

**PRELIMINARY MINUTES**

**TOWN OF LUDLOW  
BOARD OF SELECTMEN**

**April 7, 2025**

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

**Meeting ID: 963 5236 4337**

**Passcode: 411479**

**One tap mobile**

**+13126266799, 963 5236 4337#,,,,\*411479# US (Chicago)**

**+16469313860, 963 5236 4337#,,,,\*411479# US**

**Dial by your location**

**<https://zoom.us/j/abJ1grh212>**

**SELECT BOARD MEMBERS PRESENT:**

Brett Sanderson, Chairman

Scott Baitz

Justin Hyjek

Noah Schmidt

George Tucker, Jr.

**STAFF PRESENT:**

Brendan McNamara

Chief Ben Whalen

**OTHERS PRESENT:**

Eric Alden

Scott Baitz

Alan Couch

Suzanne Garvey

Nick Gilberti

Andrea Goldman

Alice Nitka

Lisha Klaiber

Patty Potter

Officer Melissa Foote

Officer Brendan Reilly

Bruce Schmidt

Kevin Winter

**I. CALL TO ORDER**

- A. Brendan McNamara called the meeting to order at 6:15 p.m. He then led the meeting in the Pledge of Allegiance.

**II. Annual Board Reorganization**

A. Elect Chair of the Board.

- i. Motion by George Tucker, Jr. and seconded by Scott Baitz to elect Brett Sanderson as Chairman of the Board. Motion passed unanimously.

B. Elect Vice Chair of the Board.

- i. Motion by Noah Schmidt and seconded by Scott Baitz to elect Justin Hyjek as Vice Chair of the Board. Motion passed unanimously.

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- C. Elect Clerk of the Board.
- i. **Motion by Justin Hyjek and seconded by George Tucker, Jr. to elect Noah Schmidt as Clerk of the Board. Motion passed unanimously.**
- ii.
- D. Appoint Union Negotiation Team Members
- i. Brett Sanderson advised that he and Justin Hyjek had done this last year.
  - ii. **Motion by Noah Schmidt and seconded by George Tucker to appoint Justin Hyjek and Brett Sanderson as Union Negotiation Team Members. Motion passed unanimously.**
- E. Appoint Ludlow Enterprise Fund Committee Members
- i. **Motion by Noah Schmidt and seconded by Scott Baitz to appoint Justin Hyjek and George Tucker, Jr. as Enterprise Fund Committee members. Motion passed unanimously.**
- F. Set Day and Time of Regular Meetings and Alternate Meetings
- i. Brett Sanderson meetings are first Monday of each month at 6:00 p.m. Alternate meetings, if needed will be held on the third Monday of the month at 6:00 p.m.
  - ii. **MOTION by Justin Hyjek and seconded by Scott Baitz to hold regular meetings on the first Monday of each month at 6:00 p.m. Special meetings, if needed will be held on the third Monday of the month at 6:00 p.m. Motion passed unanimously.**
- G. Appoint Recording Secretary
- i. **MOTION by Justin Hyjek and seconded by George Tucker to appoint Lisha Klaiber as secretary. Motion passed unanimously.**
- H. Designate Newspaper of General Circulation
- i. **Motion Justin Hyjek and seconded by George Tucker, Jr. to designate THE VERMONT JOURNAL as newspaper of circulation and to continue using THE RUTLAND HERALD as backup paper. Motion passed unanimously.**
- I. Adopt Rules of Procedure
- i. Brett Sanderson advised that the Board has used Roberts Rules of Order for the meetings.
  - ii. Brendan McNamara said that the Rules of Procedure have been reviewed by VLCT and refined and updated
  - iii. **MOTION by George Tucker, Jr. and seconded by Noah Schmidt. to use Rules of Procedure. Motion passed unanimously.**
  - iv. Rules of Procedure were signed by Board Members.
- III. **CONSIDERATION OF ANY CHANGES, ADDITIONS OR REMOVALS TO THE AGENDA**
- A. There were none
- IV. **APPROVE MINUTES OF PREVIOUS MEETINGS**
- A. Brett Sanderson advised that the minutes to be approved are for the following meeting:

