

PRELIMINARY MINUTES

**VILLAGE OF LUDLOW
BOARD OF TRUSTEES**

**SPECIAL MEETING – BUDGET WORKSHOP
HOWARD BARTON, JR. CONFERENCE ROOM**

Tuesday, January 11, 2022

6:00PM

TRUSTEES PRESENT:

David Rose, Chairman

Bob Brandt

Earl Washburn

STAFF:

Scott Murphy

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

A. Scott Murphy said that no changes are needed.

2. Call To Order

A. David Rose called the regular meeting of the Village Trustees to order at 6:00 p.m.

3. FY 2023 Village Budget Discussion

VILLAGE BUDGET

- A. Scott Murphy said that since their original packet, there were some changes
 - i. Scott Murphy said that the Sweeper Loader payment of \$5,000 has been paid off. He said that this will be the last year for payments on the Trackless.
- B. David Rose asked about Single Audit.
- C. Scott Murphy said that they bumped the level up to \$750,000 and the auditor doesn't think that we'll reach it. He added that the auditor is not doing things in a timely manner.
- D. Earl Washburn said part of that may be the IRS. The IRS is behind in its paperwork
- E. Scott Murphy said that we are in the first year of a three-year contract and may re-evaluate that.
- F. David Rose asked about the increase in the Planning Administrative Assistant.
- G. Scott Murphy said that they had hired a new person who time is split; 3 days in the Planning Office and 2 in the Main Office. She is a full time employee. He added that the position had been underpaid.
- H. David Rose asked the Village portion.
- I. Scott Murphy said 30%.
- J. David Rose asked if needed, could some of the costs go to Administration.
- K. Scott Murphy said yes.
- L. David Rose asked if they also may be able to divert some costs to Sewer if we get in a pickle.
- M. Scott Murphy said that there is \$18,000 in Streets & Highways for sidewalks that has to be used in FY 2022, by June 30th. They are looking to do the sidewalks and curbing by Harrison.
- N. David Rose asked about the 3/5 Highway.
- O. Scott Murphy said it went through the budget.

- P. David Rose asked about Labor under Streets and Highways.
- Q. Scott Murphy said it is used when we hire contractors.
- R. David Rose asked about Streetlights.
- S. Scott Murphy said we don't know where it will end up, with the LEDs. He said this is our 2nd winter.
- T. Earl Washburn said it would take a year to see the savings.
- U. Scott Murphy said they increased Retreatment by \$1,000 and plan to do Mill/Meadow.
- V. David Rose asked about the waterline on Meadow.
- W. Scott Murphy said he doesn't see us doing that.
- X. David Rose said there is also work to be done by the Timber Inn next summer. He then asked about Signs/Lines/Rails – would we be repainting lines and repairing signs and guard rails.
- Y. Scott Murphy said yes, and resetting guardrails that may have been moved.
- Z. David Rose asked about the lease for the Municipal Parking lot and asked if that is a long term lease.
- AA. Scott Murphy said it is year to year and hasn't changed much since we have started leasing it.
- BB. Scott Murphy referred to Equipment on page 6 and the \$1,000 increase. He added that we have been going through a lot of salt and sand this year.
- CC. David Rose noted that Equipment refers to hired equipment and not our people.
- DD. Scott Murphy said yes.
- EE. David Rose noted that in Revenue, that LED Streetlight rebates have ended.
- FF. Scott Murphy said that is correct.
- GG. David Rose noted that Workmen's Comp had been increased.
- HH. Scott Murphy said that there were several accidents, some of which were from Ludlow Electric.
- II. David Rose asked if the VLCT still has safety programs.
- JJ. Scott Murphy said yes, but no rebates.
- KK. David Rose asked if our other insurance is also from VLCT.
- LL. Scott Murphy said yes.
- MM. David Rose noted that the Sweeper payments are done, and asked if we need a new trackless. He said that Ron Tarbell had mentioned it.
- NN. Scott Murphy said we need sidewalk blowers and there is no Capital Account.
- OO. David Rose said we would have to take a note. He said that the Sidewalk Storm bond ended in 2021. He asked if the Select Board has finalized their budget.
- PP. Scott Murphy said that the portion that affects the Village is done.
- QQ. David Rose said that this draft shows an increase in amount to be raised in taxes of 5.3%.
- RR. Scott Murphy said that is due to the decrease in revenue.
- SS. David Rose asked about Employee wage increases.
- TT. Scott Murphy said there was 3% included and the Select Board is asking for a 5% across the board Market Adjustment.
- UU. David Rose asked if that is built into Administration.
- VV. David Rose asked if that includes Highway.
- WW. Scott Murphy said yes.
- XX. David Rose asked if there is any way we can get the increase rate under 5%.
- YY. Scott Murphy said he will look over the budget more closely and come back with some options for their next meeting.
- ZZ. Bob Brandt agreed that he would also like to see the increase under 5%. We need to keep this as tight as possible. He noted that the amount included for Diesel fuel has been decreased.
- AAA. Scott Murphy said that is because of what we have spent (less) in 2021.
- BBB. David Rose asked if the town pre-buys.
- CCC. Scott Murphy said yes.
- DDD. Bob Brandt asked what was included in Employee Practices Liability in the Insurance section.

