

***PRELIMINARY MINUTES***

**VILLAGE OF LUDLOW  
BOARD OF TRUSTEES**

**REGULAR MEETING**

**TUESDAY, MAY 7, 2024**

**6:00 PM**

**HEALD AUDITORIUM**

**Village Trustees Meeting – 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>**

**TRUSTEES PRESENT:**

Bob Brandt, Chairman

Julie Nicoll

**TRUSTEES ABSENT:**

Justin Hyjek

**STAFF:**

Brendan McNamara

**OTHERS PRESENT:**

Scott Baitz

Patty Greenwood

Bruce Schmidt

Terry Carter

**AGENDA**

1. Call to Order

- A. Bob Brandt called the meeting to order at 6:00 p.m. He led with the Pledge of Allegiance.

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

- A. Brendan McNamara said they would need to add Agenda Item 13B – Consideration of Public Hearing for the Village of Ludlow Zoning and Flood Hazard Regulations for the June 4, 2024 Trustees' Meeting.
- B. General consensus of board to add this item.

3. Approve Minutes from Previous Meeting

- A. Bob Brandt noted that on page 3, Item 6A(ii) – Motion was made by Justin Hyjek and seconded by Julie Nicoll.
- B. **MOTION by Bob Brandt and seconded by Julie Nicoll to approve the minutes from the regular meeting on April 2, 2024 as corrected. Motion passed unanimously.**

4. Comments from Citizens

- A. There were none

5. Allocation Review and Possibly Approve

- A. 6 Andover Street - Seeking to change of use
  - i. Brendan McNamara advised that a request for a change of use from shops to a 32 seat restaurant that will serve 2 meals per day. There is no change in the allocation.
  - ii. **MOTION by Bob Brandt and seconded by Julie Nicoll to approve the change of use from shops to a 32-seat restaurant that will serve 2 meals per day. Motion passed unanimously.**
- B. 35 High Street - 1 additional bedroom for total of 4 bedrooms
  - i. Brendan McNamara advised that a request for a change in allocation from 3 bedrooms to 4 bedrooms. The owner is renovating and changing a space into a bedroom.
  - ii. **MOTION by Bob Brandt and seconded by Julie Nicoll to increase the sewer allocation from 3 to 4 bedrooms. Motion passed unanimously.**

6. Department Head Reports

- A. Sewer Department
  - i. Brendan McNamara noted that there will be a site visit with FEMA in 2 weeks. He said that FEMA has changed its leadership structure within the last 3 weeks. He said that information previously submitted was not as detailed as the new Project Manager would like.

