

PRELIMINARY MINUTES

**VILLAGE OF LUDLOW
WATER COMMISSION**

**5:30 PM
Tuesday July 7, 2020**

HEALD AUDITORIUM

BOARD MEMBERS PRESENT:

David Rose, Chairman Ron Bixby

STAFF:

Scott Murphy Chuck Craig

OTHERS PRESENT:

George Abraham Rogan Lechthaler Patrick Cody – Okemo Valley TV

1. **Call to Order**

- A. David Rose called the meeting to order at 5:30 p.m., all members present. He explained that Bob Gilmore has resigned from the board.

2. **Consideration of any Changes, Additions or Removals to the Agenda**

- A. Scott Murphy advised that re-organization of the board is needed.

3. **Annual Board Reorganization**

- A. Elect Chairman of the Board
i. **Motion by Ron Bixby and seconded by David Rose to elect David Rose Chairman of the Board. Motion passed unanimously.**
- B. Elect Vice Chairman of the Board
i. **Motion by David Rose and seconded by Ron Bixby to elect Ron Bixby Vice Chairman of the Board. Motion passed unanimously.**
- C. Elect Clerk of the Board
i. David Rose noted this position will remain vacant until a new member is appointed.
- D. Appoint Union Negotiating Team Member
i. David Rose advised that this position is not needed.
- E. Appoint Recording Secretary
i. **Motion by David Rose and seconded by Ron Bixby to appoint Lisha Klaiber Recording Secretary. Motion passed unanimously.**
- F. Appoint Ludlow Enterprise Fund Committee Member
i. **Motion by David Rose and seconded by Ron Bixby to appoint Ron Bixby as Ludlow Enterprise Team Member. Motion passed unanimously.**
- G. Set Day and Time of Regular Meetings and Alternate meetings.
i. David Rose said that he would prefer to move the meeting start time back to 5:00 p.m.
ii. **Motion by Ron Bixby and seconded by David Rose that regular meetings to be held on the first Tuesday of the month at 5:00 p.m. and to have alternate meetings scheduled, as required, on the third Tuesday of the month at 5:00 p.m. Motion passed unanimously.**
- H. Designate Newspaper of General Circulation
i. **Motion by Ron Bixby and seconded by David Rose to continue with THE VERMONT JOURNAL as the newspaper of General circulation. Motion passed unanimously.**
- I. Adopt Roberts Rules of Order
i. **Motion by Ron Bixby and seconded by David Rose to adopt Roberts Rules of Order for meetings. Motion passed unanimously.**

4. **Approve Minutes from Previous Meetings**

- A. David Rose advised the minutes to be approved are from the regular meeting of June 2, 2020.
B. **MOTION by Ron Bixby and seconded by David Rose to approve minutes from the meeting of June 2, 2020 as submitted. Motion passed unanimously.**

5. **Comments From Citizens**

- A. Scott Murphy introduced George Abraham to the board. Scott Murphy said that he reached out to Mr. Abraham regarding the open position on the Water Commission.
- B. David Rose asked if the position had been advertised.
- C. Scott Murphy said he was not sure.
- D. David Rose asked Scott Murphy to advertise the position for one month and the decision will be made at the August meeting.

6. **Other Business**

- A. David Rose asked Chuck Craig how things are going at the water plant.
- B. Chuck Craig said good, the springs are running fine. He said they need to adjust the flow on the Godfrey Tank.
- C. David Rose asked about the replumbing at the valve pit by the transfer station.
- D. Chuck Craig said that has been completed.

7. **Possibly Consider Water Abatement Requests**

- A. Scott Murphy advised that abatement requests had been received from Café at Delight, Mama's and the apartment, Pot Belly Pub and the Ludlow Laundry. He noted that Pam Cruickshank had included spreadsheets in their packets. He said that Rogan Lechthaler is here to answer any questions regarding Mama's.
- B. David Rose asked if all of them are COVID related.
- C. Scott Murphy said all of them except Mama's.
- D. David Rose asked about the numbers that were included in the spreadsheets.
- E. Scott Murphy said they are units of water, with January 1 through June 30 and July 1 to current.
- F. David Rose voiced his concern that if we do one business, we would have to do them all and that would amount to a huge amount of money. He would like to revisit this in 6 months and see what the interest and penalties amount to. He thinks if we open this door to abatement, everyone will want to come in.
- G. Ron Bixby said that it would be like opening a can of worms. He asked if any of them are taking part in the federal Payroll Protection program.
- H. Scott Murphy said the Laundry was open the whole time.
- I. Rogan Lechthaler said that they had to close the restaurant in October for financial reasons and that no water or sewer was used. They have been trying to find someone to take over the restaurant. We do have someone coming in. He explained that the apartment has been dormant and there are no pipes in it. He said they invested a lot of money in the restaurant. They are being charged \$6,000 for 97 seats that don't exist. They are paying for 40 seats at the Downtown Grocery. We will be sending in money now. We are catching up on payments for the Downtown Grocery. We paid the base rates as a sign of good intention.
- J. Scott Murphy advised that Rogan Lechthaler did bring in a large check today and they have worked out a payment schedule.
- K. David Rose said that water and sewer were still available, they just weren't used. They were allocated.
- L. Rogan Lechthaler said that they had several people in to look at the restaurant. They didn't want to cancel.
- M. David Rose said that he feels for them, but there are a lot of customers with allocations that aren't using it. He said that on the Sewer side, there are people who own lots with allocations and there is nothing on the lots. If you had dropped the allocation, there wouldn't be a bill.
- N. Rogan Lechthaler said they wanted to keep the seat (allocation) for sale purposes.
- O. Ron Bixby said this is a unique situation with COVID and we don't know how long it will last.
- P. Scott Murphy said they do have a large number of seats. If they don't sell, he could change it. They did change one of the apartment allocations last year.
- Q. Rogan Lechthaler said they are still moving forward and hopefully will succeed.
- R. Ron Bixby said he agrees with most of it. He would like to know if there is room for us to assist Main Street businesses. He would like to put this on the agenda for next month and give us time to review the numbers. We have to maintain the Water/Sewer for all of Ludlow. He wants to table all 4 requests until next month. He noted that the Café has re-opened, the Laundry never closed and the Pot Belly is still closed.
- S. David Rose said he is struggling with the Laundry as it never closed. He tabled this discussion until the August meeting.

