

**RICHMOND WATER AND SEWER
COMMISSION MEETING
October 1, 2012 MINUTES**

Members Present: Ashley Lucht; Chris Granda; Amy Lord; Bruce Bailey; Harold Irish
Members Absent: None
Others Present: Kendall Chamberlin, Richmond Water/Sewer Superintendent; Geoffrey Urbanik, Town Administrator; Sheila Bailey; Alan Buck, Chief of Police; and Ruth Miller was present from MMCTV to tape the meeting.

Ashley Lucht called the meeting to order at 6:30 p.m.

1. Public Comment

Ashley Lucht opened the floor for public comment but there was none.

Water Rate Structure

Ashley Lucht explained that the Water Rate Advisory Committee could not get together prior to this meeting, however, she asked Mr. Bailey and Mr. Irish if either would be willing to serve on the committee. Mr. Bailey declined, but Mr. Irish thought he would have time to serve on the committee. The other members were Ms. Lucht, Harriett Riggs, Catherine Coggio and leaders in the business community were being sought also. Ms. Lucht explained that the rate examination was necessary since water rates were being subsidized by unused allocations and septage revenue, which has lead to a weak position in water revenue. With the increased debt payments coming due soon, and future system improvements that are being planned, the need to stabilize the revenue stream and plan for these expenses with reserve funding was great.

Capital Plan

The Administrator explained the preliminary capital plan, which included water and wastewater funding for improvements to the distribution and collection system, as well as a replacement pickup truck for wastewater and a tractor for the water fund which can power a portable generator with a special attachment. There was also a proposal to fund a study to determine the best solution to replace the existing water storage tank on Jericho Road. These items were discussed, but no decisions made on the final capital plan.

Superintendents Report

Mr. Chamberlin reported that the wastewater treatment facility was getting a new furnace to replace the existing one, which was damaged due to age and use. This new furnace would be a natural gas furnace.

Mr. Bailey asked why the department spent so much in sludge disposal, and Mr. Chamberlin said that the more septage that was processed yielded more sludge. Chittenden Solid Waste District was Richmond's disposal site, and the only one where they could dispose of this material.

Fire Department Request to Waive Sewer Charges

The Administrator provided some more information, from the Fire Chief on the request to waive the sewer charges on the extra water used to keep a leaking tank filled. The amount of water used was 41,600 gallons which was around \$300 worth of sewer charges. There was discussion on this, and setting a precedent. The Commissioners agreed that the charges should not be waived, however, they were sympathetic to the Fire Department's situation. Ms. Lucht said that the Selectboard should

1 agree to pay these charges to the water department, with the understanding that there was a cost to
2 produce this water and the entire system should not have to pay to waive the charges.

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4 Meeting Dates

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6 Ms. Lucht again suggested that the Water Commissioners move their meetings to the third Monday of
7 the month, in an effort to capture end-of-month billing before it went delinquent due to erratic meeting
8 schedules. There was discussion but ultimately the Commissioners agreed to move the meeting
9 dates to the third Monday, starting on December 17th. The November 5th meeting would be normal,
10 and the December 3rd meeting will be for warrants only, and the December 17th meeting would be the
11 first formal meeting on the new schedule.

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13 Approval of Minutes of September 4, 2012

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15 Mr. Granda offered a motion to approve the minutes of September 4, 2012 and was seconded by Mr.
16 Bailey. The motion carried 3-0-2 with Ms. Lord and Mr. Irish abstaining.

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18 Approval of Warrants

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20 Mr. Bailey said that he checked the warrants earlier and there were no issues.

21
22 Ms. Lord offered a motion to approve the warrants and was seconded by Mr. Granda and the motion
23 carried 5-0. It was agreed that Ms. Lucht and Mr. Irish would review the warrants in November.

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25 **2. Adjourn**

26 Motion by Mr. Irish to adjourn the meeting at 7:04 p.m. Seconded by Mr. Bailey. So voted.