

PRELIMINARY MINUTES

**VILLAGE OF LUDLOW
BOARD OF TRUSTEES**

REGULAR MEETING

6:00 PM

Tuesday, December 7, 2010

BOARD MEMBERS PRESENT:

Bob Gilmore, Chairman

Jim Fuller

David Rose

STAFF:

Frank Heald

OTHERS PRESENT:

Michelle Stinson – LPCTV

1. **Call to Order**

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

2. **Approve Minutes from Previous Meetings**

A. Bob Gilmore advised the minutes to be approved are from the regular meeting of November 2, 2010.

B. **MOTION by David Rose and seconded by Jim Fuller to approve minutes from the meeting of November 2, 2010 as submitted. Motion passed unanimously.**

3. **Comments From Citizens**

A. There were none.

4. **Sewer Request**

A. Luigi G. Vasquez, Trustee

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

ii. This is a request for a sewer allocation for one (1) additional bedroom at the property. 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 one additional bedroom at the property @ \$780 per bedroom for a total of \$780.00. Motion passed unanimously.**

5. **Execute Bond Anticipation Note**

6. **Rural Development Loan Update**

- A. Frank Heald advised that he would like to address Items 5 and 6 together. The Rural Development meeting for the water/sewer scheduled meeting is December 14, 2010 and there will be a warning of that meeting for the bonds. Both notes (Water and Sewer) will be executed at that meeting and they are expected to be funded on December 20, 2010. This is a bond anticipation note so that we can pay Markowsky on Thursday. This money will be a bridge for a few days. It will be due on December 30th, but we hope to pay it off on December 20th
- B. Bob Gilmore asked if this is the final payment to Markowsky
- C. David Rose said there is still a punch list of items to be completed in the spring.
- D. The board members signed the Bond Anticipation Note.

7. **Set Date for December 14 for Bond Execution**

- A. Board members set a meeting for December 14, 2010 at 4:00 p.m. to execute the meeting for the Rural Development loan.

8. **Review Samuel Moore Junkyard Complaint**

- A. Frank Heald advised that he met with Mr. Moore today and, while he may not have satisfied all of the requested improvements, he is making progress. The front yard has been neatened up and trailer loads of metal have been removed. He is now within the limit of vehicles in the yard. There has been substantial improvement made. Frank Heald said that he is inclined to go along as Mr. Moore continues to make improvements. He has fixed the foundation and is working hard.
- B. Bob Gilmore asked if they had set a timeline.
- C. Frank Heald said that Mr. Moore would continue to work as long as the weather permits.

9. **Discuss FY 2012 Budget Workshops**

- A. Frank Heald said that he hopes to get a proposed budget to the board before the January meeting so that they may review it at that meeting. If needed they can schedule additional budget meetings. He said that the big change is in Health Insurance and the savings to the town and village will approach 6 figures. He advised that the town had to leave the VLCT program and is returning to Blue Cross at a much better rate for the same coverage.
- B. Bob Gilmore asked if this would be in the FY2012 budget.
- C. Frank Heald said that it is and that it allowed them to provide a level budget for the town.

10. **Project Updates**

- A. **Water Project**
 - i. Frank Heald said the water project is essentially complete. The tank is online and valves are working. There is a punch list for the spring that includes clean up.
- B. **Sewer Project**
 - i. Frank Heald advised that the sewer project is functionally complete. Sidewalks and paving topcoat on Andover Street will be done in the spring.
 - ii. Bob Gilmore asked about home repairs.
 - iii. Frank Heald advised that there was one house that had a step that needed repairs and that was completed. They tried to deal with homeowner complaints as they came in.

11. **Discuss Sewer Rate Increase**

- A. Frank Heald said that the minutes from the February budget meetings reflect discussion of a needed rate increase of 12-15%. At that time they added 10% to the FY2011 budget and the voters ratified it. As the sewer project finishes up, we need to true up and will need to put that rate increase in to effect for the July billing. We will have a payment due to the USDA by that time.
- B. David Rose said that the increase is already in the budget.
- C. Bob Gilmore asked if a motion were necessary.
- D. Frank Heald said, no, that the voters had already approved it.

12. **Other Business**

- A. **Water Treatment Plant Annual Inspection**
 - i. Frank Heald advised the board that the Water Treatment plant received an EXCELLENT rating in its recent ANR inspection. It is a good plant with good operations personnel. Congratulations to Loran Greenslet and his staff.
- B. **Timber Creek II Development**
 - i. Jim Fuller asked the status of the discussions with the Timber Creek people.
 - ii. Frank Heald said that they will have to spend more time in discussions with this board. He did give them a letter for the DRB that says that as of today, the Water/Waste Water facility has more than adequate capacity to accommodate the project. They are starting the DRB process and are working their cash carefully. They need to come back to this board. Frank Heald said that he told them that they will get what they actually pay for, not as per their proposal.

13. **Set Date for January Meeting**

- A. Next regular meeting will be January 4, 2011 at 6:00 p.m.

14. **Possible Executive Session/Contracts**

- A. Frank Heald said that an Executive Session is not needed.

15. **Adjourn**

- A. **MOTION to adjourn by Jim Fuller and seconded by David Rose. Motion passed unanimously.**
- B. Meeting adjourned at 6:21 p.m.

Respectfully submitted,
Lisha Klaiber

Robert Gilmore, Chairman

David Rose

Jim Fuller