

PRELIMINARY MINUTES

**VILLAGE OF LUDLOW
WATER COMMISSION**

REGULAR MEETING

5:00 PM

HOWARD BARTON, JR. CONFERENCE ROOM

Tuesday March 7, 2023

BOARD MEMBERS PRESENT:

David Rose, Chairman Ron Bixby Jackie Cromwell

STAFF:

Scott Murphy Joe Gaudiana

1. **Call to Order**

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

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

A. Scott Murphy advised that no changes are needed, except that the minutes for March 2, 2023 are not ready.

3. **Approve Minutes from Previous Meetings**

A. David Rose advised the minutes to be approved are from the regular meeting of February 7, 2023, Special Joint Committee Meeting of February 21, 2023 and Special Joint Committee Meeting of February 27, 2023

B. **MOTION by Ron Bixby and seconded by Jackie Cromwell to approve minutes from the regular meeting of February 7, 2023, Special Joint Committee Meeting of February 21, 2023 and Special Joint Committee Meeting of February 27, 2023 as submitted. Motion passed unanimously.**

4. **Comments From Citizens**

A. There were none.

5. **Water Allocation Requests:**

A. Property Adjacent to 21 Prospect Street – Robert Sullivan. -

i. Scott Murphy advised that this is a request for a permit to connect to the water service for three lots on his property. This property is being subdivided into 3 lots from the current one lot. He intends to build three, 3-bedroom properties on these lots in the future. The hook-on fee is \$1,500.00 (3 x \$500.00.).

ii. David Rose recused himself from this vote as he has done work for this applicant.

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- iii. **MOTION by Jackie Cromwell and seconded by Ron Bixby to approve the request to for a permit to connect to the water service for 3 lots. Motion passed unanimously**
- B. Sam’s Steakhouse – 91 VT. Route 103S – Troy Caruso
- i. Scott Murphy said this is an application to decrease the number of seats from 200 to 140. This is an administrative change only.
 - ii. **MOTION by Jackie Cromwell and seconded by Ron Bixby to approve the request to decrease the seating from 200 to 140 seats as per the administrative approval. Motion passed unanimously**
6. **Municipal Manager Updates**
- A. **Gill Terrace Hydrant Leak**
- i. Scott Murphy said the work is done. The hydrant had been leaking for a while and it had not been fully closed or fully open. It is not leaking any more.
7. **Other Business**
- A. **Asset Study Follow-up – Email from Wayne Elliott of A & E Engineers**
- i. Scott Murphy said that he received an email from Wayne Elliott today and the project is eligible for loan forgiveness for up to \$50,000.00. Mr. Elliott has given an estimate of \$30,000 to \$40,000 for the Asset Study. This would cover our entire cost, with the exception of our staff labor.
 - ii. David Rose asked who would do this.
 - iii. Scott Murphy said Wayne Elliott as we got our application in on time - we met the deadline.
 - iv. David Rose asked if they would help us with a priority list for future project.
 - v. Scott Murphy said it would include water system evaluation, inventory analysis, life expectancy study of system components and risk analysis. He said the study could be done this coming season.
 - vi. David Rose said he sees no reason not to do it and it would be a benefit.
 - vii. **MOTION by Ron Bixby and seconded by Jackie Cromwell to move forward to hire A&E Engineering to provide the Asset Management Study for the estimated cost of \$30,000 to \$40,000 with loan forgiveness of up to \$50,000. Motion passed unanimously.**
 - viii. Scott Murphy said he would let Wayne Elliott know of the board’s decision.
- B. **Control Valve at the Wells**
- i. David Rose asked for an update
 - ii. Scott Murphy Ken Cook is still waiting for the backordered parts. He is working on it.
8. **Department Head Report**
- A. David Rose said that the Monthly Report looks good and answers questions for the board.
- B. Altitude Valve
- i. Joe Gaudiana contacted Brad Small from CLA-Valve. The estimate to rebuild the valve is \$3,500 or to \$4,500 to provide an electronic valve.
 - ii. David Rose asked if that included telemetry.
 - iii. Scott Murphy said yes
 - iv. There was board consensus to move forward with the purchase of the electronic valve.
 - v. Scott Murphy noted that since it is under \$5,000 he can order it..

- C. David Rose said the water flow from the springs look good.
- D. David Rose said that Scott Murphy is moving on from Ludlow and has been here 5 years. We appreciate all that he has done for Ludlow and wish him well in his next endeavor. Thank you, Scott.

9. **Set Date for Next Meeting**

- A. Next regular meeting is on April 4, 2023 at 5:00 p.m.
- B. Village Annual Meeting March 28, 2023 at 7:00 p.m. Informational Meeting on March 27, 2023 at 6:00 p.m.

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

- A. None listed

11. **Sign Warrant Orders**

- A. David Rose said they have been signed

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

- A. David Rose said that an Executive Session is needed.
- B. **MOTION by Ron Bixby and seconded Jackie Cromwell to move into Executive Session. Motion passed unanimously.**
- C. Board entered into Executive Session at 5:19 p.m.
- D. Board exited Executive Session at 5:28 p.m.

13. **Adjourn**

- A. **MOTION to adjourn by Jackie Cromwell and seconded by Ron Bixby. Motion passed unanimously.**
- B. Meeting adjourned at 5:29 p.m.

Respectfully submitted,

Lisha Klaiber
Recording Secretary

David Rose, Chairman

Ron Bixby, Vice Chair

Jackie Cromwell