7. Okemo Seasonal Update

- A. Bruce Schmidt that he gave an update on the upcoming season in the fall. He started by thanking the Trustees, Town Manager and town employees for their cooperation and assistance. He said that this was the 67<sup>th</sup> season for Okemo. We opened on November 17<sup>th</sup> with 42% of the trails open. Due to the weather conditions, we did not have 100% of the trails open until February 8<sup>th</sup>. With the snows in March and April, we finished strong. We had 133 inches of snow, the average is 150 in. The snowmaking team and the entire team did a great job. He said that the parking team managed well and there were no issues. He thanked the town for the use of the Blue Lot. He has had conversations with Chief Billings there were no major issues. He said that Chief Kolenda did the annual walk-through of the Jackson Gore Inn and there is now a more formal operations process with the Fire Department. He said that Okemo owns the fire hydrants on Lower Cross Road and there is a procedure on how to get water to the low pressure hydrants. He said that some of our people already knew the process. He said the Ambulance Service has been a strong partner. There was only one time when they needed to call mutual aid and that was not on the Mountain. Some of the Okemo staff drives the ambulances. The Ambulance Service also helps with training the Okemo staff. Next Wednesday, there will be a training session for No Touch CPR. He then gave a summary of upcoming events:
- i. They are partnering with Divided Sky for a 5K run on Saturday, May 18<sup>th</sup>.
  - ii. Friday, June 28, the summer concerts series begins and will run through Labor Day.
  - iii. Friday, July 5<sup>th</sup> will be the Fireworks from the Sugar House and the base area can be used for food
  - iv. Saturday, August 3, Tap Taste
  - v. They will have Fall into Winter on Indigenous People’s Day activity Sunday, October 13<sup>th</sup>
- B. He said that Okemo has 6 weddings scheduled for the summer and another 11 groups of blocked rooms. He said that is also good for the community as the visitors will probably also visit the downtown businesses.
- C. Summer Operations
- i. They will open on June 15, 2024 for summer operations. They do not have any major projects planned.
  - ii. Small Carpet lift will be moved
  - iii. painting
  - iv. lift maintenance
  - v. pump repairs
- D. He said that next year, they will introduce My Epic Gear subscriptions. This is for loan and use of ski equipment. This is an alternate to ownership. There will be limited memberships available at the Clock Tower and Jackson Gore bases.
- E. He thanked Brendan McNamara, Ron Tarbell, Stephanie Grover and all of the town department heads.
- F. Bob Brandt thanked Bruce Schmidt for coming in and giving the board this update. He said they appreciate Okemo’s work with the town and village.
- G. Brendan McNamara thanked Bruce Schmidt for the strong relationship between the Town, Village and Okemo. He said that John Neal and he have fluid conversations and this takes the pressure off and keeps problems off the table. He added that the partnership between the Ludlow Ambulance Service and the Okemo Ski Patrol is a big asset to the town.
- H. Bruce Schmidt said his door is always open.

8. Pedestrian Friendly Initiative

- A. Brendan McNamara advised that Justin Hyjek talked to him about this as a focus for the summer. Suggested things to look at:
- i. Repainting the crosswalks before Memorial Day Weekend is planned.
  - ii. Looking at the crosswalks in high traffic areas and reassessing the sidewalks and crosswalks.
  - iii. Utilization of the MOOVER service and more user friendly stop locations .
  - iv. Look at the pull-off across from the Pleasant Street Extension Bridge
  - v. Possibly form a Pedestrian Improvement Committee
  - vi. Using some of the ARPA funds for sidewalks and crosswalks
- B. Patty Greenwood said that at the meeting on February 7, 2023 the following comments were made:
- She that the sidewalks on Main Street and the crosswalks are difficult, notably by Shaw’s, Shell and Mojors. She asked that these be addressed.
  - David Rose said maybe they could be painted twice a year – spring and fall.
  - Ron Tarbell said when Main Street is paved; he will press the state on the crosswalks. We can’t do the work in-house.
- She asked when the street will be paved.
- C. Brendan McNamara said that they will paint the crosswalks, but when the road is paved, the bricks will be removed and they will be “normal” crosswalks.
- D. Patty Greenwood asked when the road will be paved.
- E. Brendan McNamara said it is scheduled to be paved (by the State) in 2025, but may be pushed off.
- F. Scott Baitz said the crosswalk signs by the Loft flash and are easy to see.
- G. Bob Brandt said that he has seen them in other towns.
- H. Brendan McNamara said they would be useful in the village, particularly by Shaw’s and the Shell Station.
- I. Patty Greenwood said that many crosswalk signs are put right on the curb, but ours are closer to the sidewalks. Can ours be moved closer to the curbs.
- J. Brendan McNamara said he doesn’t have the regulations with him and will explore this before we start to work. We also don’t want to make plowing any more difficult.

9. Town and Village Merger Process

- A. Brendan McNamara advised that at their meeting last night, the Select Board asked for a joint meeting with the Trustees to start discussions about a Town and Village merger. They want to have a specific, independent meeting for it to provide facts and answer questions.
- B. There was a consensus among board members to agree.
- C. Bob Brandt asked Brendan McNamara to set the meeting.

10. Aged Receivables

- A. Brendan McNamara advised that they are moving in the right direction and some of the past due accounts are now current. We may have to take a hard line with some of the others. We are doing very well.