- EEE. Scott Murphy said he is not sure, but will check for their next meeting.
- FFF. Earl Washburn said that it is possible that the old moniker was Errors and Omissions.

WASTEWATER BUDGET

- A. Scott Murphy said that Sodium Hypochlorite was increased because prices have increased.
- B. David Rose said that the Front Office Stipend is \$39,000 and asked if some of that could be removed.
- C. Scott Murphy said that capital is about \$763,000.
- D. David Rose said we have to pay Green Mountain Pipeline about \$100,000 and start paying the High Street project bond. He said that the Wastewater Treatment Upgrade bond payment is \$175,000 next year. He referred to page 13 and the USDA Sewer Interest Credit.
- E. Scott Murphy said they give us Green credit as long as we submit verification that we are doing what we are supposed to do.
- F. David Rose noted that on page 14, Capital Revenue, the Actual for 2021 was \$1,136,163. He noted that it was not included in this budget and asked if it was now converted to Bond payments.
- G. Scott Murphy said yes. He said that overall, the amount to be raised in taxes is ½ of last year and there is not much wiggle room.
- H. David Rose said that they will look at the Water rates in the spring.
- I. Scott Murphy suggested the May meeting and the changes would become effective on July 1, 2022.
- J. David Rose asked when the December Water/Sewer bills are due.
- K. Scott Murphy said he doesn't know, but people are paying them.
- L. David Rose said he is good with the budget for now. He asked Scott Murphy to bring it back next month with options.
- M. Earl Washburn asked Scott Murphy to bring it down a bit.
- N. Scott Murphy said he would have options at their next meeting.

4. Other Business

- A. Traffic Issues
 - i. Scott Murphy said there were traffic issues this past weekend due to parking issues at the Mountain. People were going up West Hill and cutting across Witalec to park. Chief Billings wants to close Witalec Road for a few hours. They will put signs up at the bottom of West Hill. Okemo is only running 3 buses this year.
- B. Bowker Court
 - i. David Rose asked if there have been any updates.
 - ii. Scott Murphy said that the property owner's motion had been denied by the court. A hearing is set for February, after that we may be able to fine him.
- C. Green Mountain Pipeline Services
 - i. David Rose asked how they are doing.
 - ii. Scott Murphy said that they have been working hard every day. He said they will do camera work in the lines by the Baptist Church. He said that one of their workers went to the Wastewater plant today to talk to Chuck Craig about the storm water line from Gill Terrace to the Church.
 - iii. David Rose said that we had a quote last year for \$100,000 from someone else.
 - iv. Scott Murphy said that they will try to get on the list for next year with Green Mountain.
 - v. David Rose said that Ron Tarbell mentioned culvert work.
 - vi. Scott Murphy said that Chuck Craig is in discussion and he doesn't have an answer now.

- vii. David Rose said there is the trestle and 3 cross culverts and asked Scott Murphy to check with Ron Tarbell.
- D. Mask Mandate
 - i. Earl Washburn asked the status of the mask mandate.
 - ii. David Rose said that the town extended the mandate
 - iii. Scott Murphy said that this Board can ask the voters how they feel or can just leave it alone. He said that the State is working on something.
 - iv. Earl Washburn said that if they are not going to enforce it, it has no teeth.
- E. Wastewater Employee Search
 - i. David Rose asked if they have found anyone.
 - ii. Scott Murphy said that they would put this on the agenda for the next meeting.

5. Set Date for Next Meeting

- A. Next regular meeting will be on February 8, 2022 at 6:00 p.m.

6. Adjourn

- A. MOTION by Earl Washburn and seconded by Bob Brandt to adjourn. Motion passed unanimously.
- B. Meeting adjourned at 6:34 p.m.

Respectfully submitted,
Lisha Klaiber

David Rose, Chairman of Trustees

Earl Washburn, Vice Chair

Bob Brandt, Clerk