

PRELIMINARY MINUTES

**VILLAGE OF LUDLOW
BOARD OF TRUSTEES**

**REGULAR MEETING
HOWARD BARTON JR. CONFERENCE ROOM**

TUESDAY, November 2, 2021

6:00PM

TRUSTEES PRESENT:

David Rose, Chairman Bob Brandt

TRUSTEES ABSENT:

Earl Washburn

STAFF:

Scott Murphy

OTHERS PRESENT:

Jason Rasmussen Ryan Silvestri Eric Chattergee (Okemo Valley-TV)

1. Call To Order

- A. David Rose called the regular meeting of the Village Trustees to order at 6:00 p.m.
- B. Earl Washburn absent.

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 October 5, 2021.
- B. **MOTION by Bob Brandt and seconded by David Rose to approve minutes from the regular meeting of October 5, 2021 as submitted. Motion passed unanimously.**

4. Comments from Citizens

- A. There were none.

5. Sewer Allocation Request

- A. Rich Fricchione.

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- i. Property address is 119 Bear Ridge Road (Parcel #220631.000)
 - ii. David Rose advised that this application is to add one (1) additional bedroom to the property. They currently have 3-bedrooms and this will make a total of 4 bedrooms.
 - iii. Allocation fee – 1 bedrooms @ \$780.00/bedroom \$780.00
 - iv. **MOTION by Bob Brandt and seconded by David Rose to approve this application for additional bedroom at \$780.00. Motion passed unanimously.**

6. **Possibly Consider Proposed Amendments to the Village of Ludlow Zoning & Flood Hazard Regulations**

- A. Scott Murphy said that the Planning Commission has been working with Jason Rasmussen to amend the Village Zoning and Flood Hazard Regulations. The last time they were updated was 2019. At this point they are near the finish and would like feedback from this board.
- B. Jason Rasmussen said they are working on funds from a grant. The focus is Main Street from bridge to bridge to improve the zoning. He said they are dealing with outside dining and trying to help make things more permanent. They are dealing with dimensional standards and trying to streamline the permit process.
- C. Ryan Silvestri said they are trying to reduce restrictions and make the density easier for residential. They have addressed walk-up and takeout dining, exterior seating with ADA approved sidewalk requirements. They will lessen residential parking requirements to encourage more residential units. He said that have changed the lot standards for a 5,000 square foot lot, they have changed the lot coverage maximum from 50% to 75%. Setbacks will remain the same (8 feet.)
- D. David Rose asked about per unit parking.
- E. Jason Rasmussen said they are considering relaxing this for the Village Residential Commercial district.
- F. Ryan Silvestri said it was 2 spots per unit.
- G. Jason Rasmussen said they want to make sure here is parking, but some buildings have no land.
- H. Bob Brandt said from bridge to bridge things are pretty much where they will be.
- I. Ryan Silvestri said the RC District includes some of Pleasant Street and many of the lots are maxed out. These changes are to give the property owners more options.
- J. Bob Brandt said with fewer parking spaces per unit, this will open the upstairs for apartments.
- K. Ryan Silvestri said yes and allow owners to use their property.
- L. David Rose asked if there will be any changes to the Preservation District.
- M. Jason Rasmussen said no. They are working on the Village RC District.
- N. David Rose asked about signs
- O. Ryan Silvestri said they have used the Manchester sign regulations as a guide, tailoring it for Ludlow. It will be more specific. It will allow awnings, soffits and blades.
- P. Jason Rasmussen said they are looking toward going from a number of square feet to possibly multiple signs of different types with a total square footage.
- Q. David Rose asked about backlit signs.
- R. Jason Rasmussen said with low light.
- S. Ryan Silvestri said the language will say warm light and low wattage and size. We will keep it within the character of the downtown.
- T. David Rose asked about the takeout windows.
- U. Ryan Silvestri said they will be able to stay and add awnings that are permanent and not considered part of the footprint of the building.

