

PRELIMINARY MINUTES

**VILLAGE OF LUDLOW
BOARD OF TRUSTEES**

**REGULAR MEETING
HEALD AUDITORIUM**

TUESDAY, JUNE 1, 2021

6:00PM

ZOOM Public Informational Meeting Link:

<https://us02web.zoom.us/j/83171935503?pwd=b21FTVZKdktlaFhraUU3V2JaZm4zUT09>

Meeting ID: 831 7193 5503

Passcode: 583569

Dial by phone: +1 929 436 2866

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TRUSTEES PRESENT:

David Rose, Chairman

Bob Brandt

Earl Washburn

STAFF:

Scott Murphy

Chuck Craig

OTHERS PRESENT:

Alan Couch

Eric Chatterjee - OVTV

Lisha Klaiber, Recording Sec.

Art Ciasca

Mary Ciasca

Walter Stoltz

1. Call To Order

- A. David Rose called the regular meeting of the Village Trustees to order at 6:00 p.m.
- B. All members present

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

- A. Scott Murphy advised that no changes are needed.

3. Approve Minutes from Previous Meetings

- A. David Rose advised the minutes to be approved are from the regular meeting of May 4, 2021.
- B. **MOTION by Bob Brandt and seconded by Earl Washburn to approve minutes from the regular meeting of May 4, 2021 as submitted.**
- C. **Motion passed unanimously.**

4. Comments from Citizens

- A. Walter Stoltz asked the status of the Stone House demolition.
- B. Scott Murphy said that he has heard the hotel parcel is being sold, but is not sure if that included the Stone House property. He knows that the attorney had done a title search. He said that the owner will not allow the town to remove the debris from the property. The cost to remove the debris is about \$15,000. The town did have an appraisal done and it is about \$55,000. The owner might sell the property to the town.
- C. Walter Stoltz asked if the town had made an offer.
- D. Scott Murphy said he had spoken to the wife and brother, but she may want a bit higher.
- E. Walter Stoltz asked if the town is willing to buy the property.
- F. Scott Murphy said it is up to the Trustees and the Village budget is small and doesn't include that. It is also not in the town budget. The town would like to see it cleaned up.
- G. Mary Ciasca asked, if the property is sold, is there any way to require the new owner to clean it up.
- H. Scott Murphy said that the Village has amended the ordinance and it is up to the town attorney to let us know if we can enforce the ordinance and force the new owner to clear it up.
- I. Art Ciasca asked if anyone who purchases the property would realize it has to be cleaned up. He asked if the amended ordinance can apply to the current owner.
- J. Scott Murphy said no.

- K. David Rose asked Scott Murphy to ask the Select Board, at their next meeting, if they would be willing to purchase the property.
- L. Scott Murphy said he will ask them.

5. **Sewer Allocation Request**

- A. William & Patricia Baggot
 - i. Property address is Lot # 67 Main Street
 - ii. David Rose advised that this is a request to add one bedroom to a single family home with 6 bedrooms for a total of 7 bedrooms on the sewer system.
 - iii. Allocation fee – 1 bedrooms @ \$546.00/bedroom \$546.00
 - iv. **MOTION by Earl Washburn and seconded Bob Brandt by to approve this application to add one additional bedroom to an existing 6-bedroom single family dwelling at \$546.00 per bedroom. Motion passed unanimously**

6. **Possibly Sign & Approve Vermont State Revolving Fund Loan Agreements**

- A. High Street Water Loan RF3-417-3.0.
 - i. Scott Murphy said that the loan for the Drinking water is \$440,000 and of that \$330,000 will be forgiven, leaving at net of \$110,000.
 - ii. High Street Sewer Loan RF1-272-3.0
 - iii. Scott Murphy said Clean Water loan is \$550,000 and of that \$222,720 is forgiven, leaving a net of \$327,280.
 - iv. Scott Murphy said the board had authorized him to sign the contract documents, but this is the loan agreement and the board must sign and Ulla Cook will attest to it.
 - v. Board members signed the documents.

7. **Review RFQ for Lower High Street Preliminary Engineering Study**

- A. Scott Murphy said that at their meeting last month they discussed working up a draft RFQ for the Lower High Street preliminary engineering study. He said that they cannot discuss costs. They will rate the responding quotes and will be able to interview the #1 vendor. At that point, they will be allowed to discuss costs. If they are not pleased with that vendor, they may then interview the #2 vendor.
- B. David Rose said this is to select and engineering firm to the initial study. They would then be able to put out an RFP for final design and construction prices.
- C. Scott Murphy said they could choose the initial vendor or go with another company.
- D. David Rose said he would prefer to see a second price.
- E. Scott Murphy said that he will put this out for response by July 9, 2021 on the town website, on the State and other websites.

8. **Possibly Approve Application for Pollution Control Grant – High Street Project**

- A. Scott Murphy advised that Wayne Elliott advised him of a pollution control grant, for up to \$55,000, for which Wayne Elliott thinks we may be eligible. He said that they can include it in the High Street project, but would have to amend the original motion.
- B. **MOTION by Bob Brandt and seconded by Earl Washburn to amend the motion made on January 12, 2021 to include the application for the Pollution Control Grant (Clean Water Step #3.) Motion passed unanimously**

9. **Municipal Manager Updates**

- A. Pipe Wrapping Proposal
 - i. Scott Murphy said that they had discussed this and he thinks that the estimate is reasonable.
 - ii. David Rose said it it's in the ballpark with the costs from the last time they did it. It is less expensive than digging up and replacing the pipes. The quote of \$129,400.00 includes:
 - (a) 800 feet of 6 inch pipe
 - (b) 1,600 feet of 8 inch pipe
 - (c) 1,000 feet of 12 inch pipe and
 - (d) Lining of 6 manholes totaling about 40 VF.David Rose said it is a substantial job. He noted that the contractor is busy at this time and may not be able to do the job until late fall or early spring 2022
 - iii. Chuck Craig asked if that would be May 2022.
 - iv. David Rose said it would be worthwhile to accept the proposal - there are not many vendors who do this work.

