

1 **Town of Richmond**
2 **Meeting of Water and Sewer Commission**
3 **Minutes of January 21, 2025**
4

5 **Members Present:** Jay Furr, Erin Farr (iPhone), Bard Hill, Morgan Wolaver
6

7 **Members Absent:** Lisa Miller
8

9 **Staff Present:** Superintendent Steve Cote; Town Manager Josh Arneson; Assistant to the
10 Town Manager Duncan Wardwell.
11

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

14 **MMCTV Video:** MMCTV Erin Wagg
15 <https://youtu.be/ZpQFjncGq5s?si=k1LfpAdyyinhma8Y>
16

17 **Call to Order: 6:01 pm**
18

19 **Welcome:** Wolaver
20

21 **Public Comment:** None
22

23 **Additions or Deletions to the Agenda:** None
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25 **Approval of Minutes, Warrants and Purchase Orders**
26

27 **Minutes:**
28

29 People who participated in discussion: Wolaver
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31 *Hill moved to approve the Minutes as written on 01/06/2025. Furr seconded.*
32 *Roll Call Vote: Wolaver, Hill, Furr, Farr in favor. Motion approved.*
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34 **Purchase Orders:** None
35

36 **Warrants:**
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38 *Hill moved to approve the warrant as approved # 22506, for \$19,884.43. Furr seconded.*
39 *Roll Call Vote: Wolaver, Hill, Furr, Farr in favor. Motion approved.*
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41 **Items for Presentation or Discussion with those present**
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43

44 **Update on staffing changes**
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46 Timestamp: 0:02
47

48 People who participated in discussion: Wolaver, Cote, Furr

49 Cote reported that Operator in Training Robert Connolly has resigned. Cote will go back
50 through the pile of resumes and see if anyone else is interested. Furr asked if Snow had
51 passed his test yet, to which Cote replied that he is rescheduling the test for Feb. Snow
52 has finished his apprenticeship program for Sewer.

53
54

55 **Consideration of approval of the Step 1 Engineering Service Agreement for flood**
56 **mitigation for the force main and pump station**

57 Timestamp: 0:05

58

59 [https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2025/0](https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2025/01/4b1_Richmond_Bridge_St_PS_and_FM_ESA_-_Step_I.pdf)
60 [1/4b1_Richmond_Bridge_St_PS_and_FM_ESA_-_Step_I.pdf](https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2025/01/4b1_Richmond_Bridge_St_PS_and_FM_ESA_-_Step_I.pdf)

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62 [https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2025/0](https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2025/01/4b2_DEC_CERTIFICATION_-_Richmond_PS_and_FM.pdf)
63 [1/4b2_DEC_CERTIFICATION_-_Richmond_PS_and_FM.pdf](https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2025/01/4b2_DEC_CERTIFICATION_-_Richmond_PS_and_FM.pdf)

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65 [https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2025/0](https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2025/01/4b3_LOE_for_Bridge_St_PS_Step_1.pdf)
66 [1/4b3_LOE_for_Bridge_St_PS_Step_1.pdf](https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2025/01/4b3_LOE_for_Bridge_St_PS_Step_1.pdf)

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68 [https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2025/0](https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2025/01/4b5_Richmond_WW_Project_Summary_2024-09.pdf)
69 [1/4b5_Richmond_WW_Project_Summary_2024-09.pdf](https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2025/01/4b5_Richmond_WW_Project_Summary_2024-09.pdf)

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71

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

73

74 Cote explained that this motion is giving Holt Tanner the ability to pursue either
75 relocating the pump station or relocating the force main under the bridge that we've had
76 issues with. Arneson added that this should be 100% subsidized through CWSRF, this is
77 the design part and the preliminary design. As we get into final design and construction,
78 they'll probably be subsidizing more. Cote added that Dan Pratt is scheduled to raise the
79 pedestal with all the controls on it, which we had talked about that will cost around
80 \$5,800. Arneson added that this is considered a mitigation project so FEMA should be
81 covering 75% of the cost of raising the control panel. Wolaver wanted to know how high
82 the panel is presently, to which Cote explained the panel will be raised three and a half
83 feet higher, making the top the bottom. Hill advised that it's important to keep in mind
84 that lately the voters have not seemed to want to pay for large scale repairs around Town,
85 and that the Board should go into any future planning with Hoyt Tanner with their "eyes
86 wide open." Arneson said this project is probably a few years out and there may be more
87 funding at that point.

