

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

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

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7 **Members Absent:** None

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9 **Staff Present:** Superintendent Steve Cote; Town Manager Josh Arneson; Assistant to the
10 Town Manager Duncan Wardwell; Town Clerk Linda Parent; Zoning Administrator
11 Tyler Machia, Admin Assistant Linn Caroleo.

12
13 **Others Present:** The meeting was recorded for MMCTV Erin Wagg, Heidi Bormann.

14
15 **MMCTV Video:** MMCTV Erin Wagg and Angelike Contis
16 <https://youtu.be/pO4eYGFYrE4?si=4KQAJ9yZFUOx-68F>

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

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20 **Welcome:** Wolaver

21
22 **Public Comment:** None

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

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

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28 **Minutes:**

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30 People who participated in discussion: Wolaver

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32 *Hill moved to approve the Minutes as written on 11/18/2024. Miller seconded.*

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

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35 **Purchase Orders:**

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37 *Furr moved to approve purchase order #5133 to the Richmond Fire Department in the*
38 *amount of \$20,000 for the purchase of a pickup truck. Hill seconded.*

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

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41 People who participated in discussion: Wolaver, Cote, Hill

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43 Hill asked how many miles were on the truck, Cote replied under 20,000 miles,
44 extremely low, it's been an asset to his team.

49 **Warrants:**

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51 *Miller moved to approve the Warrants as presented. Hill seconded.*

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

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

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

59 Timestamp: 0:03

60

61 https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2024/1/4a1_Policy_Controlling_The_Number_Of_Water_Meters_Per_Structure_FINAL_DRAFT_11-22-24.pdf

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63 https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2024/1/4a2_Public_Private_System_Policy_v2_DRAFT_11-22-24.pdf

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66 People who participated in discussion: Wolaver, Arneson, Cote, Machia, Bormann,
67 Miller, Hill, Farr

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69 Arneson emphasized that this has been discussed extensively, but the latest change is to
70 ensure that with a building that has more than one tenant, there is still one curb stop per
71 building, but that there needs to be more meters installed by the owner, so that each unit
72 has their own meter that can be shut off for non-payment. Machia stated that anything
73 related to Water and Sewer pertaining to new construction or changing the zoning of a
74 current construction goes to Cote for approval, he does not believe he could enforce the
75 installation of more than one meter in a multiunit building. Cote concurred that any
76 construction in the sewer and water district zone that mandates a zoning permit must
77 come to him to approve and to sign off on, at that point he could put conditions on the
78 owner. Machia added that properties that already exist could be grandfathered in, and not
79 need a separate curbstops per building. Hill added that into the future we want one bill per
80 owner's structure. Bormann pointed out that she has to have separate meters for each of
81 her apartment renters, because one unit may be a single person, while another has a
82 family of four, and it would be unfair to simply take the bill and divide it by the number
83 of apartments. Cote said that once the new water meters are installed he wants to do a
84 water audit for the Town, because he can find no record of an audit having been done in
85 recent years. An audit would show where we are losing water and how much we are
86 using. Miller asked about water-based suppression systems that may exist on buildings in
87 Town, to which Cote stated that those systems that are still in use do not use water that
88 goes through a water meter. Furr asked about the wording in the current document and
89 Arneson explained that if you are an existing construction you will not be expected to
90 come into compliance, only new structures. Hill wanted to know if this policy will also
91 apply to waste water. Machia reminded the board that because of Act 181 and the new
92 zoning happening in the water-sewer district it will be allowed to have four units within
93 one family home. To which Wolaver responded that it will then be up to the building's
94 owner to install subsequent meters beyond the Town meter. Which Cote concurred with.
95
96
97

98 Hill said it's important to emphasize if some places have a HOA, where the HOA pays
99 the water and sewer bill, then the HOA has to divide that bill among the homeowners.
100 Farr asked if someone is building new structures, such as Gary Bressor, and wants to put
101 two curb stops in for the two units and does it during construction, can he have two
102 meters if he owns both sides? To which Cote replied, yes, it's the cheapest to install extra
103 curbstops during the time of construction, he (Bressor) will have two meters for the same
104 structure. Machia added that the use of minor structure would be better using the words
105 "accessory structure" in the policy.

106
107 *Furr moved to approve the "Policy Controlling The Number Of Water Meters Per*
108 *Structure." Hill seconded.*

109 *Roll Call Vote: Wolaver, Hill, Furr, Miller, Farr in favor. Motion approved.*
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111 **Update on water service line letters to customers**

112 Timestamp: 0:39

113

114 https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2024/1/4b1_2024_1121_Notification_Letters_WATER_SYSTEM.pdf

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117 https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2024/1/4b2_2024_1121_Notification_Letters_GRR.pdf

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120

121 People who participated in discussion: Wolaver, Cote

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123 Cote reduced the number of redundancies to 92 homesteads. Arneson, the Engineer and
124 Cote drafted a better letter. They have all been mailed.

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126

127 **Update on installation of water meters**

128 Timestamp: 0:41

129

130 People who participated in discussion: Wolaver, Cote

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132 Cote explained it is going slowly because they have a lot of breakdowns and other things
133 to deal with. 153 meters have been installed so far. Out of those 153 accounts one
134 customer was disgruntled due to a failed check valve as well as a failed pressure reducer.
135 Cote and Snow changed the check valve and an 18" long pipe at this person's home and
136 when they left the water was on and there was no leak, but a water leak had developed a
137 few days later and the customer was upset. Arneson is going to talk to this customer on
138 Wednesday. Farr asked if this repair was a fairly cheap repair, to which Arneson stated
139 the homeowner is asking for \$175 to pay the plumber she had to call. The check valve
140 failed completely and moving forward Cote will tell the customer that the plumbing
141 needs to be repaired prior to changing out the water meter at the customer's expense. He
142 doesn't think the Town should pay for the pressure reducing valve that the customer is
143 complaining about.

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146 **Superintendent's Report**

147 Timestamp: 0:51

148

149 People who participated in discussion: Wolaver, Cote

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151 Cote reported that the septage unit is broken so someone has to be physically present to
152 run it. Similarly, the press is broken right now, so it can run but a person needs to be
153 there. The press will be changed hopefully this week.

154 He has a whole new flocculator to install, but that is a six week process and will require
155 shutdown at the plant.

156 Brad Snow was in the press recently, as was the new apprentice Coyle, so Richmond
157 Wastewater plant is getting good writeups in the media. Brad is studying and getting
158 extra help for his Grade 5 test.

159 Cote elaborated that they have been struggling with chlorine issues. The fluoride is fine.
160 Endyne has not yet tested the water, their analyzer is down, so he did not have a water
161 report to share.

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163 **Discuss Items for Next Agenda:**

164 Revising the new water meter policy

165 Water report for November

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167 **Adjournment**

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169 *Furr moved to adjourn. Hill seconded.*

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

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

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174 **Chat file from Zoom:** None

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