- v. Scott Murphy said that he can reach out with an RFP for response in 3 weeks. You would be able to open and approve at your next meeting.
- vi. David Rose questioned that new bidders would have an advantage because they would know this price.
- vii. Scott Murphy said this vendor might be able to “sharpen his pencil.” He asked Chuck Craig if he is aware of any other vendors that do this work.
- viii. Chuck Craig said there is someone in Boston.
- ix. Bob Brandt asked if that bid would hold.
- x. Earl Washburn said it’s in the ballpark.
- xi. **MOTION by Earl Washburn and seconded by Bob Brandt to accept the bid from Green Mountain Pipeline Services for \$129,400.00. Motion passed unanimously.**

B. High Street Project Update

- i. David Rose asked Scott Murphy for an update.
- ii. Scott Murphy said they will meet with the State on July 12th. They will start mobilizing on July 19th and do construction through August 23rd. Paving and sidewalks will be complete by August 30th and cleanup will end on September 6, 2021.
- iii. David Rose asked if they would be sending out flyers to let people know that the project will be starting.
- iv. Scott Murphy said there will be a door-to-door effort and also a mailing. He said that the big concern will be the detour. He will have more information for them at their next meeting.

C. Local Motion.

- i. Scott Murphy said that he included in their packets some information from Local Motion. He had spoken with the Regional Planning Commission and they work with VTRANS. They will set up a temporary bike/pedestrian lane for 3 to 5 days per week, allowing you to see what it would do for you. He was thinking about doing it from Dorsey Park, down Pond Street to the Park and Ride by the Fire Station. It consists of temporary white lines with orange cones. We were also considering traffic calmers at entrances to the village - Veterans’ Park and the Park and Ride.
- ii. David Rose asked how.
- iii. Scott Murphy said they suggested flower boxes, but we didn’t want that. He will keep the board updated and it would be at no cost to the Village.

10. Other Business

A. Finances

- i. David Rose asked Scott Murphy how this is going.
- ii. Scott Murphy said that the numbers for 11 months look good.

B. Bowker Court

- i. David Rose asked if there was any word.
- ii. Scott Murphy said no.
- iii. David Rose asked if the penalty is in effect.
- iv. Scott Murphy said no, we need a decision from the local court first.

C. American Recovery Money

- i. David Rose asked if there had been any word about this.
- ii. Scott Murphy said nothing solid. He said that Tom Kennedy may come to the Select Board meeting. He said that by June 10, the state should get the money from the federal government. The State has 30 days to disburse it. The Village would get its share through the town, but the town does not have control over the amount.
- iii. Bob Brandt asked if it has to be used on infrastructure.
- iv. Scott Murphy said there is a paragraph that says that the funds may not be used for normal maintenance, such as sidewalks. It can be used for wastewater, water, storm water, culvert replacement and paving those sections where the culvert was replaced.
- v. David Rose said they did Gill Terrace last year.
- vi. Chuck Craig said there is a section in the middle that is not good.
- vii. David Rose said that was for storm water.
- viii. Scott Murphy said there is a section by Vail Bridge that is also not good. It would not be part of the bridge project, but could be done when they do the bridge. We will have until 2023 to spend the money and it could possibly be extended until 2024.

11. Set Date for Next Meeting

- A. Next regular meeting will be on July 6, 2021 at 6:00 p.m.

12. **Possible Agenda Items for Next Meeting**

- A. Possibly Consider Village of Ludlow Solid Waste Management Ordinance.
- ix. Scott Murphy said that Bob Brandt brought this up last month. This board was going to look at and adopt the town ordinance, but while reviewing, we found some conflicts in this wording for Junkyard and Junk Vehicles. We will clean that up and bring it back to you.

13. **Sign Warrant Orders**

- A. David Rose said he signed them last week and we went back to 2 signatures on the warrants last month.

14. **Possible Executive Session/Personnel/Contracts/Legal Issues**

- A. Scott Murphy said that an Executive Session is for Contracts 1 VSA § 313 (a)(1) to discuss Municipal Manager Contract.
- B. **MOTION by Bob Brandt and seconded by Earl Washburn to enter in to Executive Session to discuss Municipal Manager Contract. Motion passed unanimously.**
- C. Board entered into Executive Session at 6:29 p.m.
- D. Board exited Executive Session at 6:34 p.m.
- E. **MOTION by Bob Brandt and seconded by Earl Washburn to authorize the chair to sign the Manager's Contract on behalf of the Trustees. Motion passed unanimously.**

15. **Adjourn**

- A. **MOTION to adjourn by Earl Washburn and seconded by Bob Brandt. Motion passed unanimously.**
- B. Meeting adjourned at 6:35p.m.

Respectfully submitted,

Lisha Klaiber

David Rose, Chairman of Trustees

Earl Washburn, Vice Chair

Bob Brandt, Clerk