

**PRELIMINARY MINUTES**

**VILLAGE OF LUDLOW  
BOARD OF TRUSTEES**

**REGULAR MEETING**

**TUESDAY, JUNE 7, 2022**

**6:00 PM**

**HOWARD BARTON, JR. CONFERENCE ROOM**

**TRUSTEES PRESENT:**

Earl Washburn, Vice Chair                      Bob Brandt

**TRUSTEES ABSENT:**

David Rose, Chairman

**STAFF:**

Scott Murphy                                      Ron Tarbell

**OTHERS PRESENT:**

Alan Couch                                      Craig Kovalsky                                      Rebecca Prasse

1.     **Call To Order**

A.     Earl Washburn called the regular meeting of the Village Trustees to order at 6:00 p.m.

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

A.     Scott Murphy advised that no changes are needed.

3.     **Approve Minutes from Previous Meetings**

A.     Earl Washburn advised the minutes to be approved are from the regular meeting of May 3, 2022.

B.     Earl Washburn noted that on page 2, item 5(D) (IV), should read that the motion was seconded by David Rose.

C.     **MOTION by Bob Brandt and seconded by Earl Washburn to approve minutes from the regular meeting of May 3, 2022, as amended. Motion passed unanimously.**

4.     **Comments from Citizens**

A.     Alan Couch said that he lives in the Village and was on the Planning Commission for some years. He would like to see the merger of the Select Board and the Trustees, the Town and Village. He said this is a conversation that we should have with more direction. There is a lot of redundancy in services. He suggested increasing the Select Board to 7 or 9 members.

He said that the Planning Commission makes presentations to the Select Board and to the Trustees. This is redundant. It behooves the town to have a serious conversation about this. When the Planning Commission brings suggestions to the Select Board and Trustees, one board agrees, the other doesn't. The town and village have separate Zoning and Flood Hazard Regulations. We should show a common, consolidated front.

- B. Earl Washburn said this came to a town vote in 1960 and in 1980 and it didn't fly either time. He said this is a timely subject.
- C. Scott Murphy said the Select Board said they would be interested in the discussion, but want the Trustees to come to them.
- D. Earl Washburn said it is a struggle to get 3 people for the trustees, 5 for the Select Board and then the School Board. We should keep 5 on the Select Board. He said it is healthy to have people run against each other. We will take this under consideration.

5. **Sewer Allocation Request**

- A. 117 Main Street
  - i. Scott Murphy advised that this is the location for what was the Casbah. It will be a deli/market with 25 seats. It is already hooked on to the sewer system. The allocation will be \$5,187.00. He said that payment of the amount will be upon issuance of the letter from the town.
  - ii. **MOTION by Bob Brandt and seconded by Earl Washburn to approve the request for Keeneland Group for a deli/market with 25 seats for an allocation fee of \$5,187.00. Motion passed unanimously.**

6. **Review Bids and Possibly Approve Paving Contract**

A. Scott Murphy said we received 3 bids and there are 2 projects:

- i. Wilk Paving, Inc. – 330 tons @ \$96.37/ton = \$31,802.10
- ii. Fuller Sand – 404 tons @ \$92.00/ton = \$30,176.00
- iii. Pike Industries – 334 tons @ \$122.00/ton = \$40,748.00

VILLAGE ROADS	Wilk Paving \$96.37/ton	Fuller Sand \$92.00/ton	Pike \$122.00/ton
High Street	\$12,810.00	\$6,832.00	\$17,080.00
Cold Plane	3416 SY @ \$3.75/SY	3416 SY @ \$2.00/SY	3416 SY @ \$5.00/SY
<b>1 ¼" – 1 ½"</b>	<b>Total Tons:</b>	<b>330</b>	<b>328</b>
	<b>Total Paving:</b>	<b>\$44,612.10</b>	<b>\$37,008.00</b>
			<b>\$57,828.00</b>

- B. Scott Murphy said that High Street is part of the Class 2 grant. We received \$52,000 and the low bidder is Fuller at \$37,008 (town portion is \$7,000.) This has to be done by the end of 2023. He said that Fuller won the town bid last night. The project will begin after July 1<sup>st</sup>. Since Fuller will be in the town for its paving, there will not be additional mobilization costs and no other additional costs.
- C. Bob Brandt said that these are separate projects.

- D. **MOTION by Bob Brandt and seconded by Earl Washburn to approve the bid from Fuller Sand and Gravel for the High Street paving for \$37,008.00.**
- E. Ron Tarbell said he would like to see that completed and he doesn't want to see it dug up.
- F. Bob Brandt said the paving would be from Depot Street to the Baptist Church. They will be doing some grinding there to pitch water toward the drains. The High Street water/sewer project won't happen until next year and this will give us a better platform to match up to.
- G. **Motion passed unanimously.**
- H. Scott Murphy said the second project is for Mill and Meadow Streets. Fuller is the low bidder with a quote of \$44,460. We are at the high peak of prices and maybe should push this off until next year.
  - i. Wilk Paving, Inc. – 405 tons @ \$96.37/ton = \$39,029.85
  - ii. Fuller Sand – 404 tons @ \$92.00/ton = \$37,168.00
  - iii. Pike Industries – 414 tons @ \$122.00/ton = \$50,508.00

