

**RICHMOND WATER AND SEWER
COMMISSION MEETING
August 3, 2015 MINUTES**

Members Present: Bard Hill, Chair; David Sander; Lincoln Bressor; Bruce Bailey; Robert Fischer

Members Absent: None

Others Present: Geoffrey Urbanik, Town Manager; Kendall Chamberlin, Water Resources; Chris Fischer; Sheila Bailey; Maureen Kangley; and Ruth Miller was present from MMCTV to tape the meeting.

Mr. Hill called the meeting to order at 6:00 pm.

Welcome and Public Comment

Mr. Hill asked if there was any public comment, but there was none.

Water Storage Tank Update

The Manager noted that Alan Huizenga of Green Mountain Engineering had provided a written update on the three projects: Water Storage Tank, East Main Street and West Main

For the Water Storage Tank, a progress meeting was scheduled this week but clearing was almost complete and forming for concrete would begin shortly. The concrete blocks on site were temporary, and the final blocks would look much different.

East Main Street Update

The Manager reported that there was little to update, beyond that Green Mountain Engineering was preparing updated project plans based on separate water and surface improvements. The State had approved the project for funding, but the applications needed updating.

West Main Extension Update

The Manager said that we held the meeting at the mobile home park on July 23rd and about 40 people came. Tom Clark, the income survey contractor, was also there, along with most of the Water Commission and Cara LaBounty as the park owner's representative on this project. The meeting went well, with lots of concerns raised about not only the project but the owner's plans for the existing and future sections, but we needed more surveys. It was good for the Water Commission to understand where the residents were coming from with their objections.

The Water Commission discussed the meeting, and the West Main project. They requested an update on expenses to date as well as surveys to date for the August 17th meeting. After some discussion, the Water Commission agreed that the survey cut-off date should be September 8th.

Superintendent's Report

Mr. spoke of the need for water during the cleanup of the creamery, if that occurred. He felt he had an agreement with a contractor on free use of water for demolition of the building, in exchange for some excavation services on capping the old Pleasant Street line to the creamery, under the tracks. This was an old line that needed to be abandoned. Also, the Pleasant Street line had no shutdown valve at Bridge Street, making it difficult to isolate for either capping the old line here or repairing a

1 leak. It would be necessary at some point to install such a valve, but that would be disruptive to some
2 because of the remove valves that would affect a wider area.

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4 Mr. Chamberlin reported that the treatment plant's SCADA system was obsolete and needed to be
5 upgraded. He was looking into improvements to be implemented this year.

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7 Emergency Response Policy

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9 Mr. Chamberlin and the Manager introduced an Emergency Response Policy. This put into words a
10 set policy on how the department handles response to leaks or sewer backups, especially on private
11 property. Sometimes leaks happened inside homes, or sewer backups were laterals and not mains.
12 In these cases, the department personnel would respond but how they identified and handled
13 problems would be dictated by this policy, eliminating confusion over responsibility of both the
14 department and private homeowners/business owners/account holders.

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16 After some discussion, Mr. Sander offered a motion to adopt the Emergency Response Policy,
17 effective August 3rd and was seconded by Mr. Bailey. The motion carried 5-0.

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19 Next Agenda

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21 The board agreed that the next agenda should include reports on the three large projects: Water
22 Storage Tank, East Main and West Main; and update on the Sterling House claim; an income survey
23 update, West Main expenses, warrants, minutes, financial reports and the allocation ordinance.

24
25 Adjourn

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27 Mr. Sander offered a motion to adjourn at 6:50 pm and was seconded by Mr. Bailey. So voted.