

REGULAR MEETING MINUTES

**VILLAGE OF LUDLOW
WATER COMMISSION**

**Regular Meeting
January 2, 2018
5:00 PM**

Board Present:

David Rose, Chairman	Robert Gilmore (absent)	Ron Bixby
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Staff Present:

Frank Heald		
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1. Call to Order:

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

2. Approve Minutes:

- a. MOTION by Ron Bixby and seconded by David Rose to accept the minutes from December 5, 19 & 22, 2017 as presented. All in favor and the motion passed.

3. Comments from Citizens:

- a. None present.

4. FY 2019 Budget Workshop:

- a. Frank Heald said that subject to input from the Water Commissioners, the water budget is finished.
- b. David Rose asked about the spreadsheets from Mark Youngstrom/Water Asset Management Plan and if it would affect the budget.
- c. Frank Heald said it would not.
- d. Frank Heald said they will hear more at the Village Trustees meeting tonight about the asset management plan and depending upon the sewer replacements in the Village, we will do water at the same time, using High Street as an example.
- e. Frank Heald said they should have a meeting mid-month and hear more from the engineers on the phasing and do the preliminary engineering on the treatment plant.
- f. Frank Heald said they will then be able to get into the cycling for funding and bonding.
- g. David Rose asked if the funding would be for the water and sewer.
- h. Frank Heald said they won't know until they see the plan. He stressed the importance of seeing the program.
- i. Frank Heald said they may want to schedule a joint meeting with the Village Trustees on January 16, 2018.
- j. Ron Bixby said he did not see any changes that need to be made to the budget.
- k. MOTION by Ron Bixby and seconded by David Rose to approve the FY 2019 Water Budget as presented. All in favor and the motion passed.

5. Other Business:

- a. Frank Heald passed out the advertising schedule for the Manager Recruitment. He said they may cut back on the 7-day ads to stay within the \$2,000 budget.
- b. David Rose questioned why the Valley News is being used and felt that newspapers such as the Hartford Courant or Manchester Union may be better placements.
- c. Frank Heald said that the VLCT feels that the trade journals, state leagues, etc. may attract someone with a resume similar to his and someone who is familiar with Vermont.
- d. David Rose asked if there have been any water freeze-ups.
- e. Frank Heald said the only thing he is aware of is the sewer line on the 2nd floor of the Senior Center.

6. **Set Date for Next Meeting:**

- a. David Rose said the next meeting has been scheduled for Tuesday, February 6, 2018 and a special joint meeting on January 16, 2018.

7. **Possible Executive Session Personnel/Contracts/Legal:**

- a. David Rose asked if an executive session was needed.
- b. Frank Heald said no.

8. **Adjourn:**

- a. MOTION to adjourn by Ron Bixby and seconded by David Rose. All in favor and the motion passed.
- b. Meeting adjourned at 5:15 pm.

Respectfully submitted,

Pam Cruickshank
Recording Secretary

David Rose, Chairman

Robert Gilmore

Ronald Bixby