

**RICHMOND WATER AND SEWER
COMMISSION MEETING
December 18, 2017 MINUTES**

Members Present: Fran Huntoon; Bard Hill; Lincoln Bressor; David Sander

Members Absent: Bob Reap

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

Ms. Huntoon called the meeting to order at 6:00 PM.

Welcome and Public Comment

Ms. Huntoon asked for any public comment, but there was none.

Superintendent's Report

Mr. Chamberlin reported that septage revenues for the year were doing ok. He mentioned that with the systems' capital goals it should be considered that the asset management program had identified short term needs for equipment replacement. Currently, the failed variable frequency drive on one of the treatment plant's mixers was repaired, and he talked a little about the sewer line on Jolina Court that traveled down to the rear yard of one of the Town Center's neighbors and then laterally down to the treatment plant. Apparently this residence was also on the line, which made Mr. Chamberlin question the ownership of the line. There was some discussion on this, with no resolution.

Mr. Chamberlin offered that he and one of his staff could forgo a salary increase in order to preserve the existing health benefits plan. The Manager noted that this was a larger discussion relative to the general fund tax rate and that this move would have no effect on taxes, and he recommended against it.

FY2019 Capital Review

The Manager spoke about the two projects that need preparation for the coming year: the upper Bridge Street water line beneath the failing storm drain, and the relocation of the water line underneath the Bridge Street Bridge to a more protected location. The projects combined were \$400,000 and both would qualify for subsidized funding under the State's revolving loan fund. However, a bond vote was required and this should be scheduled for this year, and the Water Commission should request that the Selectboard place this on the agenda.

The commissioners discussed the issue and requested that an analysis on budgetary and rate impacts be shown for the next meeting. It was ok to request the bond attorney prepare the paperwork for a bond question.

West Main Extension update

The Manager updated the commissioners on the December 8th prebid and site visit, and felt he had at least four contractors eligible to submit a bid. All contractors had been notified that the new due date was January 5th.

1 The Manager also noted that USDA personnel had reached out to schedule a status meeting on the
2 movement of the project towards the mobile home park. The Manager suggested waiting until after
3 the 5th of January, and Ms. Huntoon suggested waiting until after January 29th when the board would
4 know what the Phase 2 residents wanted to do.

5
6 Mr. Hill said that we needed to talk about affordability to the residents, and we weren't sure if the park
7 owner was even still interested. He suggested having a meeting with USDA and the park owner
8 together. The Manager would get back to USDA with a brief explanation and reach out to the park
9 owner.

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11 Approval of Warrants

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13 The warrant was approved.

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15 Items for discussion at the next meeting, start at 6:00:

16 Superintendent's Report

17 Budget & Capital Plan

18 West Main Street Update

19
20 Mr. Bressor noted that he is resigning and this would be his last Water Commission meeting. Board
21 members thanked him for his service to the town and wished him well in his next venture.

22
23 Adjourn

24
25 Mr. Sander offered a motion to adjourn at 6:50 pm and was seconded by Mr. Hill. So voted.