

***PRELIMINARY MINUTES***

**VILLAGE OF LUDLOW  
BOARD OF TRUSTEES**

**PUBLIC HEARING  
AND**

**REGULAR MEETING**

**6:00 PM**

Tuesday July 11, 2017

**BOARD MEMBERS PRESENT:**

Bob Gilmore, Chairman

David Rose

**BOARD MEMBERS ABSENT:**

Earl Washburn

**STAFF:**

Frank Heald

**OTHERS PRESENT:**

George Benson, Jr.

Chuck Craig

Adam Sayre – LPCTV

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

- A. Frank Heald noted that an addition to the agenda is for a sewer allocation request for the Green Mountain Lodge. This is to reallocate the wastewater capacity previously granted in 2006 to the Jewel Brook, LLC condominiums on Parker Avenue.
- B. **MOTION by David Rose and seconded by Bob Gilmore to add the allocation request for the Green Mountain Lodge. Motion passed unanimously.**
- C. Bob Gilmore said it would be added after comments from citizens.

2. **Call to Order**

- A. Chairman, Bob Gilmore, called the meeting to order at 6:02 p.m., Earl Washburn absent.

3. **Approve Minutes from Previous Meetings**

- A. Bob Gilmore advised the minutes to be approved are from the regular meeting of June 6, 2017, July 7, 2017 and June 27, 2017.
- B. **MOTION by David Rose and seconded by Bob Gilmore to approve minutes from the meeting of June 6, 2017, July 7, 2017 and June 27, 2017 as submitted. Motion passed unanimously.**

4. **Comments From Citizens**

- A. There were none.

5. **Sewer Allocation Request**

A. **Green Mountain Lodge**

- i. Property address is 1 Parker Avenue, Parcel 220548.000
- ii. Frank Heald advised that in 2006 the board approved a project consisting of 37 dwelling units with a total of 80 bedrooms. The new proposed project will consist of a wastewater allocation of 10,250 GPD. We will credit them for 345 GPD for the office and one unit previously approved and paid. The project is currently in front of the DRB and recessed until their August meeting. We recommend the Trustees approve this allocation request.
  - (1) Allocation fee – 9980 GPD @ \$\$4.54 \$45,309.00
  - (2) Hook on fee – 33.27 equivalent user units @ \$2,200.00 \$73,194.00
  - (3) Allocation reserves 6,987 GPD
  - (4) Physical connection to the collector system must be designed by a Vermont engineer and all connections to the sewer shall be witnessed by a member of the Village wastewater staff.
- iii. **MOTION by David Rose and seconded by Bob Gilmore to approve this application for an allocation for the change in allocation from the Jewel Brook condominiums to the Green Mountain Lodge with the allocation fee of \$45,309.00 and hook-on fee of \$73,194.00. Motion passed unanimously.**

6. **Award Bid for Village Cold Plane Project**

7.

- A. Frank Heald advised that this is a project to cold plane on Pleasant Street from Elm Street to this side of the Mill Street Bridge and replace the storm sewer and repave. The apparent low bidder is BDM Sweeper with a bid of \$2,710, approximately \$11,000 lower than the other bid. We checked out this company and they do the cold plane work for Fuller. They will also be doing work on Buttermilk Falls Road and Brooks Road.
- B. David Rose asked if it would just be cold planning and we would haul it away.
- C. Frank Heald said yes.
- D. **MOTION by David Rose and seconded by Bob Gilmore to award the bid for Pleasant Street Cold Plane project to BDM for \$2,710. Motion passed unanimously.**

8. **Award Bid for Wastewater ¾ Ton Truck**

- A. Frank Heald advised that we put out a relatively generic bid and received bids from Benson's and Stewart. The low bidder was Stewart for a 2017 truck. Benson's bid a 2018 truck.
- B. George Benson advised that the difference in the bid is a little over \$2,000. He said that you couldn't trade the trucks for \$2,000 for the 2016 to 2017. He looked at the book value differences for a 2016 Chevy and a 2015 Chevy and it is \$3300. For the same years Ford's, it is \$4,050. You would get more back in trade-in on the Chevy and that would make up the difference in the two trucks. The truck he bid comes standard with blue tooth, rear back up camera, power window and door locks and locking hub with shift on the fly. The Ford does not have these items standard. The fuel tank on the Chevy is 36 gallons, while the Ford's gas tank

is 29 gallons. Ours also has a trailer brake controller operation from inside the truck, but he does not know about the Ford on this item.

