

PRELIMINARY MINUTES

**TOWN OF LUDLOW
BOARD OF SELECTMEN/TRUSTEES**

**JOINT BOARD MEETING
July 24, 2023**

**HEALD AUDITORIUM
6:00 P.M.**

Select Board & Trustee Joint Meeting – July 24, 2023
947 3097 6051
Passcode: 680596

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<https://zoom.us/j/94730976051>

SELECT BOARD MEMBERS PRESENT:

Brett Sanderson, Chairman	Bob Brandt	George Tucker, Jr.
Scott Baitz	Justin Hyjek	

TRUSTEES PRESENT:

Bob Brandt, Chairman	Justin Hyjek	Earl Washburn
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TRUSTEE ABSENT:

Earl Washburn

STAFF PRESENT:

Brendan McNamara

OTHERS PRESENT:

Bruce Schmidt	Sherry Tucker
George Tucker, Sr.	Kendra Rickerby OVTV

AGENDA

1. CALL TO ORDER

- A. Brett Sanderson called the meeting to order at 6:00 p.m. He led the meeting in the Pledge of Allegiance.

2. CONSIDERATION OF ANY CHANGES, ADDITIONS OR REMOVALS TO THE AGENDA

- A. Brendan McNamara said that no changes were needed.

3. **APPROVE MINUTES OF PREVIOUS MEETINGS**

- A. Brett Sanderson advised that the minutes to be approved are from the Select Board Regular Meeting of June 5, 2023.
- B. **MOTION by Justin Hyjek and seconded Scott Baitz to approve the minutes of the Select Board Regular Meeting of June 5, 2023 as presented. Motion passed unanimously.**

4. **COMMENTS FROM CITIZENS**

- A. There were none

5. **FLOOD RESPONSE & RECOVERY DISCUSSION**

- A. Brendan McNamara advised that the storm was 2 weeks ago, today and we are in a better place today. We are transitioning from Emergency Response to Recovery. We are in the process of determining where we are going and what we need to get there. It is daunting.. He said that contractors arrived as soon as possible after the event and are working on the infrastructure. Some of the fixes are temporary for the emergency. Within 48 hours, 99.9% of the people were accessible, Pentner Hill now has limited access. He said that the alarm went out at 3:15 a.m. and the Community Center was open by 5:00 a.m. He said that people ate still working together and there has been an amazing response. Ludlow has done so well that the State and Red Cross are asking us to be a Regional Response Shelter. Thirty dehumidifiers were dropped off at the center, along with water and other necessities. As we have transitioned, we have pushed the hours back to 8:00 a.m. to 4:00 p.m. seven days/week to Monday – Friday, 10:00 a.m. to 2:00 p.m. The Red Cross, the Recreation and Buildings & Grounds are still helping. It is a Multi-Agency Resource Center station. We are pushing to have people call “211” to register for help with property damages. This all helps keep FEMA here. The Water/Wastewater (W/WW) Plant is in a very tough situation. We are up with temporary treatment now, but are in a very difficult spot. Also, a main 14” sewer line, running under Village Pizza is breaking and we have put in a temporary bypass pump. Hopefully, the line will be repaired this week or early next week. The Community members are in a relatively good place, and have lots of support. This will be a tough road for all. The Small Business Administration (SBA) is here to help also. But, we are urging people to come forward for help, it won’t just come to you. You need to reach out to us. He said that the Recovery Phase brings things back together. There are 8 or 9 contractors working on this. There are costs for recovery and we are working on getting funding – FEMA, State and Federal grants. Any project over \$250,000 must go out to bid - RFP, at least 3 sealed bidders and 30- day response time. Brian Sanderson, from VTRANS gave a rough estimate of 8.5 million dollars of costs for road repairs and it will probably increase as it was a quick calculation. We will have to award “Not to Exceed” contracts. He said that repairs on 12 roads are in process and 3 to 4 will have to go out to bid. Some may not be complete until spring of 2025. He said that Shaw’s hope to be opening a tent for online orders for pickup. For those without internet, we are looking at space in the Community Center for people to have access to internet and assistance with online ordering. Rite Aid is closed and people can have their prescriptions transferred to Springfield. Ludlow Pharmacy is open. The state has said that towns are responsible for clearing debris from state ROWs. There is a huge amount

