

## Water Commission Minutes 4-1-19

Called to Order: 6:01pm

Present: Bard Hill, Christy Witters, David Sander, Josh Arneson, Kendall Chamberlin, Jessica Draper, Connie Bona, Mary Houle, Gary Bressor

Public Comment: NA

Agenda Changes: NA

Reorganization: Bard Hill was nominated as chair, Christy Witters was nominated as Vice Chair. Moved to be effective at 12am on 4/2/19 by Bard Hill, Seconded by Christy Witters. All were in favor, so moved.

Historical Pipe: The paperwork was briefly discussed. Christy Witters moved to authorize Josh to be the signing agent to execute the deed. Seconded by Bard Hill. All were in favor, so moved. Bard Hill moved to name the "People of Richmond, Vermont" as the memoriam. Seconded by Christy Witters. All were in favor, so moved. Kendall thanked Fran Thomas for her support in this process.

Disconnection Policy: Josh presented the edited final draft of the policy. Christy thanked the staff for their work on the policy. Kendall asked about the tax sale process, and Connie said that Laurie would be managing the new water bill related tax sales, but she envisioned that there would be very few. Bard asked about the disconnection fees, and it was noted that those were statute regulated. Christy Witter moved to approve the policy. Seconded by Bard Hill. All were in favor, so moved and effective immediately.

Annual Meeting: Kendall explained that this meeting was typically held in spring and on a Tuesday evening. Kendall also made an April Fool's joke about a 50% rate increase. The date proposed was May 21st at 6pm to be at either the school or library for space. Discussion ensued regarding the agenda for the annual meeting and it was determined to include the public and private systems policy, the disconnection policy, accomplishments, budget and rates, future projects, and the West Main Extension as a separate future project agenda item. Gary asked whether there needed to be another vote for bond authority.

Public and Private Systems and Permitting Policies: Kendall explained that these policies put the current process on paper formally. He said that we currently don't have a Utility Connection Permit, but one should be added to Zoning Permits. The commission decided to wait on another draft with more changes from various staff and decided to review at the next meeting.

Superintendent's Report: Kendall mentioned some changes in financing, and announced that there would be hydrant flushing this month. He also mentioned that hydrants are one of the

main drivers for the public and private systems policy need. He said that most hydrants are now public, but there are a few left that are private.

Minutes: Christy Witters moved to approve the 3/18/19 minutes. Seconded by Bard Hill. Kendall requested that the dollar figure be added the motions regarding purchase orders from now on. All were in favor, so moved.

Warrant: No comments

Kendall reminded the commission that they should extend the service area by vote prior to extending any lines outside of the current area.

Next Agenda: It was decided to discuss the private and public systems and permitting policies, the west main extension, and the annual meeting at the next commission meeting.

Bard Hill moved to adjourn. Seconded by Christy Witters. All were in favor, adjourned 6:45pm.