

***PRELIMINARY MINUTES***

**TOWN OF LUDLOW  
BOARD OF SELECTMEN**

**REGULAR MEETING**

January 7, 2019

**BOARD MEMBERS PRESENT:**

Bruce Schmidt (by phone)	Logan Nicoll	Heather Tucker
John Neal	Brett Sanderson	

**STAFF PRESENT:**

Scott Murphy	Pam Cruickshank	Rose Goings
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**OTHERS PRESENT:**

Paul Barton	Gary McIntyre	Fred Wilson
Aaron Galley	Leonidas Salazar	Ed Mc Eneaney Okemo Valley TV
Alan Isaacson	Marissa Selleck	

1. **Call to Order**

- A. Brett Sanderson called the regular meeting to order at 7:00 p.m. He opened the meeting with the Pledge of Allegiance.

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

- A. Scott Murphy advised that no changes will be needed.

**NOTE: AGENDA ITEM #5 – PUBLIC HEARING WAS ADRESSED AT THIS TIME. MINUTES ARE IN AGENDA ORDER**

3. **Approve Minutes of Previous Meetings**

- A. Bruce Schmidt advised that minutes to be approved are from the Regular Meeting on December 3, 2018, and the Special Meeting on December 17, 2018 (Budget Workshop)
- B. **MOTION by Brett Sanderson and seconded by Logan Nicoll to approve all minutes listed above as presented. Motion passed unanimously.**

4. **Comments from Citizens**

- A. There were none.

5. **Public Hearing for Comments RE: Proposed Amended Zoning & Flood Hazard Regulations & Possible Approval**

- A. Alan Isaacson advised that the changes proposed are the result of a request from the DRB to clarify the language in the regulations, specific to Drive-In/Drive-Up/Drive-Through windows. Additionally, the Planning Commission made sure that all needed definitions were included, redundancies removed, the word “family” with respect to housing was changes to “unit.” The Planning Commission also added an Affordability requirement for Housing Developments. For new developments, 15% rounded up for 10 units or more and for modifications or amendments to existing permits, additional units have to meet 15% requirement of additional units. Units to stay affordable in perpetuity. A developer may choose to provide up to 35% (total) of the original unit count as affordable. If there are additional (above the 15% required) affordable units added under this provision, the developer may add one additional full market rate unit for every one affordable unit added to the project. He continued, explaining that passage of this amendment will remove the Interim Zoning that was passed 6 months ago.
- B. Bruce Schmidt asked if the board has any questions or comments. There were none.
- C. Public hearing closed at 7:03 p.m.
- D. Bruce Schmidt reopened the regular meeting at 7:04 p.m.
- E. **MOTION by Logan Nicoll and seconded by John Neal to adopt the proposed amendments to the Town Zoning & Flood Hazard Regulations as presented. Motion passed unanimously.**

6. **Possibly Appoint Planning Commission Board Member to Replace Norman Vanasse**

- A. Scott Murphy advised that Aaron Galley had submitted a letter of interest to fill the position, created as a result of Norm Vanasse’s resignation. The position was posted and there were no other applicants.
- B. **MOTION by Logan Nicoll and seconded by Brett Sanderson to appoint Aaron Galley to the open position on the Planning Commission. Motion passed unanimously.**
- C. Bruce Schmidt asked if a letter has been sent to Norman Vanasse thanking him for his many years of service to the town.
- D. Scott Murphy said it has been done.

7. **Possible Approval of Changes Submitted by the Board of Listers Due to Errors & Omissions**

- A. Scott Murphy advised that there was only one change. The footprint for two condominiums, Units 1 and 2 at Upper Crossroad had been reversed, therefore reversing the square footage for them. This is to correct that error.
- B. **MOTION by John Neal and seconded by Brett Sanderson to accept the changes to the Grand List as presented by the Board of Listers. Motion passed unanimously.**

8. **Review American Legion Request for Project at Veterans’ Memorial Park**

- A. Scott Murphy advised that a request had been received from Donna Crossman, Chairperson of the American Legion Auxiliary, to establish a memorial site at the park and the group wants to reserve a specific location in the park for that memorial. It will have a monument and flags.
- B. Fred Wilson said the Legion wants to reserve a site and the project is in the planning stage.

