

MINUTES

**VILLAGE OF LUDLOW
WATER COMMISSION**

**Regular Meeting
December 17, 2019
5:30 PM**

Board Members Present:

David Rose, Chair	Robert Gilmore	Ron Bixby
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Staff Present:

Scott Murphy	Chuck Craig	
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1. Call to Order:

- a. David Rose called the meeting to order at 5:30 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 Ron Bixby to accept the meeting minutes from December 17, 2019 as presented. All in favor and the motion passed.**

4. Comments from Citizens:

- a. None present.

5. Water Requests:

86 Main Street:

- a. David Rose said there is a water hook-on request from Rosemarie & Holger Stoltz for a new water connection as required for a sprinkler system at a cost of \$500.
- b. **MOTION by Rob Bixby and seconded by Robert Gilmore to approve the water hook-on request at 86 Main Street for a new sprinkler system. All in favor and the motion passed.**

DJ's Restaurant:

- a. Scott Murphy said this is just a billing adjustment and will not change the allocation for a total of 6,270 GPD that includes a 16-seat restaurant, 4 apartments and gymnasium.
- b. **MOTION by Ron Bixby and seconded by Robert Gilmore to approve the allocation adjustment at DJ's Restaurant (161 seat restaurant, 4 apartments & gymnasium). All in favor and the motion passed.**

63 Andover Street:

- a. David Rose said there is a request from Thomas Woods to reduce the allocation at their home from a three-family to a two-family home.

- b. MOTION by Ron Bixby and seconded by Robert Gilmore to approve the allocation reduction at 63 Andover Street from a 3-family to a 2-family home. All in favor and the motion passed.

6. FY 2021 Budget Workshop:

- a. Scott Murphy said there are a few changes to the draft budget as presented. He said the salaries and insurances are fixed costs.
- b. Scott Murphy said there is a duplication in the State of VT Operating Fee & Testing Services that will be adjusted.
- c. Scott Murphy said that every year there is a depreciation expense that is not a cost, but on the balance sheet.
- d. David Rose said that the auditors would add in the depreciation.
- e. Scott Murphy said he will double check with the accountants.
- f. Scott Murphy said we need to add a new truck expense to the sewer and water purchase as part of the capital plan. He said in the past it was 65/35% and the cost would be \$10,500.
- g. David Rose said in the past they just took it out of capital from the fund that had the most money.
- h. David Rose asked about the correction on the Manager's salary.
- i. Scott Murphy said it should be \$12,300.
- j. David Rose said it should also include an increase.
- k. David Rose said the budget looks reasonable and my need just a little more tuning.

7. Consider Water Fee Increase:

- a. David Rose asked if the last increase was 10%.
- b. Scott Murphy said yes. He said we usually talk about an increase in May for discussion.
- c. Robert Gilmore asked if we need to increase both the water and sewer at the same time.
- d. Scott Murphy said no, we can do just one or the other.

8. Municipal Manager Updates:

- a. Scott Murphy said the storm water lines on Gill Terrace are failing. He said both Chuck Craig and Ron Tarbell feel it is time to replace the water and sewer.
- b. Scott Murphy said it is currently a 4-inch line and will be replaced with an 8-inch line and capped. He said a rough estimate has been provided.
- c. Robert Gilmore asked if this will be done this winter.
- d. Scott Murphy said no, but sooner than later.
- e. Chuck Craig said they ran a camera line down the steel culverts and they are rusted and need replacement.
- f. David Rose asked if there has been any discussion on the Local Option Tax.
- g. Scott Murphy said the Select Board has not made a decision to move forward yet, but it has been added to the articles draft or can be done separately. He said the Select Board plans to discuss this more in January.
- h. Robert Gilmore said the way to sell it would be to bring in other Manager's who have had success with it in the past.

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- i. Scott Murphy said he asked the representatives in Wilmington and they are both willing to come to a public meeting and appear on Okemo Valley TV.
- j. David Rose asked if this would be non-binding.
- k. Scott Murphy said no, it would be binding.

9. Other Business:

- a. David Rose asked if there was a report on Frank Dwyer's previous request.
- b. Scott Murphy said Mr. Dwyer still has not paid and he will follow up.
- c. David Rose asked Chuck Craig how things were going.
- d. Chuck Craig said it is 50/50 on the water source, so it is just about right for this time of year.
- e. David Rose asked if the holiday periods have the most water flows.
- f. Chuck Craig said yes and when the weather gets cold and people run their water.

10. Set Date for Next Meeting:

- a. Next meeting will be January 7, 2020.

11. Possible Executive Session/Personnel/Contracts/Legal Issues:

- a. Not needed.

12. Adjourn:

- a. MOTION to adjourn by Rob Bixby and seconded by Robert Gilmore. All in favor and the motion passed.
- b. Meeting adjourned at 5:48 pm.

Respectfully submitted,

Pam Cruickshank
Recording Secretary

David Rose, Chairman

Robert Gilmore

Ronald Bixby