

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=b21FTVZKdkklaFhraUU3V2JaZm4zUT09>

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

Eric Chatterjee – 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 no changes are needed.

3. **Approve Minutes from Previous Meetings**

- A. David Rose advised the minutes to be approved are from the regular meeting of February 2, 2021.
- B. **MOTION by Ron Bixby and seconded by George Abraham to approve minutes from the meeting of February 2, 2021 as submitted. Motion passed unanimously.**

4. **Comments From Citizens**

- A. There were none.

5. **Consider Estimates for Large & Small Future Water Projects**

- A. Scott Murphy advised that last month, the board talked about getting some rough estimates on some smaller, future projects.
 - i. Replace Altitude Valve on Andover Street – about \$14,000
 - a) Chuck Craig said that the valve, although ticklish, is working and this can be put off.
 - b) Chuck Craig said that he would like the same telemetry to the Strong Tank as they have for the Godfrey tank. It would better monitor the water level in the tank. He does not have any costs on this.
 - c) David Rose said when that valve was installed, they did discuss telemetry, but it did not move forward.

- d) Chuck Craig said they have all of the parts in the vault. They would need the sensor and a cell phone connection.
- ii. Move Hydrants
 - a) Scott Murphy said the cost would be about \$4,000 to \$5,000 each.
- iii. Water Valve Replacement at the corner of Main and Mill Streets.
 - a) Scott Murphy said this would run about \$13,000 to \$15,000
- B. David Rose asked Chuck Craig what would be his priority.
- C. Chuck Craig said the telemetry. He said then next would be the 2 hydrants that are constantly being hit and broken on Main Street. One is by 190 Main Street (the old Valente's restaurant.)
- D. David Rose asked where they could put the new hydrant.
- E. Chuck Craig said it is a tough spot and there really isn't a good place to put it. He said there are about 5 others close to it. He said the other would be the one in front of the library and school. There is also one in front of Village Pizza.
- F. David Rose said he is not opposed to this, and added that the one by the library and those in the section of Main Street would require easements to move them behind the sidewalk. We have discussed this in the past.
- G. Chuck Craig said it is hooked to an old 6" main and it would be a good time to put in an 8" line.
- H. David Rose asked if there is money in the capital budget.
- I. Scott Murphy said the Water Connection Account has about \$43,000 and the Water Capital Account has about \$159,000.
- J. David Rose said the board needs to think about these projects.
- K. Scott Murphy said the other projects to consider are Meadow Street 8" waterline, the Pleasant Street Ext. 8" waterline and Terrace Avenue/Depot Street. He asked if they would want to do these as combined projects or separately. He said that he and Chuck Craig have discussed this and Chuck Craig would like to get to as many people as possible.
- L. David Rose said he would go with Scott Murphy's recommendation. He said that the Pleasant Street Ext. waterline would put more water into the system. He would like to get some direction and have some engineering done, similar to what they did with the High Street Project. They would get something in the works and if funding became available, they would be ready.
- M. Ron Bixby said that makes sense.
- N. George Abraham said they could bundle the projects.
- O. David Rose said they could bundle them for the first phase engineering and put out an RFP. They can look for grants.
- P. Scott Murphy said that sounds good. If they find reliable funding, they could bundle the projects and split the pricing in the RFP. He said he will look into possible substantial money in Federal Legislation.
- Q. David Rose asked Scott Murphy and Chuck Craig to recommend to the board which of the smaller projects they would prioritize: Andover Street, fire hydrants or the valve at Main and Mills Streets.
- R. Scott Murphy said he would bring it back for their next meeting.

6. **High Street Water Project Update**

- A. Scott Murphy said that the bid opening is tomorrow at 1:00 and board members are invited to join. There are some concerns about paving and they will be discussed at the Trustees' meeting later. He said that Bob Brandt did some rough estimates for the paving, trenches or full width and it is as cheap or cheaper to do the full width. He said that Wayne Elliott thinks that we should finish the bid process and get our funding first. We can talk to the winning contractor after the bid.
- B. David Rose said it could be handled as a change order. He said that he is anxious to see the bids.
- C. Scott Murphy said that Chris Kaufman thinks that we will probably get a few good bids.

7. **Municipal Manager Updates**

- A. **Water Map from Otter Creek**
 - i. Scott Murphy said that they have received the updated water system map from Otter Creek. Chuck Craig has it. They still have not given us the electronic version, but said they will send it to us or anyone who needs it.
- B. **Water Flows**
 - i. Scott Murphy said that he sent the water flows to board members.
 - ii. David Rose asked Chuck Craig how often they exercise wells 6" and 12" wells.
 - iii. Chuck Craig said about once a month, until they run clear.
 - iv. David Rose said that the flows are consistent and asked about the springs.
 - v. Chuck Craig said still running about 50% on the average.

8. **Other Business**

A. **Village Report**

- i. George Abraham asked if any action is needed from the board on the Village Report.
- ii. Scott Murphy said it has already gone to the printer.
- iii. David Rose said it had been sent to board members for review and comments.

B. **High Street Bid**

- i. Scott Murphy said that they may need to hold a special meeting to award the High Street bid contract after it is vetted by Aldrich & Elliott.
- ii. David Rose asked about how long that may take - a week?
- iii. Scott Murphy said about a week. He asked if they would prefer to hold the meeting in the morning or afternoon.
- iv. David Rose said that afternoons are better for him.
- v. Ron Bixby said not on Wednesdays.
- vi. Scott Murphy said he will contact board members with a date and time.

9. **Set Date for Next Meeting**

- A. High Street Project Electronic Bid Opening Meeting – March 3, 2021 at 1:00 p.m. via Microsoft Teams Meeting
- B. March 22, 2021 – Village Public Informational Meeting via ZOOM – 6:00 p.m.
- C. March 23, 2021 – Village Voting by Australian Ballot – 10:00 a.m. to 7:00 p.m.
 - i. Scott Murphy said that they received a lot of absentee ballots for the town vote and it was pretty light in-person. He reminded people to request absentee ballots for the Village vote from Ulla Cook.

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

- A. Review & Possibly Award Contract for High Street Project

11. **Sign Warrant Orders**

- A. David Rose said he will get in this week to sign orders. He added that Ron Bixby has also signed them.

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 George Abraham and seconded by Ron Bixby. Motion passed unanimously.**
- B. Meeting adjourned at 5:22 p.m.

Respectfully submitted,

Lisha Klaiber
Recording Secretary

David Rose, Chairman

Ron Bixby, Vice Chair

George Abraham, Clerk