

## MINUTES

### VILLAGE OF LUDLOW WATER COMMISSION

**Regular Meeting**  
**Tuesday, April 1 2014**  
**5:00 pm**

**Board Present:**

David Rose, Robert Gilmore

**Staff Present:**

Frank Heald

**Call to Order:**

David Rose called the meeting to order at 5:00 pm.

**Annual Board Re-Organization:**

- a. MOTION by Robert Gilmore and seconded by David Rose to elect David Rose as Chairman. All in favor and the motion passed.
- b. MOTION by David Rose and seconded by Robert Gilmore to elect Robert Gilmore as Vice Chair. All in favor and the motion passed.
- c. MOTION by Robert Gilmore and seconded by David Rose to elect Ron Bixby as Clerk. All in favor and the motion passed.
- d. MOTION by Robert Gilmore and seconded by David Rose to appoint Ron Bixby as the Ludlow Enterprise Fund Committee representative.
- e. MOTION by Robert Gilmore and seconded by David Rose to set the time and date of the Water Commission meetings at 5:00 pm on the first Tuesday of the month and the third Tuesday as an alternate date. All in favor and the motion passed.
- f. MOTION by Robert Gilmore and seconded by David Rose to use the Vermont Journal as the newspaper of record. All in favor and the motion passed.
- g. MOTION by Robert Gilmore and seconded by David Rose to adopt Roberts Rules of Order. All in favor and the motion passed.

**Approve Minutes:**

- a. MOTION by Robert Gilmore and seconded by David Rose to approve the minutes from March 4, 2014. All in favor and the motion passed.

**Comments from Citizens:**

- a. None present.

**Consider Water Reimbursement Request from Michael O'Rourke:**

- a. David Rose said there was a request from Michael O'Rourke of 56 Depot Street for a reimbursement for the incorrect billing of his water fees.
- b. MOTION by Robert Gilmore and seconded by David Rose to reimburse Michael O'Rourke of 56 Depot Street a total of \$1,425 from water fees. All in favor and the motion passed.

**Consider Water Freeze Up Requests:**

- a. Frank Heald said they will consolidate items # 6 and #7 from Andover Street and Terrace Avenue and refer to the spreadsheet.
- b. David Rose asked why a request was included for High Street.
- c. Frank Heald said the house changed hands and they did not know to leave the water running and it froze outside from the curbstop to the main.
- d. David Rose said that last month the motion was to reimburse only ½ of the invoice.
- e. Frank Heald said that 70 Andover Street had only asked for ½.
- f. Frank Heald said the Terrace Avenue freeze up involved renters who had children in the house so we will bill the owner and if they do not pay we will put a lien on the property.
- g. David Rose asked about 18 High Street.
- h. Frank Heald said Garvey & Garvey is the property manager and they had to install a bleeder.
- i. Robert Gilmore said we should pick up the \$512.50 charge because it was from the curbstop to the main.
- j. Robert Gilmore said going forward we should include a note in the December and June billings reminding homeowners to keep their water running.
- k. MOTION by Robert Gilmore and seconded by David Rose to pay the thawing expenses (only) on invoices submitted from 40, 42 and 60 Andover Street, 18 High Street and 16 Terrace Avenue.
- l. David Rose asked for discussion on the motion.
- m. After discussion, the motion was amended.
- n. MOTION was amended by David Rose and seconded by Robert Gilmore to include payment in full for Terrace Avenue and ½ the thawing expenses for 40, 42 & 60 Andover Street and 18 High Street. All in favor and the motion passed.

**Other Business:**

- a. None.

**Set Date for Next Meeting:**

- a. Next meeting has been scheduled on Tuesday, May 6, 2014 at 5:00 pm.

**Adjourn:**

- a. MOTION to adjourn by Robert Gilmore and seconded by David Rose. All in favor and the motion passed.
- b. Meeting was adjourned at 5:18 pm.

Respectfully submitted,

Pam Cruickshank  
Recording Secretary

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David Rose, Chairman

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Robert Gilmore

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Ronald Bixby