

**VILLAGE OF LUDLOW  
BOARD OF TRUSTEES**

**REGULAR MEETING**

**6:00 PM**

Tuesday, January 3, 2012

**BOARD MEMBERS PRESENT:**

Bob Gilmore

Jim Fuller

David Rose

**STAFF PRESENT:**

Frank Heald

**OTHERS PRESENT:**

Sharon Bixby

Allan Seiple

Brigit Sullivan

Loran Greenslet

Linda Seiple

Matt Gajewski – LPCTV

1. **Call to Order**

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

2. **Approve Minutes from Previous Meetings**

A. Bob Gilmore advised the minutes to be approved are from the regular meeting of December 6, 2011.

B. **MOTION by David Rose and seconded by Jim Fuller to approve the minutes from December 6, 2011 as presented. Motion passed unanimously.**

3. **Comments From Citizens**

A. There were none.

4. **Consider Request from Allen and Linda Seiple**

A. Bob Gilmore advised that Frank Heald and Loran Greenslet had investigated this situation.

B. Frank Heald advised that where the service is connected to the house on West Main Street, there was no blockage.

C. Loran Greenslet said that Chuck observed the sewer complaint on West Hill and determined that the service for this house runs on West Main. He opened the manhole and entered the sewer. The village sewer line was normal and there were no other complaints.

D. Allen Seiple asked how they opened the manhole.

E. Loran Greenslet said they dug down 6” of cold patch.

F. Allen Seiple said that water wants to go to the lowest gravity and the house is the lowest point.

G. Loran Greenslet said the manhole is the lowest point and repeated that Allen Seiple’s house is not on that line.

H. Allen Seiple said the manhole was covered with asphalt and should not have been. It serves as a pressure relief.

I. Loran Greenslet said that when they opened the manhole, there was no sign of surcharge and you can see the height where the water was.

J. Allen Seiple said it is his word against theirs. The sewage was in the house. The tenant was at work and they had never had a problem there before Irene.

K. Bob Gilmore noted that there had not been any other problems on the West Main Street line.

L. Allen Seiple said they looked at it days after the storm. The tenant was away.

M. Bob Gilmore said that he thought they had looked at it the day after the storm.

N. Frank Heald said the letter said days after the event.

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- O. Allen Seiple said that he cleaned up 6" of sewage and when the tenant returned, it was still backing up. The guy ran 165' to the manhole and the clog was near the access to the manhole.
  - P. Bob Gilmore said the board is in a difficult position. He feels bad for Mr. Seiple, but people did go there and inspect the situation. He did not know that Chuck did not go there for 3 days. He asked if this would be a reason for reconsideration.
  - Q. Loran Greenslet said they went when they were called.
  - R. Allen Seiple said that he cleaned up the mess and the tenant came home and there was still a problem with the washing machine. We had A1 Sewer come in. When Loran Greenslet came, at first, we were not sure which manhole it went to.
  - S. Bob Gilmore said that he does not think it is a coincidence. The amount of water from the storm had to have affected something.
  - T. Loran Greenslet said the West Main line empties into the main line by Pond and Main at Benson's. The West Hill line goes into the main on the other side by Totem Pole. We have a plant overflow authorized by the EPA. Too much flow will relieve pressure in the line, but that is at the other side of the town.
  - U. Allen Seiple said there must have been back pressure.
  - V. Loran Greenslet said the stop light is 30 feet higher than the plant.
  - W. David Rose noted that no one else had any issues. He asked how far the house is from the other houses on the line.
  - X. Loran Greenslet said that old Pullinen house and the old Thayne house are on the West Main side.
  - Y. Allen Seiple said the house trap vent in the basement overflowed on the sewer line side. The pipe is below grade.
  - Z. Frank Heald said the sewer block was in the waste line of the house and you really don't know how long or when it began blocking up.
  - AA. Bob Gilmore asked if there was an odor in the house.
  - BB. Allen Seiple said no.
  - CC. Bob Gilmore asked if the basement is used every day.
  - DD. Allen Seiple said no.
  - EE. Frank Heald said that if the sewer line was blocked, the surcharge would have backed up into other houses on the line.
  - FF. Allen Seiple asked about the gurgling Dave Van Guilder heard.
  - GG. Frank Heald said there was a lot of water in the subsurface drain system and catch basins.
  - HH. Bob Gilmore said that he is torn and feels sympathy for the Seiples, he would have to go with the experts and does not feel there is enough to support Mr. Seiple's request.
  - II. Board consensus to deny the request.
5. **Consider Request from Mary & Howard Barton, Sr.**
- A. Bob Gilmore advised that this is a request to remove the sewer allocation from the residence located at 25 West Hill Road as they have their own septic system
  - B. Loran Greenslet said it is not their residence, it is the trailer and they may also have a drilled well.
  - C. Frank Heald said they do not want to turn off the water.
  - D. **MOTION BY David Rose and seconded by Jim Fuller to approve the request to remove sewer allocation. Motion passed unanimously.**
6. **Consider Request from Julie & Joseph Christman**
- A. Bob Gilmore advised that the Christmans have requested corrected billing for an error in the number of bedrooms that they have been billed for. The bill says 8 bedrooms and they only have 4 bedrooms. The listers' card was checked and verified 4 bedrooms.
  - B. MOTION by David Rose and seconded by Jim Fuller to credit the July-December bill \$90.93, leaving a balance due of \$34.93. Motion passed unanimously.
7. **Consider and Approve Ludlow Enterprise Fund Recommendation**
- A. Bob Gilmore advised that the Ludlow Enterprise Fund held a meeting and has recommended a donation to LPC-TV for \$31,000 to assist in their move into the new space. The Select Board had approved this recommendation.

