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2 **Town of Richmond**
3 **Meeting of Water and Sewer Commission**
4 **Minutes of October 7, 2024**

5 **Members Present:** Bard Hill, Jay Furr, Lisa Miller, Morgan Wolaver, Erin Farr arrived
6 late

7
8 **Members Absent:** None

9
10 **Staff Present:** Josh Arneson, Town Manager; Duncan Wardwell, Assistant to the Town
11 Manager; Steve Cote, Water Resources, Linn Caroleo, Administrative Assistant.

12
13 **Others Present:** The meeting was recorded for MMCTV Erin Wagg, Hoyle Tanner
14 representative Jon Olin, David Sander, Eric Thomas

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16 **MMCTV Video:**

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18 **Call to Order: 5:30 pm**

19
20 **Welcome:** Wolaver

21
22 **Public Comment:**

23 Furr shared that he attended the Vermont league of cities and town's Town Fair Annual
24 Conference, where the celebrity guest was Jim Cantore (the weather man), where he
25 talked about weather trends using graphs and charts and he made it very, very clear that
26 what we've seen in terms of flooding is nothing compared to what's coming down the
27 road.

28 Cote concurred that the objective is to protect the Water Treatment plant from storm
29 surges.

30
31 **Additions or Deletions to the Agenda:** None

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33
34
35 **Approval of Minutes, Warrants and Purchase Orders**

36 Timestamp: 0:02

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38 **Minutes:**

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40 People who participated in discussion: Wolaver, Furr

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42 *Furr moved to approve the Minutes as written on 09/16/2024. Hill seconded.*
43 *Roll Call Vote: Furr, Hill, Wolaver in favor. Miller absent. Motion approved.*

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45 Furr contemplated why he had not said much during the last meeting.

46
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48 **Purchase Orders:**

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50 *Furr moved to approve Purchase Order number 4909 to Laramie Water Resources for*
51 *pump station repairs in the amount of \$23,706.30. Hill seconded.*

52 *Roll Call Vote: Furr, Miller, Hill, Wolaver in favor. Motion approved.*

53

54 Cote elaborated that by having backup parts, this will help keep the pump station running,
55 but replacing heavy items would require a crane with respect to contemplating future
56 weather events. Air compressors push the sewage across the bridge.

57

58 **Warrants:**

59

60 *Furr moved to approve the Warrants as presented. Miller seconded.*

61 *Roll Call Vote: Furr, Miller, Hill, Wolaver in favor. Motion approved.*

62

63 **Items for Presentation or Discussion with those present**

64

65 **Update from Hoyle Tanner on Wastewater Treatment Facility Planning Projects**

66 Timestamp: 0:12

67

68 [https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2024/1](https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2024/10/4a_Richmond_WW_Project_Summary_2024-09.pdf)
69 [0/4a_Richmond_WW_Project_Summary_2024-09.pdf](https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2024/10/4a_Richmond_WW_Project_Summary_2024-09.pdf)

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71 People who participated in discussion: Wolaver, Arneson, Cote, Olin, Hill

72

73 Arneson stated that with respect to what we are having done with Hoyle Tanner, there is
74 a 20-year study, plus the update and upgrade of the Wastewater treatment plant. Olin
75 stepped in and elaborated on each line item in the Richmond Wastewater Project
76 Summary, talking about the dollar amounts as well as the projected timeline. He asked
77 when a Bond Vote should happen, March 2025? November 2025? Or March 2026? The
78 longer the Board waits to vote, the more details can be provided in the Bond Vote. Final
79 design will be presented in April 2025, where January 2026 would have 30% design
80 completion. December 2026 would be the bid phase followed by construction phase
81 2027-28. Cote wondered if changes to the design could be permitted up until the Bond
82 vote takes place. Olin replied that if the changes fall within the same budget, yes changes
83 can happen up until the vote takes place, if the changes involve a much larger budget the
84 Bond Vote would need to be re-written. Hill thinks the public should be involved sooner
85 rather than later. Cote does not want to go to a Bond Vote until the details are available,
86 so “we don’t end up like in Hinesburg.” Hill added that there are Towns that are unable to
87 expand its infrastructure, which makes it hard to build new housing in that Town, which
88 is why expanding our Wastewater treatment plants’ capacity is important. Olin said that
89 they will be building a website for this process, to provide outreach to the public and
90 show them how the process works and be transparent about what it all costs. Cote said
91 any time anyone wants a tour of the Wastewater plant, to come by, he has already had a
92 senior citizen group there and this week a 5th grade class is coming. Hill pondered if there
93 should be a set time once a month to have Wastewater plant tours. Olin ended with
94 information that an upgrade to 2.3 million gallons per day into the future will be
95 important as an improvement to the facility, to support the need across the state of
96 Vermont to build more homes.

97 Olin continued that the repair of the insulation of the pipe under the Bridge is part of
98 FEMA assistance funding. SRF program is a good secondary place to get funding. Cote
99 still wants to spend the proposed \$5000 to raise the control panel. Similarly, he wants to
100 continue looking for a waterproof seal for the manhole. If Cote can keep water out, that's
101 important to keep the pump station going. The influent pump needs to be changed and
102 that job will go out for bid in November, estimated price tag \$100,000.

