

MINUTES

**VILLAGE OF LUDLOW
WATER COMMISSION**

**Regular Meeting
April 2, 2019
5:30 PM**

Board Members Present:

David Rose, Chair	Robert Gilmore	Ron Bixby
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Staff Present:

Scott Murphy	Chuck Craig	
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1. Call to Order:

- a. David Rose called the meeting to order at 5:30 pm.

2. Annual Board Reorganization:

- a. MOTION by Ron Bixby and seconded by Robert Gilmore to approve the Water Commission Board re-organization as follows. All in favor and the motion passed.
David Rose, Chairman
Robert Gilmore, Vice Chair
Ron Bixby, Clerk
- b. MOTION by Ron Bixby and seconded by David Rose to appoint Robert Gilmore as the Ludlow Enterprise Fund Representative. All in favor and the motion passed.
- c. MOTION by Ron Bixby and seconded by Robert Gilmore to set the meeting date and time to the first Tuesday of the month at 5:30 pm and set the alternate date for the 3rd Tuesday of the month at 5:30 pm. All in favor and the motion passed.
- d. MOTION by Ron Bixby and seconded by Robert Gilmore to select the Vermont Journal as the newspaper of record. All in favor and the motion passed.
- e. MOTION by Ron Bixby and seconded by Robert Gilmore to adopt Roberts Rules of Order. All in favor and the motion passed.

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

- a. There were none.

4. Approve Minutes:

- a. MOTION by Robert Gilmore and seconded by Ron Bixby to accept the meeting minutes from March 11, 2019 as presented. All in favor and the motion passed.

5. Comments from Citizens:

- a. None present.

6. Water Allocation Request:

- a. David Rose said the Water Commission received two requests to abate the freeze up charges from residents on Andover Street.
- b. Ron Bixby said he went back to the meeting minutes in April of 2014 and the Water Commission voted to reimburse residents for ½ of their freeze up charges as a one-time event and it would be the responsibility of the property owner to keep their water running in the winter to prevent a freeze-up.
- c. Ron Bixby said that 56 Andover Street was not mentioned in the previous reports.
- d. Chuck Craig said the owners installed the petcock to keep from freezing.
- e. Scott Murphy said that the same two properties experienced freeze-ups in January of 2018 and again in 2019.
- f. Robert Gilmore explained that when he had water problems at his house on Smith Street and he ran his water all winter to keep it from freezing. He said he still runs his water during the winter to prevent a freeze-up.
- g. David Rose read aloud a copy of the letter from the owner of 60 Andover Street to the board. He said she knows to run her water from previous experiences.
- h. Robert Gilmore asked where Otter Creek and Markowski stand on this issue.
- i. David Rose said a study was completed so he does not believe it is on their end.
- j. Chuck Craig said last year it was determined that the freezing was in the street. He said this year it was frozen on their side of the street.
- k. Bob Gilmore and Ron Bixby agreed that since the board paid last year, we should split the cost with the homeowners, but only this year.
- l. David Rose recommended sending a letter to the property owners letting them know this will be the last time.
- m. MOTION by Ron Bixby and seconded by Robert Gilmore to split the cost so the owners will pay ½ of the freeze-up cost and to make sure the owners understand this is the last time, so they will be responsible for any future freeze-ups. All in favor and the motion passed.

7. Review of Water Ordinance & Consider Changes:

- a. Scott Murphy said the Water Ordinance has not been updated since 1994 and should be brought up to date. He said the highlighted areas are for discussion.
- b. MOTION by Ron Bixby and seconded by Robert Gilmore to delay the review of the Water Ordinance until the May meeting. All in favor and the motion passed.

8. Consider Water Rate Increase:

- a. David Rose said the Water Commission should consider a rate increase and asked for a spreadsheet for the May meeting.

9. Other Business:

- a. David Rose asked if there was an update on the Godfrey Tank project.
- b. Scott Murphy said he talked with Dana Nagy from the state who indicated we should see a letter sometime next week.
- c. David Rose asked about the status of the fire hydrant and the flows.
- d. Scott Murphy said the state wants some of undersized hydrants to be locked.

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- e. Chuck Craig said the same rules apply and the state wants undersized hydrants to be painted black on the tops.
- f. Scott Murphy said we are trying to work with the state and let them know that we are correcting the pipe sizes as we go along with each improvement project.
- g. David Rose was concerned that if those hydrants were out of commission it would affect property owner's fire insurance.
- h. David Rose asked Chuck Craig if there were any valve issues and if flushing was being considered this summer.
- i. Chuck Craig said they haven't had any valve problems and will do water flushing.
- j. David Rose asked if any paving projects were scheduled in the future and if Chuck Craig was involved with infrastructure.
- k. Scott Murphy said yes, Chuck Craig and Ron Tarbell have both been involved in conversations about paving and infrastructure.
- l. Robert Gilmore asked if anything has changed in the water. He said he noticed a chemical taste.
- m. Chuck Craig said there is Chlorine and Fluoride and they use the proper mix and take water samples daily.
- n. Ron Bixby suggested Robert Gilmore have his water tested.
- o. Chuck Craig said he could assist anytime.

10. Set Date for Next Meeting:

- a. David Rose said the next meeting will be held on Tuesday, 7, 2019 at 5:30 pm.

11. Possible Executive Session Personnel/Contracts/Legal:

- a. Not needed.

12. Adjourn:

- a. MOTION by Ron Bixby and seconded by Robert Gilmore to adjourn. All in favor and the motion passed.
- b. Meeting adjourned at 5:50 pm.

Respectfully submitted,

Pam Cruickshank
Recording Secretary

David Rose, Chairman

Robert Gilmore

Ronald Bixby