

PRELIMINARY MINUTES

**VILLAGE OF LUDLOW
BOARD OF TRUSTEES**

REGULAR MEETING

6:00 PM

Tuesday May 2, 2017

BOARD MEMBERS PRESENT:

Bob Gilmore, Chairman

David Rose

Earl Washburn

STAFF:

Frank Heald

OTHERS PRESENT:

Ed McEaney – 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 April 4, 2017.

B. **MOTION by David Rose and seconded by Earl Washburn to approve minutes from the meeting of April 4, 2017 as submitted. Motion passed unanimously.**

3. **Comments From Citizens**

A. There were none.

4. **Consider Coin Drop Request from the American Stroke Association**

A. Bob Gilmore advised that this is a local group.

B. David Rose said that we allow up to 4 coin drops per season.

C. Frank Heald said that so far, this year we have the Sons of the American Legion and Project Graduation. We also have the Fire Department Boot Drop. We have room for one more.

D. **MOTION by David Rose and seconded by Earl Washburn to approve the request from the American Stroke Association for Saturday, May 27, 2017.**

E. Frank Heald advised that would be Memorial Day Weekend and also that it would not interfere with any bridge work.

F. **Motion passed unanimously.**

5. **Consider Extension of Municipal Manager’s Contract to May, 2018**

- A. David Rose advised that the Select Board and Water Commissioners had already approved this.
- B. **MOTION by David Rose and seconded by Earl Washburn for discussion to approve the extension of the Municipal Manager’s Contract to May, 2018. Motion passed unanimously.**

6. **Discuss Storm Drain Project on Pleasant Street**

- A. Frank Heald advised that there have been conversations regarding the condition of Pleasant Street from Elm to the Mill Street Bridge. He said that 7 to 8 years ago, they replaced the sewer pipe and did not do the cross culverts or grade the road. They propose to mill the pavement and re-grade the underlayment with a slight tilt to the north side of the road for drainage. They will retain some of the culverts, but need new storm drains. They will use plastic catch basins and cement collars. They will put down a 3" base coarse and 2" top coat of asphalt. This will allow proper reveal of the curbs and make the street better.
- B. Bob Gilmore said that some of the storm drains are so bad that cars bottom out.
- C. Frank Heald said this will go out to bid by the June meeting and they plan to do the work after the Walker Bridge is done.

7. **Update on Asset Management Study**

- A. Frank Heald said that they had applied for and received a grant for \$55,000 for full Asset Management Assessment 6 to 8 months ago. They will inventory everything in the Waste Water Collection System and map it. From this, they will produce a Capital Plan for the next 2 to 10 years to bring the system along. The heard work will be the assessment of the Treatment Plant. That will be done after the mapping. There are areas that will need to be looked at more, such as some places on the mountain. There are collection lines that go across private property, but we own the sewer lines and need to know where they are. We assume that the hydraulic collectors are capable of handling what we put in. The weakest point in the system is the transmission collector line on the north side of the Black River in back of Rick Franks house by the Mill Street Bridge that runs along the north side of the river to the Pleasant Street Extension Bridge. We will have an RFP, with detailed specifications to use lining material from manhole to manhole. A liner is put in the pipe and it expands and gives interior protection. Then, a camera with a cutter is run into the pipe and zips the opening. It is well sealed. The manholes are treated the same way. There are problems with the line: there is significant infiltration in the line, there is a section in the stream bank or river, and one line reaches under a mobile home in the park. Lining is the most expedient and cost effective way to repair the lines. This will happen late this summer to fall. He knows of 4 contractors that do this work and Otter Creek has worked with one of them. It is a relatively new technology and there is money to do the work.

8. **Other Business**

- A. **Corner of Andover and Pleasant Streets**
 - i. Bob Gilmore advised that this corner is getting trashed by large trucks making the turn because of the detour. He said that one resident had damage to his property.

- ii. Frank Heald said it would be fixed.
 - B. No Parking Sign Request
 - i. Frank Heald said that a request was received from the owner of the car wash, after the agenda had been posted, to put up NO PARKING signs by his property. He said that trailer trucks are parking on his lawn when they go to Subway. Frank Heald said he would put this on next month's agenda.

- 9. **Set Date for May Meeting**
 - A. Meeting set for Tuesday, June 6, 2017 at 6:00 p.m.

- 10. **Sign Warrant Orders**
 - A. Warrant orders were signed.

- 11. **Possible Executive Session/Personnel/Contracts**
 - A. Frank Heald said that an Executive Session is not needed.

- 12. **Adjourn**
 - A. **MOTION to adjourn by David Rose and seconded by Earl Washburn. Motion passed unanimously.**
 - B. Meeting adjourned at 6:22 p.m.

Respectfully submitted,

Lisha Klaiber

Robert Gilmore, Chairman

David Rose

Earl Washburn