

**PRELIMINARY MINUTES**

**VILLAGE OF LUDLOW  
BOARD OF TRUSTEES**

**PUBLIC HEARINGS &**

**REGULAR MEETING**

**6:00 PM**

Tuesday April 5, 2016

**BOARD MEMBERS PRESENT:**

Bob Gilmore, Chairman

Richard Harrison

David Rose

**STAFF:**

Frank Heald

Rose Goings

**OTHERS PRESENT:**

Alan Isaacson

Patrick Cody – LPCTV

**PUBLIC HEARING**  
**LUDLOW MUNICIPAL PLAN**

1. Chairman Bob Gilmore called the public hearing, pursuant to Title 24, Chapter 117 §4384 for the Municipal Plan for the Village of Ludlow to order at 6:00 p.m.
2. Rose Goings advised that the changes are to the Energy Section of the Municipal Plan. They have changed references to wind power to Renewable Energy, references to CVPS have been changed to Green Mountain Power and they have added data.

**PUBLIC HEARING**  
**VILLAGE OF LUDLOW ZONING AND**  
**FLOOD HAZARD REGULATIONS (AMENDED)**

3. Chairman Bob Gilmore called the public hearing, pursuant to Title 24, Chapter 117 §4384 for the Zoning and Flood Hazard Regulations for the Village of Ludlow to order at 6:00 p.m.
4. Rose Goings advised that the changes made to the Zoning and Flood Hazard Regulations are to Section 260.2 Site Plan Review. They include Solar Siting, but that the requirements for all commercial projects will now have the same site plan review standards.
5. Alan Isaacson said this refers to all siting reviews, not just commercial.
6. Rose Goings said this includes landscaping, fencing, lighting and screen and the standards are more detailed.
7. David Rose asked how this would affect us if the bill is passed.
8. Alan Isaacson said that he read Bill 230, the one the Senate passed and he feels that the changes we made may have covered everything. He added that the Select Board has passed this on to warn a public hearing.
9. David Rose said if we pass this and they pass the bill at the state level, will we have to make more changes.
10. Rose Goings said the Select Board scheduled the public hearing for the Municipal Plan in June and for the Zoning Regulations in May.
11. David Rose said that he thinks this board should be parallel to the Select Board. He asked what if the legislature passes different regulations.
12. Bob Gilmore said this board should follow the lead of the Select Board and schedule the hearing for the zoning regulations in May and the town plan in June.
13. David Rose agreed.
14. Alan Isaacson said the municipal plan is the same for both the town and village.
15. Rose Goings said the wording for the zoning regulations would also be the same.
16. Frank Heald said there are 2 issues. For the Municipal Plan and the Zoning Regulations. If we schedule public hearings, it becomes law of the land at that time.
17. Alan Isaacson said unless the board turns it down.
18. Frank Heald said that is why the Select Board kicked it to June. He said this board can table it or reject it.
19. David Rose said to table it.

20. Alan Isaacson said that makes sense for the plan, not for the zoning.
21. David Rose said this board wants the town and village to be the same.
22. **MOTION by David Rose and seconded by Richard Harrison to close the public hearings. Motion passed unanimously.**

### **REGULAR MEETING OF THE VILLAGE TRUSTEES**

#### 1. **Call to Order**

- A. Chairman, Bob Gilmore, called the meeting to order at 6:11 p.m., all members present.

#### 2. **Annual Board Reorganization**

- A. Elect Chairman of the Board
  - i. **Motion by David Rose and seconded by Richard Harrison 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 Richard Harrison to elect David Rose Vice Chairman of the Board. Motion passed unanimously.**
- C. Elect Clerk of the Board
  - i. **Motion by Bob Gilmore and seconded by David Rose 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 Richard Harrison to appoint Lisha Klaiber Recording Secretary. Motion passed unanimously.**
- F. Appoint Ludlow Enterprise Fund Committee Member
  - i. **Motion by David Rose and seconded by Richard Harrison 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 Richard Harrison 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 Richard Harrison 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 Richard Harrison 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 1, 2016.
- B. **MOTION by David Rose and seconded by Bob Gilmore to approve minutes from the meeting of March 1, 2016 as submitted. Motion passed unanimously.**

#### 4. **Comments From Citizens**

- A. There were none.

