

August 7, 2018

MEETING MINUTES
VILLAGE OF LUDLOW
WATER COMMISSION

Regular Meeting

August 7, 2018

5:00 PM

Board Members Present:

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

Scott Murphy	Chuck Craig	
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1. **Call to Order:**
 - a. David Rose called the Water Commission meeting to order at 5:00 pm.

2. **Consideration of any Changes, Additions or Removal to the Agenda:**
 - a. There were none.

3. **Approve Minutes:**
 - a. **MOTION by Robert Gilmore and seconded by David Rose to approve the minutes from July 3, 2018 as presented. All in favor and the motion passed.**

4. **Comments from Citizens:**
 - a. None.

5. **Water Request:**
 - a. David Rose said there is a water request from Josh Rourke from ID3 Design at 70 Main Street to change the use in his office space. He would like to turn the 2-bedroom apartment into an office space.
 - b. **MOTION by Robert Gilmore and seconded by David Rose to approve ID3 Design's request to change the use to two (2) separate office spaces. All in favor and the motion passed.**

6. Consider Holding a Public Hearing to Amend the Town & Village's Smoking & Tobacco Policy:

- a. Scott Murphy reported that the Select Board approved the changes to the Smoking & Tobacco policy at last night's meeting.
- b. David Rose said he feels that the Water Commission is neither a quasi-judicial board or a legislative body and does not hold hearings.
- c. Scott Murphy explained that this is a policy rather than an ordinance that can be approved without holding a public hearing.
- d. MOTION by Robert Gilmore and seconded by David Rose to approve the proposed amendments to the Town & Village's Smoking & Tobacco Policy. All in favor and the motion passed.

7. Municipal Manager Updates:

Godfrey Water Tank Level Control Project

- a. Scott Murphy reported that an application was submitted to the ANR, along with a \$900 fee. He said that Otter Creek sent the drawings and basic design and Chuck Craig has reviewed and approved the plans.
- b. Scott Murphy said the review from the state may take up to 6-months, but we are in the cue for funding.
- c. David Rose said it is good to know we are moving forward.

8. Other Business:

- a. David Rose asked about the status of the Bridge Street Project.
- b. Scott Murphy said Gurney Brothers are in town and Chuck Craig has been in contact with them.
- c. Chuck Craig reported that they plan to mobilize this week and start the project on Monday.
- d. Scott Murphy said the plan is to have them finished prior to the start of the paving.
- e. David Rose asked if in the future we could tighten our time-tables and state the start/finish for each project.
- f. Scott Murphy said it was very hard to pin them down for a date.
- g. David Rose suggested placing more specifics in the RFP that would apply to anyone that plans to bid.
- h. Robert Gilmore said that Scott Murphy will be due for a review in 6-months which would be around September 23rd.
- i. David Rose said that will be a joint board review.

9. Set Date for Next Meeting:

- a. David Rose said the next meeting is scheduled on Tuesday, September 4, 2018 at 5:30 pm.

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10. **Possible Executive Session/Personnel/Contracts/Legal Issues – Consider Wage Increases for Non-Union Employees.**

- a. Scott Murphy said an executive session was needed.

In accordance with the provisions of 1VSA § 313 (1) (B), I move that the Village Water Commission enter into Executive Session to consider:

- **Proposed wages for Union & Non-Union Employees.**

The premature public knowledge of this proposed agreement would place the Town & Village of Ludlow at a substantial disadvantage. This motion for executive session includes the members present and the Municipal Manager. MOTION by Robert Gilmore and seconded by David Rose. Motion passed.

- a. Board entered into executive session at 5:10 pm.
b. Board exited executive session at 5:22 pm.
c. **MOTION by Robert Gilmore and seconded by David Rose to approve the Non-Union employee wage increases as proposed by the Municipal Manager**

11. **Adjourn:**

- a. **MOTION by Robert Gilmore and seconded by David Rose to adjourn. All in favor and the motion passed.**
b. Meeting adjourned at 5:23 pm.

Respectfully submitted,

Pam Cruickshank
Recording Secretary

David Rose, Chairman

Robert Gilmore

Ronald Bixby