

PRELIMINARY MINUTES

VILLAGE OF LUDLOW WATER COMMISSION

Regular Meeting
Tuesday, November 1, 2016

Board Present:

David Rose, Ron Bixby, Robert Gilmore

Staff Present:

Frank Heald

Amend Agenda:

- a. Motion by Robert Gilmore and seconded by David Rose to amend the agenda to include a water allocation request from 92 Main Street under agenda item #4. All in favor and the motion passed.

1. Call to Order:

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

2. Approve Minutes:

- a. MOTION by Robert Gilmore and seconded by David Rose to accept the minutes from October 4, 2016 as presented. All in favor and the motion passed.

3. Comments from Citizens:

- a. None present.

4. Water Allocation Request:

Brook Farm Vineyards – 116 Hammond Hall, Unit C6

- a. David Rose said that there is a water allocation request from Brook Farm Vineyards for a water increase for the location at 116 Hammond Hall, Unit C6.
- b. Frank Heald said they currently have allocation for one office and would like to increase the allocation by 600 gpd (for a total of 960 gpd) to accommodate seating for 32 people so they may enjoy a taste of wine from Brook Farm Vineyards. Frank said this will represent an increase in the semi-annual water fee.
- c. MOTION by Robert Gilmore and seconded by David Rose to approve the water allocation increase to accommodate 32 seats at 116 Hammond Hall, Unit C6. All in favor and the motion passed.

Martin & Alice Nitka – 92 Main Street

- a. David Rose said there is a water allocation request from Marty and Alice Nitka for their property located at 92 Main Street.
- b. Frank Heald said they are turning their 1st floor office into one small office and a 1-bedroom apartment. He said the additional apartment represents another unit for allocation, of which the water fee is \$500.00.
- c. MOTION by Robert Gilmore and seconded by David Rose to approve the allocation increase for a one-bedroom apartment on the first floor at 92 Main Street. All in favor and the motion passed.

5. Water Re-Assessment Request:

- a. David Rose said there is a request from RSB Ludlow, Inc. to remove the allocation and change the use at 85 Main Street from a laundromat to an office/retail space.
- b. Frank Heald said this will return the space back to a water base charge and to adjust the July 1st 2016 billing.
- c. MOTION by Robert Gilmore and seconded by David Rose to change the water allocation at 85 Main Street from a laundromat to one office/retail and adjust the July 1, 2016 billing to represent one office/retail unit. All in favor and the motion passed

6. Schedule FY 2018 Budget Workshops:

- a. Frank Heald said we will have draft budgets ready for the December meeting.

7. Discuss Christmas Party:

- a. Frank Heald said every year the Town & Village hosts a Christmas Party for employees and Village officials. He said we need the Water Commission's endorsement to move forward with an annual Christmas Party this year.
- b. MOTION by Robert Gilmore and seconded by Ron Bixby to approve the annual Christmas Party. All in favor and the motion passed.

8. Other Business:

- a. David Rose asked how the water at the Springs was holding up through the dry conditions.
- b. Frank Heald said the flow has picked up and reported that we never dropped below the 2/3 – 1/3 distribution. Frank said this speaks wonders of the aquifer.

9. Set Date for Next Meeting:

- a. Next meeting has been scheduled on Tuesday, December 6, 2016 at 5:00 pm.

10. Possible Executive Session Personnel/Contracts/Legal:

- a. None needed.

11. 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 5:20 pm.

Respectfully submitted,

Pam Cruickshank
Recording Secretary

David Rose, Chairman

Robert Gilmore

Ronald Bixby