

VILLAGE OF LUDLOW

WATER COMMISSION

REGULAR MEETING

TUESDAY, SEPTEMBER 5, 2023

5:00 PM

HOWARD BARTON, JR. CONFERENCE ROOM

AGENDA

1. Call to Order:

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

3. Approve Minutes from Previous Meeting(s):
 - a. August 1, 2023 Regular Meeting

4. Comments from Citizens:

5. Department Head Reports: (Reports will be handed out at the meeting)

6. Aged Receivables Report:

7. Sewer Billing Requests:
 - a. Change of Use Only – No change in allocation – Okemo Marketplace-Fitness Center vacant and will be occupied by Darkside Snowboards
 - b. Abatement request – 3-Lot Subdivision on Prospect St. – Robert Sullivan

8. FEMA Update:

9. Consider Signing Engineering Service Agreement:
 - a. Aldrich & Elliot

10. Black River Overlook Water Allocation Discussion.

11. Repairs on Pond Street Ct and Thompson Ave.

12. Municipal Manager Updates:

13. Other Business:

14. Set Date for Next Meeting: (October 3, 2023)

15. Possible Agenda Items for Next Meeting:

16. Sign Warrant Orders:

17. Possible Executive Session/Personnel/Contracts/Legal Issues:

18. Adjourn:

PRELIMINARY MINUTES

**VILLAGE OF LUDLOW
WATER COMMISSION**

REGULAR MEETING

**5:00 PM
HOWARD BARTON, JR. CONFERENCE ROOM**

Tuesday August 1, 2023

BOARD MEMBERS PRESENT:

David Rose, Chairman Ron Bixby

BOARD MEMBERS ABSENT:

Jackie Cromwell

STAFF:

Brendan McNamara

1. **Call to Order**

A. David Rose called the meeting to order at 5:00 p.m., Jackie Cromwell absent.

2. **Consideration of any Changes, Additions or Removals to the Agenda**

A. Brendan McNamara advised that no changes are needed.

3. **Approve Minutes from Previous Meetings**

A. David Rose advised the minutes to be approved are from the regular meeting of June 6, 2023.

B. **MOTION by Ron Bixby and seconded by David Rose to approve minutes from the regular meeting of June 6, 2023 as submitted. Motion passed unanimously.**

4. **Comments From Citizens**

A. There were none.

5. **Department Head Report**

A. Brendan McNamara said staff has been busy.

B. Ron Bixby said they have been doing a great job.

6. **Aged Receivables Report**

- A. David Rose noted that there are a couple that are way out; one on Pleasant Street Ext.
- B. Brendan McNamara advised that he is having conversations with the owners. He said that one property owner came into the office a couple of weeks ago to take care of their property taxes and said they will soon take care of the utility bills.

7. **Water Allocation Request:**

- A. 65 Pine Hill Road - Application to add 2 bedrooms to an existing three- bedroom home.
 - i. Brendan McNamara said there are. no issues
 - ii. **MOTION by Ron Bixby and seconded by David Rose to approve this request. Motion passed unanimously**

8. **Consider Signing Engineering Service Agreement – Aldrich & Elliot.**

- A. Brendan McNamara explained that this is part of the Asset Management Plan. We have already signed part of the loan. He suggested that we table this for one month to be able to get a better idea of where we are with the project.
- B. Consensus to table.

9. **Discuss Pricing for Water Sold in Bulk**

- A. Brendan McNamara said that they had been approached by someone on South who wanted to purchase between 250,000 – 300,000 gallons to fill a pond.
- B. Ron Bixby said that local pool companies sell their services of delivering water, but not for the water, itself.
- C. Brendan McNamara said that Springfield sells water at \$5.30 per 100 cubic feet when usage was down. He said he has told Joe Gaudiani to hold on to it.
- D. David Rose said that many years ago, we sold water to Cavendish Pointe.
- E. Brendan McNamara suggested tabling this discussion.
- F. Consensus to table.

