

PRELIMINARY MINUTES

**VILLAGE OF LUDLOW
WATER COMMISSION**

REGULAR MEETING

5:00 PM

Tuesday March 2, 2021

ZOOM Public Informational Meeting Link:

<https://us02web.zoom.us/j/83171935503?pwd=b21FTVZKdktlaFhraUU3V2JaZm4zUT09>

Meeting ID: 831 7193 5503

Passcode: 583569

Dial by phone: +1 929 436 2866

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BOARD MEMBERS PRESENT:

David Rose, Chairman

George Abraham

Ron Bixby

STAFF:

Scott Murphy

Chuck Craig

OTHERS PRESENT:

Bob Brandt

Troy Caruso

Eric Chatterjee – OV TV

1. **Call to Order**

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

2. **Annual Board Reorganization**

- A. Scott Murphy asked for nominations for Chairman of the Board
- i. **Motion by George Abraham and seconded by Ron Bixby to elect David Rose Chairman of the Board. Motion passed unanimously.**
- B. David Rose asked for nominations for Vice Chairman of the Board
- i. **Motion by George Abraham and seconded by David Rose to elect Ron Bixby Vice Chairman of the Board. Motion passed unanimously.**
- C. Elect Clerk of the Board
- i. **Motion by Ron Bixby and seconded by David Rose to elect George Abraham as Clerk of the Board. Motion passed unanimously.**

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- D. Appoint Ludlow Enterprise Fund Committee Member
 - i. David Rose asked if the Enterprise Fund were still active.
 - ii. Scott Murphy said technically, yes.
 - iii. **Motion by David Rose and seconded by George Abraham to appoint Ron Bixby as Ludlow Enterprise Team Member. Motion passed unanimously.**
 - E. Set Day and Time of Regular Meetings and Alternate meetings.
 - i. David Rose said that the regular meetings are on the first Tuesday of the month at 5:00 p.m. and the alternate meetings are on the third Tuesday of the month at 5:00 p.m.
 - ii. **Motion by Ron Bixby and seconded by George Abraham that regular meetings to be held on the first Tuesday of the month at 5:00 p.m. and to have alternate meetings scheduled, as required, on the third Tuesday of the month at 5:00 p.m. Motion passed unanimously.**
 - F. Adopt Roberts Rules of Order
 - i. **Motion by George Abraham and seconded by Ron Bixby to adopt Roberts Rules of Order for meetings. Motion passed unanimously.**
 - G. Appoint Recording Secretary
 - i. **Motion by Ron Bixby and seconded by George Abraham to appoint Lisha Klaiber Recording Secretary. Motion passed unanimously.**
 - H. Designate Newspaper of General Circulation
 - i. David Rose asked which paper the Select Board had chosen.
 - ii. Scott Murphy said THE VERMONT JOURNAL as the newspaper of general circulation with THE RUTLAND HERALD as back-up
 - iii. **Motion by George Abraham and seconded by Ron Bixby to continue with THE VERMONT JOURNAL as the newspaper of general circulation with THE RUTLAND HERALD as back-up. Motion passed unanimously.**
3. **Consideration of any Changes, Additions or Removals to the Agenda**
 - A. Scott Murphy advised that no changes are needed.
 4. **Approve Minutes from Previous Meetings**
 - A. David Rose advised the minutes to be approved are from the regular meeting of March 2, 2021.
 - B. **MOTION by Ron Bixby and seconded by George Abraham to approve minutes from the meeting of March 2, 2021 as submitted. Motion passed unanimously.**
 5. **Comments From Citizens**
 - A. Troy Caruso advised the board that he is purchasing the Colonial and would like to create a municipal parking lot on that space, along with cleaning up the lot with the rubble on it.
 - B. David Rose explained that this board is not the board to address this. He said that the Village Trustees would be meeting tonight at 6:00 and they would be the board to talk to, along with the Select Board.

6. **High Street Water Project Update**

- A. Scott Murphy advised that the project is fully funded and that all permits are in place. There will be a pre-construction meeting on May 25 and construction will begin the 2nd or 3rd week in June with substantial completion to be by the end of October.
- B. George Abraham asked what is done with the old lines when the new ones are put in.
- C. Chuck Craig said if the old lines are not in the way, they will be abandoned in place and capped.

7. **Review Potential Revisions to the Lead Testing Regulations**

- A. Scott Murphy said that Chuck Craig alerted him to possible new federal regulations that may or may not be passed. If passed, it could mean changing out lead and copper lines. He said that when collecting water samples, the sample must come from the 5th liter, not the 1st. They may have to inventory the lines and create a lead service line replacement program. Also, if a homeowner in the service area replaces lead lines on their property and notifies the utility, the utility must replace the utility owned lines within 45 days of that notification.
- B. Chuck Craig said he wants to make sure that everyone is aware of the possible change in the lead rules. He said that most of our lines are copper, but there are some lead goosenecks. He said that the rules are that they must change out 10 residential service lines every 3 years and that is not a problem.
- C. David Rose asked about where the samples are taken from.
- D. Chuck Craig said we have approved locations and the state will probably ask for more. He said he will look at High Street because it has some of our oldest lines.

8. **Discuss Priority Projects for Future Development**

- A. Scott Murphy provided the list below of suggested projects.

