

*MINUTES*

**VILLAGE OF LUDLOW  
WATER COMMISSION**

**REGULAR MEETING**

**5:00 PM**

Tuesday February 2, 2021

**ZOOM Public Informational Meeting Link:**

<https://us02web.zoom.us/j/83171935503?pwd=b21FTVZKdkktaFhraUU3V2JaZm4zUT09>

**Meeting ID:** 831 7193 5503

**Passcode:** 583569

Dial by phone: +1 9294362866

**BOARD MEMBERS PRESENT:**

David Rose, Chairman

George Abraham

Ron Bixby

**STAFF:**

Scott Murphy

Chuck Craig

**OTHERS PRESENT:**

Bob Brandt

Wayne Elliott

Eric Chattergee – OV TV

1. **Call to Order**

- A. David Rose called the meeting to order at 5:00 p.m., all members present.
- B. Scott Murphy advised the Electronic Meeting Guidelines had been posted in the minutes from the meeting on April 7, 2020 and will still be followed.

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

- A. Scott Murphy advised Agenda Item #11 should be deleted as it was discussed last month.

3. **Approve Minutes from Previous Meetings**

- A. David Rose advised the minutes to be approved are from the regular meeting of January 5, 2021, the Public Meeting on January 15, 2021 and the Special Joint Meeting on January 15, 2021.
- B. **MOTION by George Abraham and seconded by Ron Bixby to approve minutes from the meeting of January 5, 2021, the Public Meeting on January 15, 2021 and the Special Joint Meeting on January 15, 2021 as submitted. Motion passed unanimously.**

4. **Comments From Citizens**

- A. There were none.

5. **Possibly Approve FY2022 Water Budget**

- A. Scott Murphy advised that budget is in good shape and revenues exceed expenses by about \$70,000. They will see a \$4,800 bond payment included in the FY2023 budget.
- B. David Rose noted that budgeted revenues are \$402,100 and budgeted expenses are \$331,534.
- C. George Abraham noted that the difference from last month's draft is the \$2,500 for tank inspections.
- D. **MOTION by Ron Bixby and seconded by George Abraham to accept the proposed budget for FY2022 as presented. Motion passed unanimously.**
- E. **Scott Murphy advised that the Capital Account balance is a little over \$168,000.**

6. **Possibly Review Potential Small Projects List**

- A. David Rose noted that there are 3 items on the list.
- B. Scott Murphy said that he discussed this with Chuck Craig and he suggested these 3 items.
- C. **Water Valve Replacements – Mill Street/Main Street**
  - i. David Rose said that at the last meeting, Chuck Craig indicated that this valve leaks when it is turned.
  - ii. Chuck Craig said that is correct and it leaks badly when operated.
  - iii. David Rose asked if it could just be re-packed.
  - iv. Chuck Craig said he would have to see.
  - v. David Rose said if they would already be down at the valve, they may as well replace it.
  - vi. Chuck Craig said that would be prudent.
- D. **Replace Altitude Valve on Andover Street**
  - i. Chuck Craig said this is the new valve to better accommodate the Godfrey tank system improvements with the electronic motor. He said that the Altitude valve they have been previously rebuilt the seals, but the valve is "ticklish."
  - ii. David Rose said it always has been.
  - iii. Chuck Craig said the valve is on the edge of its capability.
  - iv. David Rose asked approximate costs.
  - v. Chuck Craig said that he already has one company working up a quote.
- E. **4 to 5 Fire Hydrants Move Out of Street**
  - i. David Rose said that he is not opposed to moving the hydrants on Main Street, and that we would need easements to do so. He does not think that would be a big deal.
  - ii. Chuck Craig said they are vulnerable where they are currently located.
  - iii. David Rose said it would be worth looking into.
- F. He asked if the Altitude valve should be their priority.
- G. Chuck Craig said it would not be very expensive.
- H. George Abraham asked how they would pay for these projects – are they in the budget.
- I. David Rose said there is \$168,000 in the Capital account. Small projects are built into the rates charged. He said this is a good list and would like to see rough estimates for their next meeting. He would like to give the Altitude valve priority.
- J. Scott Murphy said that the larger projects, such as on Agenda Item #7 may need financing.
- K. Ron Bixby asked about the approximate cost for moving the hydrants.
- L. Chuck Craig said, off the cuff, \$4,000 to \$5,000 each.
- M. David Rose asked if that included repairing the sidewalks.
- N. Chuck Craig said staff can do that.
- O. David Rose said they would have to hire a contractor to move the hydrants and a mechanical contractor to do the Altitude valve.
- P. Chuck Craig said yes.
- Q. Scott Murphy said he would have rough estimates for next month's meeting.
- R. David Rose referred to the Capital Assessment Plan they did a few years ago and asked if it was just for the sewer or did it include the water.
- S. Scott Murphy said he thinks just the sewer.
- T. Chuck Craig agreed.

