

VILLAGE BOARD OF TRUSTEES

REGULAR MEETING

TUESDAY, JANUARY 2, 2024

6:00 PM

HEALD AUDITORIUM

AGENDA

Village Trustees Meeting - January 2, 2024 Zoom Link

Meeting ID: 984 2249 8745

Passcode: 045593

One tap mobile

+13126266799, 98422498745 #,,,*045593# US (Chicago)

+16469313860, 98422498745 #,,,*045593# US

Dial by your location

<https://zoom.us/j/98422498745>

1. Call to Order:
2. Consideration of any Changes, Additions or Removal to the Agenda:
 1. Approve Minutes from Previous Meeting(s):
 - a. December 5, 2023 Regular Meeting
 2. Comments from Citizens:
 3. FEMA Update:
 4. Allocation Review & Possibly Approve:
 - a. Rate Reduction due to Flood- Motel & Home- 112 Route 103 South.
 - b. Remove 2- bedroom allocation- to go from a 5 bedroom to 3- bedroom lot.
5. Department Head Report(s): (Will be handed out at time of meeting)
6. Aged Receivables Report:

7. Other Business:

8. Municipal Manager Updates:

9. Set Date for Next Meeting: (February 6, 2024)

10. Sign Warrant Orders:

11. Possible Executive Session/Personnel/Contracts:

12. Adjourn:

PRELIMINARY MINUTES

**VILLAGE OF LUDLOW
BOARD OF TRUSTEES**

REGULAR MEETING

**TUESDAY, December 5, 2023
6:00 PM**

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TRUSTEES PRESENT:

Bob Brandt, Chairman

Justin Hyjek

Earl Washburn

STAFF:

Brendan McNamara

1. Call to Order

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

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

A. Brendan McNamara advised that no changes are needed.

3. Approve Minutes from Previous Meetings

A. Justin Hyjek advised the minutes to be approved are from the regular meeting November 7, 2023.

B. Bob Brandt noted that Item 14A should read “Brendan McNamara said an Executive...”

C. **MOTION by Justin Hyjek and seconded by Earl Washburn to approve minutes from the regular meeting of November 7, 2023 as corrected. Motion passed unanimously.**

4. **Comments from Citizens**

A. There were none.

5. **FEMA UPDATE**

A. Brendan McNamara said they are about ready to start recouping the costs for infrastructure and other repairs. He said the Waste Water Treatment plant is working at 100% capacity. We will be looking at how to proceed. The engineer is working with VT Clean Water and Aldrich and Elliott. What options are there for mitigation. He said the towns of Johnson and Hardwick also got hit hard and the State supports moving the plants. That is not an option for Ludlow. We have to find out what FEMA and the State will require. This will be a 1 to 3 year project. We put in a temporary fence and new generator. It all hinges on FEMA. He said that we expect to start seeing some funds in 60 to 90 days.

6. **Allocation Review & Possibly Approve**

- A. Mr. Darcy's - 31 Route 103 South – Additional 50 seat allocation for proposed deck.
- i. Brendan McNamara said that Darcy's has decided to proceed with reopening. The DRB needs to have the allocation approval prior to issuing a permit. He said this is in addition to the existing 80 seats.
 - ii. **MOTION by Justin Hyjek and seconded by Earl Washburn to approve the request from Mr. Darcy's for additional 50 seat allocation for proposed deck. Motion passed unanimously.**

7. **Local Options Tax Discussion**

- A. Brendan McNamara advised that at their meeting last night, the Select Board approved moving forward to continuing this discussion at their January meeting. It would increase town revenue flow. He said there are a lot of large projects coming and the town would take a significant hit on them. They discussed a joint Select Board/Trustees meeting in January. There is no need to rush this to a town vote. We would have public input and look toward warning a town vote in late summer. We would possibly discuss this with the merger process. It is something we should consider.
- B. Justin Hyjek asked if we would need to have a charter application for a Local Options tax.
- C. Brendan McNamara said he doesn't think so.
- D. Justin Hyjek said it would be a stretch to get this on the agenda for Town meeting. We need to get public input and have some real discussions. We need to tell the voters about the large projects that will be coming and rather than bond, or raise taxes, this would give the town another source of funds. We need to look at all of our options.
- E. Brendan McNamara said the new grader is \$313,000. If we had the Local Options tax, we could use that money to put toward the grader. He said that he and Ulla Cook discussed this today and will be getting a note for the grader.
- F. Justin Hyjek said we owe it to the citizens and town to explore the Local Options tax rather than raise taxes.

8. **Department Head Reports**

A. Brendan McNamara said that the departments are in.

9. **Aged Receivables Report:**

- A. Brendan McNamara said that some notices did go out with a 30 day deadline for possible discontinuation of service. He said that people have paid, some set up payment plans and some people are not following through. They have been given a time line until service will get cut off. He said he has had conversations with some people. There may be some disconnects. We are doing our best to work with people.
- B. Bob Brandt said that some of the bills are over 120 days old and some even more. Some are quite old.
- C. Brendan McNamara said they are the repeaters.
- D. Justin Hyjek said that the list has gone down from 8 to 9 pages to only a few. He said that no one wants to turn water off.

