

PRELIMINARY MINUTES

**VILLAGE OF LUDLOW
BOARD OF TRUSTEES**

**PUBLIC HEARING
AND**

REGULAR MEETING

6:00 PM

Tuesday December 5, 2017

BOARD MEMBERS PRESENT:

David Rose, Vice Chairman Earl Washburn

BOARD MEMBERS ABESENT:

Bob Gilmore

STAFF:

Frank Heald Rose Goings

OTHERS PRESENT:

Alan Couch Alan Isaacson Ed McEneaney – LPCTV
Terry Carter Logan Nicoll

1. **Call to Order**

A. David Rose called the meeting to order at 6:00 p.m., all present, except Bob Gilmore.

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

A. Frank Heald said that no changes were necessary:

3. **Approve Minutes from Previous Meetings**

A. David Rose advised the minutes to be approved are from the regular meeting of November 7, 2017.

B. **MOTION by David Rose and seconded by Earl Washburn to approve minutes from the meeting of November 7, 2017 as submitted. Motion passed unanimously.**

4. **Comments From Citizens**

- A. There were none.

5. **Sewer Allocation Request**

A. **DPC Associates**

- i. Property address is 136 West Hill Road, Parcel 030333.000
- ii. David Rose advised that this is a request to add a single swelling unit with four (4) bedrooms to the system.
 - a. Allocation fee – 2 bedrooms @ \$780.00/bedroom \$3,120.00
 - b. Hook on Fee – dwelling unit \$4,500.00
 - c. Allocation reserves 210 GPD
 - d. Physical connection to the collector sewer shall be witnessed by a member of the Village wastewater staff.
- iii. **MOTION by Earl Washburn and seconded by David Rose to approve this application for hook on fee for a single dwelling unit of \$4500 and allocation for four (4) additional bedrooms at \$780 per bedroom for a total of \$7,620. Motion passed unanimously.**

6. **Consider Request from the Planning Commission for a Public Hearing RE: Municipal Plan**

- A. David Rose said that he had read the draft and noted that the Planning Commission has spent a great deal of time on the document. He added that they fixed the language that was an issue for him.
- B. Alan Isaacson said the Planning Commission is requesting that the Trustees schedule a public hearing at their next meeting to get public comments.
- C. David Rose said their next meeting will be January 2, 2018.
- D. **MOTION by Earl Washburn and seconded by David Rose to schedule a public hearing for the town plan at their next meeting on January 2, 2018 at 6:00 p.m. Motion passed unanimously.**

7. **Consider Manager Recruitment Process & Set Date for Joint Meeting**

- A. Frank Heald advised that at their meeting last night, the Select Board proposed a joint meeting on December 18, 2017 at 6:00 p.m. to begin the process. They have invited VLCT to come to make a presentation.
- B. David Rose said that the Water Commissioners are on board with the date of the meeting.
- C. **MOTION by Earl Washburn and seconded by David Rose to approve the joint meeting on Monday, December 18, 2017 at 6:00 p.m. Motion passed unanimously.**

8. **FY 2019 Budget Workshop**

- A. Frank Heald advised that this is the first draft. They are up \$15,000 in the general village budget and most of it is spread throughout the budget. He said that the Highway budget is up in salaries and benefits.
- B. Earl Washburn asked if that is Cost of Living.

- C. Frank Heald said most contract personnel get 2.5%. There is an additional person in the highway department. When Dan Cavoto left, he had been half in the Cemetery department and half in highway. We hired a full time person for highway to replace him. This is also in the town budget.
- D. David Rose asked about the parking fee.
- E. Frank Heald said it is from year to year. He said that Streetscapes is asking for \$2700 and it is all in the town budget now. We have carried money in Administration for Beautification and the Trustees need to pick up part of it.
- F. David Rose suggested \$200.
- G. Frank Heald suggested \$1000. He added that the number in Highway OT may be heavy.
- H. David Rose noted the 3/5 Highway and Sidewalks.
- I. Frank Heald said there is money to do sidewalks this coming summer.
- J. David Rose asked why Signs/Lines/Rails was up so much.
- K. Frank Heald said he would check. He noted that the Village has a relatively stable Experience Modification at .83. That is good. The only issue that needs to be considered is the old sweeper. It should be replaced. We can continue to spend \$5,000 to \$8,000 per year to repair it. We estimate that repairs for this year will run about \$5,000. We can buy a custom pan unit to put on the front of the loader, and then hire Gurney for a couple of days with their rig. The other option is a long term loan on a new sweeper.
- L. David Rose asked if there are any used ones available.
- M. Frank Heald said he will check. He does not think we should pour more money into this one. We have had it about 13 to 14 summers.
- N. Earl Washburn asked the cost of a new one.
- O. Frank Heald said about \$75,000 to \$80,000. He said he would do some research. He will continue to work on the budget for the January meeting.

9. **Other Business**

A. **Wastewater Facility**

- i. Frank Heald said at the rate we are going, we will throw off about \$100,000 this year, rates over expenses. We are looking at \$1.8 million for the first cut of the upgrades to the system and facility, so it's good to have some extra money in there.
- ii. David Rose asked if we should look at the rates.
- iii. Frank Heald said we received a spreadsheet from Mark Youngstrom and our rates are low.

B. **Lou Gabranski Flow Issue**

- i. Frank Heald said that the line up Pond Street Court dead ends with a flush tank. We will look into replacing it in the spring with a structure. Lou Gabranski had someone come in and there were roots in his line. We camera-ed as far as we could and we have no issues.

10. **Set Date for Next Meeting**

- A. Joint meeting with Select Board and Water Commissioners is on Monday, December 18, 2017 at 6:00 p.m.
- B. Next regular meeting is January 2, 2018 at 6:00 p.m.

11. **Sign Warrant Orders**

- A. Warrant orders were signed.

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

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

13. **Adjourn**

- A. **MOTION to adjourn by Earl Washburn and seconded by David Rose. Motion passed unanimously.**
- B. Meeting adjourned at 6:21 p.m.

Respectfully submitted,

Lisha Klaiber

Robert Gilmore, Chairman

David Rose

Earl Washburn