88

89 *Hill moved to approve the Step 1 Engineering Service Agreement for flood mitigation for*
90 *the force main and pump station and to appoint Town Manager Josh Arneson as the duly*
91 *authorized representative. Farr seconded.*

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

93

94

95 **Review of water tank inspection report and discussion of next steps**

96 Timestamp: 0:16

97

98 https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2025/01/4c_Richmond_Water_Tank_-_Report_Heritage_Engineering_01-03-2025_Reduced_File_Size_for_email.pdf

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102

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

104

105 Arneson included the engineers report and stated that the main engineer who authored the
106 report, Todd Henninger, is available to attend the Feb 3, 2025 Selectboard meeting to
107 answer any questions. In summary, Arneson continued there is some cracking, but all the
108 cracks are small in width. So they might be long, but the width is small, and about the
109 same size and the number of cracks are what you might expect in a tank that's made of
110 concrete. Henninger does not see any concrete that's in distress or deterioration, and he
111 doesn't have any concerns about the structure of the tank, so he doesn't feel like it's going
112 to have a major failure of any sort. We had asked about epoxy and he replied that
113 typically in a water tank, you won't put epoxy on the rebar. He had some
114 recommendations that are akin to good maintenance practices. He came back to the roof
115 quite a bit, saying that putting a membrane on top of the roof would be a good step to
116 take, and should have been done when we started the project, but we opted not to at that
117 time. He also noted that typically when pouring concrete, there's a third party that will do
118 testing, and they'll get a sample of the concrete, do a strength test, and see if it lives up to
119 the number of psi's that is in the design. We do not have the results of such concrete tests,
120 but it is included in the contract. Cote added that you can make a tank that is 100%
121 watertight and never cracks, never has any problems, but to get there, the cost
122 exponentially increases. He states that he is happy the tank is the size that it is, so that we
123 don't have to boil water when it floods. Wolaver said that a good rubber membrane
124 should give another 30 years to the roof. Hill added that having the engineer present at
125 the next meeting will be useful.

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127

128 **Update on installation of water meters**

129 Timestamp: 0:30

130

131 People who participated in discussion: Wolaver, Cote, Arneson

132

133 Cote said they have installed 212 new meters right now and have another 115 to go. Even
134 with the cold they continue to install meters. These meters will significantly reduce the
135 time it will take to compile the water bills every quarter. The online portal for the new
136 meters will be set up soon.

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138

139 **Review of design options for new Water Resources Department logo**

140 Timestamp: 0:36

141

142 People who participated in discussion: Wolaver, Cote, Arneson, Farr, Furr, Hill

143

144 Cote said his stepdaughter is a design major in Texas and she has made 3 new logos.
145 Many of the board members liked the first logo and the last one the best. All logos have a
146 misprint on Water Resource Department where it should say Water **Resources**

147 Department. Farr and Furr think the first logo looks like female genitalia and suggested
148 changing the colors. The second choice looks too much like the Fire Department logo.
149 The third choice might look better with a different colored water drop. Everyone liked
150 that the Round Church steeple is featured and think the designer is quite creative.

151

152

153 **Superintendent's Report**

154 Timestamp: 0:46

155

156 People who participated in discussion: Cote

157

158 Cote elaborated that the septage screen PLC has been installed. They are currently taking
159 septage at a low rate, but Milton is not taking septage now, so just recently we have been
160 taking a bit more from there. The amount of tonnage and money he has spent to get rid of
161 the biosolids is down, because now he has had drier solids and bigger loads, he has only
162 spent \$48,000 of the budgeted \$100,000 from July to Dec. He will have to rebuild the
163 distribution auger which distributes solids across the tractor trail, it has worn too small. It
164 is now plugging up and spins all the time like a screw. It doesn't keep up with the amount
165 of material so Cote has to run the press at a little slower speed not to overload it. He has
166 called a few places for new augers. He is hoping to get some cheaper prices, because he
167 compared this with the time he was able to get the clarifier fixed for \$3,500, when the
168 cheapest bid prior to that was \$10,000. He says this screw has never been changed and
169 it's now worn down, the other screw was changed when he started in 2022. Cote says
170 they can regularly do more preventative maintenance around the plant, which is great.

171

172

173 **Discuss Items for Next Agenda:**

174 The water tank and engineer visit

175 New influent pump made in Oregon

176

177 **Adjournment**

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179 *Furr moved to adjourn. Farr seconded.*

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

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182 **Meeting adjourned at: 6:58 pm**

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184 **Chat file from Zoom:** None

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186 00:58:30 iPhone: I am really impressed by the options

187 00:58:40 iPhone: This is Erin by the way

188 00:59:43 iPhone: I like the first image the best, I saw the opposite organ. I
189 would suggest making the church roof longer

190 01:06:56 MMCTV Studio (Richmond):I just talked to Angelike - she will be at the
191 library at 7 pm if you need help w audio - she told me Duncan fixed the room audio
192 output at his last meeting on the laptop settings. I can hear you okay on Zoom

193 01:07:48 Richmond Town Host: Thanks but I figured it out. The cord from
194 the laptop to the speakers was unplugged. I plugged it back in and we are all set now.

195 01:09:48 MMCTV Studio (Richmond):Angelike suggests it might not be a bad idea
196 to restart the laptop at the meeting break.
197