- C. Paul Barton said that the Legion supports the project and wants to reserve the space. The memorial will be a permanent structure.
- D. Scott Murphy said that he has suggested to Ms. Crossman that the Select Board may want to see a site plan.
- E. Paul Barton said the group would get an actual drawing to the Select Board. The memorial would recognize all of the branches service.
- F. Bruce Schmidt said that he is concerned that the memorial may block the view of the Baptist Church and that is an iconic structure and much photographed. He hopes that they will consider this with the heights of the flag poles.
- G. Paul Barton said the memorial would have the 5 branches of service, MIA, POW and the American flags. The American flag would be in the center and taller.
- H. Gary McIntyre said they are here tonight to reserve the location and will consider the heights of the flag poles. They will have a formal presentation for the Select Board when the plans move further along.
- I. Paul Barton said that park is becoming an impressive site in the town.
- J. Bruce Schmidt said the board will consider this option and if any other group comes before the board to request that location, the board will discuss it with the Legion. It is the Veterans' Memorial Park and the board is comfortable with the request, but will wait to vote until the Legion comes back with its presentation.

9. **Execute 2019 Certificate of Highway Mileage**

- A. Scott Murphy said that this is an annual requirement and must be submitted to the state by February 20<sup>th</sup>. There have been no changes to town highway mileage in the last year. The board is required to sign the certificate and it will later be signed by Ulla Cook.
- B. **MOTION by Brett Sanderson and seconded by John Neal to execute the 2019 Certificate of Highway Mileage as presented. Motion passed unanimously.**

10. **Possible Approval of the use of Stearn's Pit Lot for SCCA Rallycross by Sports Car Club of America for May 19, 2019**

- A. **MOTION by Brett Sanderson and seconded by Heather Tucker to approve the SCCA Rallycross request as presented. Motion passed unanimously.**

11. **FY 2020 Budget Discussion**

- A. Scott Murphy advised that actual numbers for insurance have been added. The only other changes were in the Parks & Recreation budget. There is a cost of \$4,800 for Summer Camp. The Rec Committee met last week and discussed the Summer Camp and After School Program (ASP). The Rec committee has planned an exciting program for the summer and there will be improvements made to the West Hill area and building. The Rec Committee voted 5 to 0 to go with our own program this year.
- B. Heather Tucker said that the After School Program and Rec Camp will be competing for children.
- C. Bruce Schmidt said that is ridiculous!
- D. Marissa Selleck said the Rec Committee wanted to work with the ASP but weren't able to set up a meeting with them.

- E. Heather Tucker said the Rec Committee is looking for play and activities for the kids, and the ASP wants the education piece.
- F. John Neal asked why they can't be combined.
- G. Marissa Selleck said because of the ASP grant.
- H. Scott Murphy said the ASP involves 4 schools, free and reduced lunches and transportation.
- I. John Neal said it is unfortunate that we can't incorporate both programs.
- J. Marissa Selleck said the Rec Committee wanted to try to work with the ASP.
- K. Heather Tucker said that busing will be an issue.
- L. Bruce Schmidt said that the Rec program will be taking 30 kids to activities away every Friday with our buses. He encouraged the Town Manager to have a conversation with the Rec Committee.
- M. John Neal asked if there is any mediation opportunity.
- N. Marissa Selleck said the Rec Committee had planned to get together with the ASP, but something came up on their end.
- O. Scott Murphy said the deadline to decide this is January 15<sup>th</sup>.
- P. John Neal asked Scott Murphy to meet with the group.
- Q. Bruce Schmidt said he encourages continuing discussions. He added that Ludlow will not be able to provide transportation for the ASP.
- R. Scott Murphy added that we also don't know where the ASP program will be located.
- S. Bruce Schmidt said this is not good for the kids.
- T. Scott Murphy said they predicted 50 to 70 kids for the 4 towns.
- U. Bruce Schmidt said that there will actually be 3 programs vying for the children; the Rec program, the ASP and also the Okemo program. Moving along, Bruce Schmidt noted that the budget is fairly flat, with only about a 1% increase in taxes, not including the Articles.
- V. Scott Murphy said there may also be an increase in the Grand List.