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- V. David Rose said that he does not have any issues with this and he agrees with more development in the Village.
 - W. Bob Brandt said they have been trying to get more long-term rentals and asked if there is something that the Planning Commission can do about short term rentals.
 - X. Ryan Silvestri said there is no way to limit it. We may be about to change the zoning -possibly place restrictions on the number of bedrooms in certain areas. He said that it is hard to change privately owned homes.
 - Y. Jason Rasmussen said they hope to complete their work by the end of December and will come back to this board in January.
7. **Consider & Approve Municipal Planning Grant Application for Zoning Bylaw Modernization**
- A. Scott Murphy said that this grant would actually be phase 2 of the zoning changes. We try to apply every year for a grant. The current grant is phase 1 and phase 2 will encompass the rest of the village. We will ask for \$17,236 and our match will be \$1,724 for a total project cost of \$18,960. Our portion will be in kind.
 - B. **MOTION by Bob Brandt and seconded by David Rose to approve the Municipal Planning Grant Application for Zoning Bylaw Modernization for FY 2023. Motion passed unanimously.**
8. **Sign Municipal Planning Grant Resolution for Bylaw Modernization**
- A. Scott Murphy said that David Rose must sign the resolution.
 - B. **MOTION by Bob Brandt and seconded by David Rose for David Rose to sign the Municipal Planning Grant Resolution. Motion passed unanimously.**
 - C. David Rose asked Jason Rasmussen if he knows of any grants for sidewalks.
 - D. Jason Rasmussen said there may be some. If the town had a Downtown Designation, it might be eligible for Transportation funds. There may be others, but nothing comes to mind..
 - E. Scott Murphy said that there may be ARPA funds available for Loss of Income . The VLCT will have more information next week about the ration and how to figure it out. The town had excess funds last year and is not eligible, but the village has a loss and may be able to qualify for money that has no restrictions on its use.
 - F. David Rose said that at one time, they had tried to get a VTRANS grant unsuccessfully.
9. **Possibly Approve Aldrich & Elliott Contract for Pleasant Street Extension & High Street Services**
- A. Scott Murphy said that this project is a combination of preliminary engineering for water on Pleasant Street and Stormwater/Sewer/Water on High Street. The contract has been approved by the state. This is a flat fee. The Clean Water Revolving Loan Fund is \$11,350 and up to a 50% subsidy . If the project does not go through, we have up to 5 years to repay at 0% interest.
 - B. David Rose said that the board sent out an RFQ and selected Aldrich & Elliott. This is just the preliminary engineering, not final design.
 - C. **MOTION by Bob Brandt and seconded by David Rose to approve the A&E Contract for Pleasant Street Extension & High Street Services for \$11,350.00. Motion passed unanimously..**

10. **Possibly Sign Funding Application for Clean Water Revolving Loan Program**

- A. Scott Murphy said that all board members should sign.
- B. **MOTION by Bob Brandt and seconded by David Rose for the board to sign the Funding Application for Clean Water Revolving Loan Program. Motion passed unanimously.**

11. **Authorize Municipal Manager to Sign Other Necessary Documentation for the Clean Water Revolving Loan Fund**

- A. Scott Murphy suggested that the board authorize him to sign other documents for this.
- B. **MOTION by Bob Brandt and seconded by David Rose to authorize the Municipal Manager to sign other necessary documentation for the Clean Water Revolving Loan Fund. Motion passed unanimously.**

12. **Vail Bridge Sewer Line Discussion**

- A. Scott Murphy said that the storm water runs from the bank through the abutment and it can be included in the Vail Bridge project and our portion is only 2.5%.
- B. David Rose asked if they will use a sleeve.
- C. Scott Murphy said yes.
- D. David Rose asked about the sewer line under the river.
- E. Scott Murphy said Wayne Elliott may have information soon.
- F. David Rose said this is a project for next year.

13. **Christmas Party Discussion – Possibly Approve Gift Cards to Staff, Boards & Commissions**

- A. Scott Murphy said that the Select Board and Water Commissioners have approved giving gift cards to staff, boards and commissioners in lieu of having the Christmas party.
- B. **MOTION by Bob Brandt and seconded by David Rose to approve the purchase of gift cards for Staff, Boards & Commissions in lieu of the Christmas party. Motion passed unanimously.**

14. **Set Date(s) for FY 2023 Village Budget Workshops**

- A. David Rose said this board can wait on this.

15. **Other Business**

- A. Water Main Leak
 - i. David Rose asked for an update.

- ii. Scott Murphy said they located the leak and repairs will start tomorrow. They redirected the water from the springs to the Strong's tank. The leak is by the waste water treatment plant, by the Pleasant Street Extension Bridge

B. Stop Light

- i. David Rose asked if they had switched the stop light to winter mode..
- ii. Scott said no.

C. High Street Project

- i. David Rose asked about the final numbers for the project.
- ii. Scott Murphy said that he will have them for their next meeting.
- iii. David Rose asked about the punch list.
- iv. Scott Murphy said it is complete and we have released the final payment..

16. **Municipal Manager Updates**

A. Stone House Debris Removal

- i. Scott Murphy said that the debris is gone and they have done the topsoil. They did trim the tree. He said that Troy Caruso is trying to purchase the property. It is a private deal.

B. Bowker Court Update

- i. Scott Murphy said that the Federal Court gave him 2 weeks to respond and we were also given two weeks to respond. We are now waiting for the court to make its decision. Depending on the court's decision to access fines.

17. **Set Date for Next Meeting**

- A. Next regular meeting will be on December 7, 2021 at 6:00 p.m.

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

- A. Review Wastewater Rates for January
- B. High Street Project final numbers
- C.
- v. .

19. **Sign Warrant Orders**

- A. David Rose said the warrants have been signed.

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

- A. Scott Murphy said that an Executive Session is not needed.

21. **Adjourn**

- A. **MOTION by Bob Brandt and seconded by David Rose to adjourn. Motion passed unanimously.**
- B. Meeting adjourned at 6:27 p.m.

Respectfully submitted,
Lisha Klaiber

David Rose, Chairman of Trustees

Earl Washburn, Vice Chair

Bob Brandt, Clerk