

## MINUTES

### VILLAGE OF LUDLOW WATER COMMISSION

Regular Meeting  
Tuesday, February 3, 2015

#### **Board Present:**

David Rose, Ron Bixby, Robert Gilmore (via phone)

#### **Staff Present:**

Frank Heald, Municipal Manager

#### **Others Present:**

Mary Jane O'Hara

#### **Call to Order:**

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

#### **Approve Minutes:**

- a. MOTION by Robert Gilmore and seconded by Ron Bixby to approve the minutes from January 4, 2015. All in favor and the motion passed.

#### **Comments from Citizens:**

- a. None.

#### **Request From Mary Jane O'Hara for Clarification on Water Charges:**

- a. David Rose said Mary Jane O'Hara is asking for more information regarding her water billing.
- b. Mary Jane O'Hara said she has four sewer charges and there have never been four businesses on the 1<sup>st</sup> floor. She said there is an apartment on the 2<sup>nd</sup> floor. She said the Beauty Parlor hasn't operated for years.
- c. Mary Jane O'Hara said looking back at the building's history there was an Art Gallery, Coldwell Banker Real Estate on the left side where the ice cream shop was, a Beauty Shop and a Book Store.
- d. Frank Heald asked where Tony Forte's office was located.
- e. Mary Jane O'Hara said that was in the back office. She said the rooms have shifted, but there have never been four businesses downstairs.
- f. David Rose asked how many businesses are in the building now.
- g. Robert Gilmore asked if the Listers have been inside for an inspection.
- h. Mary Jane O'Hara said there have been two visits, one from Loran Greenslet and a recent visit with the Lister's.
- i. David Rose asked what they came up with.
- j. Frank Heald read the letter from the Listers Office and Water Department inspection which states that on the ground floor there is retail space, two offices and a 2<sup>nd</sup> floor apartment.
- k. Mary Jane O'Hara said there is one store and one office.
- l. Frank Heald said if they true-it-up with what is there today it would include: 1-retail, 2-offices and 1-apartment.
- m. Frank Heald said in 2012 when they reviewed the commercial properties they went through each account to be sure the water allocations corresponded with the sewer allocations. He said that is what is currently being billed.
- n. Mary Jane O'Hara said she wants to keep three retail/office spaces on the 1<sup>st</sup> floor and the apartment on the 2<sup>nd</sup> floor and is asking for the removal of one water unit and a reimbursement from the water service unit increase added in 2012.
- o. Ron Bixby said he doesn't know the history but should be restitution if the additional water unit was added in 2012, but would not feel comfortable going back any further.
- p. MOTION by Ron Bixby and seconded by Robert Gilmore to remove one water unit at 190 Main Street from the present five units to reflect a total of four water units and reimburse one water unit charged from 2012 to present.
- q. David Rose asked for discussion on the motion.
- r. Ron Bixby said this reimbursement would be a credit on the account toward future services.

- s. All in favor and the motion to remove one water unit at 190 Main Street and reimburse for one water unit from 2012 to present passed unanimously.

**Other Business:**

- a. Frank Heald said there is a grant opportunity to do a preliminary engineering study with drawings for a proposed water project on High Street. He said he was made aware of this grant from USDA/Rural Development from Dufresne Henry.
- b. Frank Heald said the Village qualifies for up to \$30,000 for water and sewer with this grant.
- c. David Rose asked if we would take proposals or bids.
- d. Frank Heald said they would work with Dufresne Henry.
- e. Mary Jane O'Hara said that \$1,280 for 2.5 baths is a hefty charge for businesses.
- f. Robert Gilmore said we can take the rates into consideration at another meeting.

**Set Date for Next Meeting:**

- a. Next meeting has been scheduled on Tuesday, March 3, 2015 at 5:00 pm.

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

- a. None needed.

**Adjourn:**

- a. MOTION to adjourn by Robert Gilmore and seconded by Ron Bixby. All in favor and the motion passed.
- b. Meeting was adjourned at 5:25 pm.

Respectfully submitted,

Pam Cruickshank  
Recording Secretary

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David Rose, Chairman

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Robert Gilmore

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Ronald Bixby