- C. Bob Gilmore asked delivery time.
- D. George Benson said 8-10 weeks for the Chevy and 6 -8 for the Ford.
- E. Chuck Craig said there isn't much difference in the times.
- F. George Benson said they would have the truck by October, hopefully sooner.
- G. David Rose asked what management recommends.
- H. Frank Heald said he is leaving that up to the board, adding that Mr. Benson is very persuasive.
- I. David Rose asked what the specifications called for.
- J. George Benson said they did not include power windows and locks.
- K. Chuck Craig said they are pretty equivalent.
- L. Bob Gilmore said he would prefer to go local and service would also be closer. He said that George Benson made a good argument and there is a difference in the trade in value. The Chevy has more bells and whistles that are standard.
- M. David Rose said they are talking apples to apples.
- N. Bob Gilmore said that Mike Stewart is not here tonight.
- O. Frank Heald said we do not typically invite vendors to this meeting. It was a very generic bid.
- P. **MOTION by Bob Gilmore and seconded by David Rose to award the Benson Chevrolet. Motion passed unanimously.**

9. **Sewer Allocation Request**

- A. Homestyle Hotel, LLC
  - i. Property address is 112 Main Street, Parcel 060156.000
  - ii. Bob Gilmore noted that this was formerly known as the All Seasons Motel.
  - iii. David Rose advised that this is a request for additional sewer allocation.
    - (1) Allocation fee – 70 GPD @ \$4.54 \$317.80
  - iv. **MOTION by David Rose and seconded by Bob Gilmore to approve this application for an additional sewer allocation of 70 GPD at \$4.54/GPD for a total of \$317.80. Motion passed unanimously.**

10. **Other Business**

- A. American Stroke Victim Coin Drop Thank You Letter
  - i. Frank Heald advised that included in their packets is a Thank You letter from Laura Miele for allowing the coin drop.
  - ii. David Rose said it is nice to hear back from people.
  - iii. Bob Gilmore said it is also nice to know that it was a success financially.
- B. Sidewalks
  - i. David Rose asked if plans had been made for sidewalk work this summer.
  - ii. Frank Heald said it is too early at this point to know what monies will be available.
  - iii. David Rose asked about the pavers by the Mill.
  - iv. Frank Heald said that they should be fully warrantied and he has not executed that request yet.
- C. Sewer Manhole Project by Brook Street
  - i. David Rose asked about the status of this project for linings of the pipe and manholes on the main trunk line from the Mill Street Bridge to the Pleasant Street Extension Bridge (the line behind Brook Haven).

- ii. Frank Heald said he had sent out the contract to the vendor, but had not received it back yet.
    - iii. David Rose said that this is the driest part of the year.
  - D. Asset Management Program
    - i. Chuck Craig said they are still plugging away at it and the engineers will have all of his information by next week.
    - ii. Frank Heald said he thinks it will be ready in August.
  
- 11. Set Date for May Meeting
  - A. Meeting is August 1, 2017 at 6:00 p.m.
  
- 12. Sign Warrant Orders
  - A. Warrant orders were signed.
  
- 13. Possible Executive Session/Personnel/Contracts
  - A. Frank Heald said that an Executive Session is not needed.
  
- 14. Adjourn
  - A. MOTION to adjourn by David Rose and seconded by Bob Gilmore. Motion passed unanimously.
  - B. Meeting adjourned at 6:19 p.m.

Respectfully submitted,

Lisha Klaiber

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Robert Gilmore, Chairman

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David Rose

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Earl Washburn