

PRELIMINARY MINUTES

**TOWN OF LUDLOW
BOARD OF SELECTMEN**

December 2, 2019

BOARD MEMBERS PRESENT:

Brett Sanderson, Vice Chair Justin Hyjeck Heather Tucker

BOARD MEMBERS ABSENT:

Bruce Schmidt, Chairman John Neal

STAFF PRESENT:

Scott Murphy

OTHERS PRESENT:

Jeff Billings J. B. McCarthy Dan Stoughton
Stephanie Grover Shawn Murray Gary Sweeney
Sharon Huntley Mike Ripley Eric Chatterjee (Okemo Valley-TV)
Jon Mazurek

1. Call to Order

- A. Brett Sanderson called the meeting to order at 7:00 p.m. All members present, except Bruce Schmidt and John Neal.
- B. Brett Sanderson led the meeting in the Pledge of Allegiance.

2. Consideration of any Changes, Additions or Removals to the Agenda

- A. Scott Murphy said there are representatives from VTRANS present to make a presentation on the Vail Bridge. It will be inserted before Agenda Item #8, Review MRI Assessment of Ludlow Ambulance Service Contract.

3. Approve Minutes of Previous Meetings

- A. Brett Sanderson advised that the minutes to be approved are from the regular meeting of November 4, 2019 and the Special Meetings of November 12, 2019 and November 20, 2019.
- B. **MOTION by Justin Hyjeck and seconded by Heather Tucker to approve the minutes of the regular meeting of November 4, 2019 and the Special Meetings of November 12, 2019 and November 20, 2019 as presented. Motion passed unanimously.**

4. Comments from Citizens

- A. There were none.

5. Liquor Control Board

- A. Scott Murphy advised that O&V, dba. DJ's Restaurant has applied to renew their 1st and 3rd class liquor licenses.
- B. Brett Sanderson noted that Chief Billings does not have any issues.
- C. **MOTION by Justin Hyjeck and seconded by Heather Tucker to approve the liquor license for O&V, dba. DJ's Restaurant as indicated. Motion passed unanimously.**

6. Department of Health Heart Safe Community Award

- A. Scott Murphy advised that this is an award to the Ambulance Service from the state Department of Health. The HeartSafe Community Award program recognizes all communities who meet specific criteria that help increase the potential for saving victims of sudden cardiac arrest. The representative from the state was unable to attend tonight because of the weather, but sent a letter in an email to us.
- B. Stephanie Grover said the service received the award in May. Only about 10 other towns in the state have received this recognition. She said that all of our Police cruisers and fire department vehicles have AEDs in them as well as the ambulances. We are well beyond what we needed to qualify. It is a group effort. Stephanie Grover read the letter (copy attached.)

7. **Possibly Consider & Approve Town Road Name for Hideaway Campground Association**

- A. Scott Murphy advised that they actually need two street names and Rose Goings suggested these names:
 - i. Squirrel Hill Road
 - ii. Squirrel Hill Road Extension
- B. **MOTION by Heather Tucker and seconded by Justin Hyjeck to approve names as suggested. Motion passed unanimously.**

7A. VTRANS Vail Bridge Rehabilitation Presentation

- A. J.B. McCarthy that he is the project manager for the rehabilitation of the Vail Bridge at the intersection of Routes 100 and 103. The bridge is 47 feet wide, was built in 1931 and rebuilt in 1965. The bridge is owned by the town of Ludlow. The deck is in fair shape, the superstructure is good, the substructure is satisfactory and the channel rating is very good. The bridge is not bad, except for the deck. They have not done the hydrologic study yet. The beams are not in bad shape. He said that with the cost of cleaning and repainting the beams, they may as well just replace the beams. They have not been able to find the plans for the abutments – they are in good shape and will be reused. If we replace the deck, it is not the best thing to use the existing beams.
- B. Gary Sweeney said they will replace the deck and superstructure. They propose to work on ½ of the bridge at a time, while maintaining a traffic lane in each direction. They will put in a new deck and guard rails. The new bridge will be one foot wider than the existing one. They will do the bridge in 2 phases; one side then the other. They will provide a temporary pedestrian bridge across the river. They looked at the Lamere Bridge, but it is not in good shape and closed.
- C. Scott Murphy said it is scheduled to be replaced in December.
- D. Gary Sweeney said that the bikes can travel along with the traffic. The current speed limit is 30 MPH and will not be less than 25 MPH. They will replace the superstructure with solid precast slabs. The town share of the costs will be 5%. This is scheduled for the 2022 Construction year for VTRANS. They will begin in May, in June they will set up the temporary traffic pattern and in August, Phase 1 will be complete and Phase 2 will begin. The estimated costs are based on similar projects (preliminary design not yet done)