- i. February 3, 2025 – Regular Meeting
- ii. March 3, 2025 – Public Informational Meeting
- B. **MOTION by Scott Baitz and seconded by George Tucker, Jr. to approve the minutes as listed above as presented. Motion passed unanimously.**

V. **COMMENTS FROM CITIZENS**

- A. Eric Alden it is time for the board to start to consider next year, items that matter. He said to consider things that “move the needle” for the town. Why come to Ludlow, making the town more business friendly. To improve housing
- B. Ulla Cook thanked the board for her appointment and the board thanked Ulla for her many years of great work for the town.

VI. **APPOINT NON-ELECTED TOWN OFFICERS (SEE LIST)**

- A. Town Clerk
  - i. Brendan McNamara advised that Ulla Cook is recommended for the position of the Town Clerk.
  - ii. **MOTION by Justin Hyjek and seconded by George Tucker, Jr. to appoint Ulla Cook as Town Clerk and Treasurer. Motion passed unanimously.**
- B. Town Treasurer
  - i. Brendan McNamara advised that Ulla Cook is recommended for the position of the Town Clerk and Treasurer.
  - ii. **MOTION by Justin Hyjek and seconded by George Tucker, Jr. to appoint Ulla Cook as Town Clerk and Treasurer. Motion passed unanimously.**
- C. Assistant Town Clerk
  - i. Brendan McNamara advised that Pam Todt is recommended for the position of the Assistant Town Clerk.
  - ii. **MOTION by Justin Hyjek and seconded by George Tucker, Jr. to appoint Pam Todt as Assistant Town Clerk . Motion passed unanimously.**
- D. Assistant Town Treasurer
  - i. Brendan McNamara advised that Pam Todt is recommended for the position of the Assistant Town Treasurer.
  - ii. **MOTION by George Tucker, Jr. and seconded by Justin Hyjek to appoint Pam Todt as Assistant Town Treasurer. Motion passed unanimously.**
- E. Director of Planning and Zoning
  - i. Brendan McNamara advised that Rose Goings is recommended for the position of Director of Planning and Zoning.
  - ii. **MOTION by Justin Hyjek and seconded by George Tucker, Jr. to appoint Rose Going as Director of Planning and Zoning. Motion passed unanimously.**
- F. Assistant Director of Planning and Zoning
  - i. Brendan McNamara advised that Brendan McNamara is recommended for the position of Assistant Director of Planning and Zoning.
  - ii. **MOTION by Justin Hyjek and seconded by George Tucker, Jr. to appoint Brendan McNamara as Assistant Director of Planning and Zoning. Motion passed unanimously.**
- G. Emergency Management Director