7. **Possibly Review Priority List for Future Water Projects**

- A. David Rose said they should look at and prioritize these larger projects.
- B. **8" Water Line on Meadow Street**
  - i. Chuck Craig said this would run from the Godfrey tank at the intersection of Pleasant Street Extension and Soapstone Road to the Village line. If they did this, they would definitely get a good charge of water up Pleasant Street and to the hydrants.
  - ii. David Rose asked why, when they started putting in the 8" line from the intersection of Mill Street a few years ago, did they stop where they stop at the Village line.
  - iii. Chuck Craig said the project was self-funded.
  - iv. David Rose suggested they tie Bridge Street and Depot Street into Pleasant Street as another worthy project to consider.
  - v. Chuck Craig said that is a good idea.
  - vi. David Rose asked costs.
- C. **Pleasant Street Extension**

- i. He said that when they installed the 8” section of water line on Pleasant Street Ext. a few years ago, there was more money in the Water account. He agrees with Chuck Craig that the 4” diameter section on Pleasant Street Ext., from the Village line to Soapstone Road would be a good one to replace at some point.
- ii. Ron Bixby asked about the Corning property issue on Meadow Street.
- iii. Scott Murphy said they have a 1-year waiver. The Water Commission may list it as a potential project without making a commitment.
- iv. David Rose said he would like some approximate costs and can we afford them.
- v. Scott Murphy said he would put together some ballpark estimates.

D. Terrace Avenue

8. **Municipal Manager Updates**

A. High Street Water/Sewer Project

- i. David Rose asked how this is going.
- ii. Scott Murphy said that they have not received official word but have a “wink and nod” that the funding should be approved soon and things are moving along well.
- iii. David Rose asked about easements.
- iv. Scott Murphy said they got the easement from the Catholic Church needed for the drainage line.

9. **Other Business**

A. Freeze-ups

- i. David Rose asked if they have had any freeze-ups yet.
- ii. Chuck Craig said no.
- iii. Scott Murphy said there was one small one, when Chuck Craig was out, but that it was at a trailer and unrelated to our water.

B. Springs

- i. David Rose asked how the springs are flowing.
- ii. Chuck Craig said they are about the same with the freezing temperatures.

C. Update on Water Mapping

- i. David Rose asked how this is going..
- ii. Chuck Craig said they are done and the revised map needs to come back from Otter Creek Engineering.

D. Village Report

- i. David Rose said he would like to see a copy of the Water Commissioners’ Report before it is published.
- ii. Scott Murphy said he would get a copy to David Rose.

10. **Possible Agenda Items for Next Meeting & Set Date for Next Meeting**

- A. Next regular meeting will be on Tuesday, March 2, 2021 at 5:00 p.m. This will be a ZOOM meeting.
- B. Update on High Street Water/Sewer project.
- C. FY2022 Budget.

11. **Confirm Municipal Manager Review**

- A. This Agenda Item was removed.

12. **Sign Warrant Orders**

- A. David Rose said he will get in this week to sign orders.

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

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

14. **Adjourn**

- A. **MOTION to adjourn by Ron Bixby and seconded by George Abraham. Motion passed unanimously.**
- B. Meeting adjourned at 5:19 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