Estimated construction costs	\$1,615,000.00
Preliminary engineering	\$210,000.00
ROWs	\$25,000.00
Total Cost	<u>\$1,850,000.00</u>
Town of Ludlow share	\$92,500.00

Gary Sweeney said that once the preliminary engineering is complete, they hope to pare those numbers down. He said there are some considerations for the town of Ludlow:

- E. **Truck Traffic –**
 - i. He said that while maintaining a travel lane in both directions for regular vehicles, trucks will not be able to use the bridge. How does Ludlow want to handle truck traffic? It will be impossible for a 67-foot truck to make that turn. They will need to have an alternate route during construction.
- F. **Floods at the site**
 - i. J.B. McCarthy said that while Shaw’s parking lot flooded, it was not caused by the bridge.
- G. **ROWs**
 - i. Gary Sweeney asked if the ROWs on the drawing look correct. Does the Village own the land where the temporary pedestrian bridge would be?
- H. **Bikes**
 - i. Gary Sweeney said that bikers will be able to go with the traffic or self-detour.
- I. **Pedestrians**
 - i. Gary Sweeney pedestrians will be able to pass during construction and that is included in the cost.
- J. **Schedule**
 - i. Gary Sweeney asked if the town would be able to confirm the construction schedule for 2022.
- K. **Treatment**
 - i. Gary Sweeney asked about the original rail and light poles – does the town want to preserve and reinstall them. They may have to remove them.
- L. **Next**
 - i. Gary Sweeney said the town will need to respond to the considerations. Then there will be a Financial & Maintenance
- M. Justin Hyjeck asked what the expected life of the substructure is.

- N. Gary Sweeney said about 50 years. They will do some patching. The new deck will shed the water better and keep it off the abutments.
- O. Justin Hyjeck asked about the plates.
- P. J.B. McCarthy said they will get rid of the steel beams and put in concrete ones. You don't have to paint concrete ones.
- Q. Gary Sweeney said the bridge probably has lead paint on it and it is very expensive to deal with lead.
- R. J.B. McCarthy said we don't know about the foundations or abutments, but there are no settlements, cracks and it is very stable.
- S. Justin Hyjeck asked if all traffic was rerouted, what would be the expected time span of the project.
- T. Gary Sweeney said 4 to 6 weeks for the deck and superstructure- now it is expected to be 12 weeks plus clean-ups. Precast slabs make it easier to do fast track. They are made in advance. He said if they close the bridge and detour all traffic, the onsite work can be done in advance. Before it is closed and put up temporary barriers. He can do cost estimates.
- U. Brett Sanderson said that would mean the bridge would be closed during May and June and possibly open by July.
- V. Scott Murphy said that Ron Tarbell said that rerouting by Dorsey Park is not good. He said they could possibly make a temporary ordinance for Dug Road.
- W. Jeff Billings said that temporary ordinance for Dug Road is not a good idea.
- X. Gary Sweeney said they have to consider trucks. This is a state road and if they close the road, they will have to keep trucks on state roads.
- Y. Brett Sanderson said they will have to post signs in Londonderry to Chester or over Route 155 to Route 103.
- Z. Jeff Billings said Dug Road would be a tight turn and the right onto Depot is not good.
- AA. Scott Murphy asked them to send the town a letter with their considerations. He said he will look for the plans for the abutments. He added that the Regional Planning Commission is also helping.
- BB. Brett Sanderson said he would like a cost estimate for completely closing the bridge in May and June.
- CC. J.B. McCarthy said that they would start the advance work in March 2022. He said that the lead time for the precasts has to be considered. He said the Select Board will have to sign the letter. They will send the list of considerations.
- DD. Scott Murphy explained that because this was not warned and, on the agenda, they will have to wait for the January 6, 2020 meeting to sign it.

