

MINUTES

**VILLAGE OF LUDLOW
BOARD OF TRUSTEES**

REGULAR MEETING

6:00 PM

Tuesday April 1, 2014

BOARD MEMBERS PRESENT:

Bob Gilmore, Chairman David Rose

BOARD MEMBERS ABSENT:

Richard Harrison

STAFF:

Frank Heald

OTHERS PRESENT:

Scott Gwynn – LPCTV

1. **Call to Order**

- A. Chairman, Bob Gilmore, called the meeting to order at 6:00 p.m., all members present, except Richard Harrison.

2. **Annual Board Reorganization**

- A. Elect Chairman of the Board
i. **Motion by David Rose and seconded by Bob Gilmore to elect Bob Gilmore Chairman of the Board. Motion passed unanimously.**
- B. Elect Vice Chairman of the Board
i. **Motion by Bob Gilmore and seconded by David Rose to elect David Rose Vice Chairman of the Board. Motion passed unanimously.**
- C. Elect Clerk of the Board
i. **Motion by David Rose and seconded by Bob Gilmore to elect Richard Harrison as Clerk of the Board. Motion passed unanimously.**
- D. Appoint Union Negotiating Team Member
i. **Motion by Bob Gilmore and seconded by David Rose to appoint David Rose as Union Negotiating Team Member. Motion passed unanimously.**
- E. Appoint Recording Secretary
i. **Motion by David Rose and seconded by Bob Gilmore to appoint Lisha Klaiber Recording Secretary. Motion passed unanimously.**
- F. Appoint Ludlow Enterprise Fund Committee Member
i. **Motion by David Rose and seconded by Bob Gilmore to appoint Bob Gilmore as Ludlow Enterprise Team Member. Motion passed unanimously.**
- G. Set Day and Time of Regular Meetings and Alternate meetings.
i. **Motion by David Rose and seconded by Bob Gilmore to continue with regular meetings to be held on the first Tuesday of the month at 6:00 p.m. and to have alternate meetings scheduled, as required, on the third Tuesday of the month at 6:00 p.m. Motion passed unanimously.**
- H. Designate Newspaper of General Circulation
i. **Motion by David Rose and seconded by Bob Gilmore to continue with THE VERMONT JOURNAL as the newspaper of General circulation. Motion passed unanimously.**
- I. Adopt Roberts Rules of Order
i. **Motion by David Rose and seconded by Bob Gilmore to adopt Roberts Rules of Order for meetings. Motion passed unanimously.**

3. **Approve Minutes from Previous Meetings**

- A. Bob Gilmore advised the minutes to be approved are from the regular meeting of March 4, 2014.
- B. **MOTION by David Rose and seconded by Bob Gilmore to approve minutes from the meeting of March 4, 2014 as submitted. Motion passed unanimously.**

4. **Comments From Citizens**

- A. There were none.

5. **Consider Sewer Request from Michael O'Rourke**

- A. Bob Gilmore advised that the applicant is requesting compensation for sewer charges paid.
- B. David Rose advised that the property address is 56 Depot Street. When the O'Rourkes purchased the property it was listed as a 3-apartment building. They renovated it and changed it to a single family home. This was effective July 1, 2008 and they have been since billed and paid at the same 3-apartment rate.
- C. Bob Gilmore advised that the amount owed to them is \$1,230.26.
- D. **MOTION by David Rose and seconded by Bob Gilmore to refund the O'Rourkes \$1,230.26 for sewer payment reimbursement. Motion passed unanimously.**

6. **Adopt Updated Section of the Health and Safety Policy RE: CDL Drug & Alcohol Policy**

- A. Frank Heald advised that there is a copy of the policy in their packets. He said that parts of the policy date back 10 years and need to be updated as well as adding new definitions that need to be incorporated. This is regarding testing for all CDL licensed drivers for the town and village. These changes are also to bring the policy into DOT compliance.
- B. **MOTION by David Rose and seconded by Bob Gilmore to adopt the Updated Section of the Health and Safety Policy RE: CDL Drug & Alcohol Policy**

7. **Speed Sign Reports**

- A. Frank Heald advised that the reports are in a different format and are for the portable radar sign that is located on Andover and High Streets. He suggested that this format may give a better perspective of the traffic. It is broken down into High Risk, Medium Risk, Low Risk and Compliant and by time of day.
- B. David Rose noted that on High Street the highest volume is at 4:00 p.m.
- C. Bob Gilmore noted that by and large, most vehicles are compliant.
- D. David Rose also noted that for the most part, vehicles on Andover Street were also low risk to compliant and there were very few high risks.
- E. Frank Heald advised that any vehicles that exceed 35 MPH will show up on his computer screen. He said that it is hard to distinguish plate numbers or specific cars.
- F. David Rose noted that the cameras at the EZ-Pass toll booths are very accurate.
- G. Bob Gilmore said these were good reports.

8. **Other Business**

- A. There was none.

9. **Set Date for May Meeting**

- A. Meeting set for Tuesday, May 6, 2014 at 6:00 p.m.

10. **Sign Warrant Orders**

- A. Warrant orders were signed.

11. **Adjourn**

- A. **MOTION to adjourn by David Rose and seconded by Bob Gilmore. Motion passed unanimously.**
- B. Meeting adjourned at 6:14 p.m.

Respectfully submitted,

Lisha Klaiber

Robert Gilmore, Chairman

David Rose

Richard Harrison