

**RICHMOND WATER AND SEWER  
COMMISSION MEETING  
June 4, 2012 MINUTES**

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Members Present: Chris Granda; Ashley Lucht; Amy Lord; Bruce Bailey  
 Members Absent: Harold Irish  
 Others Present: Kendall Chamberlin, Richmond Water/Sewer Superintendent; Geoffrey Urbanik, Town Administrator; David Root; Linda Parent, Town Clerk; Meg Armstrong, Engineer; Sheila Bailey; Mary Claire Carroll; Ship Wolcott; Neil Boyden; Donna Saks; Greg Tucker; Jon Kart; and Ruth Miller was present from MMCTV to tape the meeting.

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Chris Granda called the meeting to order at 6:35 p.m.

**1. Public Comment**

Chris Granda opened the floor for public comment but there was none.

**2. Other Business**

Approval of Minutes: May 7, 2012

Mr. Bailey offered a motion to approve the minutes of May 7, 2012 and was seconded by Ms. Lucht and the motion carried 4-0.

Chair of the Board

Mr. Granda resigned as chair, and nominated Ashley Lucht for the chair. Mr. Bailey seconded the motion. There being no further nominations, the motion carried 4-0.

Kendall Chamberlin GMWEA Award

Ms. Lucht presented Kendall Chamberlin with his Green Mountain Water Environment Association Award for outstanding performance following the Irene flooding. All in attendance were pleased with Mr. Chamberlin’s award.

Browns Court Water Line

Meg Armstrong was acting as the Town’s Engineer on this project. She is taking over from Mike Weisel who designed and bid the project, due to his extended vacation. Ms. Armstrong would be the engineer of record for the remainder of the project. Ms. Armstrong explained the bid process, and stated that eleven bidders were invited and five responded. Their bids were: John Scott, \$154,550; GW Tatro, \$151,103.50; J Hutchins, \$117,899; Griffin & Griffin, \$112,029; and Todd Chagnon Construction, \$73,600. Ms. Armstrong admitted that the difference between the two lowest bidders was significant and she had spoken with Mr. Chagnon about this, and that Mr. Chagnon was prepared to keep his bid and complete the project.

Ms. Lucht asked if Mr. Chagnon had done other water projects, and Ms. Armstrong said he is just completing a \$500,000 job in Starksboro now, and passed around a list of his project references.

1 Ms. Armstrong said she was satisfied with the bid and the bidder and recommended Mr. Chagnon be  
2 hired. The significant differences in bid prices were in service connections and pipe installations.

3  
4 Mr. Granda said that since the bid was so low, this questioned if the town had done its due diligence.

5  
6 Neil Boyden, from the audience, asked if there was anything Mr. Chagnon might have forgotten. Ms.  
7 Armstrong said she had reviewed this with Mr. Chagnon, and the bid appeared to be all inclusive.

8  
9 Ms. Armstrong said that the previous engineering estimate included a temporary water connection that  
10 was not included in this design. This design called for the routing of water through hydrants instead of  
11 a separate temporary water line.

12  
13 Mr. Chamberlin added that he had spoken with the South Burlington and Milton water superintendents  
14 who have both used Todd Chagnon for significant jobs, and they both highly recommended him.  
15 There was more discussion on Mr. Chagnon's qualifications.

16  
17 There was some discussion with the audience regarding the details of waterline installation and how  
18 individual services would be replaced.

19  
20 Mr. Granda offered a motion to award the contract for the replacement of the Browns Court waterline  
21 to Todd Chagnon Construction in the amount of \$73,600 and was seconded by Ms. Lord and the  
22 motion carried 4-0.

#### 23 24 Purchase Orders

25  
26 Mr. Chamberlin offered several annual purchase orders for various items to be purchased in FY2013.  
27 The board took some time to review these.

#### 28 29 Holy Rosary Cemetery Seasonal Water Request

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31 Dave Root was present for the Holy Rosary Catholic Church to discuss the possibility of obtaining a  
32 seasonal water service for the cemetery.

