

**PRELIMINARY MINUTES**

**VILLAGE OF LUDLOW  
WATER COMMISSION**

**Regular Meeting  
Tuesday, February 5, 2013  
5:00 pm**

**Board Present:**

David Rose, Robert Gilmore, Ron Bixby

**Staff Present:**

Frank Heald, Chuck Craig

**Others Present:**

Mark Youngstrom (Otter Creek Engineering)

**Call to Order:**

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

**Approve Minutes:**

- a. MOTION by Robert Gilmore seconded by David Rose to approve the minutes from January 8, 2013 with revision (adjourn motion by Robert Gilmore and seconded by David Rose). All in favor and the motion passed.

**Comments from Citizens:**

- a. None present.

**Mark Youngstrom Village Water Hydraulics Update:**

- a. Mark Youngstrom said Otter Creek Engineering recently met with the Water Department staff to put the finishing touches on the mapping project. He said they now have a set of prints that will show where all of the gate valves, manholes and curbstops can be found. He said the Water Department staff aided in painting the areas and Otter Creek “beeped” out the locations so the ortho-photo now gives us a lot of information.
- b. Mark Youngstrom said the Village will now have a set of plans and a CD showing the complete system. He said they will be able to isolate certain areas to print. Mark added that this plan can now be updated to show any future changes.
- c. David Rose said the catch basins and manholes look similar on the map.
- d. Mark Youngstrom said they could use different symbols or colors to differentiate.
- e. Mark Youngstrom said the water system is really in good shape. He said the maps and record drawings of the system will be very helpful in the future.
- f. Mark Youngstrom said they identified four areas that did not meet the standards for flows:
  - Area #1** – High Street – 2,400 foot section that has a 4-inch line from Gleascott Avenue to Thompson area where the elevation is difficult.
  - Area #2** – Pleasant Street – 6,300 foot section that has a 4-inch line from Soapstone to Andover Street
  - Area #3** – Meadow Street – area may have a blockage or valve problems that are creating the restriction
  - Area #4** – Bridge Street (under the railroad trestle)
- g. Mark Youngstrom said the estimated total for all projects would be \$1.5 million.
- h. Frank Heald said they have discussed doing the repair and maintenance on lower Pleasant Street to Mill Street to the transite.
- i. Robert Gilmore asked if this would be concerning to the Fire Department.
- j. Ron Bixby said they were not aware there was a problem.
- k. Frank Heald questioned whether the entire length of Pleasant Street was affected. He said he would like to run flow tests on all of the hydrants to see the results.
- l. Mark Youngstrom said they could come down on a warm day and perform the hydrant tests.
- m. Mark Youngstrom said the study did not include any source improvements or maintenance updates.
- n. Frank Heald asked if this mapping would tell us the codes on the hydrants.

- o. Mark Youngstrom said the numbers are on the plan and will give you the max flows and critical locations with the static pressure and fire capability.
- p. David Rose asked if the Bridge Street area was related to a pipe or valve.
- q. Mark Youngstrom said they are not sure.
- r. David Rose said Loran Greenslet had some plans from the 1980's that indicated there was a problem back then.
- s. Mark Youngstrom said any right-open valves can be noted on the plans and it would become a living document that can be constantly updated. He said in another year there may be higher resolution ortho-photos.
- t. David Rose asked if they should talk about which area is the most critical.
- u. Robert Gilmore said housing density should be a consideration.
- v. Frank Heald said housing density and where the hose is running will all be factors.
- w. David Rose thanked Mark Youngstrom for coming to update the commissioners.

**Water Reduction Request:**

- a. David Rose said they had a water reduction request from Richard and Paula Gray.
- b. Frank Heald asked to table this request because we are still working on what is actually there. Between the Listers, Planning and Municipal Office they still have not brought the information together. He said he was disappointed because he only found this out today.
- c. Robert Gilmore said he thought the request was very confusing on what they were asking.

**Other Business:**

- a. None

**Set Date for Next Meeting:**

- a. Next meeting has been scheduled on Tuesday, March 5, 2013 at 5:00 pm.

**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 5:30 pm.

Respectfully submitted,

Pam Cruickshank  
Recording Secretary

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David Rose, Chairman

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Robert Gilmore, Vice Chair

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Ronald Bixby, Clerk