8. **Review MRI Assessment of Ludlow Ambulance Service Contract**

- A. Shawn Murray from MRI said that they identified the level of service expected by the community, the level of staffing; they identified the most advanced operations and equipment, finances and possible regionalization. Overall the service is dedicated and was initially mostly volunteers, but now struggles to get volunteers. They are the lead provider for a number of towns as well as the ski area. They recommend 8 EMTs and paramedics and as they go down the road, adding paramedics. The average response time for 90% of the incidents is 8 minutes. Call demographics for the period 7/1/18 to 6/12/19:
 - i. 779 Advanced life support calls where paramedics were needed to intervene
 - ii. 82 basic emergencies
 - iii. 10 critical care transports and other minors
 - iv. Ludlow had 572 calls, Cavendish had 72, Mount Holly had 31 and Proctorsville had 42. There were also mutual aid calls, Chester 35. They did 457 transports to Springfield Hospital and 57 to Rutland. There were 320 non-transport calls. He said that transport time to Springfield Hospital is 26 minutes, Rutland is 50 minutes and Dartmouth is 57 minutes. This does not include time spent at the facility or return time.
 - v. He said that they need to look at their billing and accounts receivable.
- B. SUMMARY
 - i. Ludlow Ambulance should continue to provide the current paramedic level of EMS service
 - ii. Ludlow Ambulance should immediately transition from a volunteer on-call service to a full-time, 24/7 service staffing one primary ambulance. This should be augmented with part time and on-call personnel to supplement shift openings and staff second unit when needed.
 - iii. Town of Ludlow should negotiate a long-term agreement with Okemo for Ludlow Ambulance Service to be the primary patient transport for the resort
 - iv. Town of Ludlow and Okemo should collaboratively identify the level of fiscal support the resort should provide to support the change in the staffing model necessary to assure rapid response capability to the resort

- C. Scott Murphy noted that there are 33 recommendations made in the report, some of which are done and some are in progress. He said the current management string with Jeff Billings and Stephanie Grover has helped form a solidified team. He said that the medical aspects are better and more efficient. The financial side is struggling and they are working on it.
- D. Brett Sanderson asked if they should increase their fees to other towns.
- E. Shawn Murray said it is a challenge to find a formula to calculate this. Should it have based on the number of calls or population? The Select Board has to determine the parameters to set the fees.
- F. Justin Hyjeck asked about Okemo
- G. Scott Murphy said he will be meeting with them soon.
- H. Justin Hyjeck asked how they determine the hospital they transport to.
- I. Stephanie Grover said usually the closest, Springfield. Coming from Okemo, it is their choice, Springfield or Rutland. Some people want Mt. Ascutney. For critical cases, they transport to Dartmouth, with permission. She added that the students in the Race Program have an agreement with Rutland.
- J. Justin Hyjeck asked about reports and billing.
- K. Stephanie Grover said all reports are electronic.
- L. Justin Hyjeck asked about the ambulances.
- M. Stephanie Grover said there are 2; one is a 2013 with 79,000 miles and the other is a 2016. They are looking to replace the 2013 next year. The 2016 cost about \$250,000.
- N. Scott Murphy said both units are on a Capital Replacement Program.
- O. Justin Hyjeck asked about volunteers.
- P. Stephanie Grover said, at this time, there are none.

9. **Possibly Approve Ludlow Ambulance Service Billing Contract with Comstar**

- A. Scott Murphy said they put out an RFP for billing services and received one bid. Currently, there are \$107,000 outstanding bills over 180 days. The total accounts receivable is \$194,000. COMSTAR comes highly recommended and has great references. He said that we are currently paying \$6,000 in billing services, about \$6,000 to Diane, not including the work she takes home. The fees for COMSTAR are 4.5% of the net funds collected.
- B. Brett Sanderson asked if there are other companies that do this.
- C. Scott Murphy said there is a small one in Essex, but COMSTAR is the preeminent one. They did come in and make a presentation.
- D. Justin Hyjeck asked how this will help us generate revenue.
- E. Scott Murphy said as the A/R ages, it gets harder to collect. COMSTAR will reach out.
- F. **MOTION by Justin Hyjeck and seconded by Heather Tucker to approve the Billing contract with COMSTAR. Motion passed unanimously.**

10. **Possibly Consider Sale of Municipal Transit Buses**

- A. Scott Murphy said that the school board is anxious to get some numbers for their budget. He suggested we offer the value of the buses less the fit-up costs.
- B. Justin Hyjeck asked if both Ludlow and Mount Holly would use them.
- C. Scott Murphy said yes.
- D. Heather Tucker asked how many of the buses does the school want.
- E. Scott Murphy said 1 or all.
- F. Justin Hyjeck said he would like the school to have them
- G. Brett Sanderson asked if they sold all of them, would we get \$50,000.
- H. Scott Murphy said that would be optimistic.
- I. Brett Sanderson said we still owe \$9,300 on one of them
- J. Justin Hyjeck said we can give them individual prices.
- K. Heather Tucker said the older ones may be in their budget.
- L. Brett Sanderson suggested ½ the value if sold individually or \$50,000 for all 4.
- M. Scott Murphy said they can pick and choose as needed.
- N. **MOTION by Justin Hyjeck and seconded by Heather Tucker to offer the buses to the school at ½ the value of each bus if sold individually or \$50,000 if all 4 are purchased. Motion passed unanimously.**

11. **FY2021 Budget Workshop - Continued**

- A. Scott Murphy suggested this be tabled for two weeks until their next meeting.
- B. Justin Hyjeck noted there is a dog park in the budget.
- C. Scott Murphy said there is a committee working with the Rec. department to fund raise for this.

