

PRELIMINARY MINUTES

**VILLAGE OF LUDLOW
WATER COMMISSION**

REGULAR MEETING

5:00 PM

HOWARD BARTON, JR. CONFERENCE ROOM

Tuesday March 4, 2025

Water Commission – March 4, 2025 Zoom Link

Meeting ID: 995 3439 2975

Password: 232339

BOARD MEMBERS PRESENT:

Ron Bixby, Vice Chairman Jackie Cromwell

BOARD MEMBERS PRESENT:

David Rose, Chairman

STAFF:

Brendan McNamara

AGENDA

1. Call To Order
 - A. Ron Bixby called the meeting to order at 5:00 p.m. David Rose absent

2. Consideration of any Changes, Additions or Removals to the Agenda
 - A. Brendan McNamara suggested that Agenda Item 7 be addressed after Agenda Item #8.

3. Approve Minutes from Previous Meeting
 - A. Ron Bixby noted that the minutes from February 4, 2024.
 - B. Lisha Klaiber said that the date was incorrectly typed at 2/7/2025
 - C. Brendan McNamara said he will make the change
 - D. Tabled to the April meeting

4. Comments from Citizens
 - A. There were none

5. Department Head Reports

- A. Brendan McNamara said that things are going well.
- B. Ron Bixby noted that they are continuing to flush the blow-off on Deep Lawn Court.
- C. Copy of Department Head report attached at end of minutes

6. Aged Receivables Report

- A. Brendan McNamara said they set payment plans in place, but the amounts start to creep up again. We have started calling to remind people who are on payment plans.

7. Water Allocation Requests/Possibly Approve

- A. 22 Andover Street – Item tabled as per discussion in Agenda Item #8

8. 22 Andover Street Discussion

- A. 22 Andover Street
 - i. Brendan McNamara said that the owner is putting the house up for sale and when they came in for the allocation change, it was discovered that they have not been billed for water since July 2005 and have never paid for services. He does not know how this happened and the owner said she did not know. He asked the board how they wish to proceed. The outstanding amount is \$4,023.26. He said that payment is due because services were provided. He feels that the bill should be paid. He suggested that Agenda Item #7 be tabled until payment on back utilities is paid.
 - ii. There was consensus among board members.

9. Municipal Manager Updates

- A. Jackie Cromwell
 - i. Brendan McNamara advised that this is Jackie's last meeting and thanked her for her service.
- B. Break at 57 Pleasant Street
 - i. Brendan McNamara advised that they had to replace the service connection at the curb stop. There was a heave in the sidewalk and will have to replace part of the sidewalk.
 - ii.
- C. 22 Main Street
 - i. Brendan McNamara said that Friday night, the waterline froze and the crew worked until 8:00 or 9:00 PM. They called Gurney and worked all day Saturday. They layered with blue over the culvert in the road. Gurney worked all day Saturday. TPW allowed us to tap into their water. It was fixed with the welder yesterday. If they hadn't been able to fix it, we would have had to dig up the street. They all did a great job and we bought them all pizza for dinner.

10. Other Business

A. There was none

11. Set Date for Next Meeting -

A. April 8, 2025 at 5:00 p.m.

12. Possible Agenda Items for Next Meeting

A. None listed

13. Sign Warrant Orders

A. Orders have been signed

14. Possible Executive Session – Personnel/Contracts/Legal Issues

A. None is needed

15. Adjourn

A. **MOTION by Jackie Cromwell and seconded by Ron Bixby to adjourn. Motion passed unanimously.**

B. Meeting adjourned at 5:11 p.m.

Respectfully submitted,

Lisha Klaiber
Recording Secretary

David Rose, Chairman

Ron Bixby, Vice Chair

Jackie Cromwell, Clerk

Ludlow Village Water Department

Monthly Report for February, 2025

- The Village water treatment facility and water distribution system are working as they should.
- The springs produced 12.4 million gallons of water this February and the Town and Village used 7.0 million gallons.
- Our altitude valve and Godfrey Tank valve are both working as they should.
- 14 Terrace Ave had a frozen water line on Saturday, the 22nd. We called Gurney Brothers and they came out with their thaw tube and thawed the service line.
- We received the Water Tank Inspection Reports for Godfrey and Strongs Tanks and everything looks good. We have the cleanings scheduled for this spring with M&K Divers.
- We continue flushing the blow-off on Deep lawn Court Extension every week.
- We continue to flush our back-up well weekly to make sure it's running as it should.

Respectfully submitted,

Joe Gaudiana – Ludlow Water Dept
