

**RICHMOND WATER AND SEWER
COMMISSION MEETING
February 21, 2017 MINUTES**

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

Members Absent: Bob Reap

Others Present: Geoffrey Urbanik, Town Manager; Kendall Chamberlin, Water Resources; 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.

West Main Street Review

Mr. Hill reviewed his work on the financial plans for the West Main Utility Extension. He said the board needed to understand how the project would work without significant grants or some other infusion of dollars. He said that key to this understanding were the principles of the project which he showed on his spreadsheet as:

1. Per ordinance and WS Commission motion, 100% of costs of expansion construction to be paid by new users through a combination of connection/hookup fees and base rates
2. New users will contribute to (a) other existing infrastructure costs as % of budget (b) estimated additional O+M (from ER) and (c) 50% of lost septage revenue through per gallon usage fees
3. Assume full buildout of all three phases, with usage based on current development and estimates
4. Future increases in usage in the Gateway from additional new users would reduce share of base payments (#2 preceding) paid by existing new users
5. Goal to achieve parity in base rates and usage rates across all users over time, if/when development allows it
6. If some properties do not hookup, hookup fees base rates and usage fees will increase for those who do
7. Costs herein do not include other costs borne by property owners between buildings and curbstops
8. New users likely to request some guarantee of future rates- ie no increases, or no increases that exceed rates paid by other current users

Mr. Bressor agreed that the new users should pay for loss of septage that was due to added flows from the expansion. During discussion, Mr. Chamberlin said he could not guarantee that septage volume or revenue from that would continue to be as it is now, or what a drop would look like from development of the expansion. The Manager said that it would not happen all at once and could take years to build to capacity.

There was significant discussion on these issues. The board required a better analysis of the costs and revenues of the expansion, as well as how those impacted the current cost/revenue structure for the existing system.

Discussion of Annual Customers Meeting

1 The board discussed the annual customers meeting and agreed to hold it on May 22nd at 7:00 pm,
2 discussing the FY2018 budget, rates and updates on the West Main, East Main and other projects.
3

4 Solar Project

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6 The Manager had provided a copy of the current contract with Green Lantern Group for a net-
7 metered solar project which the Water Resources facilities were obligated to. There had been some
8 discussion about possible locating of solar panels on the roof of the wastewater treatment plant. That
9 could still be done, but the chances of a new net-metered agreement were slim for the town.
10

11 It was agreed that the architect of the current arrangement, former board member Chris Granda,
12 would be contacted about whether future net metering was an option; how much roof area did we
13 have and how much solar would that support; could a cost/benefit analysis be done for a capital
14 outlay scenario; and is there any more room for additional net metering within the town's electrical
15 consumption.
16

17 Maureen Kangley was concerned about this, especially regarding the old proposal to do solar on the
18 Fire Department.
19

20 The Water Commission then reviewed the budget status, and asked for an update on expense
21 anomalies and the Asset Management project.
22

23 Superintendent's Report

24
25 Mr. Chamberlin discussed water sales to Bolton, and suggested using this "windfall" of revenue to
26 replace the department's pickup truck early instead of adding it to the budget next year. Mr. Hill
27 asked what was the most fruitful way to use this windfall, and was that the vehicle? Staff would work
28 to sort this out.
29

30 Mr. Chamberlin also talked about succession plans and noted that other neighboring departments
31 had lost staff, which licensed staff were hard to find. He asked if sharing his part-time position with
32 another part-time position in Highway could be explored. He also mentioned that some fire hydrant
33 replacements would happen this Spring.
34

35 Approval of Warrants

36
37 The warrant was reviewed and approved.
38

39 Adjourn

40
41 Mr. Sander offered a motion to adjourn at 7:00 pm and was seconded by Mr. Bressor. So voted.