8. **Sign Resolution to Dedicate the Lamere Square Footbridge**

- A. Scott Murphy advised that they will be dedicating the Lamere Square Footbridge to Bob Gilmore.
- B. David Rose said that Bob Gilmore was on this board for over 10 years and on the Trustees for 32 years. He has left the boards due to health reasons.
- C. Scott Murphy advised that the resolution has been signed by the Select Board and will be signed by this board and the Trustees tonight. He read the resolution (copy attached at the end of the minutes.)
- D. **MOTION by David Rose and seconded by Ron Bixby to sign the resolution for the Dedication of the Lamere Square Footbridge to Robert N. Gilmore. Motion passed unanimously.**

9. **Review RFQ Results RE: High Street Water/Wastewater/Stormwater Project**

- A. Scott Murphy noted that we discussed this at the last meeting and received quotes from Otter Creek and Aldrich & Elliott. We had qualified for the Clean Water grant, but not the drinking water and were waiting to hear about the Drinking Water grant. There is also an opportunity for federally funded, shovel ready projects, so we have to keep this moving and ready by December 31st.
 - i. Otter Creek has worked with us on mapping projects, did the Godfrey Tank and Andover Street project.
 - ii. Aldrich & Elliott has worked on the Wastewater Treatment Facility project. They succinctly described the scope of this project and have tremendous knowledge of projects with this type of funding. They have unmatched experience in this state. They have had many similar projects.
- Scott Murphy said that he recommends going with Aldrich & Elliott as they have more experience
- B. David Rose asked if these quotes are to show qualifications. Do we know what their charges are?
- C. Scott Murphy said no, but they are generally reasonable.
- D. **MOTION by Ron Bixby and seconded by David Rose to accept the recommendation from Scott Murphy and award the contract to Aldrich & Elliott for the High Street project. Motion passed unanimously.**

10. **Set Date for Next Meeting**

- A. Meeting set for Tuesday, August 4, 2020 at 5:00 p.m.

11. **Possible Agenda Items for Next Meeting**

- A. Water Capacity Report by Robert Clark of Otter Creek Engineering
- B. Allocation abatements

12. **Sign Warrant Orders**

- A. Warrant orders were signed.

13. **Possible Executive Session/Personnel/Contracts**

- A. Scott Murphy said that an Executive Session is not needed.

14. **Adjourn**

- A. **MOTION to adjourn by Ron Bixby and seconded by David Rose. Motion passed unanimously.**
- B. Meeting adjourned at 5:57 p.m.

Respectfully submitted,

Lisha Klaiber
Recording Secretary

David Rose, Chairman

Ron Bixby

Robert Brandt



Ludlow, Vermont

A Better Place To Live, Work & Play

TOWN & VILLAGE OF LUDLOW, VERMONT

RESOLUTION

DEDICATION OF THE ROBERT N. GILMORE FOOTBRIDGE

WHEREAS: Robert Gilmore has served as an Officer for the Village of Ludlow for three (3) decades serving on the Village Board of Trustees and Water Commission; and

WHEREAS: Robert Gilmore has shown his dedication as a public servant and has provided exemplary leadership to the residents of the Town & Village of Ludlow; and

WHEREAS, Robert Gilmore has brought respect, honor, and integrity as an officer and business leader, exhibiting the highest level of ethics and maintaining a superior moral character; and

WHEREAS: As a long-time business owner of the renown Nikki's Restaurant, Robert Gilmore has imparted his knowledge and wisdom to those he mentored; compassion and selflessness to those in need, and inspiration and encouragement to those he led; and

WHEREAS: After serving his community with vigor and foresight for over three decades, Robert Gilmore retired from serving on the Board of Trustees and Water Commission in June of 2020; and

NOW, THEREFORE, BE IT RESOLVED that the Town & Village of Ludlow does hereby dedicate the former Lamere Square pedestrian bridge in Robert N. Gilmore's honor and from this day forward, the bridge shall be officially known as the Robert N. Gilmore Footbridge.

IN WITNESS THEREOF, we have signed this RESOLUTION officially and caused the Executive seal of the Town & Village of Ludlow, Vermont to be affixed this 6th and 7th day of July, 2020.

TOWN OF LUDLOW SELECT BOARD

Bruce Schmidt, Chairman

Brett Sanderson

Heather Tucker

Justin Hyjek

Scott Baitz

**VILLAGE OF LUDLOW
BOARD OF TRUSTEES**

David Rose

Earl Washburn

**VILLAGE OF LUDLOW
WATER COMMISSION**

David Rose

Ron Bixby