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- i. Brendan McNamara advised that Angela Kissel is recommended for the position of the Emergency Management Director.
    - ii. **MOTION by Justin Hyjek and seconded by George Tucker, Jr. to appoint Angela Kissel as Emergency Management Director. Motion passed unanimously.**
  - H. Emergency Management Assistant
    - i. Brendan McNamara advised that Dave Van Guilder is recommended for the position of the Assistant Emergency Management Director.
    - ii. **MOTION by Justin Hyjek and seconded by George Tucker, Jr. to appoint Dave Van Guilder as Assistant Emergency Management Director. Motion passed unanimously.**
  - I. Development Review Board
    - i. Brendan McNamara advised that there are two – 3 year term open. Doug Sheehan is recommended for a 3-year position on the DRB.
    - ii. **MOTION by George Tucker and seconded by Scott Baitz to appoint Doug Sheehan to a 3-year position on the DRB. Motion passed unanimously.**
    - iii. Brendan McNamara advised that John Boehrer is recommended for a 3-year position on the DRB.
    - iv. **MOTION by George Tucker and seconded by Scott Baitz to appoint John Boehrer to a 3-year position. Motion passed unanimously.**
  - J. Fence Viewer (2 positions)
    - i. Brendan McNamara advised that Rose Goings is recommended for the position of Fence Viewer.
    - ii. **MOTION by Justin Hyjek and seconded by George Tucker, Jr. to appoint Rose Goings to the Fence Viewer position. Motion passed unanimously.**
  - K. Fence Viewer
    - i. Brendan McNamara advised Bruce Schmidt is recommended for the position of Fence Viewer.
    - ii. **MOTION by Justin Hyjek and seconded by George Tucker, Jr. to appoint Bruce Schmidt to the Fence Viewer position. Motion passed unanimously.**
  - L. Tree Warden
    - i. Brendan McNamara advised that by State Statute, the position of Tree Warden has no term limit and the person is in the position until they resign or are change by the Select Board. He said that Phil Carter is recommended for the position of Tree Warden.
    - ii. **MOTION by Justin Hyjek and seconded by George Tucker, Jr. to appoint Phil Carter to the position of Tree Warden. Motion passed unanimously.**
  - M. Deputy Tree Warden
    - i. Brendan McNamara advised that Bruce Schmidt is recommended for the position of Deputy Tree Warden.
    - ii. **MOTION by Justin Hyjek and seconded by George Tucker, Jr. to appoint Bruce Schmidt to the position of Tree Warden. Motion passed unanimously.**
  - N. Weigher of Coal
    - i. **MOTION by George Tucker and seconded by Justin Hyjek to appoint Loran Greenslet as Weigher of Coal. Motion passed unanimously.**
  - O. Black River Valley Senior Center Representative
    - i. Jean Strong is recommended for the position of Black River Valley Senior Center Representative
    - ii. **MOTION by Justin Hyjek and seconded by George Tucker, Jr. to appoint Jean Strong as Black River Valley Senior Center Representative. Motion passed unanimously.**
  - P. Council of Aging-Senior Solutions Advisory Board Representative

- i. Jean Strong is recommended for the position of Black River Valley Senior Center Representative.
  - ii. **MOTION by Justin Hyjek and seconded by George Tucker, Jr. to appoint Jean Strong as Council of Aging-Senior Solutions Advisory Board Representative. Motion passed unanimously**
- Q. Mount Ascutney Regional Planning Commission Representative.
- i. Justin Hyjek noted that Terry Carter is recommended for the position of Representative to the Mount Ascutney Regional Planning Commission.
  - ii. **MOTION by George Tucker, Jr. and seconded by Scott Baitz to appoint Terry Carter Representative to the Mount Ascutney Regional Planning Commission. Motion passed unanimously.**
- R. Mount Ascutney Regional Planning Commission.
- i. Justin Hyjek noted that Rose Goings is recommended for the position of Alternate to the Regional Planning Committee.
  - ii. **MOTION by Justin Hyjek and seconded by George Tucker, Jr. to appoint Rose Goings as Alternate to the Regional Planning Commission. Motion passed**
- S. Southern Windsor/Windham Counties Solid Waste Mgmt. District Representative.
- i. Brendan McNamara noted that he will be the Representative to the Southern Windsor/Windham Counties Solid Waste Mgmt. District
  - ii. **MOTION by George Tucker, Jr. and seconded by Scott Baitz to appoint Brendan McNamara as Representative to the Southern Windsor/Windham Counties Solid Waste Mgmt. District. Motion passed unanimously.**

VII. **APPOINT VACANT ELECTED POSITIONS**

- A. Listers – 3year term
- i. Brett Sanderson advised that a letter of interest was received from Doug Sheehan for re-appointment.
  - ii. **MOTION by Justin Hyjek and seconded by George Tucker to re-appoint Doug Sheehan to the Listers’ position. Motion passed unanimously.**
- B. Trustees of Public Funds - 3-year term
- i. **MOTION by Justin Hyjek and seconded by George Tucker to re-appoint Doug Sheehan as Trustee of Public Funds. Motion passed unanimously.**

VIII. **LIQUOR CONTROL BOARD – Outside Consumption Permit**

- A. Brett Sanderson advised that Chief Billings has signed off on them. Brett Sanderson said they will vote as listed below.

