

**VILLAGE OF LUDLOW
BOARD OF WATER COMMISSIONERS**

REGULAR MEETING MINUTES

January 6, 2009

5:00 PM

Board Present:

David Rose, Chairman, John Murphy, Sr., Richard Strong

Staff Present:

Frank Heald, Municipal Manager, Pam Cruickshank

Citizens Present:

Bunny Strong

Call to Order

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

Approve Minutes from Previous Meeting(s)

Richard Strong made a motion to approve the minutes from November 4, 2008. John Murphy seconded. All in favor and the motion passed.

Comments from Citizens:

None.

Water Project Update

Frank Heald reported that he spoke with Mark Youngstrom and the water mains have been designed, the plan profile has been done and the contract is in the final draft. He added that the tank location is still open. Frank said that Mark Youngstrom indicated that within a month the plan would be in state review.

David Rose asked why a state review was needed. Frank Heald replied that the state reviews all maintenance plans.

Frank Heald added that the bid release would take place in mid-February, with a mid-March bid opening.

Frank Heald also said that the Archeological study would take place in the spring with four sites identified.

David Rose asked if the dig would be at the water department's expense. Frank Heald said that is how it is done.

John Murphy asked if the dig would slow down the bid process.

Frank Heald said that the project would go to bid with the understanding that the archeological process needs to take place. David Rose added that the language would be included in the bid.

Frank Heald also reported that they are continuing with the Rural Development loan application. There is speculation about what the stimulus package will look like and the sense is that it will flow through federal agencies like Rural Development.

Richard Strong added that it would be good to get some free money. He also asked if new hook-ups were going to be added to properties.

Frank Heald didn't think they would go past the curb stop.

David Rose asked if there were any water issues on Andover Street.

Frank Heald said there was a break on Hemenway Hill, which is being repaired today. He said it was a lateral break, probably due to the old stone and frost. They were backfilling around 2:00 pm today and operating off the tank during that time.

Schedule Budget Workshop

Frank reported that the first draft of the water budget had been through the first cut. He added that a line item was added to replace one hydrant per year. The plan would be to reduce the materials/supplies by that same amount.

John Murphy questioned if it was a good idea to cut out what was needed to do business.

Frank Heald explained that it has always been in the line item (hydrants from materials) and that they would just reduce the materials line. Any unspent money will go into special water.

Richard Strong asked if the water department had pipe/material on hand to fix the water leaks. Frank Heald said that they are encouraged to have more parts in stock in case repairs are necessary. John Murphy added that they need to purchase more tools and equipment.

Frank Heald said they would “trim up” and water budget so it could be approved at the February 3rd meeting.

Other Business

Frank Heald said he wanted to share some of the “good stuff” that happens. VLCT Sr. Loss Consultant came by and presented the Town & Village with two checks as a result of the Health/Safety Committee’s work. He added that over the past three years they have made significant progress. \$10,174 was given back from the 2008 Leader Program and \$1,498.61 from a worker comp beta program that we were invited to join.

John Murphy asked what could be done to tell the group they are doing such a great job.

Frank Heald added that management is very proud of its employees and is working on a plan to share some of the money in the form of rewards. The balance will go toward reducing the cost of insurance.

Adjourn

Motion by John Murphy to adjourn. Seconded by Richard Strong. All in favor and the motion passed.

Meeting adjourned at 5:27 pm.

Respectfully submitted,

Pam Cruickshank
Acting Clerk

David Rose, Chairman

Richard Strong

John Murphy, Sr.