VILLAGE ROADS	Wilk Paving \$96.37/ton	Fuller Sand \$92.00/ton	Pike \$122.00/ton
Mill Street/Meadow Street	\$13,672.50	\$7,292.00	\$18,230.00
Cold Plane	3646 SY @ \$3.75/SY	3646 SY @ \$2.00/SY	3646 SY @ \$5.00/SY
<b>2" pavement Total Tons:</b>	<b>405</b>	<b>404</b>	<b>414</b>
<b>Total Paving:</b>	<b>\$52,702.35</b>	<b>\$44,460.00</b>	<b>\$68,738.00</b>

- I. Scott Murphy said there is only \$3,000 left in retreatment, plus some of the 3/5 town highway funds. If we do it this year, it would have to be done in June. He added that we can table it and rebid it next year.
- J. Alan Couch said that he lives on Meadow Street and Mill and Meadow Streets are not in bad shape. The water main repair may need attention. He said that pushing it to next year would be fine with him.
- K. Ron Tarbell agreed that Mill and Meadow Streets are not terrible and considering current prices we can put it off.
- L. Scott Murphy said that we have \$18,000 in the budget for next year, plus \$60,000 from the town.
- M. **MOTION by Bob Brandt and seconded by Earl Washburn to table this project until next year.**
- N. Ron Tarbell said that the sidewalk on Mill Street needs to have something done.
- O. Scott Murphy said that it will have more pedestrian traffic next year, when the bridge is done.
- P. **Motion passed unanimously.**

7. **Review Bids and Possibly Approve Contract for Water Backflow Preventer**

- A. Scott Murphy said that we have been working on this for some time. We put it out for bid last year and awarded the contract. The contractor decided not to do the project. We put it out for bid this year and received one bid from Vermont Mechanical for \$8,695.00. He said that Chuck Craig is comfortable with this. He said that hopefully, we can have it done this summer.
- B. **MOTION by Bob Brandt and seconded by Earl Washburn to award the contract to Vermont Mechanical for \$8,695.00. Motion passed unanimously.**

8. **Water and Sewer Mapping Update Contract with Otter Creek Engineering**

- A. Scott Murphy advised that we are asking Otter Creek to update the water/sewer maps. It was last done, by Otter Creek 2 – 3 years ago and we have done several projects since that time. This is for board information only, as we can approve projects up to \$5,000 and this one is \$1,895.00.
- B. There was board consensus to proceed with the Water/Sewer mapping by Otter Creek.

9. **Clarification of Personnel Policy Language**

- A. Scott Murphy noted that there is some ambiguity in the wording about vacation time. We discussed this at your last meeting. There was question between “accrued” and “awarded.” We discussed this with the Select Board and Trustees as to what was the intent. The intent was to award vacation time. When a person starts, they don’t get vacation time until their first anniversary, at which time they will be awarded vacation time. This would conform to other wording in the policy manual.
- B. **MOTION by Bob Brandt and seconded by Earl Washburn to approve the wording as amended. Motion passed unanimously.**

10. **Other Business**

- A. **High School Sewer Line**
  - i. Scott Murphy said there is a map in their packets. He said that he has discussed this with David Rose and Chuck Craig to abandon the clay sewer line that is causing the inflow into our system. We are proposing to put in a new line, 160 feet away and abandon the old line and flush tank. He said that he does not have an estimate yet. He asked if the board wants to pursue this.
  - ii. Earl Washburn said to proceed.
  - iii. Ron Tarbell said the flush tank is on the sidewalk by the high school. He said he would like to see it go away and put one by the Community Center.
  - iv. Bob Brandt asked if the flush tank is by the old line.
  - v. Ron Tarbell said it will not be a flush tank, but a structure.
  - vi. Scott Murphy said he will get information together and bring it to their next meeting.
  - vii. Bob Brandt asked when that was last paved
  - viii. Scott Murphy said, by the state in 2020. He said they have \$775, 000 in the Capital balance.
  - ix. Bob Brandt asked if there will be gutters.
  - x. Scott Murphy said that will be included in the project. He said he will get a rough estimate.

11. **Municipal Manager Updates**

- A. **Pipeline Update**
  - i. Scott Murphy said that Green Mountain Pipeline came back to do the manholes last week and did 3 out of the remaining 4. He said that they will return to do the one by the high school next week.

B. Rental Registry

- i. Scott Murphy said that the rental registry committee has started to meet, and will present its finding to the Select Board. He said that the Select Board would welcome a joint meeting, hopefully the first meeting after Labor Day.
- ii. Bob Brandt said that while they are working, he would suggest they come to our meeting so we can voice our concerns before they present their findings.
- iii. Earl Washburn agreed.
- iv. Scott Murphy said the committee wants to present their findings to both boards at the same time. He said there are mixed views within the committee. They are gathering information and finding out what other towns are doing.

12. Set Date for Next Meeting

- A. Next regular meeting will be on July 5, 2022 at 6:00 p.m.

13. Sign Warrant Orders

- A. Warrant orders have been signed.

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

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

15. Adjourn

- A. **MOTION to adjourn by Earl Washburn and seconded by Bob Brandt. Motion passed unanimously.**
- B. Meeting adjourned at 6:31 p.m.

Respectfully submitted,

Lisha Klaiber

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David Rose, Chairman of Trustees

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Earl Washburn, Vice Chair

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Bob Brandt, Clerk