

MINUTES

VILLAGE OF LUDLOW WATER COMMISSION

Regular Meeting
Tuesday, October 7, 2014
5:00 pm

Board Present:

David Rose, Ron Bixby, Robert Gilmore

Staff Present:

Frank Heald

Others Present:

Ken Calemmo, Mary Jane O'Hara

Call to Order:

- a. David Rose called the meeting to order at 5:00 pm.

Approve Minutes:

- a. MOTION by Ron Bixby and seconded by Robert Gilmore to approve the minutes from September 2, 2014. All in favor and the motion passed.

Comments from Citizens:

- a. Ken Calemmo of 40 Andover Street said he had concerns and questions regarding the water main freeze ups on his street. He said the water to his house froze last winter and asked if there was going to be any action taken to correct the problem, other than running his water from December to April.
- b. Robert Gilmore said the best action would be to let his water run as a drizzle.
- c. Ken Calemmo said he paid \$600 to install a petcock, but questioned if the project was not engineered correctly or built wrong because the water lines along the roadway are freezing and will be a continued problem.
- d. David Rose said the engineers have been back to trace out the lines and are still evaluating.
- e. Robert Gilmore said the engineers were in to see if there is an issue. He said the construction has been in place for three years and in the previous two years there was not a problem, but this was an unusually severe winter. He said he had a similar set up with a petcock in another house he owned and had to run his water.
- f. Ken Calemmo said he believes it is a problem and is trying to determine if the Town will address it and what the final understanding will be. He also expressed concerns over his property values.
- g. David Rose said that at this point he should let his water run. He said this is year three since the construction was performed and during the first two years they did not experience problems with water freezing.
- h. Ken Calemmo asked if an evaluation was being done.
- i. Frank Heald said that the engineers are not finished. He said they have traced the lines in accordance to the plans. He said they would take a look at remedial actions rather than digging up the street.
- j. Ken Calemmo asked if they were still evaluating the potential of a fix.
- k. Robert Gilmore said because our water is not metered and there is plenty of water in the new system the easy fix is to let the water run, but the engineers will need to finish their evaluation.
- l. Ken Calemmo thanked the Water Commission for their time.
- m. Mary Jane O'Hara said she was here last month and has come back to talk about taking \$110 off her water bill. She said she was told to contact Loran Greenslet and after a visit he confirmed there were two bathrooms downstairs and one bathroom upstairs. She said there was some confusion and asked if the Town Manager should sign a report after a visit?
- n. Robert Gilmore said that at the last meeting they said the Listers Office will need to do a walk-through to get a true picture of the building and its use.
- o. Mary Jane O'Hara said she is resistant to this and feels this is a continuation of something that has been going on for a long time.

- p. Robert Gilmore said the Listers need to be contacted and will go into the space for a site visit.
- q. David Rose said that Loran Greenslet retired and has not confirmed with us what is actually inside the building.
- r. Robert Gilmore said the process is to have a Lister perform a review.
- s. Mary Jane O'Hara said she would have to think about that. She said she feels she has had a hard time and there is no letter from Loran Greenslet and no letter in the Municipal Office to confirm.
- t. Robert Gilmore said his recommendation is to schedule a walk-through with the Listers Office to update the property card.
- u. Mary Jane O'Hara said Margot Martell did call her. Mary Jane told her she would call her back, but has not done so yet.

Water Allocation Request:

- a. David Rose said there was a water request from the Okemo Mountain School at 53 Main Street for a fitness center.
- b. MOTION by Robert Gilmore and seconded by Ron Bixby to approve the allocation request for a new fitness center.
- c. David Rose asked for discussion on the motion.
- d. Frank Heald said there was some confusion on the part of the engineer as to what was there. He said the allocation depicts what is currently being billed and for the plans submitted.
- e. Frank Heald said they have spent a lot of time on this project with records and drawings and he is comfortable with an approval.
- f. All in favor of the motion to approve the water allocation for a fitness center at the Okemo Mountain School. Motion passed unanimously.

Consider and Re-Approve the Purchasing Policy:

- a. Frank Heald said the Purchasing Policy has not changed, but there are two additions that include #4 in the Definitions for Purchases with Federal Funds and a specific conflict of interest clause when purchasing with Federal Funds. Frank said the Police and Ambulance departments purchase equipment through grant programs and can't participate without the changes.
- b. Frank Heald said the Select Board approved the policy with changes last night.
- c. MOTION by Ron Bixby and seconded by Robert Gilmore to approve the Town & Village of Ludlow's Purchasing Policy with amendments. All in favor and the motion passed.

Discuss Water Allocation Fees:

- a. Frank Heald said that currently the Water Commission does not have an allocation fee for water, unlike wastewater that does have an allocation fee.
- b. Frank Heald said in the water budget there is a line item with a depreciation of capital every year. He said with wastewater, the allocation fees fund the depreciation. He said this has been approved by our auditors.
- c. Frank Heald said an allocation fee is something to ponder and revisit.
- d. Robert Gilmore said that unlike wastewater, there is no revenue generated for water.
- e. Ron Bixby asked if charging for allocation was common practice with other municipal systems?
- f. Frank Heald said yes and they also charge for hook-on's. He said with many of our projects, there is no new hook-on, just an increase in their service so we won't generate funds.
- g. Robert Gilmore asked if the water fund was in good shape.
- h. David Rose said yes, because we fund it every year.
- i. Mary Jane O'Hara asked if there were any additional water upgrades anticipated, and if so what are the costs and areas of work.
- j. Frank Heald said there is the potential for some work on High Street, Meadow Street, and areas of South Hill that could include Okemo Heights and Lawridge Heights.
- k. Mary Jane O'Hara asked if this would be a major upgrade like what we just had.
- l. Frank Heald said they would generally replace the line or the size of the line or line valves.

Other Business:

- a. Mary Jane O'Hara asked how many years ago did the sewer fees change.
- b. Frank Heald said the Water Commission only deals with water.
- c. Mary Jane O'Hara asked if there were any thoughts to reduce the water fees.

- d. Frank Heald said no. He said they performed rate comparisons with other municipalities that showed Ludlow is at the bottom 10% for fees, even after we funded the construction project.
- e. Frank Heald said for example in Rutland, what he pays per quarter for water and sewer is equal to Ludlow's annual fee.
- f. Mary Jane O'Hara expressed concerns for people leasing property for business and said \$880 is a lot of money to pay per year and feels there is an inequity there.
- g. Robert Gilmore said we can raise this at our next meeting.

Set Date for Next Meeting:

- a. Next meeting has been scheduled on Tuesday, November 4, 2014 at 5:00 pm.

Possible Executive Session Personnel/Contracts/Legal:

- a. None needed.

Adjourn:

- a. MOTION to adjourn by Robert Gilmore and seconded by Ron Bixby. All in favor and the motion passed.
- b. Meeting was adjourned at 5:39 pm.

Respectfully submitted,

Pam Cruickshank
Recording Secretary

David Rose, Chairman

Robert Gilmore

Ronald Bixby