

MINUTES

VILLAGE OF LUDLOW WATER COMMISSION

Regular Meeting
Tuesday, November 4, 2014
5:00 pm

Board Present:

David Rose, Ron Bixby, Robert Gilmore

Staff Present:

Frank Heald

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 October 7, 2014. All in favor and the motion passed.

Comments from Citizens:

- a. None present.

Schedule FY 2016 Budget Workshops:

- a. Frank Heald said they will have a 1st draft of the budget ready for review at the December meeting. He said as a “heads-up” they are planning to replace the backhoe in FY2016, which won’t hit the budget until FY2017. He said they will also plan to replace a Water/Wastewater truck that will come out of the capital fund and won’t hit the taxpayers.
- b. Frank Heald said the next water capital project will likely be at the intersection of Depot Street to Thompson Avenue.
- c. David Rose asked when this would happen.
- d. Frank Heald said after July 1st of next summer.

Discuss Christmas Party:

- a. Frank Heald said not all of the bids are in yet. He said the party has been averaging 95 to 115 attendees at \$35 to \$38 per person. He said we anticipate having a similar program as in the years past with a per person rate of around \$40 which is spread throughout all departments.
- b. MOTION by Ron Bixby and seconded by Robert Gilmore to approve a Christmas Party as in the past years. All in favor and the motion passed.
- c. Ron Bixby asked if there as a proposed date.
- d. Frank Heald said a date has not been set but we are looking at the week of December 15-18.

Other Business:

- a. Frank Heald said he received a letter from Otter Creek today regarding the Andover Street water freeze ups. He said he has not had a chance to think about the letter yet, but that he may not agree with the timeline in paragraph #2.
- b. David Rose asked if Frank Heald planned to respond to paragraph #2 as a matter of record.
- c. Frank Heald said they can look through Scott Matthew’s notes to see if the timeline may be out of sequence because everything was done concurrently.
- d. Frank Heald said he will have a discussion with Otter Creek because he is looking at this letter as a statement of facts rather than absolution. He added that the letter is relatively open for discussion.
- e. Robert Gilmore suggested they get Otter Creek to split the cost of petcocks for the residences as a way to mediate. He asked how many houses were involved.
- f. Frank Heald said a total of 6 of which 5 might be near a storm sewer and one location that isn’t.
- g. Frank Heald said they will have a continued discussion with Otter Creek prior to the next meeting. He said the question is what were the design specs and is there another solution.
- h. Robert Gilmore said he thinks it would be wise to look at his recommendation to mediate.

- i. Frank Heald said they will have a continuing conversation.
- j. David Rose asked how Chuck Craig is doing in his role at the Water and Wastewater plant.
- k. Frank Heald said he seems comfortable making decisions and clearly understands the job. He said there doesn't seem to be a large stress level.
- l. David Rose asked when the probationary period is over.
- m. Frank Heald said the end of this month.

Set Date for Next Meeting:

- a. Next meeting has been scheduled on Tuesday, December 2, 2014 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 5:22 pm.

Respectfully submitted,

Pam Cruickshank
Recording Secretary

David Rose, Chairman

Robert Gilmore

Ronald Bixby