12. **Set Date to Sign 2019 Town Meeting Warning**

- A. Bruce Schmidt said the warning has to be signed between January 24 and February 3.
- B. Scott Murphy said there are 2 versions for the warning and Fletcher Farm has been added as an Article for a 5 year exemption from taxes. HCRS has also been added. One of the options added would be for electronic delivery of the town report for next year. This would save on printing costs. People who want them mailed would still be able to request that or they could pick it up at town hall or at town meeting. The Legislature now allows this.
- C. John Neal asked how many books were left over last year.
- D. Pam Cruickshank said about 30.
- E. Scott Murphy said the postage runs about \$150.00.
- F. Bruce Schmidt said he would prefer to stick with mailing it. It is a tradition and people expect to get it. He understands "Go Green" but not in this case. There are also recognitions in the town report. He is not in favor of going electronic, but said it could be discussed under other business.
- G. John Neal agreed with Bruce Schmidt and did not want to go electronic.
- H. Brett Sanderson agreed with Bruce Schmidt and did not want to go electronic.
- I. Heather Tucker agreed with Bruce Schmidt and did not want to go electronic.
- J. Logan Nicoll agreed with Bruce Schmidt and did not want to go electronic.
- K. Bruce Schmidt said it is expected by the voters.
- L. Scott Murphy said that another option for discussion at town meeting would be to merge the town and village.
- M. Bruce Schmidt said when the Select Board receives a letter from the Village Trustees requesting a merger, then we will discuss it

- N. Scott Murphy said Version #1 of the warning includes Fletcher, but does not include electronic town reports nor merging the town and village.
- O. Bruce Schmidt asked if organizations choose the number of years for tax exemption.
- P. Scott Murphy said if they petition it, we can't amend the petition.
- Q. Bruce Schmidt said we should take a look at that. He noted that the budget being voted on is for \$4,014,846.73 to be raised in taxes.
- R. **MOTION by Brett Sanderson and seconded by John Neal to Version #1 of the Town Meeting Warning. Motion passed unanimously.**
- S. Board to meet on Monday, January 28, 2019 at 8:00 AM.
- T. Marissa Selleck asked if a meeting was set up the ASP and an agreement was made, would that affect the budget.
- U. Bruce Schmidt said that anything that would be done would lower the budget and not hurt it. The town manager and Rec Director would have to be okay with it.

13. **Department Heads Reports**

- A. Bruce Schmidt advised that all reports are in.

14. **Municipal Manager Updates**

- A. **Coolidge Solar Project**
  - i. Scott Murphy advised that the project is closed up for the winter. The project is up and active and that Blattner Energy has left town. They will be back in the spring to put in storm water swales and landscaping. The town should be receiving a check from Blattner this week.
- B. **Vail Bridge**
  - i. Scott Murphy advised that the work is complete. A hold was fixed, but work is needed on the underside of the bridge. It is scheduled for 2021. He said that the Regional Planning Commission is helping with this.
  - ii. Brett Sanderson asked if the town was charged the full amount quoted, because the town supplied the plate.
  - iii. Scott Murphy added that the contractor was already in town and had minimal mobilization to do. He said he would check into it.
- C. **Jewel Brook Hotel**
  - i. Scott Murphy said that the ACT 250 site visit has been postponed, because the State Historical Department requested the postponement.
- D. **Commonwealth Avenue/FEMA Project**
  - i. Scott Murphy advised that the project has now been split into two projects; Project 1 would be design and engineering and Project 2 would be construction and implementation.
- E. **Stone House at 83 Main Street**
  - i. Scott Murphy advised that the structural engineer inspected the building and determined that it is in bad shape and should be sealed off. The Trustees will take steps to have the building demolished. Signs will be put up.
- F. **Select Board Positions**
  - i. Scott Murphy reminded members whose terms are expiring that petitions are due by January 28, 2019.

15. **Other Business**

- A. Marissa Selleck advised that the independent school committee is moving forward with its capital funding campaign. They will be meeting on January 11<sup>th</sup> to finalize the letters for fund raising.

16. **Set Date for Next Meeting**

- A. Next Special Meeting to sign Town Meeting Warning on January 28, 2019 at 8:00 AM.
- B. Next regular meeting will be February 4, 2019 at 7:00 p.m.

17. **Sign Warrant Orders**

- A. Warrant orders have been signed.

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

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

19. **Adjourn**

- A. **MOTION by Brett Sanderson and seconded by Logan Nicoll to adjourn. Motion passed unanimously.**
- B. Meeting adjourned at 7:51 p.m.

Respectfully submitted,

Lisha Klaiber

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Bruce Schmidt, Chairman

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Brett Sanderson

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John Neal

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Heather Tucker

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Logan Nicoll