

PRELIMINARY MINUTES

**VILLAGE OF LUDLOW
BOARD OF TRUSTEES**

REGULAR MEETING

6:00 PM

Tuesday, February 2, 2010

BOARD MEMBERS PRESENT:

Bob Gilmore, Chairman

Jim Fuller

David Rose

STAFF:

Frank Heald

OTHERS PRESENT:

Francis Broza

Duncan Love – LPCTV

1. **Call to Order**

A. Chairman Bob Gilmore called the meeting to order at 6:01 p.m. All members present.

2. **Approve Minutes from Previous Meetings**

- A. David Rose advised the minutes to be approved are from the regular meeting of January 5, 2010
B. **MOTION by Jim Fuller and seconded by David Rose to approve minutes from the regular meeting of December 1, 2009 as submitted. Motion passed unanimously.**

3. **Comments From Citizens**

- A. Francis Broza requested the board to review the wastewater rate the village is changing for his parcel at 80 Pleasant Street, which is now a vacant lot. The parcel did have two old mobile homes on it, which he has removed and cleaned up the lot. He does not want to give up the hook on or allocation but would like to know if there was any way he could be billed less since there's no longer any structures remaining and no waste is being generated.
B. Frank Heald advised this is the first he has heard on this but he would look into it and get back to him.
C. Bob Gilmore suggested Mr. Broza attend our next meeting.

4. **Ludlow Enterprise Fund Update**

- A. Frank Heald advised that at the Enterprise Fund Committee meeting of January 21, 2010, the committee met and considered 4 applications.
i. Parks and Recreation has requested money to replace the gazebo. They have asked for about ½ the total cost and the balance would come from money saved.
ii. The Mill Condo has requested money to repair the clock tower and roof

- iii. The highway department has requested money for radiant propane space heaters for the garage.
- iv. Streetscapes has requested money to continue work at the mini park.
- B. Frank Heald continued, advising that the committee recommends giving \$6,700 to Parks and Recreation for the gazebo and \$14,600 to Streetscapes for the park. The Select Board approved both of these recommendations. He advised that the Trustees must agree in order for the finding to be granted.
- C. David Rose asked about the pavers that Streetscapes is proposing.
- D. Frank Heald said they are proposing to put in the same pavers as at the Mill, at the Mini Park. He added that the Select Board did suggest checking the ordinance to verify the correct name of that park.
- E. Bob Gilmore asked if the \$14,600 would be enough to complete the project.
- F. Frank Heald advised that the \$14,600 does not satisfy the complete amount. He has not met with them about this. They have \$10,000 left from last year and \$2,000 from the Hoe Down. That leaves them about \$10,000 short.
- G. Bob Gilmore asked if they would re-use the existing bricks.
- H. Frank Heald said they would be replacing all of the walking surface with the concrete pavers. The ones at the Mill seem to be holding up well.
- I. Jim Fuller said the ones at Elm Street are also holding up well.
- J. Bob Gilmore said that George Dunnett and Ken Tofferi installed the existing gazebo around 1976. He asked to see a picture of the kit.
- K. Frank Heald showed the brochure. He added the new one would be the same size and shape.
- L. **MOTION by David Rose and seconded by Jim Fuller to approve the recommendation of the Enterprise Fund Committee and grant \$6,700 to Parks and Recreation for the replacement of the gazebo at Memorial Park. Motion passed unanimously.**
- M. Bob Gilmore asked what would happen if Streetscapes did not have enough funding to complete the project.
- N. Frank Heald said that they will have to have a plan. They will not be allowed to only do part of the project.
- O. **MOTION by Jim Fuller and seconded by David Rose to approve the recommendation of the Enterprise Fund Committee and grant \$14,600 to Streetscapes to install pavers on all walking surfaces at the mini park. Motion passed unanimously.**
- P. David Rose asked if the town was still receiving funding from the Enterprise Fund for the Public Safety building.
- Q. Frank Heald said yes and this board will also have to approve that.
- R. **MOTION by David Rose and seconded by Jim Fuller to approve the annual funding of \$43,250 for the Public Safety building. Motion passed unanimously.**
- S. Bob Gilmore asked how much longer those payments would be made.
- T. Frank Heald said that it is a 20-year bond and we pay \$20,000 per year, plus interest. The balance of the \$43,250 goes into a fund and when the Enterprise Fund payments run out, we will make the payments from the other account. He said that the Enterprise Fund payments would end in 2012.

5. **Certificate of Highway Mileage**

- A. Frank Heald explained that this is a report, received from the state that lists highway miles.
- B. Bob Gilmore noted that there has been no change in the village mileage.
- C. Board members signed the certificate.

