

PRELIMINARY MINUTES

**VILLAGE OF LUDLOW
WATER COMMISSION**

**REGULAR MEETING
HOWARD BARTON, JR. CONFERENCE ROOM**

5:00 PM

Tuesday July 6, 2021

BOARD MEMBERS PRESENT:

David Rose, Chairman George Abraham Ron Bixby

STAFF:

Scott Murphy Chuck Craig

OTHERS PRESENT:

Bob Brandt Fred Marin – OV TV

1. **Call to Order**

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

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

A. Scott Murphy advised that no changes are needed. He added that they will need an Executive Session.

3. **Approve Minutes from Previous Meetings**

- A. David Rose advised the minutes to be approved are from the regular meeting of June 1, 2021.
B. **MOTION by Ron Bixby and seconded by George Abraham to approve minutes from the meeting of June 1, 2021 as submitted. Motion passed unanimously.**

4. **Comments From Citizens**

A. There were none.

5. **Water Hook-on Request**

- A. David Rose advised that the property owner is Greg Biancardi and the property is located at Okemo Heights (Parcel #230735-000). This will be a new construction. He said that the hook-on fee is \$500.00
- B. **MOTION by George Abraham and seconded by Ron Bixby to approve the hook-on request for Greg Biancardi and the property is located at Okemo Heights (Parcel #230735-000), as long as there are no issues and we can provide the service. Motion passed unanimously.**

6. **Pleasant Street Extension Water Line Status (Water Connection Repairs to Main Line)**

- A. Scott Murphy said that they found 3 leaks in the last 3 weeks and need to repair/replace the lines. This occurred after the fire on Bixby Road. He said that they are old lines and susceptible to quick water shut off. This is now a high priority.
- B. David Rose asked if they could use the same process to get preliminary design as they are using with the Lower High Street project.
- C. Scott Murphy said that we could do one RFQ and whichever bidder we choose can look at this project. He said that Chuck Craig can take care of it.
- D. There was a board consensus to do this.
- E. David Rose asked if the system is acting differently since it is valved off down there, is that part of the issue. Before it was all open then a sudden spike. He asked if it could have been avoided.
- F. Ron Bixby said it got hammered pretty hard with the fire.
- G. Chuck Craig said with the first service, it took a chunk out.
- H. George Abraham asked if this would be covered under the town insurance.
- I. Scott Murphy said it is aging infrastructure and we would not be able to prove anything. The lines are at 4” and we need to be at 8” based on new state regulations.
- J. David Rose asked if it could be added to the RFQ.
- K. Scott Murphy said he would put it on the agenda for their next meeting.

7. **High Street Project Update**

- A. Scott Murphy said that they have started some mobilization activity at the Legion property. We are working closely with the contractor on the paving issue and trying not to reopen the contract. They may bull mag the full width. We sent the contract to Chris Kaufman (A&E). He said that, worst case, we keep the contract as it is and pave next year. He said that notices to the neighbors will go out tomorrow. He added that the contractor has pushed the construction start date back from July 12th to the 17 – 19th. They still must complete the project by the end of October.

8. **Municipal Manager Updates**

- A. **Andover Street Controls Ordered**
 - i. Scott Murphy said that they have been ordered, but not installed.
- B. **Job Applicant Interviews**

- i. Scott Murphy said that they had received some applications; one was very highly qualified and is between jobs. He would like to start the interviews. He added that there is nothing allocated in the budget for this.
 - ii. David Rose said it would not hurt to start the interviews. If someone does stand out, we can make it work.
 - iii. George Abraham asked if we offer to help them work on their certification levels.
 - iv. Scott Murphy said we do. He said that some of the applicants are already certified.
- C. RFQ Due July 9, 2021
- i. Scott Murphy said that at their last meeting, they had received an inquiry from Black River Overlook. They the bid responses are due this week.

9. **Other Business**

A. Springs

- i. David Rose asked how the springs are running.
- ii. Chuck Craig said they are good and spilling more than 2 times what they are serving.

B. Dams Update

- i. David Rose asked Scott Murphy about the recent report on the dams given at the last Select Board Meeting. He is particularly interested in Snell Dam #2.
- ii. Scott Murphy said that this is a 10-to-12-year project. The dams are past their expected life-span. There were options including – do nothing and demolish the dams. This is very costly. The Select Board chose the alternative to rehabilitate them. The town share of the project would be 35% or about \$9,500,000.00+. Dam #2 would be rehabilitated and brought up to the new, elevated codes. We can't just patch them. After the Select Board meeting, it is now back to the State to start the design work. It won't be until about 5 years from now, that we will need to start looking for ways to raise the money.

C. ARPA Funds

- i. David Rose asked about the American Relief Plan (COVID) funds.
- ii. Scott Murphy said that the Village Trustees will have to designate an authorized representative to manage the funds, someone to be contact and also accept the allocation of the funds and the terms and conditions and assurances of Compliance with the Civil Rights Requirements of the plan. He said that the Village will receive a total of about \$50,000, to be received now and the second half to be received after the beginning of the next calendar year. The funds must be spent by 2026.
- iii. David Rose asked about the use of the funds.
- iv. Scott Murphy said there are 4 ways, but only one applies to us: broadband, water, waste water. This project – Pleasant Street - would fit and be the most viable.

10. **Set Date for Next Meeting**

- A. Next regular meeting – August 3, 2021 at 5:00 p.m.

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

- A. Consider Healthcare Deductibles & Premium Contributions by Municipal Staff.
- B. RFQ results.

12. **Sign Warrant Orders**

- A. David Rose said the warrants have been .

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

- A. Scott Murphy said that an Executive Session is for Contracts 1 VSA § 313 (a) (3) to Personnel matters.
 - B. **MOTION by George Abraham and seconded by Ron Bixby to enter in to Executive Session to discuss Municipal Manager Contract. Motion passed unanimously.**
 - C. Board entered into Executive Session at 5:20 p.m.
 - D. Board exited Executive Session at 5:23p.m.
 - E. **MOTION by Ron Bixby and seconded by George Abraham to approve the recommendations of the Municipal Manager for annual wage increases. Motion passed unanimously.**
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14. **Adjourn**

- A. Meeting adjourned at 5:24 p.m.

Respectfully submitted,

Lisha Klaiber
Recording Secretary

David Rose, Chairman

Ron Bixby, Vice Chair

George Abraham, Clerk