- D. Brett Sanderson tabled this item.

12. **Department Head Reports**

- A. Brett Sanderson advised that all reports are in.
- B. Scott Murphy said the Fire Department report came in today. He commended the Fire Department on their “turkey dinner” on Thanksgiving. He said the story made WCAX TV.

13. **Municipal Manager Updates**

- A. Depot Street Trestle
 - iii. Scott Murphy advised that the trestle will be closed starting December 9th for about 1 week. There will be a railroad vendor working on it.
- B. Vermont Superior Court
 - i. Scott Murphy advised that they will be going to court about the assessments for Adams House. He said we did lose in the lower court.
- C. Wastewater Treatment Facility Site Work
 - i. Scott Murphy advised that the outside site work is done for the season, and the inside work will be stopped on January 7, 2020.

14. **Other Business**

- A. Lamere Foot Bridge
 - i. Brett Sanderson asked about the bridge work.
 - ii. Scott Murphy said he sent an email to the contractor today.
- B. Stone House Rubble
 - i. Justin Hyjeck asked about the Stone House Rubble
 - ii. Scott Murphy said there have been no changes. The owner has not sold the property and the Trustees are looking at legal action. The owner refuses to give us permission to go on the property to remove the rubble. If we remove the rubble, we could slap a lien on the property. He said the Trustees are considering amending the ordinance to allow for rubble removal.
 - iii. Justin Hyjeck asked if there have been any fund-raising activities.
 - iv. Scott Murphy said maybe we could get someone to organize this. They would have to go to the Trustees.
 - v. Justin Hyjeck said he has received a lot of comments from citizens.

15. **Set Date for Next Meeting**

- A. Brett Sanderson that there will be a Budget Workshop meeting at 5:00 p.m. on December 16, 2019 at 5:00 p.m.
- B. The next regular meeting will be on January 6, 2020.

16. **Sign Warrant Orders**

- A. Warrant orders have been signed.

17. **Possible Executive Session/Personnel/Contracts/Legal Issues**

- A. Scott Murphy advised that an Executive Session is not needed.

18. **Adjourn**

- A. **MOTION by Heather Tucker and seconded by Justin Hyjeck to adjourn. Motion passed unanimously.**
- B. Meeting adjourned at 8:39 p.m.

Respectfully submitted,

Lisha Klaiber

Bruce Schmidt, Chairman

Brett Sanderson

Justin Hyjeck

Heather Tucker

John Neal

From: Batsie, Daniel Daniel.Batsie@vermont.gov
Subject: RE: Heart safe award
Date: Dec 2, 2019 at 5:14:21 PM
To: Daniel Stoughton dstoughton.las@tds.net

Dan,

How about this:

Ladies and Gentlemen,

I apologize that the weather has interfered with my attendance this evening. Please do not for a moment think it is a lack of enthusiasm for the great work completed by the Town of Ludlow. I truly wish I could be there.

Although a poor substitute for my presence, I'd like to offer just a few words to recognize your achievement.

There are 500,000 out-of-hospital cardiac arrests each year in the United States. More people die from this cause than any other. Historically, survival rates in such an event are very poor. Nationally, less than 18% of all victims of this affliction leave the hospital. In recent years however, research has demonstrated that we can improve those numbers. Communities across the country have adopted key strategies that have exponentially increased resuscitation success. In 2016, our state, adopted the Vermont Alliance for Critical Heart Rescue and began teaching and espousing these response philosophies. Community by community we have worked together to teach CPR, to improve dispatch, and to assure that every EMS agency has the capabilities to deliver high performance CPR in the most critical moments. But for all the efforts at the state level, it is truly the communities themselves that make survival possible and it is these efforts that we recognize with the Heart Safe Community Award. This recognition reflects countless hours of community education, safety planning, and improvement of EMS resuscitation standards of care. None of these individual steps are simple and they are even more complex when addressed collectively. Overall, achieving this standard reflects a total commitment and a ongoing partnership between EMS and its local stakeholders. This achievement reflects the best and brightest community spirit and a dedication to protecting citizens.

On behalf of the Vermont Department of Health, I congratulate the Town of Ludlow for accomplishing this goal and thank you for your ongoing commitment to public safety.

Sincerely,

Dan Batsie
Chief of Emergency Medical Services
Vermont Department of Health