Possible Water Projects

- Meadow Street water line replacement and upgrade to 8”:
- Terrace Avenue and/or Depot Street water line
- Pleasant Street Extension water line replacement - This project affects 17 water services plus adds one new fire hydrant (Highest Priority)
- B. Scott Murphy said that the Pleasant Street Extension project will affect 17 services and add one more hydrant.
- C. David Rose said when they upgraded Mill Street to the Village line, they put in a new hydrant by Weber’s house – was it an 8” line?
- D. Chuck Craig said yes.
- E. David Rose asked why that hydrant has a black cap.
- F. Chuck Craig said it is fed by a 4” to a 6” line. He said that they will be doing hydrant flow testing this summer and correct the caps.
- G. David Rose asked where the board should go from here. Should they do some preliminary engineering.

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- H. Scott Murphy said that the preliminary engineering would run between \$10,000 to \$15,000.00 if we get funded through the Drinking Water, it comes with a 50% subsidy. If funded through Clean Water, it is 0% interest for payment within 5 years. He said that the Federal government is talking about providing money for water, waste water and broad band, but their requirements are very specific. We should hear more about this by June 9th. The money would be through the American Rescue program, providing cash to towns and villages. The Village may be able to receive some funds on its own.
 - I. David Rose said if we did receive some money, it would be well spent on preliminary engineering. Maybe, we could bundle some projects.
 - J. Scott Murphy said he would discuss this with the Trustees at their meeting.
 - K. David Rose said the Sewer department has more money than the water department.
 - L. Scott Murphy said he would touch base with Wayne Elliott on how best to proceed.
 - M. David Rose asked if they would put out an RFP for the preliminary engineering.
 - N. Scott Murphy said yes.

FOR REFERENCE:

Possible Combined Projects

- Lower High Street from Vets' Park to Cemetery: replace 4" water line, replace clay tile line, storm water issues – This project affects 28 water services, 2 branch lines, 1 sprinkler, 1 hydrant, 26 sewer services and 3 branch lines (Smith, Gill & Gleascott)
- Pleasant Street: Elm to Andover –upgrade undersized line, manholes, clay tile
- East Main Street from Black River to high school: older clay tile, infiltration & inflow issues,, add manholes. (Highest Priority) This project impacts 13 sewer services, including 4 commercial

9. Municipal Manager Updates

A. Street Sweeping

- i. Scott Murphy said that they started street sweeping today.

B. Jewell Brook Dam

- i. Scott Murphy said that they will hold the 2nd of two informational meetings on Tuesday, April 13th at 5:00 p.m. This is in regard to a rehabilitation project that is 10 to 12 years long. It will give us some good options.
- ii. David Rose asked if the project would include removing silt.
- iii. Scott Murphy said that the silt level at West Hill if below 50% sediment, does not qualify for dredging. The dam off Route 100 will qualify.
- iv. David Rose said that our water system is spring fed and if it gets too much silt, we get less water. He said that years ago, we did talk about dredging
- v. Scott Murphy said that he will have more information at next month's meeting about which dams meet the criteria.

C. In-Person Meetings for Boards

- i. Scott Murphy said that there are new state guidelines and it is possible we may be able to meet in the Auditorium next month.

10. **Other Business**

A. **Fire on Depot Street**

- i. David Rose said that the fire department took water out of the hydrants and asked what the protocol is when the fire department does take water. Do they tell the Water Commissioners.
- ii. Ron Bixby said that he and Scott Murphy had discussed this and there is no protocol for notifying the Water Commissioners from an active fire. He said there is a Fire Department meeting tonight and they will be discussing procedures. He said that the first 15 to 20 minutes of an active structure fire, they are dedicated to taking care of the fire. After about an hour, they notify the Police Department to notify the Water Commissioners. There is not procedure at this time.
- iii. David Rose said the Godfrey tank splits the system and asked if it is in use.
- iv. Chuck Craig said there are 2 service system and a check valve. He said that in a fire, both tanks can be accessed automatically.
- v. David Rose said it had been sent to board members for review and comments.

B. **Collections**

- i. David Rose asked about collections.
- ii. Scott Murphy said that they are where they should be - \$26,000 and most of which are under 60 days. \$10,000 of it is over 120 days

C. **Springs**

- i. David Rose asked how the springs are running.
- ii. Chuck Craig said in March they were 7,000,000 gallons and the overflow was 7,384,000 gallons – just about 50/50.

11. **Set Date for Next Meeting**

- A. Next regular meeting - May 4, 2021 at 5:00 p.m.

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

- A. Review possible projects.

13. **Sign Warrant Orders**

- A. David Rose said he signed the warrants last week. He suggested that once they get back to in-person meetings, they should go back to 2 signatures.
- B. Scott Murphy said they will be opening Town Hall back up next week and the board could change back to 2 signatures at that time.

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

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

15. **Adjourn**

- A. **MOTION to adjourn by Ron Bixby and seconded by George Abraham. Motion passed unanimously.**
- B. Meeting adjourned at 5:28 p.m.

Respectfully submitted,

Lisha Klaiber
Recording Secretary

David Rose, Chairman

Ron Bixby, Vice Chair

George Abraham, Clerk