10. **Other Business**

A. Website

- i. Justin Hyjek asked if the Village is contributing to this
- ii. Brendan McNamara said he is not sure. He said that the subscription to the current host comes up in January and we are working to finalize bids for a new company. Our goal is to have the new site up and running by the time the current subscription runs out.
- iii. Justin Hyjek said that the Village does not control many of the departments, but should still chip in. He said the Recreation Department has its own website and asked if there was a possibility to merge it into the town's website and streamline them.
- iv. Brendan McNamara said that he has seen demos from other vendors. One company does the website for Essex that is very easy to navigate and Cavendish has a similar one.
- v. Justin Hyjek suggested that we set up a community fund for donations to the town.

B. Kesman Park

- i. Justin Hyjek asked about winter maintenance at Kesman Park.
- ii. Brendan McNamara said the highway department said it could be done, but would be difficult with how much it would have to be treated. Also, that is where they blow the snow.
- iii. Bob Brandt said the salt would destroy the concrete bricks
- iv. Brendan McNamara said Kevin MacPherson is also concerned about the bricks.

C. Budget Meetings

- i. Justin Hyjek asked when they will start the budget meetings.
- ii. Earl Washburn said they do most of the work at regular meetings
- iii. Brendan McNamara said he will have a draft at the January meeting.

D. Planning Commission Public Hearing

- i. Bob Brandt advised that Terry Carter has requested that the Trustees warn a public hearing for changes to the Village Zoning regulations on January 22nd or January 29th.
- ii. Justin Hyjek said he is okay with the 22nd.
- iii. Brendan McNamara said he will check in with Terry Carter about the 22nd.

E. Corner of Pleasant and Andover Streets

- i. Justin Hyjek said that recently a freight truck tipped over the Jersey barrier at the corner of Andover and Pleasant Streets. Justin Hyjek said when he was there, he noticed we do have a sign on Pleasant Street and asked if we can put one on Andover Street something like "NO TURN SUBJECT TO FINES"
- ii. Brendan McNamara said he will check into that.

11. **Municipal Manager Updates:**

A. **Short Term Rentals**

- i. Brendan McNamara advised that the Select Board will be holding a meeting on December 19 on short term rentals at 6:00 p.m. The Vermont Short Term Rental Alliance will be there.

B. **Holiday Party**

- i. Brendan McNamara advised that the Holiday Party will be held on December 13th at DJs.

C. **Town-wide Alert System**

- i. Brendan McNamara advised that the Select Board approved the town wide alert system last night.
ii. Justin Hyjek asked if the Village is chipping in.
iii. Brendan McNamara said no..

12. **Set Date for Next Meeting**

- A. Next regular meeting will be on January 4, 2024 at 6:00 p.m.

13. **Sign Warrant Orders**

- A. Justin Hyjek said Warrant orders have been signed.

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

- A. Bob Brandt said that an Executive Session is not needed.

15. **Adjourn**

- A. **MOTION to adjourn by Earl Washburn and seconded by Justin Hyjek. Motion passed unanimously.**
B. Meeting adjourned at 6:26 p.m.

Respectfully submitted,
Lisha Klaiber

Bob Brandt, Chairman of Trustees

Earl Washburn, Vice Chair

Justin Hyjek

RECEIVED

DEC 18 2023

MUNICIPAL OFFICE



Dec. 18, 2023

Ludlow Village Water/Wastewater Dept.
Box 359
Ludlow, VT 05149

Re: 141056, 141142 request for relief

Esteemed ladies and gentlemen:

Our home and business were damaged by flooding on July 10, 2023. Neither structure has used much water nor flushed many toilets since. I am asking for a reduction in fees due from us for the current billing period (July 1, 2023-Dec. 31, 2023).

Presently the water service to the house is shut off at the valve in the crawl space. If it hasn't already been done, Joe and the crew should close the curb stop. Our home is unheated.

The "motel" connection serves the second floor apartment where Donna and I await a FEMA buy-out. Driven off by flooding, we couldn't move back onto the property until early November. The apartment unit features one bedroom (the other bedroom is office space), one full bathroom, and a kitchen with a sink. Please do not turn off that water.

Please adjust future billing to address the facts that we do not expect to re-open our business anytime soon and only plan to live in the apartment until the buy-out goes through, which could be as late as Apr. 1, 2024, or later.

Sincerely,

Glenn Heitsmith

112 Route 103 S.
Ludlow, VT 05149
(802) 417-7670
timberinn@tds.net

RECEIVED

DEC 20 2023

MUNICIPAL OFFICE

Town of Ludlow Water Commission Board
PO Box 359
Ludlow, VT 05149

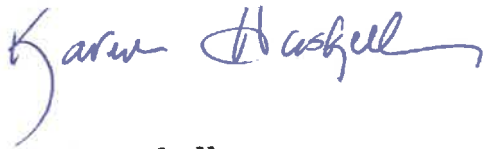
14 December 2023

To Whom It May Concern:

I recently received a water/wastewater invoice for my property at 81 High Street, Ludlow, Lot #2. The property has an approved allocation for 5 bedrooms. I would like to relinquish the allocation for 2 bedrooms, bringing my allocation to 3 bedrooms.

Thank you for your attention to this matter.

Sincerely,

A handwritten signature in blue ink that reads "Karen Haskell". The signature is fluid and cursive, with a large initial "K" and a long, sweeping underline.

Karen Haskell
PO Box 963
Charlestown NH 03603
603-826-0197