

PRELIMINARY MINUTES

**VILLAGE OF LUDLOW
WATER COMMISSION**

REGULAR MEETING

5:00 PM

Tuesday November 10, 2020

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.

3. **Approve Minutes from Previous Meetings**

A. David Rose advised the minutes to be approved are from the regular meeting of October 6, 2020 and the Joint Meeting of October 16, 2020.

B. **MOTION by Ron Bixby and seconded by George Abraham to approve minutes from the meeting of October 6, 2020 and the Joint Meeting of October 16, 2020 as submitted. Motion passed unanimously.**

4. **Comments From Citizens**

A. There were none.

5. **Water Allocation Change Request – 34 Pleasant Street**

A. Scott Murphy advised the applicants Lisa and Thomas Libretto are converting a 2-family dwelling with 3 bedrooms each into a single-family dwelling with 5 bedrooms.

- B. **MOTION by George Abraham and seconded by Ron Bixby to approve the water allocation change request for 34 Pleasant Street. Motion passed unanimously.**

6. **Consider & Approve Amendment to the Town & Village of Ludlow Purchasing Policy**

- A. Scott Murphy advised that the Select Board and Trustees have approved the amended policy. The only change is to the bid process. The following is the new language.

“The Bid Opening shall be Warned and open to the public, with minutes recorded including the bid results (subject to review) and a projected timeline of when it may be submitted to the Select Board, Village Trustees or Water Commission for possible approval.”

- B. **MOTION by George Abraham and seconded by Ron Bixby to approve the Amendment to the Town & Village of Ludlow Purchasing Policy. Motion passed unanimously.**

7. **Update on High Street Project & Bond Vote**

- A. David Rose advised that there was information in their packets.
B. Scott Murphy advised that he had done an interview with Ralph Pace on Okemo Valley TV today.
C. David Rose asked about THE VERMONT JOURNAL.
D. Scott Murphy said he will do that next week. He said that Wayne Elliott assisted with a draft information sheet. He said that he and Pam Cruickshank reviewed the draft and highlighted sections which may be of more interest to the voters. He said he will contact THE RUTLAND HERALD.
E. David Rose asked if Wayne Elliott was able to meet the state permit application deadlines.
F. Scott Murphy said yes and we also met our deadlines.

8. **Set FY2022 Budget Workshops**

- A. Scott Murphy advised that the Select Board had set the date for their budget workshop. He said that the Water Commission budget will be rolled into the Trustees’ budget. The Trustees will discuss their budget workshop dates at their meeting tonight.

9. **Other Business**

- A. **Fire Hydrants**
i. David Rose asked how many of our hydrants that are painted black are out of service.
ii. Chuck Craig said about 35.
iii. David Rose asked about the black bag over the hydrant by the plant.
iv. Chuck Craig said that the bag can come off now that the project is done.
v. David Rose asked if there are any quick fixes to the out of service hydrants like by Brookhaven by putting them onto a larger existing pipe that was already there.

- vi. Chuck Craig said the easiest would be to do a true fire flow test. He said the 6” lines may be okay.
- vii. David Rose asked if Chuck Craig would have to work with an engineer.
- viii. Chuck Craig said he will work with the Fire Department and make sure that all changes are documented.
- ix. David Rose asked about how the test results would be documented to the ANR.
- x. Chuck Craig said he will send them all updates.
- xi. Scott Murphy asked how it would be measured.
- xii. Chuck Craig said they would start the test at one hydrant, and then add another to see how much the flow drops. This was done by computer simulation in 2011 or 2012, but they didn’t do a physical test.
- xiii. Ron Bixby said that the Fire Department has tested a few.
- xiv. Scott Murphy asked about High Street.
- xv. Ron Bixby said they had not tested on High Street. He said that Chief Kolenda would be back on Sunday and the department would be doing training on Tuesday for water supply.

B. Springs

- i. David Rose asked how the springs are flowing.
- ii. Chuck Craig said they are holding their own, still about 50/50.
- iii. David Rose said there was not much change since last month.

C. Back Flow Valve at the Wastewater Treatment Facility

- i. David Rose said they had talked about this and asked if it had been done.
- ii. Chuck Craig said they will do it next spring.

D. Godfrey Tank

- i. David Rose asked Chuck Craig how the tank is doing.
- ii. Chuck Craig said it is keeping up. He said that they are no longer worried about the bacterial problem.
- iii. David Rose asked about the State inspecting it.
- iv. Chuck Craig said the last one did well.

E. Infrastructure Mapping

- i. David Rose asked if there is water infrastructure mapping ongoing and current.
- ii. Chuck Craig said that last year. They are on a 5-year plan. They have one they keep marked up and note any changed on it. Every 5 years, a new one is printed.
- iii. Scott Murphy said that printing them is not that expensive.
- iv. David Rose said he would prefer to keep it current.
- v. Scott Murphy suggested it be done every 2 years.
- vi. Ron Bixby advised that the Fire Department removed 2 hydrants at Gill Terrace and said that should be on the map.

10. Set Date for Next Meeting

- A. David Rose said the next meeting will be on Tuesday, December 1, 2020 at 5:00 p.m.

- B. Scott Murphy said that the Informational Meeting for the High Street Project Bond vote will be at 6:00 p.m. on December 1st.

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

- A. David Rose said one item would be more updates from the Municipal Manager and they would be doing the manager's evaluation at the next meeting.

12. **Sign Warrant Orders**

- A. Warrant orders were signed.

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

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

14. **Adjourn**

- A. **MOTION to adjourn by Ron Bixby and seconded by George Abraham. Motion passed unanimously.**
- B. Meeting adjourned at 5:12 p.m.

Respectfully submitted,

Lisha Klaiber
Recording Secretary

David Rose, Chairman

Ron Bixby

George Abraham