

***PRELIMINARY MINUTES***

**VILLAGE OF LUDLOW  
WATER COMMISSION**

**REGULAR MEETING**

**5:00 PM**

**HOWARD BARTON, JR. CONFERENCE ROOM**

Tuesday March 5, 2024

**BOARD MEMBERS PRESENT:**

Ron Bixby, Vice Chairman      Jackie Cromwell

**BOARD MEMBERS ABSENT:**

David Rose, Chairman

**STAFF:**

Brendan McNamara

**AGENDA**

1. Call To Order

A. Ron Bixby called the meeting to order at 5:00 p.m. David Rose absent.

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

A. Brendan McNamara noted that no changes are needed.

3. Approve Minutes from Previous Meeting

A. Ron Bixby noted that the minutes from February 6, 2024.

B. **MOTION by Ron Bixby and seconded by Jackie Cromwell to approve the minutes from February 6, 2024 as presented. Motion passed unanimously.**

4. Comments from Citizens

A. There were none.

5. Department Head Reports

- A. Ron Bixby noted that Joe Gaudiana had submitted his report and it looks like things are going as smoothly as expected.

6. Aged Receivables Report

- A. Brendan McNamara advised that the numbers are cleaning up well. He said they are doing a good job cleaning up some of the over 120 day items. They are down to \$109,000. He said the Dunnett properties are still out there.

7. Water Billing Requests

- A. Eight Oh Brew - requesting a rate reduction due to Flooding.  
B. Mr. Darcy's- requesting a rate reduction due to Flooding.  
C. Brendan McNamara advised that Eight Oh Brew and Mr. Darcy's requests had been tabled at the February meeting to get more information. He said that Diane Knight put together some numbers about both properties. The board had never done billing reductions in the past. We all sympathize with the property owners,  
D. Jackie Cromwell said that the requesting parties could have made this request when the flood first happened.  
E. Brendan McNamara said that the consumption charges are based on the capacity of the restaurant. It is a slippery slope.  
F. Ron Bixby said that the board did not do this in previous floods.  
G. Brendan McNamara said that the board may deny the request and look to devise a formula for any similar incidents to defray costs.  
H. Jackie Cromwell said that if the businesses had had flood policies that included loss of income, that would have helped, but it was their decision not to have that insurance. Also, if they had called to cancel or hold water when the flood first happened, but they didn't. We are not responsible for this.  
I. Ron Bixby noted that both are willing to pay the base rates.  
J. Brendan McNamara said that Eight Oh Brew has not paid the current invoice (1/1/24 through 6/30/24) but that Mr. Darcy's has paid it.  
K. Ron Bixby suggested avoiding setting a precedent and look into setting a policy for the future.  
L. Brendan McNamara said he can reach out to VLCT and other towns to find out how this is being handled. Maybe to have people notify this board within a certain number of days from the incident.  
M. Ron Bixby agreed that we should contact VLCT and other towns.  
N. **MOTION by Ron Bixby and seconded by Jackie Cromwell that without setting a precedent, both requests will be denied and this issue will be researched through VLCT and other towns for past history and actions. Motion passed unanimously.**

8. Municipal Manager Updates

- A. Brendan McNamara noted that they are looking to do a water bleed off the last house at the end of Plumley Avenue. When they dead ended it, it is now difficult to keep a proper chlorine level. The owner does not want this and it is on hold. We still have to replace the line under the river from Plumley Avenue to Creaser Avenue. It is a 4" line and Joe Guadiana wants to replace it with an 8" supply to a 5" suppression. ANR will have to be involved.
- B. Brendan McNamara said that Seth and Chris are studying for the Water exams.
- C. Brendan McNamara advised that the valve by the Veterans' Park gazebo will have to be replaced in the spring.
- D. Brendan McNamara advised that there have been no freeze ups or breaks this winter.
- E. Things are going well.

9. Other Business

- A. 15 Commonwealth Avenue - Brendan McNamara said there was a house on the property that was destroyed by a fire in the 1980's. At that time, when rebuilt, CO's were not being issued and it was listed as a 1 - 3 bedroom house. The property owners have paid their bills on that basis. He said that he will contact the Planning and Zoning office to determine whether it should be billed as a 1, 2 or 3 bedroom house. This will be on the agenda for next month's meeting.

10. Set Date for Next Meeting

- A. April 2, 2024 at 5:00 p.m.

11. Possible Agenda Items for Next Meeting

- A. Ongoing items

12. Sign Warrant Orders

- A. Orders have been signed

13. Possible Executive Session - Personnel

- A. Brendan McNamara advised that an Executive session is not needed

14. Adjourn

- A. **MOTION by Ron Bixby and seconded by Jackie Cromwell to adjourn. Motion passed unanimously.**

B. Meeting adjourned at 5:15 p.m.

Respectfully submitted,

Lisha Klaiber  
Recording Secretary

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David Rose, Chairman

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Ron Bixby, Vice Chair

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Jackie Cromwell, Clerk