- B. **MOTION by Jim Fuller and seconded by David Rose to approve the recommendation from the Ludlow Enterprise Fund to donate \$31,000 to LPC-TV. Motion passed unanimously.**
- C. Sharon Bixby thanked the board and advised that this will allow LPC-TV to proceed with Phase 1 of the project.

8. **Consider Water Commission Vacancy**

- A. Bob Gilmore advised that he had expressed an interest in the interim vacancy, but has been rethinking the vacancy. Ron Bixby has also expressed an interest. Bob Gilmore suggested leaving the position vacant until a vote at Village Meeting.
- B. David Rose said that the Water Commissioners agreed with this and thought they should wait for a Village vote.
- C. Bob Gilmore said this board would leave the position open for now.

9. **FY2013 Budget Workshop**

- A. Frank Heald said that there are no big changes to the village budget. He will have a draft of the Financials from the auditors by the end of the week. The changes in the budget are wage increases and no big deviations. Streets are up and the OT number reflects what was spent last year. As soon as we get the financials for FY2011, we can determine what we can spend on sidewalks this coming summer. The preliminary numbers show about \$40,000 left over. We did not spend the money from the current FY and will do Andover Street first thing this summer. It appears that there will be a 1.89% increase – about \$5,500. We have benefited from lower insurance costs for Workers' Comp. Health Insurance is up about 7%. We can probably finalize this at the next meeting.
- B. Jim Fuller said that he noticed a decrease for Beautification and would like to see it stay the same. He also noticed that on page 4, Salaries are up, by FICA is down.
- C. Frank Heald said he would check the FICA number. Regarding Beautification, he explained that they spent \$1500 last summer, but the organizations to support the effort are not the same. Streetscapes and the Garden Club did a great job with the \$1500.
- D. Bob Gilmore asked about Christmas decorations.
- E. Frank Heald said it was part of the \$1500. He said that he has tried to keep the budget down, and suggested raising the allocation up again if there are more workers to use it.
- F. Jim Fuller said that Patti Greenwood is the new president of Streetscapes and he imagines that she will get more things going again.
- G. Frank Heald said the budget this year was \$4500 and he budgeted \$3000 for next year.
- H. Jim Fuller said he would like to see them use the \$3000.
- I. Frank Heald said the ladies of the Garden Club do a tremendous amount of work.
- J. Jim Fuller asked about the banners that they used to put up.
- K. Frank Heald said the frameworks have been gone for about 5 – 7 years and the organization was not in place to refurbish the brackets. They did the pavers and lights instead.
- L. The board decided to leave it at \$3000.
- M. Bob Gilmore noted an increase of 74% in OT salaries.
- N. Frank Heald said that the budget for FY2011 was \$2,300 and they spent \$11,259. The budget for FY2012 was \$2300 and they have spent \$4700 so far. Much of that may be flood related and recoverable. He said that OT is variable and when a job needs to get done, if OT is needed, they have to use it. He said he would get back to the board on this one.
- O. **Wastewater Budget**
  - i. Frank Heald said that regarding the salaries for the Operator and assistant, there is a comparative allocation on Water/Sewer and where people work. The Chemicals line is projected usage, plant electricity are direct costs, they saved money by rebidding Uniforms. On page 2, he pointed out the Pond Street Station is operating more efficiently with electric. He explained that the Capital is not the depreciation expense. They have been having an ongoing discussion with the auditors who recommend calling it a Capital Fund. They need to fund about \$50,000 per year for the next 2 – 3 years to recover the reserve. On the Municipal side, they need to build up capital reserves with work done over the past few years. Bottom line, they need to increase rates 6%. Water rates will not need to increase as much as expected, but sewer rates will increase about 10% - almost a wash.
  - ii. David Rose said that once we fund the \$50,000 per year and with this increase, we should be okay for a while.

- iii. Frank Heald said if we have 2 or 3 large projects that could decrease the funding. We will have to increase the rates in June.
- iv. Jim Fuller asked about the \$51,000 in User Fees.
- v. Frank Heald said that was from the increase last summer.

10. **Other Business**

A. **East Lake Road Speed Survey**

- i. Frank Heald advised that a speed survey was done on East Lake Road in July and it showed that the average speed of 77-90% of the cars was at the speed limit of 35 MPH.

11. **Set Date for Next Meeting**

- A. The next meeting will be held on Tuesday, February 7, 2012 at 6:00 p.m.

12. **Possible Executive Session/Contracts**

- A. Frank Heald said that no Executive session was needed.

13. **Adjourn**

- A. **MOTION by Jim Fuller and seconded by David Rose to adjourn. Motion passed unanimously.**
- B. Meeting adjourned at 6:52 p.m.

Respectfully submitted,

Lisha Klaiber

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Robert Gilmore, Chairman

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David Rose

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Jim Fuller