

**RICHMOND WATER AND SEWER
COMMISSION MEETING
August 18, 2014 MINUTES**

Members Present: Ashley Lucht, Chair; Bard Hill; David Sander; Bob Fischer

Members Absent: Bruce Bailey

Others Present: Geoffrey Urbanik, Town Manager, Kendall Chamberlin, Water Resources; Peter Pochop, Green Mountain Engineering; Maureen Kangley; Sam Beale; Bob Duncan; and Ruth Miller was present from MMCTV to tape the meeting.

Ms. Lucht called the meeting to order at 6:00 pm.

Ms. Lucht asked if there was anyone from the public who wished to speak.

Maureen Kangley said that she walks by the Chlorine Contact Time project every day and sees that the Water Commission turned its back on its own agreement, referring to an April vote to drop the driveway option from this project, only to award it at the last meeting.

Resignation Announcement

Ashley Lucht announced that due to personal circumstances, she was moving out of town in September and resigning her seat on the Water Commission and Selectboard as of the end of the Selectboard meeting on September 2nd. The commissioners were surprised but thanked Ms. Lucht for her work on the board for the past two years.

Richmond Terrace Water Meter

Sam Beall and Bob Duncan of Richmond Terrace was present to explain why Richmond Terrace (and Cathedral Square, the management company) wished to relocate their water meter from an underground vault at the roadside to inside the building.

Mr. Chamberlin said that the vault was maybe 300 feet or so from the building, and that was a long service line between there and the building. Back in the mid-1980s, the board allowed Cathedral Square to install a service lateral that did not conform to standards. To allow the meter change now would be a mistake for the system.

Mr. Beal explained that there was an issue with the meter vault filling with water and ruining the meter. Mr. Chamberlin agreed, which was why a pump was added. However, the electrical came from the light pole there, which was now on a photocell so the pump only had power in the evening. This was causing lots of problems.

There was quite a bit of discussion. The issues that Mr. Chamberlin was concerned about were the fact that the service lateral had an unknown material and unknown number of tees off from the main branch. Simply moving the meter may mean that unmetered use to the building would occur and if the service line leaked it would be undetected. The issues for Richmond Terrace were the fact that the vault was causing trouble and costing them money and the most cost effective solution for them was to relocate the meter to inside the building.

The Water Commission agreed that testing should be done to determine if any tees from the main branch existed and if it were feasible for the meter to be relocated. A decision of whether or not to allow the relocation would be made at the next meeting.

Superintendent's Report

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2 Mr. Chamberlin said that the CCT project might need a change order for riprap to protect the river
3 bank behind the well house. Flooding in recent years has eroded the bank and our contractor was
4 considering adding riprap. There was some discussion. The Manager noted that it was his belief,
5 and was shared by the Planner and Zoning Officer, that the riprap would need site plan and
6 conditional use approval, which we did not have. This was always tied to a similar project at
7 Volunteers Green and the Selectboard has thus far elected to not pursue that, so this remained
8 unapproved.

9 10 Short Term Assets Table

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12 There was a discussion about a short-term asset inventory and how that translated into the need for
13 reserves. In particular the water house was mentioned for its equipment. Mr. Pochop from Green
14 Mountain Engineering provided a short-term asset table that showed a variety of assets and their
15 useful lives. Over ten years, this added up to a significant amount of money, which offered proof of
16 why we should fund reserves to plan on asset replacement. There was some discussion on this table
17 and how we should fund reserves.

18 19 Financial Reports

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21 The Manager provided budget status and delinquent account information. Mr. Fischer began a
22 discussion about how much revenue was taken in and that between user account revenue and
23 septage revenue it appeared we collected over \$150,000 more than we budgeted. Mr. Fischer felt
24 that we may be overcharging our system users. There was discussion on this and how to handle any
25 surplus revenues, however, no motions were made.

26 27 West Main Utility Extension

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29 The Manager explained that the kickoff meeting for this project had been held and we should know in
30 a few weeks the result. There was some discussion about the costs and should we consider this
31 project, however, Ms. Lucht said that the final report from Green Mountain Engineering would provide
32 the answers to these quantitative questions. Whether or not to do the project could only be
33 considered after the facts were known.

34 35 Approval of Minutes

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37 Mr. Hill offered a motion to approve the minutes of August 4, 2014 and was seconded by Mr. Sander
38 and the motion carried 4-0.

39 40 Warrants

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42 Mr. Hill and Ms. Lucht reviewed the warrants and recommended their approval.

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44 Ms. Lucht said that the three Selectboard members should review and approve the General Fund
45 warrants as well, since the Selectboard meeting scheduled for this evening was cancelled. All
46 warrants were approved.

47 48 Purchase Orders

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50 Mr. Sander offered a motion to modify Purchase Order 2424 to Green Mountain Engineering for
51 design services related to the water storage tank in the amount of \$5,601.46 and was seconded by
52 Mr. Hill and the motion carried 4-0.

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1 **Adjourn**

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3 Mr. Sander offered a motion to adjourn at 6:55 pm and was seconded by Mr. Hill. So voted.

DRAFT