

MINUTES

**VILLAGE OF LUDLOW
BOARD OF TRUSTEES**

**VILLAGE OF LUDLOW
WATER COMMISSION**

SPECIAL JOINT BOARD MEETING

4:00 PM

Friday, October 16, 2020

TRUSTEES PRESENT:
David Rose, Chairman
Bob Brandt

WATER COMMISSIONERS PRESENT:
David Rose, Chairman
George Abraham
Ron Bixby

BOARD MEMBERS ABSENT:
Trustees: Earl Washburn

STAFF:
Scott Murphy Chuck Craig

OTHERS PRESENT:
Wayne Elliot – by phone Lisha Klaiber, Recording Secretary

- 1. **Call To Order**
 - A. Chairman David Rose opened the Special Joint Meeting of the Village Trustees and the Water Commission at 4:01 p.m.

- 2. **Approve Minutes from Previous Meeting – Special Joint Board Meeting – October 6, 2020**
 - A. **MOTION by Bob Brandt and seconded by David Rose to approve the minutes for the Trustees from the Special Joint Board meeting on October 6, 2020. Motion passed unanimously.**
 - B. **MOTION by George Abraham and seconded by Ron Bixby to approve the minutes for the Water Commission from the Special Joint Board meeting on October 6, 2020. Motion passed unanimously.**

- 3. **Review Proposed Changes to the High Street Project**
 - A. Wayne Elliott said that while they did make some reductions, they did not compromise on the overall project. He said that they improved some things as things progressed. They reduced the storm drainage by approximately 100 feet. They changed the pavement restoration to full width for the base and top courses. This can be done by machine and not hand packed. Total estimated costs:

Proposed Project
Estimated Construction Costs

Project	Est. Construction Costs (5/2021)
Water System Improvements	\$310,000
Sewer Collection Sys. Improvements	\$290,000
Storm water Coll. Sys. Improvements	\$120,000
Construction Contingency (10%)	\$72,000
Preliminary Engineering	\$10,900
Final Design	43,900
Construction Services	106,250
Other Costs	35,000
<i>Estimated Total Project Costs</i>	\$988,050.00
<i>Recommended to Use</i>	\$990,000.00

- B. David Rose noted that the total paving costs decreased by \$20,000. He said that the total project reduction is about \$100,000. He asked is they should bond for the \$990,000.
- C. Wayne Elliott said yes. He said that the majority of the storm drain is still in the project. The left in 3 to 4 catch basins in the portion from Orchard to Orion Streets.

- D. Scott Murphy said that Ron Tarbell talks about the issues in that area.
- E. David Rose said that in times of winter thaws, Orchard Street is often under water due to lack of storm drains.
- F. Wayne Elliott said it doesn't have decent drainage. He added that the area from Orchard to Orion is narrow.
- G. David Rose said that there is presently approximately \$700,000 in the Special Sewer Fund. He suggested bonding for \$900,000 and using some money from the Special Sewer Fund to make up the difference.
- H. Wayne Elliott said that you would get \$.40 on the dollar for Sewer/Stormwater.
- I. David Rose said that he is concerned about going to the voters for a bond of \$990,000 during the pandemic. He asked if they would be better off bonding for the full amount or just using \$900,000. He said that he thinks that when this goes out to bid, the quotes will be less.
- J. Wayne Elliott said that it really isn't about the amount of the bond (to the voters); it all comes out to the impact on their water/sewer rates. He understands about COVID. You could choose to go for the full amount, and not increase water/sewer rates for debt retirement. There are great bonding rates available from the State at this time.
- K. David Rose said that there are other, small projects that they would like to do at the plant and on the system that the Special Sewer Fund would be used for. He added that for all previous projects, we didn't bond, except for the one we are currently doing at the plant. He referred to Table 1.6 and the subsidy.
- L. Wayne Elliott said you do have to bond for it, but you do not have to pay it back the state subsidy, it is forgiven.
- M. David Rose said that on the sewer side grant priority list, we are in good shape and we are getting closer to the top of the priority list on the water side.
- N. Wayne Elliott said if you meet all of the deadlines on the water side, you are probably, likely to get the grant.
- O. David Rose asked the board members for their input.
- P. Ron Bixby said that he likes bonding for \$990,000 instead of using the funds from the Special Sewer Fund. We just have to keep the rate increase to a minimum. He said he also thinks that when they come in, the bids will be less.
- Q. Bob Brandt said they should bond for the \$990,000 and while it is a lot of money, we can reduce anywhere we can.
- R. George Abraham also agreed on the \$990,000 bond, and added that it is important to educate the voters and define what we are doing.
- S. David Rose said for the last water/sewer project that the Village bonded for; we worked to educate the voters by sending out flyers, newspaper articles and going on TV about the need for the project.
- T. Wayne Elliott said that he will have a Power Point presentation for the public hearings.
- U. David Rose said that probably, not many people will attend the public hearing. He said that the consensus of the board members is to bond for \$990,000. He asked what would be the next step.
- V. Wayne Elliott said there is one design and permit application deadline before the end of November. He asked the board whether they wanted to go with PVC or Ductile iron water pipe for the Water side.
- W. David Rose said that PVC is widely used, but there is not much savings.
- X. Wayne Elliott said they could spec Ductile and put PVC as an alternate.
- Y. Ron Bixby agreed
- Z. Wayne Elliott said that pushing out the bond vote until Town meeting in March is too long. He thinks that the vote should be in early December, before the Christmas holidays.
- AA. David Rose said that he would rather do it sooner than later.
- BB. Wayne Elliott said that there would have to be a 30-day (minimum) warning before the hearing. If they planned the vote for December 8th the hearing would have to be the week of November 30th. They would need to sign the bond documents by late October.
- CC. David Rose asked who signs the bond documents.
- DD. Wayne Elliott said the board.
- EE. Scott Murphy said he will contact Paul Giuliani (attorney) about the bond documents.
- FF. David Rose said the Village Trustees will do the bond.
- GG. Ron Bixby asked if there is enough time to get this done.
- HH. Scott Murphy said they will send out flyers. He added that they will also be working on next year's budget during this time.
- II. **MOTION by Bob Brandt and seconded by David Rose for the Trustees to approve the bond vote for \$990,000 for the High Street Infrastructure Project. Motion passed unanimously.**
- JJ. **MOTION by Ron Bixby and seconded by George Abraham for the Water Commission to approve the bond vote for \$990,000 for the High Street Infrastructure Project. Motion passed unanimously.**
- KK. Wayne Elliott said we will need a date to firm up details.

