

**PRELIMINARY MINUTES**

**VILLAGE OF LUDLOW  
BOARD OF TRUSTEES**

**REGULAR MEETING**

**6:00 PM**

Tuesday October 6, 2015

**BOARD MEMBERS PRESENT:**

Bob Gilmore, Chairman      Richard Harrison      David Rose

**STAFF:**

Frank Heald

**OTHERS PRESENT:**

Ed McEneaney – LPCTV

1. **Call to Order**

A. Chairman, Bob Gilmore, called the regular meeting to order at 6:001 p.m., all members present.

2. **Approve Minutes from Previous Meetings**

A. Bob Gilmore advised the minutes to be approved are from the meeting of September 1, 2015.

B. **MOTION by David Rose and seconded by Richard Harrison to approve minutes from the meeting of September 1, 2015 as submitted. Motion passed unanimously.**

3. **Comments From Citizens**

A. There were none.

4. **Board of Listers Errors and Omissions**

A. Bob Gilmore advised that this is a housekeeping exercise.

B. **MOTION by David Rose and seconded by Richard Harrison to approve the changes to the Grand List as presented by the Board of Listers. Motion passed unanimously.**

5. **Sewer Allocation Requests**

A. Jonathan and Mary Rather

i. Property address is 153 Okemo Ridge Road, Parcel 030670000

ii. David Rose advised that this is a request to add a 4 bedroom dwelling unit to the sewer system.

a) Allocation fee – 4 bedrooms @ \$780.00/bedroom      \$3,120.00

b) Hook on fee – dwelling unit @ \$4,500.00      \$4,500.00

c) Allocation reserves 210 GPD

iii. **MOTION by David Rose and seconded by Richard Harrison to approve this application for an allocation for a 4-bedroom dwelling at \$780 per bedroom for an allocation total of \$3,120.00 and hook on fee of \$4,500 for a total of \$7,620.00 at 210 GPD. Motion passed unanimously.**

B. Jean C. Temple

i. Property address is 162 Upper Crossroad, Parcel 220138.000

ii. David Rose advised that this is a request to add a 3 bedroom dwelling unit to the sewer system.

a) Allocation fee – 3 bedrooms @ \$780.00/bedroom      \$2,340.00

b) Hook on fee – dwelling unit @ \$4,500.00      \$4,500.00

- c) Allocation reserves 210 GPD
    - iii. **MOTION by David Rose and seconded by Richard Harrison to approve this application for an allocation for a 3-bedroom dwelling at \$780 per bedroom for an allocation total of \$2,340.00 and hook on fee of \$4,500 for a total of \$6,840.00 at 210 GPD. Motion passed unanimously.**
  - C. Martha Harrison
    - i. Property address is 180 Upper Crossroad, Parcel 220139.000
    - ii. Frank Heald advised that although the paperwork says 4 bedrooms, she actually only has 3 bedrooms. One bedroom was changed into another type of room.
    - iii. David Rose advised that this is a request to add a 3 bedroom dwelling unit to the sewer system.
      - a) Allocation fee – 3 bedrooms @ \$780.00/bedroom \$2,340.00
      - b) Hook on fee – dwelling unit @ \$4,500.00 \$4,500.00
      - c) Allocation reserves 210 GPD
    - iv. **MOTION by David Rose and seconded by Richard Harrison to approve this application for an allocation for a 36-bedroom dwelling at \$780 per bedroom for an allocation total of \$2,340.00 and hook on fee of \$4,500 for a total of \$6,840.00 at 210 GPD. Motion passed unanimously.**
  - D. Frank Heald advised that this is the Upper Crossroad project and they will have single lane traffic for a while. He added that West Hill Road would be closed this coming Saturday and Sunday at the railroad crossing.
- 6. **Discuss Main Street/Pond Street Sidewalks/Crosswalks**
  - A. Frank Heald advised that at their last meeting, he had told the board that the sidewalk in front of Benson's would cost more than it actually will. The people doing the site work at Benson's are quoting \$23,850 for 475 feet of sidewalk, using existing curbing. If they run short of curbing, we will supply the additional curbs. He said that staff has also been considering the way the water flows on Pond Street and doing away with the crosswalk by the Totem Pole and moving it nearer to the main entrance and t-up to the crosswalk at the triangle. He said that the sight distance is adequate. He said the sidewalk would be about 20 feet short of the Shaw's walkway
  - B. David Rose asked about the other side.
  - C. Bob Gilmore said by the guardrail.
  - D. Frank Heald said that is basically a sidewalk to nowhere.
  - E. Bob Gilmore asked if it is needed, adding that it would have to end somewhere.
  - F. Frank Heald said they need to bring the curb there, but he does not see any reason for the sidewalk. It can be grass inside. He asked the board to approve the plan as submitted because he would like to start work tomorrow. He said if he can eliminate part, he will do it.
  - G. **MOTION by Richard Harrison and seconded by David Rose to approve the sidewalk plan as presented by Frank Heald for a total not to exceed \$23,850.00. Motion passed unanimously.**
  - H. Frank Heald said they spent a little over \$100 per foot last year.
- 7. **Consider Request from David Barrows**
  - A. Bob Gilmore advised that a letter has been received from David Barrows requesting a refund for sewer usage. His house was damaged during Irene and he could not live there for 10 months. Bob Gilmore added that the Water Commissioners have approved this request.
  - B. David Rose noted that the amount is \$239.92.
  - C. MOTION by David Rose and seconded by Richard Harrison to grant the abatement to the sewer bill to David Barrows in the amount of \$239.92. Motion passed unanimously.
- 8. **Schedule FY 2017 Budget Workshops**
  - A. Frank Heald advised that he plans to have the first draft ready for the board's December meeting. He will have most of the town budget done by November and then mostly do the Trustees in December. If needed, additional meeting can be scheduled after the December meeting.
  - B. Richard Harrison said that it is good that the Trustees and Select Boards work well together.
- 9. **Other Business**
  - A. Catch Basins

- i. Richard Harrison said that the catch basin in front of his house is way down and that there are others around town. He said they should be built up on the sides.
    - ii. David Rose added that catch basin by the church also needs work.
  - B. Crosswalk Signs
    - i. Bob Gilmore noted that the reflectors on the new solar crosswalk don't seem to be working right.
    - ii. Frank Heald said that he had not had the opportunity to research it and that he would look into it.
  - C. Sewer Study Program on the Mountain
    - i. Frank Heald advised that they are still trying to identify an 8 inch line by the old Timber Creek area. He will have Craig Jewitt from Otter Creek contact David Rose.
  - D. USDA Grant
    - i. Frank Heald advised that they had received a grant that will be applied to TV reports for the sewer mains. He said that he spoke to Dufresne and they can look at the films and may not need to engineer it. He said that High Street project will be revisited later on.
  - E. Access Road
    - i. David Rose asked if they would be changing anymore risers (this fall) on the man holes that were brick.
    - ii. Frank Heald said that he does not plan to so anymore this fall, but maybe next year.
    - iii. David Rose said that one is on the edge of the road.
- 10. Set Date for Next Meeting
  - A. Meeting set for Tuesday, November 3, 2015 at 6:00 p.m.
- 11. Possible Executive Session/Personnel/Contracts
  - A. Frank Heald advised that an Executive Session is not needed.
- 12. Adjourn
  - A. **MOTION to adjourn by David Rose and seconded by Richard Harrison. Motion passed unanimously.**
  - B. Meeting adjourned at 6:21 p.m.

Respectfully submitted,

Lisha Klaiber

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Robert Gilmore, Chairman

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David Rose

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Richard Harrison