10. **Municipal Manager Updates**

- A. Water System
 - i. Brendan McNamara advised that the water system stood up pretty well. Originally, there was a boil order, but it has been cancelled. He said that at one point, there was a miscommunication between “Don’t Use” and “Boil.” We didn’t lose pressure. The leak at Plumley has been fixed and the leak at the plant was fixed.
- B. Repairs
 - i. David Rose noted that the main from the springs to town on Route 100 at Clark Drive was eroded from the flood.

- ii. Brendan McNamara said the state highway department was there today, as was Joe Gaudiana when the fill was done. Cold River will be putting in the temporary bridge tomorrow and Ron Tarbell will be present for that.
- iii. David Rose said it looks like there are boulders on the main after the flooding.
- iv. Brendan McNamara said they have been removed. He said there is currently a leak at Thompson and Orion and that is non-flood related and will be fixed tomorrow.

C. Water/Wastewater Plant

- i. Brendan McNamara said the plant is halfway up and ServPro has been there. The clarifiers will be cleaned next week.
- ii. David Rose asked about the water telemetry to the Godfrey and Strong tanks.
- iii. Brendan McNamara said it is working and Joe Gaudiana has moved his office to the town hall and can access the system remotely. He added that the Godfrey tank is doing okay.

D. Still Need to:

- i. Brendan McNamara said up at the springs, the valves on the lines entering the treatment building are accessible and someone could come in and close them. He suggested putting in a fence or lock. Joe Gaudiana is working with Ron Tarbell on this as it is more of a security risk.
- ii. David Rose said a fence would work.

11. Discuss FY24 Wage Increases

- A. Brendan McNamara said that they are analyzing our wages as compared to other towns and for the Water/Waste Water Plant; we are in a good spot.
- B. David Rose said that they budgeted 5%.
- C. Brendan McNamara suggested waiting to see what the other boards are going to do. He said raises will be retroactive to July 1st.

12. Other Business

- A. None discussed

13. Set Date for Next Meeting

- A. Next regular meeting – September 5, 2023 at 5:00 p.m.

14. Possible Agenda Items for Next Meeting

- A. None listed.

15. Sign Warrant Orders

- A. David Rose said they will be signed tonight.

16. **Possible Executive Session/Personnel/Contracts/Legal Issues**

A. Brendan McNamara said that an Executive Session is not needed.

17. **Adjourn**

A. **MOTION to adjourn by Ron Bixby and seconded by David Rose. Motion passed unanimously.**

B. Meeting adjourned at 5:17 p.m.

Respectfully submitted,

Lisha Klaiber
Recording Secretary

David Rose, Chairman

Ron Bixby, Vice Chair

Jackie Cromwell, Clerk

Water Department Monthly Report for the Month of August, 2023

- The water treatment facility and water system are doing what they're supposed to and the numbers are as good as they get.
- We flowed just under 21 million gallons through the treatment plant this month and the Town and Village used only 5.2 million.
- We were made aware of a leaky four inch water main on Pond Street Court on Saturday August 28. A service line was leaking where it connected to the main and we repaired it the next day. We flushed the entire main from Pond Street up to Witalec Road.
- We had a system-wide leak detection test done on August 16, and the results are that we have two small leaks. One leak is at the connection of the fire hydrant on Terrace Ave and the other leak is under the road on West Hill, just up from the railroad crossing. These leaks are very small and they have little to no effect on the water system. We plan to fix West Hill before the winter rush and Terrace Ave can be fixed/replaced with a new water line.
- Our altitude valve and Godfrey Tank valve are both working perfectly and our water tank levels are right where they're supposed to be.
- Our permit requires that we perform lead and copper testing every three years. This is the year so we have to collect samples from 10 different houses throughout Ludlow and send them to the lab for analyzing. We'll begin that process on September 5.
- We are waiting for parts for our 12-inch well and our six-inch well is working properly.
- Seth is signed up to take his Class 3 water exam on November 03.

Respectfully submitted,

Joe Gaudiana – Ludlow Water Dept



OKEMO MARKETPLACE INC.

