

1 **Town of Richmond**
2 **Meeting of Water and Sewer Commission**
3 **Minutes of October 21, 2024**
4

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

7 **Members Absent:** None
8

9 **Staff Present:** Josh Arneson, Town Manager; Duncan Wardwell, Assistant to the Town
10 Manager; Town Clerk Linda Parent.
11

12 **Others Present:** The meeting was recorded for MMCTV Erin Wagg, Gary Bressor, Jean
13 Bressor, Heidi Bormann
14

15 **MMCTV Video:** <https://youtu.be/oEFa88KJVBk?si=gp5kNH0y1V4RyJqK>
16

17 **Call to Order: 6:00 pm**
18

19 **Welcome:** Wolaver
20

21 **Public Comment:** None
22
23

24 **Additions or Deletions to the Agenda:** None
25
26

27 **Approval of Minutes, Warrants and Purchase Orders**

28 Timestamp: 0:00
29

30 **Minutes:**
31

32 People who participated in discussion: Wolaver, Furr
33

34 *Furr moved to approve the Minutes as written on 10/07/2024. Miller seconded.*

35 *Roll Call Vote: Furr, Hill, Wolaver in favor. Miller absent. Motion approved.*
36
37

38 **Purchase Orders:**
39

40 *Furr moved to approve Purchase Order number 4908 to US Bank for the water and*

41 *sewer portion of the Jericho road loan and the amount of \$54,887.68. Farr seconded.*

42 *Roll Call Vote: Furr, Miller, Hill, Wolaver in favor. Motion approved.*
43

44 Wolaver stated that this Purchase Order is to pay off our loan, nothing controversial
45 about it.
46
47
48

49 **Warrants:**

50

51 *Furr moved to approve Warrant #22047 as presented for \$8,934.66. Farr seconded.*

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

53

54

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

56

57 **Consideration of approval of water and wastewater allocations for the Peaceable
58 Kingdom development**

59 Timestamp: 0:02

60

61 https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2024/10/4a1_Letter_from_Bressor_explaining_allocation.pdf

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64 https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2024/10/4a2_Peacable_Kingdom_Allocation_Tracking_10-18-24.pdf

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67 https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2024/10/4a3_Preliminary_Sewer_and_Water_Allocation_Requests_10-21-24.pdf

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69
70 https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2024/10/4a4_Final_Approval_Water_150gpd.pdf

71

72
73 https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2024/10/4a5_Final_Sewer_Allocation_210ppd_Water_Allocation_450_gpd.pdf

74

75
76 https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2024/10/4a6_Request_for_Service_Capacity_Letter.pdf

77

78

79
80 People who participated in discussion: Wolaver, Arneson, Bressor, Miller, Farr, Hill

81

82 Arneson expounded upon a long history with Gary Bressor who wants to build a
83 development Peaceable Kingdom with nine different units. There's a long history of
84 different approvals for preliminary water and sewer allocation, existing allocation, with
85 the structure that was in place when he purchased the land, and various uses of that
86 allocation going to final allocation, with some changes in the development along the way.
87 The key letter here is from December 3, 2019, which summarized the total allocation for
88 water being 2850 gallons per day, and 1470 gallons per day in wastewater. Tonight he is
89 coming before us to look for an additional 750 gallons per day of water and 420 gallons
90 per day of preliminary allocation for wastewater. Final allocation for unit seven would be
91 450 gallons in water, and 210 in wastewater. There is an additional bedroom in Unit Six
92 that was not accounted for, so we wanted to make sure to add the final allocation of 150
93 gallons per day for water. Hill wanted to know how many water meters were allocated to
94 this development, based on previous discussions the Board has had around "one curb stop
95 gets one water meter" allocations. Bressor replied that currently there is one meter per
96 house. Farr asked how these figures are computed, to which Arneson responded that
97 these figures are calculated using the State's guidance. The reason this needs to be passed

98 is so that Bressor can continue to build his development. Hill added this is also so we
99 don't overload the Wastewaters plant's capacity. Miller asked if there was a Unit 3,
100 which hasn't been built yet.