<u>Applicant</u>	<u>Business Name</u>	<u>Class</u>
Ballard Hobard Title Holding Corp	American Legion Post 36	1 <sup>st</sup> Class Club License 3 <sup>rd</sup> Class Club License
EOB Tap House LLP	Eight Oh Brew Tap House	1 <sup>st</sup> Class Restaurant/Bar 2 <sup>nd</sup> Class License 3 <sup>rd</sup> Class Restaurant/ Bar
Aminah & Rayhan		2 <sup>nd</sup> Class License Tobacco Permit Tobacco License

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Proud Bear LLC		1 <sup>st</sup> Class Restaurant/Bar Outside Consumption Permit
KMS Inc.	The Hatchery	1 <sup>st</sup> Class Restaurant/Bar 3 <sup>rd</sup> Class Restaurant/ Bar
Twelve Thirty Four, LLC	MOJO Café	1 <sup>st</sup> Class Restaurant/Bar 3 <sup>rd</sup> Class Restaurant/Bar Outside Consumption Permit
Brewfest Beverage Company, LLC		2 <sup>nd</sup> Class License Tobacco License
Vermont Irish Pub LLC	The Killarney	1 <sup>st</sup> Class Restaurant/Bar 3 <sup>rd</sup> Class Restaurant/Bar Outside Consumption Permit Outside Consumption Permit
Johnny's Kitchen LLP	Johnny's Kitchen LLP	1 <sup>st</sup> Class Restaurant/Bar 3 <sup>rd</sup> Class Restaurant/Bar Outside Consumption Permit
Brockton Corporation		2 <sup>nd</sup> Class License Tobacco
Twelve Thirty Four, LLC Stuart, Leslie Pearson 46 Depot Street Annex, LLC	MOJO Café The Wine and Cheese Depot Stemwinder	2 <sup>nd</sup> Class License 1 <sup>st</sup> Class Restaurant/Bar
Goodman's American Pie Rose Douglas and Ann O&V Restaurant LLC	Rose Douglas and Ann D.J's Restaurant	1 <sup>st</sup> Class Restaurant/Bar 2 <sup>nd</sup> Class License 1 <sup>st</sup> Class Restaurant/Bar 3 <sup>rd</sup> Class Restaurant/Bar
Calcutta's, LLC		1 <sup>st</sup> Class Restaurant/Bar 3 <sup>rd</sup> Class Restaurant/Bar Outside Consumption Permit Tobacco
Off the Rails		1 <sup>st</sup> Class Restaurant/Bar 3 <sup>rd</sup> Class Restaurant/Bar Outside Consumption Tobacco Permit
Fox Run Golf Club Homestyle Hostel		Tobacco Outside Consumption Permit 1st Class Hotel License 3 <sup>rd</sup> Class Hotel License
Homestyle Hotel		Outside Consumption Permit 1 <sup>st</sup> Class Restaurant/Bar

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Okemo Mountain Food and Beverage	EPIC	3 <sup>rd</sup> Class Restaurant/Bar Outside Consumption Permit
	Sitting Bull Lounge-Base Lodge	1 <sup>st</sup> Class Restaurant/Bar 3 <sup>rd</sup> Class Restaurant/Bar Outside Consumption Permit
	Smoky Joe's Grill	1 <sup>st</sup> Class Restaurant/Bar 3 <sup>rd</sup> Class Restaurant/Bar Outside Consumption Permit
	Sky Bar	1 <sup>st</sup> Class Restaurant/Bar 3 <sup>rd</sup> Class Restaurant/Bar Outside Consumption Permit
	Jackson Gore Inn	1 <sup>st</sup> Class Restaurant/Bar 3 <sup>rd</sup> Class Restaurant/Bar Outside Consumption Permit
	Corner Store at Jackson Gore	1 <sup>st</sup> Class Restaurant/Bar 3 <sup>rd</sup> Class Restaurant/Bar Outside Consumption Permit

