

***PRELIMINARY MINUTES***

**VILLAGE OF LUDLOW  
BOARD OF TRUSTEES**

**REGULAR MEETING**

**TUESDAY, DECEMBER 3, 2024**

**6:00 PM**

**HOWARD BARTON, JR. CONFERENCE ROOM**

**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:**

Eric Alden

Logan Nicoll

**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. He then asked for a moment of silence for George Tucker, Sr.
  
2. Consideration of any Changes, Additions or Removals to the Agenda
  - A. Brendan McNamara said no change is needed.

3. Approve Minutes from Previous Meeting

- A. Bob Brandt noted that the minutes to be approved are from November 5, 2024 and the Special Meeting on November 19, 2024.
- B. **MOTION by Julie Nicoll and seconded by Bob Brandt to approve the minutes from the regular meeting on November 5, 2024 and the Special Meeting on November 19, 2024 as presented. Motion passed unanimously.**

4. Comments from Citizens

- A. There were none.

5. Department Head Reports

- A. Bob Brandt said the reports look good.
- B. Brendan McNamara said they are operating as they should. He said that the crews worked 16 hours due to the snow on Thursday. The only things they forgot were the crosswalk signs. They have since been removed and stored away/

6. Aged Receivables

- A. Brendan McNamara advised that they are doing well

7. Allocation Review and Possibly Approve

- A. 8 Andover Street – Applicant would like to combine an apartment with grange to make 4-bedroom, 2 ½ bath allocation and hook on to water and sewer.
  - i. **MOTION by Julie Nicoll and seconded by Bob Brandt to approve the request to combine apartment with grange to hook on with a 4-bedroom, 2 ½ bath allocation. Motion passed unanimously.**

8. SS4A Resolution Discussion

- A. Logan Nicoll said that the Regional Planning Commission (MARC) is working on a federal grant for Safe Streets with a Safety Action Plan. The goal is to get to “0” deaths on the roads. This includes vehicles, bikes, pedestrians, etc. They have been working on the plan about one year and the draft will be ready for review in the spring of 2025. The US Department of Transportation wants all towns to sign the resolution. The ultimate goal is to attain “0” deaths by 2040. On November 18, 2024, MARC adopted the resolution. The resolution for you to sign is for the Village of Ludlow, but other than that, the wording is the same. The federal program needs everyone to adopt the resolution to be eligible for up to \$1,000,000,000.00. They will be sending out a survey for people to suggest areas that they feel are dangerous traffic situations.
- B. Bob Brandt suggested the corner of Pond Street by Benson’s.
- C. Brendan McNamara said the whole area there is bad.

- D. Logan Nicoll said to put that on the survey. He added that guard rails are hard to get and Weathersfield wants them for a whole long stretch of road.
- E. Bob Brandt asked if we are just voting on the resolution tonight, with separate vote later on the plan.
- F. Logan Nicoll said that he is not sure as this is a regional project.
- G. **MOTION by Julie Nicoll and seconded by Bob Brandt sign the SS4A Resolution. Motion passed unanimously.**
- H. Document signed by Trustees present.

9. FY26 Budget Discussion

- A. Brendan McNamara said that the Trustees' will receive a draft budget in the next couple of weeks. He said that so far it is pretty straight forward with no big surprises. We will start review within the next 30 days. We are in a good place.
- B. Bob Brandt asked when it needs to be finalized.
- C. Brendan McNamara said early January.

10. Municipal Manager Updates

- A. Snow
  - i. Brendan McNamara said that things went well
- B. Sidewalks
  - i. Brendan McNamara said that he and Ron Tarbell are discussing sections of sidewalks to be repairs in the spring. We will get a contract in place in order to get the work done early.
- C. Paving
  - i. Brendan McNamara said that Fuller has the contract for paving on Route 103 from Village line to Village line. He will meet next week with the State and engineers and discuss concerns about parking cutouts. We will try not to remove spaces, except for those in front of Dunkin Donuts.
- D. Town and Village Merger Charter
  - i. Brendan McNamara said that he emailed out the first draft of the Town Charter and has received some comments. After January 1<sup>st</sup>, the Select Board, Trustees and Water Commissioners will meet for cohesion. Hopefully, we will be able to vote on this at Town Meeting in March. It is not overbearing. He said this draft is a big step in the process.

11. Other Business

- A. The mountain opened last weekend.
- B. Town Holiday Party is Thursday at DJs.

12. Set Date for Next Meeting – January 7, 2025

- A. Next meeting January 7, 2025.

13. Sign Warrant Orders

- A. Warrant orders were signed

14. Possible Executive Session

- A. Brendan McNamara said that an Executive Session is not needed

15. Adjourn

- A. **MOTION by Julie Nicoll and seconded by Bob Brandt to adjourn. Motion passed unanimously.**
- B. Meeting adjourned at 6:18 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