

**PRELIMINARY MINUTES**

**VILLAGE OF LUDLOW  
WATER COMMISSION**

**REGULAR MEETING  
HOWARD BARTON, JR. CONFERENCE ROOM**

**5:00 PM**

Tuesday August 3, 2021

**BOARD MEMBERS PRESENT:**

David Rose, Chairman      George Abraham      Ron Bixby

**STAFF:**

Scott Murphy      Chuck Craig

**OTHERS PRESENT:**

Bob Brandt      Patrick Cody – OV TV

1. **Call to Order**

A. David Rose called the meeting to order at 5:00 p.m., all members present.

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

A. Scott Murphy 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 July 6, 2021.

B. **MOTION by George Abraham and seconded by Ron Bixby to approve minutes from the meeting of July 6, 2021 as submitted. Motion passed unanimously.**

4. **Comments From Citizens**

A. There were none.

5. **Water Allocation Request**

A. Adam Pedicino.

i. Property address is 33 Pleasant Street Ext. (Parcel #230567.000)

ii. David Rose advised that this is a request to add one bedroom at the property to the sewer system. This will be a total of 3 bedrooms.

iii. Scott Murphy said that the fee for 1 – 3 bedrooms is the same.

iv. Allocation fee – 1 bedrooms @ \$780.00/bedroom      \$780.00

v. **MOTION by George Abraham and seconded by Ron Bixby to approve this application to add one additional at the property at \$780.00 per bedroom. Motion passed unanimously**

B. Matthew Graves

i. Property address is 146 Main Street (Parcel #230418.000) 3<sup>rd</sup> Floor at DJ's

ii. David Rose said this is basically a housekeeping issue.

iii. Scott Murphy advised that this is a request to change the use from Gym Office/Commercial to residential – a 3-bedroom apartment

iv. David Rose said that the GPM is the same

v. **MOTION by George Abraham and seconded by Ron Bixby to approve this application to change the use of the 3<sup>rd</sup> floor from Commercial to Residential. Motion passed unanimously**

6. **Water Abatement Request**

- A. Scott Murphy said that we have received a request from Village Pizza owner David Nelson for a reduction on his sewer rates. The restaurant has been closed for inside dining since March, 2020 due to COVID-19 and has remained closed to inside dining. He said that we had a number of these requests last year.
- B. David Rose said that the board did not abate any of them last year.
- C. Ron Bixby noted that the water still had to be available.
- D. **MOTION by Ron Bixby and seconded by George Abraham to deny the request from David Nelson for Village Pizza for Water Abatement. Motion passed unanimously.**

7. **Possibly Review RFQ Responses by Water & Wastewater Engineering Firms**

- A. David Rose said that they had 3 responses: Aldrich & Elliott (A&E), Weston & Sampson (W&S) and Wright-Pierce (W-P).
- B. Scott Murphy said they are familiar with A&E. He said that Weston & Sampson finished up the 70% design phase of the Commonwealth FEMA project. He said that Holden was the initial engineer. He said that Weston & Sampson were not as responsive and they would have liked and had to be pushed. He said that there were 2 other firms that didn't bid.
- C. David Rose asked what would be the next step.
- D. Scott Murphy said that they would have to rate the responses 1, 2, and 3. If you choose A&E to be #1, then you start to talk to them about costs. If you are not comfortable with the costs, you can talk to the #2 firm. You are not obligated to stay with A&E.
- E. David Rose suggested that they rank them with A&E as #1, W&S as #2 and W-P as #3.
- F. Scott Murphy said they also looked at Pleasant Street Ext.
- G. David Rose asked if we can look at both.
- H. Scott Murphy said they can be separate.
- I. David Rose said if more funds will be coming from ARPA, he would like be prepared with jobs.
- J. Ron Bixby agreed.
- K. Scott Murphy said there may be more state and federal money coming.
- L. David Rose asked Chuck Craig for his input.
- M. Chuck Craig said that at this point, those 2 jobs are the highest priority.
- N. Scott Murphy said that Pleasant Street Ext. is critical.
- O. David Rose said Lower High Street for Water/Sewer and Pleasant Street Ext. He asked if we need to vote.
- P. Scott Murphy said a consensus is fine. He said that if the Trustees go along, we will ask for a contract with costs from A&E.
- Q. Scott Murphy said that we could do one RFQ and whichever bidder we choose can look at this project. He said that Chuck Craig can take care of it.
- R. There was a board consensus to do this.
- S. David Rose said that this discussion has rolled over into Agenda Item #8 – Pleasant Street Ext.

8. **Discuss & Possibly Approve Engineering Services Agreement for the Pleasant Street Ext. Water Line**

- A. Discussed under Agenda Item #7.

9. **Possibly Consider Gleascott Avenue Water Line Replacement from 4" to 8" Line**

- A. Scott Murphy said that Chuck Craig drew up a sketch.
- B. Chuck Craig said that if they would be digging in the area, this might be able to be done. He said that the oldest 4" iron main never was integrated into the newer lines until down by the school.
- C. David Rose asked if there is a separate 4" line by Gleascott and do they want to put the people onto the 12" line
- D. Chuck Craig said there is a stub on the 12" line for connections.
- E. David Rose said the Trustees will look to change the drainage there, but it's pretty expensive. We could possibly do it next year. He asked if Gleascott is fed by the 4" or 12" line.
- F. Chuck Craig said he thinks the 12" main.
- G. David Rose tabled this for now, saying it is good to know about these potential projects.

10. **Municipal Manager Updates**

A. **Job Applicant Interviews**

- i. Scott Murphy said that they did have a decent candidate, but he had just taken a position elsewhere. We do have another local candidate and 2 others that Chuck Craig can follow-up with.
- ii. David Rose asked if they have credentials.
- iii. Scott Murphy said no.
- iv. George Abraham asked if we are still advertising.
- v. Scott Murphy said yes, once a month in both THE VERMONT JOURNAL and THE RUTLAND HERALD. He said we are also advertising on the VLCT website.

B. **High Street Project Update**

- i. Scott Murphy said that they had started yesterday. There was a small snag; they had to relocate a manhole. Then today, they had an emergency at their previous job and had to go to Rutland. They got back here and worked the afternoon.
- ii. David Rose noted that they are starting with the Sewer then will do the Water.
- iii. Chuck Craig said they do fine work.
- iv. Scott Murphy said the A&E person on-site is on the ball and it is good to have him there.

11. **Other Business**

A. **Springs**

- i. David Rose asked how the springs are running.
- ii. Chuck Craig said good. We made it through the drought and have lots of water now.

12. **Set Date for Next Meeting**

- A. Next regular meeting – September 7, 2021 at 5:00 p.m.

13. **Possible Agenda Items for Next Meeting**

- A. High Street Project  
B. Future projects

14. **Sign Warrant Orders**

- A. David Rose said the warrants have been .

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

- A. Scott Murphy said that an Executive Session is not needed.

16. **Adjourn**

- A. **MOTION by Ron Bixby and seconded by George Abraham to adjourn. Motion passed unanimously.**  
B. Meeting adjourned at 5:24 p.m.

Respectfully submitted,

Lisha Klaiber  
Recording Secretary

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David Rose, Chairman

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Ron Bixby, Vice Chair

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George Abraham, Clerk