

**RICHMOND WATER AND SEWER
COMMISSION MEETING
March 5, 2012 MINUTES**

Members Present: Jon Kart, Chair; Erik Filkorn, Vice-Chair; Chris Granda; Harold Irish; Bruce Bailey
 Members Absent: None
 Others Present: Kendall Chamberlin, Richmond Water/Sewer Superintendent; Geoffrey Urbanik, Town Administrator and Sheila Bailey.

Chair Kart called the meeting to order at 6:40 p.m. at Camels Hump Middle School.

1. Public Comment

Chair Kart opened the floor for public comment but there was none.

2. Other Business

Approval of Minutes: February 6, 2012

Mr. Filkorn offered a motion to approve the minutes of February 6, 2012 and was seconded by Mr. Bailey. The motion carried 4-0-1 with Mr. Granda abastaining.

Superintendent's Report

Water Resources Superintendent Kendall Chamberlin reported that things were running smoothly. He presented Purchase Order #2857 for additional chemicals used to treat sludge. This would increase the previous purchase order by \$25,000 to a total of \$67,000 authorized.

Mr. Filkorn offered a motion to approve Purchase Order #2857 for the purchase of various chemicals by \$25,000, modifying the previous purchase order authorization to \$67,000 and was seconded by Mr. Bailey and the motion carried 5-0.

Septage Rate Resolution

The Administrator explained that in 1998 a policy had been passed by the Selectboard setting the procedure on setting septage rates. The Administrator could not find that a rate resolution had ever been passed or recorded and it appears that they simply kept using the rate that was in effect at that time. The Administrator had prepared a rate resolution, with rates and penalties, for the board to consider. This would remain in effect until amended at some time in the future. The rates were to be \$.05 per gallon, with penalties of 1% interest and a 8% penalty on amounts outstanding after 45 days.

Mr. Filkorn offered a motion to adopt the septage rate resolution and was seconded by Mr. Granda and the motion carried 5-0.

FY2013 Budget

The Administrator presented the draft 2013 Water Resources budget. This budget included new debt service, and reduced personnel and healthcare costs. The overall budget was up, and additional septage revenue was being anticipated to cover the cost increases. No changes to user rates were proposed. The Administrator noted that a rate study was still pending, and hoped to have this done by the annual customer's meeting. The Administrator asked if the customer meeting should be in April,

1 or the first Monday in May. The Commissioners agreed that it would be set as the first Monday in
2 May.

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4 Mr. Filkorn said that one of the staff members of Chittenden East Supervisory Union had contacted
5 him about disputes in billing for the schools. The Administrator said that he was aware of the issue
6 and they were working to set up a meeting to settle the issues. The issues centered around a failed
7 water meter and other estimated charges at the end of the year, where the school was not getting a
8 clear picture of how their billing could be proven.

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10 **3. Adjourn**

11 Motion by Mr. Irish to adjourn the meeting at 6:55 p.m. Seconded by Mr. Bailey. So voted.