- B. **MOTION by George Tucker, Jr. and seconded by Noah Schmidt to approve all liquor licenses as presented.**
- C. Justin Hyjek recused himself
- D. **Motion passed unanimously.**

IX. **REVIEW AND CONSIDER ELEVATION PROJECT FUNDING**

- A. Brendan McNamara said this item has been pushed further down the road. We received a grant for \$500,000, to help us fund Flood Elevation Projects where there was substantial damage. The state has to approve the project and we currently have 2 projects that were submitted to VT EMS for review. But, Montpelier and the Federal government are not stable. We have the money, but other things in Montpelier took precedence. We do not have an approved project. We have to expend the funds by the end of 2026. Hopefully we will hear more within a week
- B. Noah Schmidt asked if there are any other properties that may want this.
- C. Brendan McNamara said not to his knowledge. He said that some other places chose buy-outs.
- D. Eric Alden asked if the funds could be used for lifting projects or mechanicals
- E. Brendan McNamara said it has to be the entire property.

X. **CONSIDER APPROVAL OF TOWN ANNUAL HIGHWAY FINANCIAL PLAN**

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- A. Brendan McNamara said the next 2 agenda items are the annual state highway. He said that the total is \$111,974.84 of Class 2 and Class 3 roads
  - B. **MOTION by George Tucker, Jr. and seconded by Justin Hyjek to approve the Annual Financial Plan for Town Highways as presented. Motion passed unanimously.**

XI. **REVIEW AND SIGN CERTIFICATION OF COMPLIANCE – TOWN ROAD AND BRIDGE STANDARDS**

- A. Brendan McNamara said the next item is the Certification of Compliance for Town Road and Bridge Standards and Network Inventory. We are adopting State standards
- B. **MOTION by George Tucker, Jr. and seconded by Justin Hyjek to approve sign the Certificate of Compliance for Town Road and Bridge Standards and Network Inventory. Motion passed unanimously.**

XII. **REVIEW & AMEND EMPLOYEE HEALTH SAFETY POLICY RECOMMENDED BY VLCT**

- A. Brendan McNamara said they found this while applying for a grant for safety equipment. Section 2A was added.  
All operators of sidewalk tractors are required to wear seat/safety belts at all times while operating the equipment, regardless of the distance traveled or the task being performed
- B. **MOTION by Justin Hyjek and seconded by George Tucker, Jr. to approve section 2A as presented. Motion passed unanimously.**

XIII. **SHORT TERM RENTAL DISCUSSION REGARDING PLANNING COMMISSION STUDY/FINDINGS**

- A. Terry Carter said that the Select Board had a meeting and tasked the Planning Commission to come back with new recommendations. There was no motion taken at the Trustees' meeting. She said the Planning Commission provided a chart with the list of towns. She said that West Windsor passed the ordinance. She said that we need 30 days to warn a public hearing for an ordinance and another 40 days for petitions against it. She said the Planning Commission redid the chart. Noise restrictions are hard to enforce. She said that fees would be based on unit based. Permits would be required for any unit rented for at least one day. She said the earliest we could have a public hearing would be June and the Trustees would have to agree.
- B. Brett Sanderson said it would be better to hold off on the draft until we (Select Board and Trustees) agree.
- C. Noah Schmidt said this has been kicked down the road long enough. The purpose is for public safety. He said that insurance is not required for any other business in town.
- D. Terry Carter said the Planning Commission members wanted it.
- E. Justin Hyjek asked Chief Whalen about units with less than 8 occupancy self-certifying. He said with 1,000+ STRs in town. How many would have occupancies over 8.
- F. Chief Whalen said about 800. He said that it is imperative and feasible. He will review the Fire/Safety end of it. There are a lot of units out there. He said it will take time to do the inspections. And at this time, we don't have an MOU with the State for me to do inspections.