33  
34 There was some initial discussion about the uniqueness of the request and how to handle it. Mr. Root  
35 explained he was trying to determine how much it would cost to get water service. Mr. Chamberlin  
36 explained that it would be a \$1.89 per gallon allocation fee, a \$150 hookup fee plus a \$150 meter fee,  
37 plus the quarterly charge for one unit of water service. Mr. Root did not agree that he should have to  
38 pay the same as a single family home. Ms. Lucht explained that was the base unit that all accounts  
39 had to pay.

40  
41 There was more discussion. The board agreed that there might be a land development process that  
42 should happen prior to granting Mr. Root's request. Mr. Root was directed to look into this and the  
43 board would again consider the request at the July meeting.

44  
45 Ms. Houle asked if any other cemeteries in town had public water, and Mr. Chamberlin said no.

#### 46 47 Request for waiver of interest and penalties for 165 Lemroy Court

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1 The Administrator explained that a request was made by the new owner of 165 Lemroy Court to waive  
2 \$30.26 in penalties and \$17.36 in interest. The reason these were charged was due to an error on  
3 behalf of the real estate attorney, who would not pay the costs.

4  
5 Ms. Lucht offered a motion to approve the waiver request and was seconded by Mr. Granda.

6  
7 Mr. Granda asked if the lawyer should be responsible.

8  
9 Linda Parent said he refused to admit his mistake.

10  
11 Ms. Lucht asked if the new owner paid the arrears amount and Ms. Parent said yes. There was some  
12 discussion, and the vote carried 4-0.

13  
14 Marvin Carpenter Request for Refund of Fees due to Water Break

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16 The Administrator explained that Mr. Carpenter had a water break inside of his home several months  
17 ago and asked for a waiver or refund of the monies charged due to the metered water flooding his  
18 home. He asked Mr. Chamberlin to explain further.

19  
20 Mr. Chamberlin said that this was inside the home and not the town's responsibility.

21  
22 Ms. Lucht offered a motion to waive the overages due to the water break and was seconded by Mr.  
23 Bailey.

24  
25 Ms. Lord asked if the break was caused by the town and Mr. Chamberlin said no.

26  
27 Mr. Granda stated that this was on Mr. Carpenter's side of the meter.

28  
29 Mr. Bailey said that something similar had happened to him, and he did not report it.

30  
31 Ms. Lucht said that this was post-meter and Mr. Carpenter's responsibility.

32  
33 Jon Kart stated that in the past the standard policy was to not reimburse for these breaks.

34  
35 The motion failed 0-4.

36  
37 Purchase Orders

38  
39 Mr. Granda offered a motion to approve Purchase Order #2950 in the amount of \$80,000 to  
40 Chittenden Solid Waste District for sludge disposal. Ms. Lord seconded the motion and the motion  
41 carried 4-0.

42  
43 Mr. Bailey offered a motion to approve Purchase Order #2947 for line cleaning and jetting to various  
44 vendors in an amount not to exceed \$3,000. Ms. Lucht seconded the motion and the motion carried 4-  
45 0.

46  
47 Mr. Granda offered a motion to approve Purchase Order #2949 in the amount not to exceed \$2,800 to  
48 various vendors for pump repairs and mechanical repairs. Ms. Lord seconded the motion and the  
49 motion carried 4-0.

- 1  
2 Mr. Bailey offered a motion to approve Purchase Order #2951 in the amount not to exceed \$6,400 for  
3 various chemicals and not to exceed \$49,000 for polymers to various vendors. Ms. Lord seconded the  
4 motion and the motion carried 4-0.  
5  
6 Mr. Granda offered a motion to approve Purchase Order #2948 in an amount not to exceed \$21,000 for  
7 water leak repairs to various vendors. Ms. Lucht seconded the motion and the motion carried 4-0.  
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9 Approval of Warrants  
10  
11 Mr. Granda offered a motion to approve the warrants and was seconded by Mr. Bailey and the motion  
12 carried 4-0.  
13  
14 There was some discussion about having the invoices available for inspection by the board in the  
15 Planning Office prior to the meeting.  
16  
17 **3. Adjourn**  
18 Motion by Mr. Bailey to adjourn the meeting at 7:35 p.m. Seconded by Mr. Granda. So voted.