101

102 *Furr moved to approve the following preliminary water and sewer allocations for the*
103 *Peaceable Kingdom Development:*

104 *750 gallons per day Water*

105 *420 gallons per day Sewer*

106 *And the following final water and sewer final allocations for the Peaceable Kingdom*
107 *Development:*

108 *150 gallons per day Water for a third bedroom at Unit 6*

109 *210 gallons per day Sewer for Unit 7*

110 *450 gallons per day Water for three bedrooms in Unit 7*

111 *Hill seconded.*

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

113

114 **Consideration of approval of water and wastewater allocations for Stone Corral**

115 Timestamp: 0:16

116

117 [https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2024/1](https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2024/10/4b1_Build_1C_Design_Flows_2024_updated.pdf)
118 [0/4b1_Build_1C_Design_Flows_2024_updated.pdf](https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2024/10/4b1_Build_1C_Design_Flows_2024_updated.pdf)

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120 [https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2024/1](https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2024/10/4b2_Stone_Corral_Sewer_Service_Allocation_Request_Signed_8.16.2024.pdf)
121 [0/4b2_Stone_Corral_Sewer_Service_Allocation_Request_Signed_8.16.2024.pdf](https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2024/10/4b2_Stone_Corral_Sewer_Service_Allocation_Request_Signed_8.16.2024.pdf)

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123 [https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2024/1](https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2024/10/4b3_Stone_Corral_Water_Service_Allocation_Request_Signed_8.16.2024_01.pdf)
124 [0/4b3_Stone_Corral_Water_Service_Allocation_Request_Signed_8.16.2024_01.pdf](https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2024/10/4b3_Stone_Corral_Water_Service_Allocation_Request_Signed_8.16.2024_01.pdf)

125

126

127 People who participated in discussion: Wolaver, Arneson, Furr, Wolaver

128

129 Arneson described that Stone Corral and Mann & Machine shop have been combined for
130 water and sewer allocations. The original allocations for Stone Corral was 1852 gallons
131 for water and 1460 for wastewater per day. There was an additional 60 gallons of water
132 per day and 60 gallons of wastewater for the (at the time) auto parts store. Since that
133 time, Stone Corral has increased its seating capacity by adding 51 seats. So it needs an
134 additional 1530 gallons in water and 1377 gallons in wastewater daily. The number of
135 employees has increased with two employees, which adds another 30 gallons per day in
136 water and 26 gallons daily in wastewater. Mann & Machine has increased with four
137 employees thus needing additional 60 gallons of water per day and 52 gallons of
138 wastewater. This brings the total allocations for this part of the building to 3532 gallons
139 for water daily, and 2975 gallons of wastewater for a daily allocation. Tonight they're
140 looking for the preliminary allocation of an additional 1620 gallons of water per day and
141 1455 gallons of wastewater daily. Final allocation has not yet been determined. Furr
142 wanted to know where the new seats in Stone Corral will be added, and Arneson stated
143 those seats have already been added. Wolaver asked if this accounts for the water going
144 into the beer they make, for which Arneson stated that the water use for beer has been
145 accounted for.

146

147 *Furr moved to approve preliminary water and sewer allocation for 83 Huntington Rd of*
148 *1,455 gallons per day Sewer and 1,620 gallons per day Water. Miller seconded.*
149 *Roll Call Vote: Farr, Furr, Miller, Hill, Wolaver in favor. Motion approved.*

150

151

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

154 Timestamp: 0:21

155

156 [https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2024/1](https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2024/10/4d1_Policy_Controlling_The_Number_Of_Water_Meters_Per_Structure_DRAFT.pdf)
157 [0/4d1_Policy_Controlling_The_Number_Of_Water_Meters_Per_Structure_DRAFT.pdf](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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159 [https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2024/1](https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2024/10/4d2_Public_Private_System_Policy_v2_DRAFT_10-2-24.pdf)
160 [0/4d2_Public_Private_System_Policy_v2_DRAFT_10-2-24.pdf](https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2024/10/4d2_Public_Private_System_Policy_v2_DRAFT_10-2-24.pdf)

