

MEETING MINUTES
VILLAGE OF LUDLOW
WATER COMMISSION

Regular Meeting

September 4, 2018
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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Others Present:

Lisha Klaiber	Dorothy Sue Bragg	
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1. Call to Order:

- a. David Rose called the Water Commission meeting to order at 5:30 pm.

2. Consideration of any Changes, Additions or Removal to the Agenda:

- a. Scott Murphy said there were none.

3. Approve Minutes:

- a. MOTION by Ron Bixby and seconded by Robert Gilmore to approve the minutes from August 7, 2018 as presented. All in favor and the motion passed.

4. Comments from Citizens:

- a. None.

5. Possibly Consider Ethics & Conflict of Interest Policy:

- a. David Rose said the Water Commission has been asked to consider an Ethics & Conflict of Interest Policy.
- b. Scott Murphy said the State Legislature passed a law that requires every municipality to adopt a conflict of interest prohibition by July 1, 2019. He said the policy must contain five (5) bullet points that include:
 - a definition of "conflict of interest"
 - a list of the elected and appointed officials covered by such prohibition
 - a method to determine whether a conflict of interest exists
 - actions that must be taken if a conflict of interest is determined to exist
 - a method of enforcement against individuals violating such prohibition
- c. Scott Murphy said VLCT has the boiler plate language for the Water Commission and Village Trustees to consider.
- d. David Rose asked what the Select Board decided at their meeting last night.
- e. Scott Murphy said the Select Board would like to wait and see what other municipalities are doing before they decide.
- f. Robert Gilmore said it would make sense to follow their lead.
- g. David Rose said we went down this road before about 8-10 years ago and suggested the Water Commissioners table this discussion for now.

6. Municipal Manager Updates:

Godfrey Water Tank Level Control Project

- a. Scott Murphy reported that they had difficulty with the original application that was sent to ANR and it was corrected so our project is now in the cue and for funding. ANR has indicated that it could be a few months before we hear back.

September 4, 2018

- b. David Rose said this will probably be self-funded if there isn't any money available.

7. **Other Business:**

- a. David Rose asked about the Springs and if everything is going well.
- b. Chuck Craig reported that the flow continues to be 50/50, so all is well.
- c. David Rose asked how the Bridge Street project was going.
- d. Chuck Craig said they have a good start on the sewer part of the project. The contractors are still exploring and digging as they move up the street.
- e. David Rose asked when the project would be finished.
- f. Chuck Craig said he is not sure. He said additional staff members will be added later in the project when they are underway.
- g. David Rose asked about the water mapping and asked Chuck Craig if we have been keeping up with the changes.
- h. Chuck Craig said Otter Creek has the master and has kept the ability to update until the bulk of the changes are made.
- i. David Rose asked if the Pleasant Street Extension project was included in the mapping updates.
- j. Chuck Craig said he believes it is.
- k. David Rose asked Chuck Craig if there are any bad valves out there.
- l. Chuck Craig said the Bridge Street project will take care of one of bad valve and there is another troublesome valve that feeds the Lawridge Heights area. He added that there are just a few valves that weep.
- m. David Rose asked if the water department has exercised any valves.
- n. Robert Gilmore brought up the difficulty that the Chester school recently had with water in the boiler room. He said some of the school classes are being held in churches and other areas.

8. **Set Date for Next Meeting:**

- a. David Rose said the next meeting is scheduled on Tuesday, October 2, 2018, 2018 at 5:30 pm.

9. **Possible Executive Session/Personnel/Contracts/Legal Issues:**

- a. David Rose asked if an Executive Session was needed.
- b. Scott Murphy said no.

10. **Adjourn:**

- a. **MOTION by Robert Gilmore and seconded by Ron Bixby to adjourn. All in favor and the motion passed.**
- b. Meeting adjourned at 5:40 pm.

Respectfully submitted,

Pam Cruickshank
Recording Secretary

David Rose, Chairman

Robert Gilmore

Ronald Bixby