6. **Discuss Winter Snow Removal**

- A. Frank Heald explained that there was a complaint from a resident that snow removal is done at night, in the village.
- B. Bob Gilmore said that snow removal is done at night for public safety and to lessen the impact on traffic. Main Street, in the business area, cannot be closed and cleared of traffic during the day. The rest of the village has no parking on streets at night and it makes it easier for the plows.
- C. David Rose said that sometimes High Street and Depot Street are done during the day.
- D. Jim Fuller said it is hard to plow during the day with parked cars and traffic.
- E. Frank Heald said that the prime hours to plow are from 12:00 a.m. to 6:00 a.m., before traffic starts. It is more efficient, less expensive and less cumbersome to plow at night.
- F. Bob Gilmore said there was also a complaint that the town was dumping snow in the river.
- G. Frank Heald said that is a confused allegation. There is a private contractor that may be pushing snow over the bank toward the river, but the highway department is not. Highway did push some snow over the guard rail at the corner of Smith and Depot Streets on the bank. Pictures have been taken and they show no evidence of dumping into the river. The snow that is picked up in the Village is all trucked to the gravel pit behind the town garage on West Hill to melt.
- H. Bob Gilmore advised that there would be no changes made to snow removal policies.

7. **Continue FY 2011 Budget Workshops**

- A. David Rose noted that the budget indicates that the increase in the amount to be raised in taxes is only 1.5%. That is pretty good.
- B. Bob Gilmore asked what the town increase would be.
- C. Frank Heald said .00228.
- D. Bob Gilmore asked if that included the articles.
- E. Frank Heald said it includes the articles and cemetery, but not the Armory.
- F. David Rose said that when he reviewed this budget, nothing in particular stood out.
- G. Frank Heald said that he made all of the changes they had discussed. He added that on the Wastewater budget, they did a re-allocation of salary and that is why it is different from the first draft. He added that after funding depreciation (as suggested by the auditors,) Wastewater will continue to work its way up. He said that disposal and chemical costs continue to increase.
- H. David Rose asked about the sludge thickener that had once been discussed.
- I. Frank Heald said the payback is not there. The Return on Investment did not get there.
- J. David Rose said they recently raised sewer fees. Is another raise needed?
- K. Frank Heald said absolutely and by the next budget. The increase was 10% and 12-15% was needed.
- L. David Rose asked when they would raise the rates.
- M. Frank Heald said midyear.
- N. Bob Gilmore asked what the increases are attributed to.
- O. Frank Heald said disposal, chemicals, personnel and depreciation.
- P. Jim Fuller added that insurance rates also keep rising.
- Q. Bob Gilmore asked about the new roof on the building.
- R. Frank Heald said it is complete and was a capital expense.
- S. Bob Gilmore asked if the board wants to approve this draft
- T. **MOTION by David Rose and seconded by Jim Fuller to approve this budget draft as presented. Motion passed unanimously.**

8. **Other Business**

- A. **Radar Signs**
 - i. Frank Heald said that the data has not been downloaded yet.
- B. **Public Entity Authorization Form**
 - i. Frank Heald advised that people left Smith Barney and opened a UBS branch. Tom Harris was our account manager at Smith Barney and is now with UBS. We went to UBS with him and need to sign a Public Entity Authorization Form
 - ii. Jim Fuller said that he had heard that our government is trying to get accounts released to us from UBS and they may lose their license to operate in the U.S.
 - iii. Bob Gilmore said that he had read that there was a settlement and are moving forward.
 - iv. Frank Heald said that he would ask and the form could be signed at a later date. Our funds are insured.

9. **Set Date for Next Meeting**

- A. A special meeting is February 5, 2010 at 4:15 p.m. to sign the warning for the annual meeting.
- B. Next regular meeting is scheduled for March 2, 2010 at 6:00 p.m.

10. **Possible Executive Session / Real Estate Contracts**

- A. Frank Heald advised that an Executive session for Real Estate Contracts is needed.
- B. **MOTION by David Rose and seconded by Jim Fuller to enter into Executive Session for Real Estate Contracts. Motion passed unanimously.**
- C. Board entered into Executive Session at 6:42 p.m.
- D. Board exited from Executive Session at 6:57 p.m.

11. **Adjourn**

- A. **MOTION to adjourn by Jim Fuller and seconded by David Rose. Motion passed unanimously.** Meeting adjourned at 7:06 p.m.

Respectfully submitted,

Lisha Klaiber

Robert Gilmore, Chairman

David Rose

Jim Fuller