- LL. David Rose said the next board meeting is scheduled for November 10th.
- MM. Wayne Elliott said that is too late.
- NN. David Rose said we will schedule a special board meeting.
- OO. Wayne Elliott said he will work with Scott Murphy to set a date for that meeting.
- PP. Scott Murphy said will that be to sign the bond documents.
- QQ. Wayne Elliott said yes. The board needs to sign the documents 30 days prior to the vote. He added that they could push off the vote until December 15th.
- RR. David Rose said that Wayne Elliott and Scott Murphy will work that out.
- SS. Wayne Elliott suggested December 8th for the public hearing and the special meeting the week of November 3rd.
- TT. Bob Brandt asked Chuck Craig whether they should use PVC or Ductile. He said that they have been using Ductile for quite a while. Would PVC be harder to work with?
- UU. Chuck Craig said that it is probably easier to repair or add onto PVC.
- VV. David Rose said that PVC has been used for a long time now. He said that Wayne Elliott's suggestion to have Alternate using PVC was a good idea.
- WW. Chuck Craig said that plastic is easier to work with. It would be the first time that we have used PVC for water lines in town.
- XX. George Abraham asked if Wayne Elliott will provide new drawings.
- YY. Scott Murphy said yes.
- ZZ. David Rose said they will be more detailed.
- AAA. Scott Murphy said they took out one that ran into the field by the Catholic Church.
- BBB. George Abraham said if it is above Orchard, it will catch the water.
- CCC. Chuck Craig said that the most important piece is where it goes from Orchard overland to the meadow.
- DDD. Scott Murphy said he will work with Wayne Elliott on setting a date for the next special meeting.

4. **Other Business**

- A. David Rose asked Chuck Craig to think about any other, smaller projects that they may need to do at the plant next year.
- B. Scott Murphy said they will come up with some was installed by Gurney Brothers this week and they will finish next week.
- C. David Rose asked about if the sewer portion is done on the Gill Terrace project.
- D. Chuck Craig said it goes from the old Tucker place for about 300 feet. There is a new structure and 8" pipe. The contractor should begin the drainage work on the project next week.

5. **Adjourn**

- A. **MOTION by Bob Brandt and seconded by David Rose for the Trustees to close the joint Trustees/Water Commission meeting. Motion passed unanimously.**
- B. **MOTION by George Abraham and seconded by Ron Bixby for the Water Commission to close the joint Trustees/Water Commission meeting. Motion passed unanimously.**
- C. David Rose closed the Joint Board Meeting at 4:27 p.m.

Respectfully submitted,
Lisha Klaiber

David Rose, Chairman of Trustees

Earl Washburn, Trustee

Bob Brandt, Trustee

David Rose, Chairman, Water Commission

Ron Bixby, Water Commissioner

George Abraham, Water Commissioner