of silt – more than from Irene. Brendan McNamara said that he has met with the governor and state senators. What is pressing – how can we keep this from happening again. Now, even with a small rain event, there is flooding due to the level of silt, gravel and debris in the river. Scott Jensen from ANR said we may have to get into the river to remove the silt and hopefully, we will be allowed to do that. Debris has to be removed from under Vail Bridge – there will be a specific time frame.

- B. Justin Hyjek asked how much of the \$8.5 million is state highway.
- C. Brendan McNamara said none. He said that the State was here today to look at Route 103. With the Present Major Disaster Decision, FEMA will reimburse 75%. We must document everything. With private property damage, FEMA will inspect, but for municipalities, we must document and can't wait for FEMA to come out. All of our bridges are fine structurally. He said that Kevin MacPherson and another person went to various sites and took pictures to create a database.
- D. Justin Hyjek said we need to mitigate and look to the future. Are they drafting new mitigation procedures.
- E. Brendan McNamara said he is sure that they will, but he doesn't know when. They did brief dam site inspections and West Hill has 20 feet of erosion. The dams did 100% of what they are supposed to do. They are also filled with silt. They are supposed to be replaced, but he does not know the time line.
- F. Justin Hyjek asked about Vermont ERAF (Emergency Relief and Assistance Fund) and how that affect the 75% reimbursement? He said that someone in town is talking about how dams mitigate flood disasters. How does Ludlow move forward to get funds.
- G. Brendan McNamara said that mitigation and rebuilding go together. Could the W/WW Treatment plant be moved – no. Could the Little League field be moved –maybe. We could use the fields at the high school. If something has been flooded 2 or 3 times, do we rebuild? The Little League field, no. Maybe divert the water away from the W/WW Treatment plant. We need to think outside the box.
- H. Justin Hyjek said that to be eligible for ERAF, towns must have the following and Ludlow has them:
 - i. National Flood Insurance Program
 - ii. Town Road and Bridge Standards
 - iii. Local Emergency Management Plan
 - iv. Local Hazard Mitigation Plan

Justin Hyjek said that the state portion (for reimbursement) is 17% and that would cut our 25% a lot.

- I. Brendan McNamara said the financial piece for Ludlow is huge.
- J. George Tucker if we can get them to contribute, we need to put more money away for the dams – they were built for 100 years. It would mean putting 100's of thousands of dollars away.
- K. Scott Baitz said the dams are a key part of this.
- L. Brett Sanderson said that Brendan McNamara and the entire staff – all departments did a phenomenal job and thanks to all. He said that the community members all are working together.
- M. Justin Hyjek said that there is a link on the town website to donate to the town and funds can be earmarked.
- N. Bruce Schmidt said thank you to everyone. This may be for a future conversation, but we could possibly hire a consultant to have zoom meetings to help people navigate the FEMA process. He suggested the town encumber funds for these situations if there is an excess at the end of a fiscal year.

- O. Justin Hyjek said that SBA, FEMA and the Red Cross at still at the Community Center.
- P. Brendan McNamara said that Carol Lighthall from the Chamber has been checking in.
- Q. Sherry Tucker asked about Clarks Bridge
- R. Brendan McNamara said they have ordered a temporary bridge.
- S. Sherry Tucker asked about Ludlow Health Center.
- T. Brett Sanderson said they have set up an outside facility.
- U. Brendan McNamara said patients are being routed through Springfield. This is due to issues with the Fire Marshal.

6. **DISCUSS/DECIDE TRANSFER STATION BATHROOM LOCATION**

- A. Brendan McNamara said that he has spoken with the engineer and it would be a “no brainer” to attach it to the existing building and run the water line across. This is his recommendation.
- B. There was general board consensus to go with the recommendation and attach it to the existing building.

