

MINUTES

VILLAGE OF LUDLOW WATER COMMISSION

Regular Meeting
Tuesday, December 2, 2014

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 November 4, 2014. All in favor and the motion passed.

Comments from Citizens:

- a. None present.

FY 2016 Budget Workshop:

- a. Frank Heald passed out a draft of the FY2016 Water Budget for review.
- b. Frank Heald said Chuck Craig is still going through some of the chemical line items and will do some additional research on prices.
- c. Frank Heald said the South Hill Water Tank will need to be painted and Chuck is getting prices on the cost of the paint.
- d. Frank Heald said they essentially manage the budget so “zero” is raised in fees. He said last year they spent \$164,800 in capital projects. He said they try to put away \$30,000 per year into the capital fund so the expense becomes zero. The capital money is used for future projects.
- e. David Rose asked if the construction in progress expense was from the waterline.
- f. Frank Heald said yes, it was the Pleasant Street Extension that was planned at \$160,000.
- g. Frank Heald said the wages were trued-up to represent the operator’s actual hours and wages. He added that the union contract calls for a 3% increase.
- h. Frank Heald announced that Joe Gaudiana passed his Grade III wastewater test, with the water test to follow. He said Joe’s wages will be adjusted to reflect the grade increase.
- i. Frank Heald said Roger Sheehan did not pass his test, but they will raise his salary because he has a CDL with a passenger endorsement and can assist in emergencies and help mow dams in the summer.
- j. Frank Heald said that on the capital cost of things they will need to replace a pickup truck, which will come out of the water funds and be replaced. He also said the highway will be replacing a backhoe and the water and wastewater will make a contribution to the capital funds.
- k. David Rose asked what the percentage split between departments would be.
- l. Frank Heald said 40% to the Village and proportionally to the water and wastewater.
- m. Frank Heald said on the personnel side, Chuck Craig is passed the 90-day period and has done a fine job and is ready to accept the management position. Frank said he will move to a salaried position and his wage will be adjusted.
- n. Frank Heald said he did not see a need for a water rate increase at this time.
- o. David Rose asked how much money is in the capital fund.
- p. Frank Heald said \$250,000 is on the balance sheet.
- q. David Rose asked if we should think about putting more money in the fund.
- r. Frank Heald said yes, but we would also need a rate increase.
- s. Frank Heald said that the next capital project will be at the intersection of High Street/Depot Street to Thompson Avenue. He said they should do the wastewater at the same time.
- t. Frank Heald said they might finance this project because of the magnitude.
- u. Robert Gilmore asked about the drainage through Commonwealth Avenue.

- v. Frank Heald said this project is still pending with FEMA and we will need to bond for that project.
- w. Frank Heald said Walker Bridge will go out to bid for construction in the summer of 2016. He said they will work during the least offensive time and also do Commonwealth Avenue. He said they could still maintain one-lane traffic and re-route large trucks.

Other Business:

- a. David Rose said there was no other business.

Set Date for Next Meeting:

- a. Next meeting has been scheduled on Tuesday, January 6, 2015 at 5:00 pm.

Possible Executive Session Personnel/Contracts/Legal:

- a. None needed.

Adjourn:

- a. MOTION to adjourn by Ron Bixby and seconded by Robert Gilmore. All in favor and the motion passed.
- b. Meeting was adjourned at 5:31 pm.

Respectfully submitted,

Pam Cruickshank
Recording Secretary

David Rose, Chairman

Robert Gilmore

Ronald Bixby