Center Designation.**
 - DD. David Rose suggested that the boundaries go on Main Street to the library and across Main Street to Commonwealth Avenue. Then along the north side of High Street ending at Gleascott Avenue, then along the south side of High Street ending at the Black River Academy and along both sides of Main to Vail's bridge.
 - EE. Bob Gilmore asked if extending it to Lamere Square would dilute the process.
 - FF. Jason Rasmussen said the district should be what you want it to be.
 - GG. Bob Gilmore suggested extending it to the firehouse or village line.
 - HH. Jason Rasmussen said that one of the bullets includes pedestrian-oriented.
 - II. Bob Gilmore said that Lamere Square is a walkway with old properties that includes 7-8 businesses.
 - JJ. Richard Harrison asked about the historic district.
 - KK. Rose Goings explained that this does not have anything to do with the zoning regulations. It provides the ability to apply for grants and for tax credits for property owners. There are no changes to the zoning districts or zoning regulations. The only change is if a property owner wants to use this program.
 - LL. Bob Gilmore said that a property owner in the Preservation District that applies for this program would still have to meet the zoning district regulations.
 - MM. Rose Goings reminded Richard Harrison that this is a preservation district, not a historic district.
 - NN. Bob Gilmore said that it would give people the option to revitalize their buildings.
 - OO. Jason Rasmussen said that the closer you stick to the red lines on the original map, the better.
 - PP. Bob Gilmore said that Lamere Square should be included.
 - QQ. David Rose said they could bring it up to Lamere Square if they get good feedback from the state.
 - RR. Jason Rasmussen said that he would put together a draft and discuss it with the state.
 - SS. **Motion passed unanimously.**
8. **Discuss Date for Tax Rate Meeting**
- A. Frank Heald said that he would need to get back to the board on this. They are in the process of an appeal at the town level and need to get through with that first.
9. **Set Date for August Meeting**
- A. Next regular meeting will be August 3rd at 6:00 p.m.

- B. Bob Gilmore asked if the special meeting for the rate would be before the August meeting.
- C. Frank Heald said he hopes so.

10. **Other Business**

A. **Streets**

- i. Bob Gilmore said that he bottomed out on a bump on Andover Street in the construction area going south. It needs to be fixed.

B. **Light Fixture**

- i. Bob Gilmore noted that a vehicle had hit a light fixture at the corner of Main and Andover Streets.
- ii. Frank Heald said it has been taken care of.

C. **Garbage Pick Up**

- i. Bob Gilmore noted that there had been some confusion regarding garbage pick-up over the 4th of July weekend. He asked if the board needs to put a note in the paper explaining what happened, what the policy will be going forward and to apologize for the inconvenience.
- ii. Frank Heald said the Gobin has provided 20+ years of flawless service. The holiday pickup schedule on Memorial Day weekend was fine. Over the 4th of July holiday the plan was to pickup on Tuesday but there was just one human failure.
- iii. Bob Gilmore said that people are confused now. It would be good policy to put a note in the paper.
- iv. David Rose said that an announcement could be put in the paper a week before the next holiday, Labor Day.
- v. Frank Heald said that we did that this time. We will get the VERMONT JOURNAL to do an article.

D. **Public Parking and Transportation**

- i. Jim Fuller suggested that back-to-back signs be put on a crosswalk post by the IGA that would be visible from both directions indicating Public parking. He did note that he has seen more cars parking in the municipal lot behind the IGA.
- ii. Frank Heald said that there are also more people using public transportation. This includes the Current and Connecticut River buses.

E. **IGA Building**

- i. Bob Gilmore asked what business is going into the IGA building.
- ii. Frank Heald said a beverage center with bottle redemption.

F. **Pond Street Injector Station and Catch Basins**

- i. David Rose asked when we would see some work on the injector station.
- ii. Frank Heald said that he did not know.
- iii. David Rose asked about the catch basins at the Baptist Church and near the Cemetery entrance that have collapsed.
- iv. Frank Heald said the one at the Baptist Church is recent and there is also a failure on the same storm drain line under the Main Street by the Park. They need to get the cameras in there to determine the extent of the repair needed. He said that the Cemetery one needs to be raised.

11. **Adjourn**

- A. **MOTION to adjourn by Jim Fuller and seconded by David Rose. Motion passed unanimously.**
- B. Meeting adjourned at 7:05 p.m.

Respectfully submitted,

Lisha Klaiber

Robert Gilmore, Chairman

David Rose

Jim Fuller