TO: Diane
Ludlow Town Hall

FROM: Anthony Biancaniello

SUBJECT: Darkside Snowboards

DATE: August 29, 2023

This letter is to confirm that I am the owner of The Okemo Marketplace, located at 57 Pond Street, Ludlow, VT, and my tenant Darkside Snowboards is requesting a change of use for space previously occupied by a fitness center. This space would then be part of Darkside's space that they have been occupying for many years.

Please let me know if you require any additional information.

Thank you!

A handwritten signature in cursive script that reads "Tony". The signature is written in black ink and has a long, sweeping underline.

181 Hillside Avenue
Williston Park, NY 11596
Phone (516) 248-4080 Fax (516) 248-4091

LAW OFFICES OF
ROBERT P. SULLIVAN

555 TUNXIS HILL ROAD
FAIRFIELD, CT 06825

OFFICE PHONE: (203) 366-2564
FAX: (203) 367-9495
EMAIL: rpsullivan@yahoo.com

Village of Ludlow
Village Trustees
P. O. Box 359
Ludlow, VT 05149-0359

August 2, 2023

RE: PROSPECT STREET RECENTLY APPROVED 3-LOT SUBDIVISION
- REQUEST FOR ABATEMENT OF THE NO CURRENT USE SEWER USE BILL

Dear Trustees,

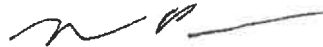
I recently received a Village of Ludlow Water/Wastewater Combined Invoice (copy attached) for the period of 7/1/23 – 12/31/23. Thereafter, I spoke with Diane in the Water/Wastewater Billing Department and she recommended that I write to you to request an abatement of the Sewer Use charges.

While I did previously receive Ludlow Water and Sewer Allocations and paid the required \$4,914 Sewer Allocation Fees for the 3-Lot Subdivision for the planned 3 single family homes, each with 3 BR homes per Lot, I was advised that the Hook-up fees would not apply until the current vacant lots are developed with the water and sewer lines being extended, hooked up and the premises then being served at that future time.

Obviously, these vacant lots are not hooked up and are not being currently served by the Ludlow Water or Sewer System. Accordingly, I respectfully request that the Village Trustees deem the 3 Lots as being inactive and abate the current Residential Sewer Use Fees as well as all future Sewer Use Fees until the 3 Lots are developed, water and sewer service connections made thereto and the premises, thereafter, being served by the Ludlow Water and Sewer Systems.

I thank you in advance for your assistance in this matter.

Yours very truly,



Robert P. Sullivan

Enclosure
e-m'd 8/3/23 to townhall@tds.net

VILLAGE OF LUDLOW
WATER/SEWER DEPARTMENT
802-228-2841

PAST DUE UTILITIES NOTICE 07/27/2023

ROBERT SULLIVAN
555 TUNXIS HILL RD
FAIRFIELD CT 06825

ACCOUNT NUMBER: 271006

LOCATION: PROSPECT ST (3 LOTS)

Service	Charges	Interest	Penalty	Total Delinquent
WATER	474.45	0.00	0.00	474.45
SEWER	463.26	0.00	0.00	463.26
TOTAL AMOUNT OVERDUE				\$937.71

WATER/WASTEWATER PAST DUE NOTICE

This is a reminder that your water and/or wastewater account is past due. Payment was due on 07/09/2023. Please remit payment in full or contact the billing office to make payment arrangements.- Shutoffs for unpaid account will begin by the end of May 2023. Interest will accrue monthly until balance is paid. If you have any questions please contact the Municipal Office (Billing) at 802-228-2842 or 802-228-3923. Thank You

VILLAGE OF LUDLOW, PO BOX 359, LUDLOW, VT 05149

PAST DUE UTILITIES NOTICE 07/27/23

ROBERT SULLIVAN
555 TUNXIS HILL RD
FAIRFIELD CT 06825

ACCOUNT NUMBER: 271006
LOCATION: PROSPECT ST (3 LOTS)
BOOK/SEQ: 1/0
TOTAL AMOUNT OVERDUE: \$937.71

VILLAGE OF LUDLOW, VERMONT

RESIDENTIAL OR COMMERCIAL WATER SERVICE APPLICATION

TO THE VILLAGE OF LUDLOW WATER DEPARTMENT :

The undersigned, being the Owner of the property located at 00 Soapstone Road, Parcel ID: 230771-000, does hereby request a permit to install and connect water service to service the Residence at said location. (Residence, Commercial Bldg., etc.)

