

July 3, 2018

MEETING MINUTES

**VILLAGE OF LUDLOW
WATER COMMISSION**

Regular Meeting

July 3, 2018

5:00 PM

Board Members Present:

David Rose, Chair	Robert Gilmore (absent)	Ron Bixby
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Staff Present:

Scott Murphy	Chuck Craig	
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1. Call to Order:

- a. David Rose called the Water Commission meeting to order at 5:00 pm.

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

- a. There were none.

3. Approve Minutes:

- a. **MOTION by Ron Bixby and seconded by David Rose to approve the minutes from June 5, 2018 as presented. All in favor and the motion passed.**

4. Comments from Citizens:

- a. None.

5. Waterline at 136 West Hill Road:

- a. Scott Murphy said Chuck Craig is here to explain the water request at 136 West Hill Road.
- b. David Rose said this is a homeowner problem and not ours.
- c. Chuck Craig explained that it would be a good opportunity for the homeowner to fix a service above our normal area. He said this system trickles into a cistern, which is a private structure.
- d. Chuck Craig said the homeowner may want to install a backflow prevention device and shut off valve so the water doesn't overflow.

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- e. David Rose asked if this will change the water service.
- f. Chuck Craig said this is all private and doesn't not touch our service if they make the improvements.
- g. **MOTION by Ron Bixby and seconded by David Rose to accept Josselyn Brothers Construction plan at 136 West Hill Road to remove the existing storage tank and install a new 1,000-gallon concrete tank, with Chuck Craig's input. All in favor and the motion passed.**

6. Update on Bridge Street Project:

- a. Scott Murphy said Doug Gurney called back and said they were overbooked, under staffed and spread to thin, but still want to do the Bridge Street project.
- b. Scott Murphy said Doug Gurney indicated that they will be in Cavendish next week and then in Ludlow. Scott said he will talk with the Village Trustees tonight and get back to Gurney Brothers.
- c. Scott Murphy said the water project is around \$30,000 and the sewer is much more.
- d. David Rose wondered if Gurney Brothers may have underbid the project.
- e. Scott Murphy said we don't want to pave and then have to tear it up.
- f. David Rose asked if Gurney Brothers still wants to do the project.
- g. Scott Murphy said it would be a \$61,000 difference to go with another contractor.
- h. Ron Bixby asked how long we are able to wait until the paving needs to be done.
- i. Scott Murphy said the end of August or September, but the question is do we spend \$61,000 more or wait for Gurney Brothers.
- j. David Rose said Gurney Brothers has always come through for us in the past so we should wait and save money.
- k. Scott Murphy said he can contact Gurney Brothers and get a start date or let them know they may lose the project to another contractor.
- l. Ron Bixby agreed.
- m. Chuck Craig said Doug Gurney indicated to him after the bid opening that they would start in 2-3 weeks. He said that was 4-weeks ago and that he dropped by the Gurney office and called them.
- n. Scott Murphy said he will contact Gurney Brothers and see what their response is.

7. Municipal Manager Updates:

- a. Ron Bixby said he liked the email that Scott Murphy sent showing the basic plans.
- b. Scott Murphy reported that an ergonomics representative from VLCT visited the Town Hall to evaluate our workspaces. Scott said the representative made helpful suggestions and changes to desks and chairs and offered to come back.
- c. Scott Murphy said two (2) AED Defib machines have been installed in the Town Hall, with one on the 2nd floor and the other by the elevator.

8. Other Business:

- a. David Rose asked if everything is going well at the Springs.
- b. Chuck Craig reported that all is well and we are wasting double what we are using.

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- c. Scott Murphy passed out the water flow charts.
- d. David Rose asked how the capital account was doing.
- e. Scott Murphy reported that we are in good shape with \$250,000 to \$260,000.
- f. David Rose asked if we had heard from Otter Creek Engineering or if there were any Godfrey Tank updates.
- g. Scott Murphy said we have not heard much from Otter Creek lately.

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

- a. David Rose said the next meeting is scheduled on Tuesday, August 7, 2018.
- b. Ron Bixby said he will not be able to attend but would be available by phone if needed.

10. **Possible Executive Session Personnel/Contracts/Legal:**

- a. Not needed.

11. **Adjourn:**

- a. **MOTION by Ron Bixby and seconded by David Rose to adjourn. All in favor and the motion passed.**
- b. Meeting adjourned at 5:15 pm.

Respectfully submitted,

Pam Cruickshank
Recording Secretary

David Rose, Chairman

Robert Gilmore

Ronald Bixby