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- We can get it. He said the question with self-certifying is “who’s being truthful.” and how do we get into places. He will work with the plc.
- G. Noah Schmidt said he would like Chief Whalen to get the certification MOU with the state. We need to start with bare bones and flesh out a 3rd party vendor. It would benefit the town.
- H. Chief Whalen said that the fire codes are the same for all rentals.
- I. George Tucker, Jr. said we need to have all things “fleshed out” and consider all options.
- J. Justin Hyjek said we can flesh it out in public forum and have the Planning Commission look toward moving forward.
- K. Brendan McNamara said that a public forum is not a public hearing. When we present an ordinance, we must follow state statutes.
- L. Noah Schmidt asked if the fees need to be in the ordinance
- M. Brendan McNamara said yes
- N. George Tucker, Jr. said he wants everything to be considered before they hold a public hearing.
- O. Brendan McNamara agreed. He said we need to be ready and consider how this would be enforced. We need to think, who, how and what to do in case of issues. He said we slowed the process on the Town and Village merger because there were a lot of things going on and we wanted to make sure every box was checked. This is the same. He said enacting an ordinance is one thing, but operations is another thing.
- P. Justin Hyjek said let’s set a path forward tonight with the Planning Commission, Fire Chief and a MOU with the State
- Q. Noah Schmidt asked if it is realistic for Chief Whalen to take on inspections.
- R. Chief Whalen said he will do whatever the board says. He is also the Chief of the Ambulance and his docket is full. He said this is all about life safety and he still does some inspections with the fire Marshall and we usually find some issues. We will get it done, but will need help. We will come up with solutions. He said that the Fire Marshal should already have done some inspections. Partnership with the Fire Marshall is imperative. He said he would love with the creation of this. And help make sure it’s attainable.
- S. Noah Schmidt said we need to identify a partner first. Then we need to give the Planning Commission the next steps. Meet with Chief Whalen. Get a budget together.
- T. Justin Hyjek said he would facilitate a conversation between Granicus and the plc.
- U. Terry Carter said the Planning Commission has questions for the Select Board about a fee structure. She would like to put this on the May agendas for the Select Board and Trustees. She said this has all been vetted by the state and we just need to plug in particulars for Ludlow.
- V. Justin Hyjek said that on company recommended that the permit fee be one night stay average rate.
- W. Terry Carter added that the Homestead rate be lower. There are 300 Homesteaders.
- X. George Tucker, Jr. said without a known cost, we can’t set fees. The program should pay for itself. We can’t set fees without a budget. We will need staff to help and the MOU with the State.
- Y. Ryan Silvestri said this is an opportunity to bolster the full time Fire Department staff. That is an important aspect to calculate into our costs.
- Z. George Tucker, Jr. asked how often units would be inspected.
- AA. Ryan Silvestri said the new fire department person would not just do inspections, but also be a fireman.
- BB. Terry Carter said that the Select Board writes the ordinances, but she would help.
- CC. Noah Schmidt said Chief Whalen can give us guidance.
- DD. Justin Hyjek said he would contact Granicus.
- EE. Terry Carter said that Chester hired Granicus, but that Granicus did not hire someone and they let Granicus go.

- FF. Eric Alden said most folks would expect to pay fees. He said that insurance is not required in other places and having insurance does not make the place safer.
- GG. Justin Hyjek said he is apprehensive about requiring insurance. He added that he does carry insurance on his businesses.
- HH. Noah Schmidt said that Trailside was not inspected.

XIV. **DEPARTMENT HEAD REPORTS**

- A. Bruce Schmidt said that Department Head Reports are in
- B. Noah Schmidt asked if department head reports could be sent in PDF format.
- C. Brendan McNamara said yes.