161

162

163 People who participated in discussion: Wolaver, Arneson, Hill, Farr

164

165 Hill expounded about what the policy is trying to mollify, which is if you have multiple
166 meters off of one shut off valve, and one customer does not pay their bill, we don't have a
167 way of cutting off that one nonpaying customer's water under our current policy without
168 also shutting off the paying customers' water, and that's a conundrum, and an invitation
169 to a lawsuit. Wolaver asked if the language in the policy should be changed to address the
170 issue Hill is describing, to which Arneson stated that the policy states that if you want to
171 have two Town meters, you must have two service lines. Hill wanted this to be brought
172 back at a future meeting so that the wording in the policy is made clearer and to include a
173 "purpose for the policy." Farr added that she found a typo, in the part that's highlighted in
174 red on page six, under item four, "it says backflow presenter, and she thinks it should be
175 backflow preventer."

176

177

178 **Update on installation of water meters**

179 Timestamp: 0:25

180

181 People who participated in discussion: Wolaver, Arneson

182

183 Arneson stated 124 meters have been installed. Brad is installing more new meters daily.
184 Cote was not present because he was feeling unwell.

185

186

187 **Update on FY25 Q1 water bills**

188 Timestamp: 0:26

189

190 People who participated in discussion: Wolaver, Arneson

191

192 Arneson explained that Bona is still figuring out the billing using the new water meters
193 and system, she still needs to complete training to understand the new system and
194 software.

195

196

197 **Update on repair of sewer line under Bridge St. bridge**

198 Timestamp: 0:28

199

200

201 People who participated in discussion: Wolaver, Arneson

202

203 Arneson relayed that All Seasons Excavating has begun to place the scaffolding under the
204 bridge, a smaller scaffold, and are moving it along the river bottom, rather than erecting a
205 large scaffolding that spans the width of the Winooski River. They have already repaired
206 some of the hangers and the insulation on the sewer line.

207

208

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

210 Timestamp: 0:31

211

212 People who participated in discussion: Wolaver, Arneson

213

214 Arneson reported that an engineer made a very thorough inspection of the water tank and
215 the cracks on the side and near the top. Steve was impressed with the level of detail the
216 engineer utilized and we're hopeful he is going to have some recommendations on how
217 we can fix it.

218

219 **Superintendent's Report**

220 Timestamp: 0:35

221

222 People who participated in discussion: Wolaver, Arneson

223

224 Arneson described that the PLC, which is the control panel for the septage receiving area
225 failed last week. Cote is looking into ways to get that fixed. It'll be about \$5,000 but he
226 was confirming with the engineers that once we fix it, we can use it for the next iteration.
227 Cote is also cleaning out the remaining solids in the one aeration tank that is not the fish
228 tank. The fish tank is online now and the only one that's operational, so we're cleaning
229 out the other one that hasn't been drained in years. A good deal of this work has been
230 done manually, by hand with five gallon buckets. Soon they're going to hire P & P for
231 one day \$2,300 to remove the solids. Initially this was thought to be a \$15,000 job, which
232 Steve had done for under \$3,000, granted with a lot of manual labor. The new employees
233 are working out well and Brad has embraced his deputy superintendent role. Brad still
234 needs to pass the wastewater licensing exam.

235

236

237 **Discuss Items for Next Agenda:**

238 Wolaver stated he is away in November

239 Hill is gone for the Nov 4, 2024 meeting

240 Furr is also returning from a trip on Nov 4, 2024

241 If there is not a quorum the meeting may need to be moved to a different date

242 Water meter policy

243 Sewer line repairs follow up

244 Water tank follow up

245 Sewer line follow up

246

247 **Adjournment**

248

249 *Furr moved to adjourn. Hill seconded.*

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

251

252

253 **Meeting adjourned at: 6:41 pm**

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255

256 **Chat file from Zoom:** None

257

258