103
104

105 **Consideration of approval of a vendor for repair of sewer line under Bridge St.**
106 **bridge**

107 Timestamp: 0:55

108

109 https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2024/10/4b_RFPsewerLineRepairAllSeasonsExcavating.pdf

110

111
112 People who participated in discussion: Wolaver, Arneson, Cote, Hill, Miller

113

114 Arneson explained that the job went out to bid, but only one vendor bid. It's the same
115 vendor that repaired the sewer line previously. Hill pointed out that this was a lump sum
116 bid. At the end of the day, the Town should only pay 7.5% of the whole job.

117

118 *Miller moved to hire All Season Excavating to repair the sewer line under the Bridge St.*
119 *bridge that was damaged by the July 2024 flooding, at a cost not to exceed \$82,000. Farr*
120 *seconded.*

121 *Roll Call Vote: Farr, Furr, Miller, Hill, Wolaver in favor. Motion approved.*

122

123

124 **Review of flood recovery expenses**

125 Timestamp: 0:59

126

127 Arneson explained that the current total is \$155,000 which is \$40,000 more than
128 originally estimated. This brings us below the 15% emergency fund threshold. But this
129 allows us to work with the same vendor for fixing the sewer line under the bridge, and
130 this vendor was exceptionally good at communicating with Duncan and Steve.

131

132

133 **Consideration of approval of a policy, and the amendment of a current policy,**
134 **which would limit each structure to only one Town water meter**

135 Timestamp: 1:02

136

137 https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2024/10/4d1_Policy_Controlling_The_Number_Of_Water_Meters_Per_Structure_DRAFT.pdf

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140 https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2024/10/4d2_Public_Private_System_Policy_v2_DRAFT_10-2-24.pdf

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144 People who participated in discussion: Wolaver, Arneson, Cote, Hill

145

146 Hill stated that some current customers will be “grandfathered” in and have more than
147 one meter per curb stop. But new customers or reconstructions (such as second homes
148 and RDUs) will need to adhere to one curb stop - one meter. They used Man and
149 Machine and Stone Corral as example. You can have two curb stops to two meters, but
150 the homeowner must pay for extra meters beyond the Town’s water meter.

151
152

153 **Update on installation of water meters**

154 Timestamp: 1:10

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156 People who participated in discussion: Wolaver, Cote

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158 Cote stated that one customer believes that the radio frequencies cause cancer and they
159 are requesting to be the last meter installed. Brad is daily installing more new meters.

160

161

162 **Update on FY25 Q1 water bills**

163 Timestamp: 1:12

164

165 People who participated in discussion: Wolaver, Arneson

166

167 Arneson explained that in the switch over of designer, training will be needed to make
168 sure that Town employees know how to generate the water bills and send them out.

169 Additionally there's a field in the printout rubric that we need to make some adjustments
170 to, because usually bills include the parcel ID, but when Zenner took over a few fields
171 fell away. So are working to get that back so when you get your bill, it'll say your parcel
172 ID. Cote stated that for the 110 homes that have the new water meters, generating their
173 bills took only 5 minutes.

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175

176 **Review of September water data**

177 Timestamp: 1:14

178

179 [https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2024/1](https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2024/10/4g_Monthly_Water_Report_for_September_2024.pdf)
180 [0/4g_Monthly_Water_Report_for_September_2024.pdf](https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2024/10/4g_Monthly_Water_Report_for_September_2024.pdf)

181

182 People who participated in discussion: Wolaver, Cote,

183

184 Arneson stated that despite the instruments having recently been calibrated, the fluoride
185 meter is .02 off in it’s reading. Cote added that the State’s readings are vastly different
186 from our readings regarding fluoride. If Cote uses Endyne he say’s the Fluoride is at 0.8,
187 which is a little higher than he wants and a lot closer to the State’s fluoride reading.

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189

190 **Update on removal of fallen and dead trees at the wastewater pumpstation**

191 Timestamp: 1:17

192

193 People who participated in discussion: Wolaver, Arneson

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195 Arneson reported that Acer Tree Services quoted \$5850 to clean up all the trees that had
196 fallen or were almost fallen in the last storm, including the trees on the Bressor's
197 property. The Bressor's will pay 20% and the Town will pay 80% of the final bill. All the
198 tree companies are booked up and Acer can't start until the end of November.

199

200

201 **Superintendent's Report**

202 Timestamp: 1:19

203

204 People who participated in discussion: Wolaver, Cote

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206 Cote expounded that Champlin is going to start with installation of the mission system for
207 the water system. They are still cleaning out the aeration tank. Brad and I agree that the
208 way the plant runs much better with a clean and fresh aeration tank, and it runs 100%
209 different from the way it was running when the tank was quite full. We have lot less
210 grease throughout the whole plant, our microbiology is super and our effluent looks really
211 good when the aeration tank is clean. What we plan to do, is what the plant was originally
212 intended to do, which is to every six months you switch from one to the other. Keeping
213 the tank clean all the time with minimal sludge. We still have a new shaft to put into the
214 clarifier before winter. We have also taken care of changing the auger in the incline
215 screw, which has made it run much quieter.

216

217

218 **Update on inspection of cracks in water tank**

219 Timestamp: 1:23

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221 People who participated in discussion: Sander, Arneson

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223 The engineer will inspect the water tank on Wednesday, Oct. 16, 2024

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225

226 **Discuss Items for Next Agenda:**

227 Sewer line follow up

228 Water meter follow up

229 Sewer line follow up

230 Crack inspection

231

232 **Adjournment**

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234 *Furr moved to adjourn. Hill seconded.*

235 *Roll Call Vote: Farr, Furr, Miller, Hill, Wolaver in favor. Motion approved.*

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238 **Meeting adjourned at: 6:55 pm**

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241 **Chat file from Zoom:** None

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