- B. Bob Brandt said it looks good.

11. Annual Review and Possible Increase of Service Rates

- A. Brendan McNamara said that they had increased the rates by 5% last year and that the Water Commissioners had voted tonight to raise their rates by 5% this year. He said that he is comfortable with a 5% increase and explained that the boards have to plan for future capital funds. He said we are conscious of the climate, with state property tax increases and other increasing costs. He said that they have had water line leaks and one recently went into the wastewater line.
- B. Bob Brandt said that they try to go with the least possible increase, but they do have to increase to plan for infrastructure repairs.
- C. Brendan McNamara said that the infrastructure is aging and even with a 5% increase, we are just covering the cost of potential repairs. We have to have the funds to provide the services.
- D. **MOTION by Julie Nicoll and seconded by Bob Brandt to increase the wastewater rates by 5% effective July 1, 2024. Motion passed unanimously.**

12. Use of Paving Funds from FY2024

- A. Brendan McNamara advised that this not necessarily an issue now as we are in line for a Class 2 paving grant. We should know definitely mid-month. The work is being done and has to be done. We will use the paving funds even if there is no grant. They also have to do the culvert at the bottom of the hill, across Pond Street and will do the topcoat in the fall.
- B. Bob Brandt agreed that they can't do just part of the road.
- C. General consensus to use the funds from last year.

13. Other Business

- A. None other than 13B
- B. **PUBLIC HEARING FOR VILLAGE ZONING AND FLOOD HAZARD REGULATIONS**
  - i. Brendan McNamara advised that they will have a public hearing for updates to the regulations on June 4, 2024 starting at 5:30 p.m. This time will be specifically for the public hearing.
  - ii. Terry Carter said that if there are any changes to be made they must be made at the Public Hearing.

14. Municipal Manager Updates

- A. Little League
  - i. Brendan McNamara advised that opening day for the Little League at Dorsey Park was a big success.

- B. Green Up Day
    - i. Brendan McNamara said this past weekend was Green Up Day and it was a tremendous success. They picked up 6,400 lbs. of trash. He thanked all of the volunteers.
  - C. Waterline Leaks
    - i. Brendan McNamara advised that in the last 2 weeks, we have had 3 leaks – in front of DJ’s, Pleasant Street, and Pine Hill the line that goes through Sam’s parking lot. He said that one was a stress crack and the line should go down and up Freedom Hill.
  - D. Wastewater Department
    - i. Brendan McNamara said that the crew has started cleaning out catch basins and culverts. He said that we are focusing on some smaller things – which we didn’t have time to get to due to the floods last summer.
  - E. New Fire Chief
    - i. Brendan McNamara said that they had formed a committee to interview and select the new fire chief. The committee chose Ben Whalen. He is currently a fire Marshall and chief of the Chester Fire Department. He will start on June 10<sup>th</sup>, to have some time to spend with Chief Kolenda.
  - F. OnSolve Code Red
    - i. Brendan McNamara advised that the new alert system is live on the website and has a QR code. He said that using public information, the system has the capability to notify people about major issues. Also, people may subscribe and receive other alerts.
    - ii. Bob Brandt said that people may go in and sign up
    - iii. Brendan McNamara said that this is a town wide major alert system.
  - G. Flushing
    - i. Bob Brandt asked about flushing
    - ii. Brendan McNamara said it was done.
15. Set Date for Next Meeting – June 4, 2024
- A. Brendan McNamara said that the Trustees meeting will be immediately following the Public Hearing for the Zoning regulations.
16. Sign Warrant Orders
- A. Warrant orders were signed
17. Possible Executive Session
- A. None needed

18. Adjourn

- A. **MOTION by Julie Nicoll and seconded by Bob Brandt to adjourn. Motion passed unanimously.**
- B. Meeting adjourned at 6:36 p.m.

Respectfully submitted,  
Lisha Klaiber

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Bob Brandt, Chairman of Trustees

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Julie Nicoll

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Justin Hyjek, Vice Chair