#### 5. **Sewer Allocation Request RE: John Murphy – 48 Pleasant Street Ext. – Garage**

- A. David Rose advised that the property address is 48 Pleasant Street Ext., Parcel 230661.000. He advised that this is a request for one (1) additional unit to an existing dwelling.
- B. Allocation fee – 1 bedroom @ \$780.00/bedroom      \$780.00
- C. **MOTION by David Rose and seconded by Richard Harrison to approve this application for an allocation for 1 additional bedroom to an existing dwelling at \$780 per bedroom for an allocation total of \$780.00. Motion passed unanimously.**

6. **Sewer Allocation Request RE: Property of Ella Mary Laramie**
  - A. David Rose advised that the property address is 28 High Street, Parcel 230142.000. This is a request for two (2) additional bedrooms to an existing dwelling.
  - B. Allocation fee – 2 bedrooms @ \$545.00/bedroom \$1,090.00
  - C. **MOTION by David Rose and seconded by Richard Harrison to approve this application for an allocation for 2 additional bedrooms to an existing dwelling at \$545 per bedroom for an allocation total of \$1,090.00. Motion passed unanimously.**
  - D. No tax abatement is required.
  
7. **Consider & Approve Ludlow Rotary’s Annual Okemo Bike Climb**
  - A. **MOTION by David Rose and seconded by Richard Harrison to approve the request for the Okemo Bike Climb on June 25, 2016 as presented. Motion passed unanimously.**
  
8. **Consider & Approve Changes to the Municipal Plan**
  - A. **MOTION by David Rose and seconded by Richard Harrison to table this until after the Select Board has acted on it. Motion passed unanimously.**
  
9. **Consider & Approve Changes to the Village of Ludlow Zoning & Flood Hazard Regulations**
  - A. **MOTION by David Rose and seconded by Richard Harrison to approve changes to the Village of Ludlow Zoning & Flood Hazard Regulations as presented. Motion passed unanimously.**
  
10. **Approve VTRANS Annual Financial Plan**
  - A. Frank Heald advised that the state required that they spend \$300 per mile annually for Class 1,2 and 4 highways and that they do.
  - B. **MOTION by David Rose and seconded by Richard Harrison to approve the VTRANS Annual Financial Plan as presented. Motion passed unanimously.**
  
11. **Discuss Otter Creek Engineering Review**
  - A. Bob Gilmore said that he has read through the report
  - B. David Rose said that he also has.
  - C. Richard Harrison said that he has not.
  - D. Bob Gilmore said this is dealing with inflow and infiltration and it is a pretty good review. It is an overview of mains and diameters. We should look at SMH 23-9
  - E. Frank Heald said we had received the report at the end of March. He said that he, along with Chuck Craig will go over this with the engineering firm and come back to you with a plan and budget. We need to do some camera work. He added that he has some concerns about Route 103 at Mill, but need to document it. We can get the instruments needed to do the work.
  - F. Bob Gilmore said we have a high flow when the snow melts and it adds to situations where we are treating storm water.
  - G. Richard Harrison said there is a problem by LaValleys.
  - H. David Rose said there may be grants available for this work.
  
12. **Other Business**
  - A. There was none.
  
13. **Set Date for May Meeting**
  - A. Meeting set for Tuesday, May 3, 2016 at 6:00 p.m.

14. **Sign Warrant Orders**

- A. Warrant orders were signed.

15. **Possible Executive Session/Personnel/Contracts**

- A. Frank Heald said that an Executive Session is not needed.

16. **Adjourn**

- A. **MOTION to adjourn by David Rose and seconded by Bob Gilmore. Motion passed unanimously.**
- B. Meeting adjourned at 6:39 p.m.

Respectfully submitted,

Lisha Klaiber

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Robert Gilmore, Chairman

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David Rose

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Richard Harrison