XV. **MUNICIPAL MANAGER UPDATES**

- A. Annual Meeting - Brendan McNamara thanked everyone for coming and voting and staff for all they do.
- B. Local Options Tax - goes into effect July 1, 2025. We will receive quarterly payments and should receive the first one in mid-October
- C. Town and Village Merger
  - i. Time line will be available. We are looking for a vote in August.
  - ii. 1st Public Meeting - May 20, 2025
- D. Paving - Fuller will begin paving on April 15th. The waterline locations have been marked. There will be a project officer and a field office. Hopefully this will be done mid-June. The traffic light and Vail bridge will be boxed out. This will be done correctly.
- E. Little League Field - RFPs have gone out and site visits are on Wednesday. This will be for flood debris, fencing and land reclamation. We may leave some structures. It will be seeded.
- F. BRIC Program
  - i. This program was terminated at the Federal Level. A lot of time and energy was put into this. It was for flood mitigation. The funding for 18 Mill Street is dead. It was multi-million dollar projects
  - ii. George Tucker, Jr. asked if there are any small things we can do.
  - iii. Noah Schmidt said the biggest thing was excavation.
  - iv. Brendan McNamara said engineering.
  - v. Noah Schmidt asked about costs - the value of material for the contractors.
  - vi. Brendan McNamara said we only found out about this today, and will review it.
- G. Welcome Jeff Warfle as Chief of Police.

XVI. **OTHER BUSINESS**

- A. Brendan McNamara said that at a previous meeting, this board assigned Noah Schmidt as liaison to the plc. He said this is a huge piece. What are we looking to do? What are the next big things we want to do? The Local Options tax and Merger are underway. We have positive momentum. We need to continue conversations with all boards and departments and have standing updates.
- B. Noah Schmidt said the Planning Commission has not been getting a lot of direction from the Select Board or Trustees.
- C. Terry Carter said the Planning Commission is looking for guidance.

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- D. Noah Schmidt said he has gone through the town plan. He said that there are goals in the plan for
- Housing - promoting projects, NDA
  - Tax incentives for Long Term rentals
  - Village Revitalization, Master Plan, crosswalks
  - Paving
- E. He said we do a lot of maintenance, but need to think about the bigger picture and give the Planning Commission resources. WE need to look at a capital needs assessment, the Municipal Safety building, Village Plan and paving projects. What is next? Possibly set up separate committees.
- F. Ryan Silvestri said a big thing is we need a full time Planner/Economic Development Coordinator. He said the Planning and Zoning Office gives procedures, but we need someone to help with the project. He said this type of professional is a \$100,000/year position. The Planning Commission members are laymen, not engineers or urban planners. That is a huge piece of what we are missing. This would navigate with the Planning Commission, Trustees and Select Board.
- G. Justin Hyjek said that both boards have discussed this.
- H. Jean Strong said the town needs a planner.
- I. George Tucker, Jr. said we discussed planner and a grant writer positions and went with the grant writer. Now, maybe the planner is the next step.
- J. Justin Hyjek said we have a great Planning Commission and Regional plc.
- K. Eric Alden said there needs to be a vision. Ludlow has aging residents and the young people are not staying. Ludlow is losing its population. Where is the town going? The business district is tired and needs to be revamped. You should reach out to new businesses. He volunteered to help.

XVII. **POSSIBLE AGENDA ITEMS FOR NEXT MEETING (MAY 5, 2025)**

- A. Short Term Rentals
- B. Phil Carter Tree update
- C. Traffic Studies - review crosswalks

XVIII. **SIGN WARRANT ORDERS**

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

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

- A. Brett Sanderson advised that an Executive Session is needed
- B. **MOTION by George Tucker, Jr. and seconded by Justin Hyjek to enter into Executive Session for Contracts. Motion passed unanimously.**
- C. Board entered into Executive Session at 7:46 p.m.
- D. **MOTION by Scott Baitz and seconded by Noah Schmidt to exit Executive Session. Motion passed unanimously.**
- E. Board exited Executive Session at 8:35 p.m.

XX. **ADJOURN**

- A. **MOTION by Justin Hyjek and seconded by Scott Baitz to adjourn. Motion passed unanimously.**
- B. Meeting adjourned at 8:37 p.m.

Respectfully submitted,

Lisha Klaiber

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Brett Sanderson, Chairman

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Noah Schmidt

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Scott Baitz

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George Tucker, Jr.

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Justin Hyjek