

**LAWRENCETOWN VILLAGE COMMISSION
REGULAR MEETING MINUTES
May 10, 2021**

COMMISSION

Brian Reid – Chair
Jane Baskwill
Sean Ebert

Laura McLarnon
Vernon Gaudet

STAFF

Jeff Hurlburt-Supt. PW

Melissa Roscoe- Clerk/Treasurer

CHAIRPERSON Reid called the online meeting to order at 7:00PM.

MINUTES:

Comm. Gaudet moved the minutes for April 12, 2021 be accepted as presented. Seconded by Comm. McLarnon. Motion Carried.

BUSINESS ARISING FROM MINUTES:

- None

OLD BUSINESS:

- None

ADDITIONS:

FINANCIAL REPORT: April 2021

Comm. Ebert made a motion to accept the Financial Statements for April 2021 as presented. Seconded by Comm. Gaudet. Motion carried.

COMMITTEE REPORTS:

PW Committee:

- Vaccine clinics have been running since last week, approximately 932 people have been through. There will be more clinics in the upcoming weeks.
- Tower 4- Comm. Reid met with Richard to look at the base. Hoping to have assembly completed in May and on the mountain by June. Will need to consult with the crane operator before scheduling them to hoist the tower.
- LCDC is gearing up for VOIP service; we will be placing the telephone order this week. The service is currently being used by the Village and will be offered to current co-op members and then will be offered to the public.
- We are looking at putting parking behind the library, waiting on an estimate.

Public Works: Supt. of PW gave his report. (see attached)

Economic Development Committee: No report available

Audit Committee: No Report available

HR Committee: No report available

Recreation: No report available

Annapolis County Councilor Report:

- In the 2 months since I have spoken with you, the county has gone through its annual budgeting process and we have an approved budget in place, of about 21.4 million for the year, this is an increase of about 1.5 million from last year's budget. Most of this represents inflation to county expenses with the only significant increase in real dollars going to the planning department for the provincially mandated county-wide planning and zoning.
- We have also approved a capital budget of about 21.1 million. The bulk of this is the ongoing Internet project and the Gordonstoun school project, at 10 million and 5.5 million respectively.
- We landed on a 1 cent per 100 dollars tax hike for the general tax rate. I am painfully aware that this is a hard year for many of us and any increase in cost is hard to bear.
- We have hired a new CAO David Dick. His background educationally is financial having started his career as an auditor. He has experience in pretty much all aspects of running a municipality. I am excited about him joining the municipal government team and am looking forward to working with him in the years to come.
- There has been progress on all of the litigation matters facing the county. The council members have been kept up to date on all of it. With briefings from the CAO and Warden during pretty much every meeting of the council. This has been the majority of our in-camera sessions, often taking a few hours to cover the details, from a week of activity, on the various files.

Website:

- Clerk will need some training on the new site

NEW BUSINESS:

1. Property Liens-Is the Village able to put a lien on a property for an unpaid bill. Yes, but there is a \$100.00 fee that would need to be paid to apply the lien and then another \$100.00 fee to have the lien removed upon payment. Due to the cost the Village will continue to use a collection agency when necessary.
2. #1 Lift Station-A pump needs to be repaired or replaced, we currently have 3 quotes and have looked at the cost to repair which would take 11 weeks before it could be completed. Commission is in agreement to proceed with the North Fringe quote.

Comm. Ebert made a motion to proceed with the North Fringe quote in the amount of \$7764.00 + HST. Seconded by Comm. Gaudet. Motion carried.

3. Water disconnection- Letter was sent, payment has not been received, water will be disconnected tomorrow morning and prepayment will be required before service is restored.
4. Sidewalk Repairs/Paving-The Commission agreed we should respond to fixed priced quotes only.

Comm. McLarnon made a motion to proceed with the Howard Little quote in the amount of \$11,200.00 + HST. Seconded by Comm. Gaudet. Motion carried.

CORRESPONDENCE:

None

COMMENTS/QUESTIONS FROM THE PUBLIC:

- None

As there was no further business to discuss, Comm. McLarnon moved to adjourn the meeting. The meeting adjourned at 7:36PM.


COMMISSION CHAIR


CLERK/TREASURER

Superintendent Report for: May 2021

- 1. Water Utility Test reports:** All test reports have come back within acceptable limits.
- 2. Waste Water Test Reports:** 2nd Quarter test have not been completed yet.
- 3. Water Utility Infrastructure:**
 - a. Current overnight flows are close to 5 GPM.
 - b. A Water leak was brought to our attention on Fitch Rd. prior to a curb stop. Repairs to the lateral were completed and water service was restored to the residents on Fitch Rd. within 4 hours of the leak being reported.
 - c. Inoperative water meters have been replaced within the village after the last meter reading results.
- 4. Waste Water Utility Infrastructure:**
 - a. Regular maintenance at the UV building to keep the UV lighting system working at its current optimal level.
 - b. The #2 pump at the lift station on the #1 has an internal leak and repairs/replacement are necessary to have both pumps running again. Quotes have been obtained and submitted for review by the commission.
- 5. Facilities:**
 - a. All facilities are in good working order, an upgraded camera system has been installed.
- 6. Village Equipment:**
 - a. New Holland Tractor has been pressure washed, rust removed, and all but the inside of the rear wheels has been painted with a fresh coat.
 - b. The New Holland required a replacement battery as one of the cells had gone bad and the battery was only holding a 10V charge.
 - c. New Holland snow blower has been touched up with paint.
 - d. John Deere blower and blade have been painted. The wheels and body on the John Deere have been painted as well.
 - e. The Topkick, Sierra, and Ranger have all been undercoated.

- f. Winter equipment has all been checked for any necessary repairs, fluids have been topped up, and equipment has been greased and stored for the summer.
- g. Summer equipment has been serviced and is ready for the upcoming season.
- h. The John Deere Tractor floor is in need of repairs due to rust. Now that the spring cleanup is almost finished repairs will be started in the near future.
- i. All other equipment is in good working order.
- j. The John Deere sweeper main shaft was sent to Nova for welding repairs and new brushes were installed.

7. Sidewalks and Streets and Grass

- a. Sidewalk sweeping and the library parking lot sweeping has been completed for the season. Streets are still in need of sand removal from the parking lanes, calls have been made to NSTIR in regards to when they will be coming to complete this task.
- b. Picnic tables and benches are being stored at the village compound currently until a decision is made on whether to have them placed around the village this year. Garbage cans are out around town and are being checked regularly.
- c. Regular checks around village for garbage pickup on the streets.
- d. Station Rd and Sunvalley St. are looking much cleaner after calls were placed to the county.
- e. Storm drains have been kept clear of garbage and debris to allow for storm water drainage.
- f. Grass around town has been cut as necessary including around the library and medical center.

Report submitted by: Jeff Hurlburt, May 10, 2021