

PRELIMINARY MINUTES

**VILLAGE OF LUDLOW
WATER COMMISSION**

REGULAR MEETING

5:00 PM

HOWARD BARTON, JR. CONFERENCE ROOM

Tuesday April 1, 2025

Water Commission – April 1, 2025 Zoom Link

Meeting ID: 995 3439 2975

Password: 232339

BOARD MEMBERS PRESENT:

David Rose, Chairman Ron Bixby BJ Donohue

STAFF:

Brendan McNamara

OTHERS PRESENT:

Lisha Klaiber

AGENDA

1. Call To Order
 - A. Brendan McNamara called the meeting to order at 5:00 p.m.

2. Consideration of any Changes, Additions or Removals to the Agenda
 - A. Brendan McNamara noted that no changes are needed.

3. Annual Board Reorganization
 - A. Elect Chairman of the Board - Brendan McNamara asked for nominations
 - i. **MOTION by Ron Bixby and seconded by BJ Donohue to elect David Rose as chairman of the board. Motion passed unanimously.**
 - B. Elect Vice Chairman of the Board - David Rose asked for nominations
 - i. **MOTION BJ Donohue and seconded by David Rose to elect Ron Bixby as vice chair of the board. Motion passed unanimously.**
 - C. Elect Clerk of the Board
 - i. **MOTION by Ron Bixby and seconded by David Rose to elect BJ Donohue as clerk of the board. Motion passed unanimously.**
 - D. Appoint Ludlow Enterprise Fund Committee Member

owner should pay for the back services. He would like to discuss this in Executive Session at the May meeting.

- D. BJ Donohue asked if the owner is asking for relief.
- E. Brendan McNamara said yes, but we need more discussion about what can be done. This is a sensitive issue.
- F. BJ Donohue asked if there are any other similar situations.
- G. Brendan McNamara said he doesn't think so. He said he has asked Joe Guadiana to check, but since it is flat fee billing, and not meter reading, it is hard to check.
- H. BJ Donohue asked if they might be able to cross reference with Ludlow Electric service billing.
- I. Brendan McNamara said they can cross reference to lead line service inventory.

8. Water Allocation Requests

- A. 18 Terrace - Brendan McNamara said that this is clerical. The applicant wants to increase their allocation from 2 to 3 bedrooms. Joe Guadiana has no problems with this.
- B. **MOTION by BJ Donohue and seconded by Ron Bixby to approve the increase in allocation for 18 Terrace Avenue from 2 to 3 bedrooms. Motion passed unanimously.**

9. Municipal Manager Updates

- A. Brendan McNamara said the crew is working toward spring clean-up. There will be 2 big projects. VTRANS will be paving on Main Street from Village line to Village line and will start milling on April 15th and have started to mark curb stops with Fuller.
- B. He said that today, Vermont Rural Water came in. The Godfrey tank is not filling all the way. It should be at 12 feet, but is only filling to about 11 feet. There is no shortage of water. There is nothing to indicate that there is a leak.
- C. Ron Bixby asked if there is an auto-shutoff.
- D. Brendan McNamara said that has been adjusted. There are warning sensors if the valves are too low and alerts are sent to Joe Guadiana and me.
- E. The previous dirty water issue at Thomson Avenue is clearing. They have been flushing the lines more frequently. He said the lines at Thomson and Orion are not that old.
- F. David Rose said they are dead-end lines.

10. Other Business

- A. David Rose asked about the FEMA project for the Plumley Street crossing.
- B. Brendan McNamara said we have submitted the cost estimate for directional drilling through the street. We may have to dam it. The engineering is in place and we might be ready to go this summer.
- C. David Rose asked about the cleaning of the tanks
- D. Brendan McNamara said there are 2 bids, both reputable companies, and are very close in cost. One vendor said 8 to 12 weeks, but we want it done sooner.
- E. David Rose noted that the Asset Management Plan is done and the Lead Line Survey is also done., The State required the Lead Line Survey. What is the next step.
- F. Brendan McNamara said there are some lead lines and some that could not be identified. We need to determine what the unknown ones are. The MSK engineering was \$65,000 and is reimbursable. We are just waiting for the process - the state to fund the invoice.

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- G. David Rose said that most of the lead lines are in the customers' lines. Our mains are fine. There has to be funding available for the people. He asked about the State Priority Fund List.
 - H. Brendan McNamara said the most recent submittal was done for us by A&E, we are working with Hoyle and Tanner for the water crossing at Plumley.
 - I. David Rose said we have projects in the pipeline for State funding - High Street from Baptist to Catholic Church and Pleasant Street Ext from the plant to about 89 Pleasant Street Ext. We try to have projects "shovel ready."
 - J. BJ Donohue asked if the projects are our choice or state.
 - K. Brendan McNamara said sort of us, but the state decides whether to fund or not. We don't have any "crisis" projects.
 - L. David Rose said most are undersized pipes.

11. Set Date for Next Meeting

- A. May 6, 2025 at 5:00 p.m.

12. Possible Agenda Items for Next Meeting

- A. 22 Andover Street
- B. David Rose said also Brendan McNamara review in Executive Session at May meeting

13. Sign Warrant Orders

- A. Orders have been signed

14. Possible Executive Session - Personnel

- A. Brendan McNamara advised that an Executive session is not needed

15. Adjourn

- A. **MOTION by Ron Bixby and seconded by BJ Donohue to adjourn. Motion passed unanimously.**
- B. Meeting adjourned at 5:23 p.m.

Respectfully submitted,

Lisha Klaiber
Recording Secretary

David Rose, Chairman

Ron Bixby, Vice Chair

BJ Donohue, Clerk

Ludlow Village Water Department

Monthly Report for March, 2025

- The Village water treatment facility and water distribution system are working as they should.
- The springs produced 12.9 million gallons of water this March and the Town and Village used 7.1 million gallons.
- Our altitude valve and Godfrey Tank valve are both working as they should.
- 46 Andover Street had a frozen water service line out under the road. Gurney Brothers came out with their thaw tube and thawed the line.
- 211 Main Street also had a frozen water line under the road. Gurney Brothers attempted to thaw the line with their thaw tube but were unable to do so and they had to use their welder instead.
- We continue flushing the blow-offs on Deeplawn Court Extension and Thompson Avenue every week.
- We continue to flush our back-up well weekly to make sure it's running as it should.

Respectfully submitted,

Joe Gaudiana – Ludlow Water Dept