

MEETING MINUTES
VILLAGE OF LUDLOW
WATER COMMISSION

Regular Meeting
May 1, 2018
5:00 PM

Board Present:

David Rose, Chair	Robert Gilmore	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 accept the regular meeting minutes from April 3, 2018 and the Special Joint Board meeting minutes from April 5, 10 and 12, 2018 as presented. All in favor and the motion passed.

4. Comments from Citizens:

- a. None present.

5. Appoint Scott Murphy as Water Superintendent:

- a. MOTION by Ron Bixby and seconded by Robert Gilmore to appoint Scott Murphy as the Water Superintendent. All in favor and the motion passed.

6. Water Allocation Request:

- a. David Rose said there is a water allocation request from Levey House, LLC at 70 Main Street to add a 2-bedroom apartment.
- b. David Rose said a motion is not needed and the minutes will serve for the record and bookkeeping.

7. **Review and Approve Godfrey Tank Water Level Control System Proposal:**
 - a. Scott Murphy asked Chuck Craig to give the Water Commission an overview of the technical aspects of the Godfrey Tank proposal.
 - b. Chuck Craig said a sanitary survey of the water system was conducted several months ago and one of the findings was at the Godfrey Water Tank. He said the water does not turn over fast enough to properly manage the stratification and chlorinization inside the tank. He said the state has requested that the Water Department provide a plan and detailed schedule to improve the tank hydraulics.
 - c. Chuck Craig said Mark Youngstrom of Otter Creek Engineering has submitted a proposal for the design and permitting of the control system for the tank.
 - d. David Rose asked if the \$7,700 was a lump sum contract.
 - e. Scott Murphy said yes, the cost proposal of \$7,700 is lump sum.
 - f. MOTION by Robert Gilmore and seconded by Ron Bixby to accept Otter Creek's proposal for the Godfrey Tank. All in favor and the motion passed.
 - g. David Rose asked if this project will be done this summer.
 - h. Chuck Craig said they are striving to remedy this concern as soon as they can.
 - i. Scott Murphy said Mark Youngstrom feels we need to install a valve to allow the water level to go down and fill back up, which will allow the water in the tank to fluctuate.

8. **Review Bridge Street Project Bids:**
 - a. David Rose said there were three bidders to replace the water line on Bridge Street. He said this line will run from Andover Street to South Hill Road.
 - b. Scott Murphy handed out a map to show the proposed work for the water line and sewer line. He said the idea behind the construction is to do both jobs at the same time so the road isn't dug up after being paved.
 - c. David Rose asked if Chuck had reviewed the water end of the project.
 - d. Chuck Craig said yes.
 - e. MOTION by Robert Gilmore and seconded by Ron Bixby to award the Bridge Street water line project to Gurney Brothers Construction.
 - f. Ron Bixby asked if Chuck had a preference with the contractors.
 - g. Chuck Craig said he has worked with all of the contractors and they all do a good job.
 - h. Ron Bixby asked if Gurney Brothers has added more to the sewer end of the project.
 - i. Scott Murphy said Gurney just separated out the gravel cost and the other contractors included the gravel in the price.
 - j. MOTION on the table to award the Bridge Street water line project to Gurney Brothers Construction passed unanimously.
 - k. Scott Murphy said there is enough money in the water fund to cover the project.

9. **Consider Water Service Rate Increases:**
 - a. David Rose said the last time the water rates were raised the increase was only 5% which did not allow for any additional money to be added into the water fund for projects. He said a 5% increase would only place \$15,312 in the water fund.

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- b. Robert Gilmore said residents are telling him that our water rates are too expensive for ordinary people to afford. He said he would recommend they defer an increase for one more year, or reduce the amount requested.
- c. David Rose said we are not raising enough money for projects. He said the board discussed this last year and only raised the rates by 5%. He said a 5% increase this year would be an increase of \$10 annually per customer.
- d. Scott Murphy said that Frank Heald's recommendation before he left would be for a 5% increase.
- e. Ron Bixby said he would be in favor of a 5% increase this year and not defer another year.
- f. Robert Gilmore said he will abstain.
- g. MOTION by Ron Bixby and seconded by David Rose to increase the water rates by 5% effective this next billing. Motion passed.
- h. Robert Gilmore was opposed.

10. Other Business:

- a. Chuck Craig reported that there is plenty of water flowing at the Springs. He said even with the fire on Friday, the water levels did not change.
- b. David Rose asked if we had replaced equipment recently.
- c. Chuck Craig said new monitoring equipment to meter chlorine and PH was added.

11. Set Date for Next Meeting:

- a. David Rose said the next meeting will be held on Tuesday, May 1, 2018.

12. Possible Executive Session Personnel/Contracts/Legal:

- a. Not needed.

13. Adjourn:

- a. MOTION by Robert Gilmore and seconded by Ron Bixby to adjourn. All in favor and the motion passed.
- b. Meeting adjourned at 5:18 pm.

Respectfully submitted,

Pam Cruickshank
Recording Secretary

David Rose, Chairman

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Robert Gilmore

Ronald Bixby