

**PRELIMINARY MINUTES**

**VILLAGE OF LUDLOW  
WATER COMMISSION**

**REGULAR MEETING**

**5:00 PM**

Tuesday January 5, 2021

**ZOOM Public Informational Meeting Link:**

<https://us02web.zoom.us/j/88624335163?pwd=OWh4enl4KzdrU2t5NGhYYmFRdnBPUT09>

**Meeting ID:**886 2433 5163 **Passcode:**444478

Dial by phone: +1 929 205 6099

Alternate numbers:

+1 301 715 8592 US (Washington D.C)

+1 312 626 6799 US (Chicago)+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Find your local number: <https://us02web.zoom.us/j/88624335163>

Meeting ID: 886 2433 5163

Passcode: 444478 (That's HIGH-ST on a phone keypad)

**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 that a change is needed to discuss and possibly approve authorizing one commissioner to sign warrants to authorize and approve payments during the COVID situation.
- B. David Rose agreed and added that at the next agenda item.

2A **Consider and Possibly Approve Signature of One Commissioner on Warrants and Authorization to Pay Bills**

- A. David Rose asked if the Select Board had set a time frame on this.
- B. Scott Murphy said no.
- C. **MOTION by Ron Bixby and seconded by George Abraham to approve one signature by the Water Commissioners on Warrants and to authorize payment of bills until further notice. Motion passed unanimously.**

3. **Approve Minutes from Previous Meetings**

- A. David Rose advised the minutes to be approved are from the regular meeting of December 1, 2020 and the Budget Workshop of December 15, 2020.
- B. **MOTION by George Abraham and seconded by Ron Bixby to approve minutes from the meeting of December 1, 2020 and the Budget Workshop of December 15, 2020 as submitted. Motion passed unanimously.**

4. **Comments From Citizens**

- A. There were none.

5. **Water Removal Request – Rexbo Development, Inc. – 226 Main Street**

- A. David Rose advised that the applicant wishes to have the Water Allocation removed from this property. This is the old Marro medical building, by the Sunoco and the building has been razed. He said that the Water bill has been paid, but that there is a \$40.02 shut-off charge. He suggested that this board drop the allocation, but that the applicant still owes the shut-off charge.
- B. **MOTION by George Abraham and seconded by Ron Bixby to remove the Water Allocation as requested, but charge for the \$40.02 shut off charge. Motion passed unanimously.**

6. **FY2022 Budget Workshops**

- A. David Rose noted that there was not much change from last month's revision.
- B. Scott Murphy advised that they had to add \$2,500 for water tank inspections that are now required by the state. He said they will hire a vendor to perform the inspections. They are either done by a person going into the tanks or robotically. The robot is cheaper. Inspections are done every 5 years. He will add it to the budget and bring it back next month for approval.
- C. David Rose noted that there is a savings of \$73,671 that has been accumulated from the current rate structure that is available for future work to the system. He said the rates are okay for now.
- D. Scott Murphy said the board can look at the rates again in May.

7. **Municipal Manager Updates**

- A. **Informational Meeting & Bond Vote Reminder (1/12/2021)**
  - i. Scott Murphy said that there will be a Public Informational Meeting tonight at 6:00 p.m. and the vote will be next Tuesday, January 12, 2021 from 10:00 a.m. to 7:00 p.m. He encouraged voters to request absentee ballots from the town clerk's office at 802-228-2828 or to email her at [treasure@ludlow.vt.us](mailto:treasure@ludlow.vt.us).

B. Meadow Street Water Line Distances & Mill Street

- i. Scott Murphy said that at their meeting last month, Jeanine Corning had requested replacing the 4” water line on Meadow Street . He said that Chuck Craig had done a rough diagram showing the 6” line on Mill Street to the river and then a 4” line under the river. Meadow Street it goes from 4” to 6”. He said that Chuck Craig says there is an 8” line under the bridge to the Mill Street 4’ line.
- ii. David Rose said the length of the line on Meadow Street is 680 feet.
- iii. Scott Murphy said if they do this, they would shut off the water line going to the river as there is no need for it anymore .
- iv. Chuck Craig said there is a gate valve on Pleasant Street that feeds Mill Street and it was shut off when they did the Godfrey tank. He said the line under the river is a liability and they don’t need it.
- v. David Rose said they would valve off both sides of the river. He asked if the line to the Library is 6’ or 8”.
- vi. Chuck Craig said it is 8” and had been changed in 2011. It was part of the waterline replacement project they did with Otter Creek.
- vii. George Abraham asked if they did replace the 4” line on Meadow, would they replace it with a 6” or 8” line.
- viii. Chuck Craig said 8” by state regulations
- ix. George Abraham asked if they would need to replace the entire 680 feet or could they stop by the fire hydrant.
- x. Chuck Craig said they wouldn’t gain volume and pressure if they don’t go all the way.
- xi. Ron Bixby asked if there would be any problem with connecting the 8” line to the 6” line.
- xii. Scott Murphy said the state recommends that all new lines be a minimum of 8”. If we can prove that the 6” line is strong enough for fire protections, that would be okay.
- xiii. David Rose said if we change the 4: line on Mill Street with an 8” line it may run to about \$400,000 and is cost prohibitive. He said there are other places with higher priorities.
- xiv. Scott Murphy asked Chuck Craig if they could do Meadow Street only.
- xv. Chuck Craig said if they go from the 2011 8” line to the funeral home on Meadow, they can service the sprinkler system installed at the funeral home.
- xvi. David Rose asked for a ball park estimate. He suggested looking at past jobs that may be similar.
- xvii. Scott Murphy said he will get a budget estimate for their next meeting
- xviii. David Rose said that going under the stream get pricey. Has asked about the valve that serves Mill and Main Street.
- xix. Chuck Craig said when it is open or closed it is fine, but leaks when it is turned.
- xx. David Rose suggested looking at valves in the summer..

C. Springs

- i. David Rose asked how the springs are flowing.
- ii. Chuck Craig said they are starting to pick up and are at about 50/50. He said there was some overflow.
- iii. David Rose said there was not much change since last month.

8. Other Business

- A. There was none.

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

- A. Next regular meeting will be on Tuesday, February 2, 2021 at 5:00 p.m.
- B. Bond Vote Results
- C. FY2022 Budget.

10. **Confirm Municipal Manager Review**

- A. David Rose advised that he had met with Bruce Schmidt (Select Board Chairman) and Scott Murphy to discuss the Municipal Manager's Review. We recommend an increase of 3%, retroactive to December 1, 2020.
- B. **MOTION by George Abraham and seconded by Ron Bixby to give the Municipal Manager an increase of 3%, retroactive to December 1, 2020. Motion passed unanimously.**

11. **Sign Warrant Orders**

- A. David Rose said he will get in this week to sign orders.
- B. Ron Bixby said he would stop by tomorrow.

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

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

13. **Adjourn**

- A. **MOTION to adjourn by Ron Bixby and seconded by George Abraham. Motion passed unanimously.**
- B. Meeting adjourned at 5:21 p.m.

Respectfully submitted,

Lisha Klaiber  
Recording Secretary

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David Rose, Chairman

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Ron Bixby

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George Abraham