One family residence: X More than one family: (Indicate # of Apartments)

Commercial: (Specify nature of business housed in building, such as store, barber shop, etc.)

1) The following indicated fixtures will be connected to the proposed water service:

Table with 4 columns: Number, Fixture, Number, Fixture. Includes items like Kitchen Sinks, Water Closets, Lavatories, Urinals, Laundry, Bath Tubs, Automatic Washers, Showers, Automatic Dishwashers, Garbage Grinders.

Specify other fixtures

2) The maximum number of persons who will use the above fixtures is 2

3) The name and address of the person or firm who will perform the proposed work is Neil Hare, New England Ledge

4) Plans and specifications for the proposed water service are attached hereunto as Exhibit "A".

In consideration of the granting of this permit, the undersigned agrees:

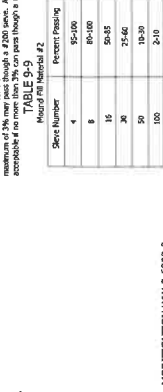
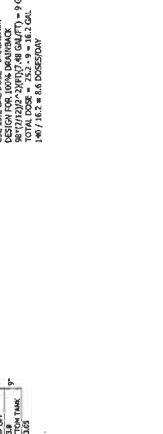
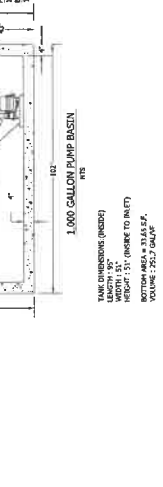
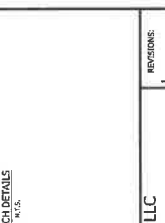
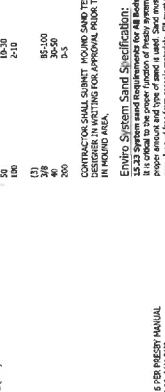
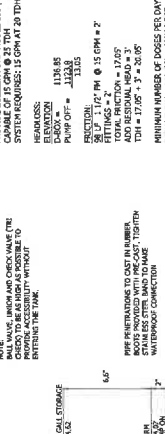
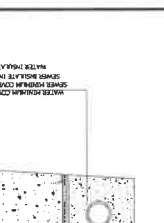
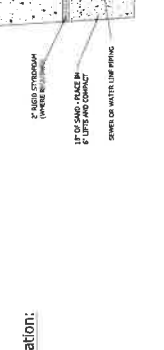
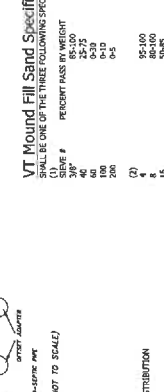
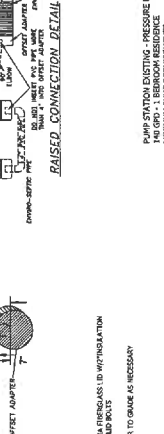
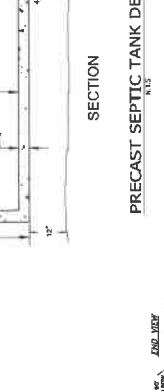
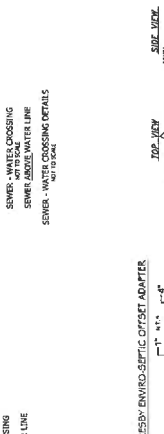
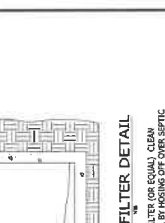
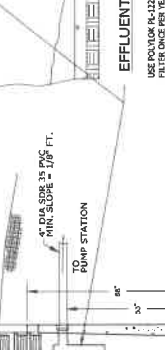
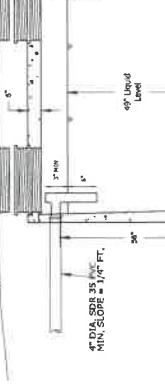
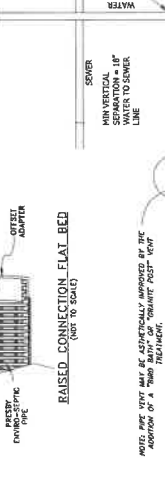
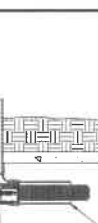
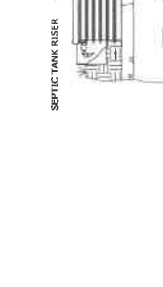
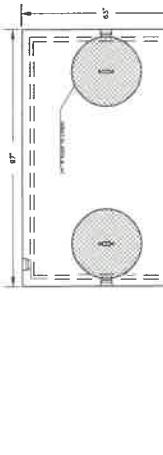
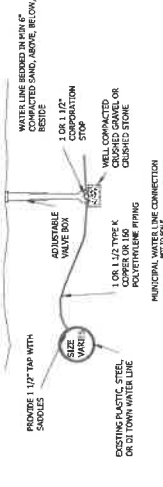
- a) To accept and abide by all provisions of the Village of Ludlow Water Dept. Rules and Regulations, and of all other pertinent ordinances or regulations that may be adopted in the future.
b) To maintain the water service at no expense to the Village of Ludlow Water Dept.
c) To notify the Municipal Manager when the water service is ready for inspection and connection to the public water, but before any portion of the work is covered.

