

PRELIMINARY MINUTES

**VILLAGE OF LUDLOW
BOARD OF TRUSTEES**

REGULAR MEETING

6:00 PM

February 7, 2017

BOARD MEMBERS PRESENT:

Bob Gilmore, Chairman David Rose

BOARD MEMBERS ABSENT:

Richard Harrison

STAFF:

Frank Heald Rose Goings

OTHERS PRESENT:

Ed McEneaney – LPCTV

1. **Call to Order**

A. Chairman, Bob Gilmore, called the meeting to order at 6:00 p.m. Richard Harrison absent.

2. **Approve Minutes from Previous Meetings**

A. Bob Gilmore advised the minutes to be approved are from the regular meetings of January 3, 2017.

B. **MOTION by David Rose and seconded by Bob Gilmore to accept the minutes from January 3, 2017 as presented. Motion passed unanimously.**

3. **Comments From Citizens**

A. There were none.

4. **Consider Coin Drop Request from the Sons of the American Legion Squadron #36**

A. Bob Gilmore said that this has been done in the past.

B. David Rose advised that they are requesting the first available Saturday in April from 10:00 a.m. to 2:00 p.m.

C. Frank Heald noted that Project Graduation generally requests a Saturday in mid-May. He suggested April 8th or 15th as possible dates.

D. **MOTION by David Rose and seconded by Bob Gilmore to approve the request from the Sons of the American Legion for a coin drop in April and to have the Municipal Manager work out the date. Motion passed unanimously.**

5. **Approve & Execute Village Certificate of Highway Mileage**

- A. Frank Heald advised that this is an annual certificate. There have been changes this year as a result of reclassifying Commonwealth Avenue and Pleasant Street from Class 3 to Class 2, with a change of 1.58 miles.
- B. **MOTION by David Rose and seconded by Bob Gilmore to acknowledge the change in mileage and to approve and execute the Village Certificate of Highway Mileage as presented. Motion passed unanimously.**

6. **High Street Wastewater Project Update**

- A. Frank Heald said that included in their packets is a copy of a public notice that will appear in the newspapers, town website and bulletin boards of the Village's intent to file for a loan/grant to replace the existing water and sewer mains on High Street and Pond Street. The preliminary engineering is done and he is not sure when they will do the project. This is a piece of a larger, overall asset management project. They mapped the collection system and did an assessment project done by Otter Creek under a grant. It also included an assessment of the Wastewater Treatment Plant. They are looking at an overall \$2,000,000.00 upgrade. IN March or April the asset management assessment will be complete. We are looking to the future and phasing the needed work. High Street is on a priority list and they put \$1.9 million on a sewer work list. The process will leave the Village with a road map and 1 to 6 year execution depending on state and federal funds. He wants to get the project on the shelf and ready to go should funding become available.

7. **Summer Construction Update**

- A. Frank Heald gave an overview of upcoming construction projects (Copy of Schedule attached at end of minutes):
 - i. **Red Bridge Dam gatehouse** – starting next week. The road will be closed from time to time during the day. They are also doing the sleeve culvert from the dam to Lake Pauline. This will be a 2 to 3 week project.
 - ii. **Pleasant Street Extension Bridge Deck Replacement** – project will run from April 3 to May 5, 2017. It is a town project and Cold River will be doing the work. The road will be closed and alternate routes will be Depot, Pleasant and Elm Streets. He advised that at their March meeting, the Trustees will enact Emergency No Parking for this project and for High Street for the Walker Bridge project.
 - iii. **Branch Brook Bridge Deck Replacement** – Intersection Route 100 and Route 103 North. The project will start on May 15th and last 10 days. This is a state project and Belden will be doing the work. The state will sign the detours. It will have alternating one-way traffic Local alternate traffic routes will be Buttermilk Falls Road and Rod & Gun Club Road.
 - iv. **Walker Bridge Complete Bridge Replacement** – Project will start on June 9th and run for no more than 35 days. This is a state project and Cold River will be doing the project. The state will sign the detours for trucks. Local alternate routes will be High Street, Depot Street and Pleasant Street.
 - v. **Andover Street Culvert Replacement** – Replacement of culvert at the bottom of Hemingway Hill. Andover Street will be one-way during construction. This project has not gone out to bid yet, but project will be in July 2017.
 - vi. State Sign at Route 100 North and Route 103. This project may be in the Fall 2017 or Spring of 2018.

- B. Frank Heald showed a copy of an 11 x 15 bright green poster containing construction schedule information that will be posted throughout the town. The information will be posted in newspapers, on the town website and bulletin boards. If information changes, the bright green posters will be replaced with posters of a different color. The information will go on Front Page Forum and he will appear on LPC-TV this week.
- C. Bob Gilmore said that the Walker Bridge project has been being discussed for several years. It will be inconvenient, but is necessary and the projects can only be done in the summer.

8. **Other Business**

- A. **Village of Ludlow Board of Trustees FY 2016 Annual Report**
 - i. David Rose noted that a draft of this was included in the packets and it looks good.
 - ii. Frank Heald asked if they have any comments or suggestions to let him know.

9. **Set Date for Next Meeting**

- A. Meeting set for Tuesday, March 7, 2017 at 6:00 p.m.

10. **Sign Warrant Orders**

- A. Warrant orders were signed.

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

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

12. **Adjourn**

- A. **MOTION to adjourn by David Rose and seconded by Bob Gilmore to adjourn. Motion passed unanimously.**
- B. Meeting adjourned at 6:18 p.m.

Respectfully submitted,

Lisha Klaiber

Robert Gilmore, Chairman

David Rose

Richard Harrison

**Spring & Summer
2017 Town & Village of Ludlow
Construction Timeline For
Town of Ludlow Projects & State of Vermont Projects**

**February, 2017 – Repairs to Gate House on Dam
Red Bridge Dam – Red Bridge Road - Town of Ludlow Project**

- ✓ Repairs to Gate House on the dam
- ✓ Alternate route using East Lake Road

**April, 2017 – Deck Replacement from Tropical Storm Irene Damage
Pleasant Street Extension Bridge (closed for 30-days) - Town of Ludlow Project**

- ✓ Bridge will be closed from April 3rd to May 5th
- ✓ Alternate route using Pleasant Street

**May, 2017 – Deck Replacement
Branch Brook Bridge - Jct of Rte 100/103 North (closed for 10 days starting May 15th) -
State of VT Project**

- ✓ Bridge will be closed starting May 15th
- ✓ Alternating one-way traffic (on the front & back end of construction)
- ✓ Alternate routes using Buttermilk Falls Road to Rod & Gun Club Road

**June, 2017 – Complete Bridge Replacement
Walker Bridge – Main Street (closed for 35 days) - State of VT Project**

- ✓ Bridge will be closed starting June 9th. Anticipated to re-open in July
- ✓ Alternate routes using Depot Street, High Street & Pleasant St
- ✓ Truck routes using Route 11, Route 100 & Route 155 to Route 103

**July, 2017 – Replacement of Old Deteriorated Culvert
Andover Street Culvert Replacement - Town of Ludlow Project**

- ✓ Intersection of Hemingway Hill
- ✓ Andover Street will be one-way traffic during construction

If you would like more information on any of the construction projects, feel free to contact the Ludlow Municipal Office at 802-228-2841 or drop by the office. Updates will be posted on the Town & Village website at www.ludlow.vt.us.