7. **REVIEW & POSSIBLY AWARD BIDS: - TOWN WINTER SAND**

- A. Brendan McNamara advised that the bid opening was on June 21, 2023 at 10:00 a.m. He added that they will do the paving bid at the August meeting and hopefully get it done this year.

VENDOR	BID
Pike Industries	Delivered = \$24.00 CY – Loaded = \$11.29 CY
Riverbend Enterprises	Delivered = \$20.00 CY – Loaded = \$12.00 CY

- B. Justin Hyjek asked what was last year’s bid and how many RFPs were sent out.
- C. Brendan McNamara said he doesn’t know last year’s bid, but they sent out 5 RFPs.
- D. **MOTION by Justin Hyjek and seconded by George Tucker award the bid to Pike Industries for their Loaded Bid Price of \$11.29 CY. Motion passed unanimously.**

8. **DEPARTMENT HEAD REPORTS**

- A. No comments

9. **MUNICIPAL MANAGER UPDATES**

- A. Covered under Agenda Item 5 – Flood Response and Recovery Discussion

10. **OTHER BUSINESS**

- A. Skate Park
 - i. Justin Hyjek said the skate park project was finished, the funds have not been reimbursed and there is a lot of damage due to flooding. Can the board allocate money to save the

- skate park. They need more than \$20,000. It would be in the town's best interest to save the park. What about ARPA funds. We need to do this now.
- ii. Brendan McNamara said they would what they can, but he does not know where the funds will come from.
 - iii. Justin Hyjek said they have been fund-raising, but that is not enough. He didn't want to use ARPA funds for recreation, but we have the infrastructure to rehabilitate Dorsey and the Skate Park.
 - iv. Brett Sanderson said we have a meeting in 2 weeks and will put it on the agenda.
 - v. Justin Hyjek said we did encumber \$6,000 already and it will help.
 - vi. Brendan McNamara said he doesn't know about FEMA funds for a skate and also, the dog park.
 - vii. Justin Hyjek said they would consolidate and rework both.
 - viii. Bruce Schmidt said he would tell the town to find the \$20,000 for the Skate Park, but is concerned about using ARPA funds. We need to be careful about spending those funds piece-meal. Find the \$20,000 to stabilize the skate park.
 - ix. Scott Baitz said he would like to know the actual numbers.
 - x. Justin Hyjek said that Troy Caruso put out that number. There have been contractors looking for other contractors. This board has always been transparent about using ARPA funds
- B. Municipal Energy Assessment Grants
- i. George Tucker said that the Building Assessment Grant can be applied for now. We had discussed: Town Garage, Town Hall, Public Services Building, Armory and Senior Center.
 - ii. Scott Baitz said that sounds good.
 - iii. Justin Hyjek asked about the high school.
 - iv. George Tucker said the armory tenants are concerned about heat. A big thing is the money we spend on the number of people

11. **SET DATE FOR NEXT MEETING**

- A. Next Meeting August 7, 2023

12. **POSSIBLE ITEMS FOR NEXT MEETING**

- A. None listed

13. **SIGN WARRANT ORDERS**

- A. Brett Sanderson said that warrant orders have been signed.

14. **POSSIBLE EXECUTIVE SESSION/PERSONNEL/CONTRACTS/LEGAL**

- A. Brendan McNamara advised that an Executive Session is needed.
- B. MOTION by Justin Hyjek and seconded by George Tucker to enter into Executive Session. Motion passed unanimously.

C. Board entered into Executive Session at 6:50 p.m.

15. **ADJOURN**

- A. **MOTION to adjourn by Scott Baitz and seconded by George Tucker. Motion passed unanimously.**
- B. Meeting adjourned at 7:11 p.m.

Respectfully submitted,

Lisha Klaiber

BOARD OF SELECTMEN:

Brett Sanderson, Chairman

Justin Hyjek

Scott Baitz

George Tucker, Jr.

Bob Brandt

TRUSTEES:

Bob Brandt, Chairman

Justin Hyjek

Earl Washburn