Date: 08/25/23 Signed: [Signature]

Address of Applicant: 191 Soapstone Road, Ludlow, VT 05149

Date: Signed: (Municipal Manager)

Water Hook-On Fees: Village - \$500 Town - \$1,500



DESIGN CERTIFICATION

CONTRACTOR SHALL GUARANTEE HOLDING CAMP TEST RESULTS TO BE ACCURATE AND COMPLETELY REPRESENTATIVE OF THE ENTIRE PROJECT. THIS DESIGN CERTIFICATION IS SUBJECT TO THE FOLLOWING RULES:

ENVIRONMENTAL SYSTEMS SAND SPECIFICATIONS:

ENVIRONMENTAL SYSTEMS SAND SHALL BE ONE OF THE THREE FOLLOWING SPECIFICATIONS:

SIEVE #	PERCENT PASS BY WEIGHT
20	100
40	95
60	85
80	75
100	65
150	55
200	45
250	35
300	25
350	15
400	10
450	5
500	5

TABLE 9-9

Mound Fill Material #2

Sieve Number	Percent Passing
4	95-100
8	90-100
16	80-95
30	75-85
50	65-80
100	50-70

OWNER: 53 SOAPSTONE ROAD LLC

PROJECT: 23075-0000

BOOKPAGE: 438789

CITY: WASHINGTON

DATE: AUGUST 7, 2023

REVISIONS:

- 1.
- 2.
- 3.
- 4.
- 5.

HOGG HILL DESIGN, L.L.C.

NEW HAMPSHIRE DESIGNERS LICENSE # 3594

VERMONT DESIGNERS LICENSE # 3594

DETAILS

SHEET 2 OF 3

MODIFICATION WW-2-6098-2

ENVIRONMENTAL SYSTEMS SAND SPECIFICATIONS:

ENVIRONMENTAL SYSTEMS SAND SHALL BE ONE OF THE THREE FOLLOWING SPECIFICATIONS:

SIEVE #	PERCENT PASS BY WEIGHT
20	100
40	95
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TABLE 9-9

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