

**RICHMOND WATER AND SEWER  
COMMISSION MEETING  
November 2, 2015 MINUTES**

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Members Present: Bard Hill, Chair; David Sander, Vice Chair; Bruce Bailey; Robert Fischer

Members Absent: Lincoln Bressor

Others Present: Geoffrey Urbanik, Town Manager; Kendall Chamberlin, Water Resources; Alan Huizenga, Green Mountain Engineering; Chris Fischer; Sheila Bailey; Cara LaBounty; Bruce LaBounty; and Jim Hering was present from MMCTV to tape the meeting.

Mr. Hill called the meeting to order at 5:30 pm.

**Welcome and Public Comment**

Mr. Hill asked if there was any public comment, but there was none.

**Water Storage Tank Update**

Alan Huizenga of GME reported that the walls were complete, and the shoring of the roof was being installed, with a partial pour expected this week. The roof was 10" thick, and required a lot of work to shore up. So far, 60% of construction was complete, through 70% of the project time.

Mr. Bailey asked if the roof could hold extra weight, such as for a telecommunication facility. Mr. Huizenga said he would look into what could be placed on the roof.

**East Main Street**

Mr. Huizenga said that final design edits were being completed, with input from Kendall Chamberlin.

**West Main Street**

The Manager reported that a final push is underway for the last needed surveys. He had spoken to Tom Clark about returns, and he had said he received 10 more but still needed another 17. The mean adjusted income was around \$30,000 which was where it needed to be.

Cara LaBounty said she still wanted to review vacant properties with Mr. Clark, since that might affect the return target. She also mentioned that the elevation grants from hazard mitigation were approved, and that would require quite a bit of work and maybe water and sewer lines on certain streets could be included also. She wanted to talk to Green Mountain Engineering more about this.

Mr. Bailey asked if we had heard any more from the park owner. Ms. LaBounty said that the letter had already gone out to the park residents. Mr. Bailey wanted to know if the owner had invested in this project, since the water system already has. Ms. LaBounty said that the owner was invested, but obviously everything hinged on the outcome of the income survey. Mr. Bailey felt bad for the Reaps having to wait without any commitments from the town.

**Rates Review**

Mr. Chamberlin explained his thoughts for a new rate class, called Industrial. This was focused around industries which required a wastewater pre-treatment permit, such as the brewery, and should

1 be for wastewater only, since water consumption was handled normally as other commercial uses.  
2 The charges would be based on a sewage flow meter, not the water flow meter. Mr. Chamberlin  
3 noted that Harrington's does not have a pre-treatment permit and would continue to be billed as a  
4 commercial account.

5  
6 Mr. Fischer said we needed to be clear on how we're handling this rate change. Mr. Hill wanted to  
7 see how this would fit into existing rates, and the Manager said it would probably be included in next  
8 year's adjustment, after we have had a chance to see how the revenue structure will work. For now,  
9 we should bill and collect. Mr. Hill said we needed some authority to charge this rate. The Manager  
10 agreed and said that something will be prepared for the board at the next meeting, showing how this  
11 bill is calculated. The Manager also noted billing policies should be amended for this new rate class.

#### 12 13 14 Pressure Reducing Valve Installation

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16 Mr. Chamberlin said that people were installing the valves, and several people were replacing their  
17 supply lines also, since some of the lines were of old galvanized steel. He said that there was some  
18 confusion on the combination of costs, but he said if the plumber says you need a permit, to trust the  
19 plumber – the department wasn't recommending anything other than what plumbers recommend.

20  
21 Mr. Hill asked if he knew about any pressures in the village. Mr. Chamberlin said from their readings,  
22 it appeared that East and West Main were at about 65 psi, Town Center was at 75 psi, and  
23 Esplanade was at 85 psi. The Manager said he was at about 100 psi. The tank will add about 20 psi  
24 to all pressures.

25  
26 Mr. Chamberlin asked if the board could consider paying warrants twice a month. Some billing  
27 continued to get late charges due to the one-time per month schedule. The board agreed to make  
28 the change.

#### 29 30 Next Agenda

31  
32 The board agreed that the next agenda should include reports on the three large projects: Water  
33 Storage Tank, East Main and West Main; an update on the income survey; water rates; a draft  
34 budget; and the Superintendent's report.

#### 35 36 Adjourn

37  
38 Mr. Sander offered a motion to adjourn at 6:25 pm and was seconded by Mr. Bailey. So voted.