

**RICHMOND WATER AND SEWER
COMMISSION MEETING
August 17, 2015 MINUTES**

Members Present: Bard Hill, Chair; David Sander; Lincoln Bressor; Bruce Bailey

Members Absent: Robert Fischer

Others Present: Geoffrey Urbanik, Town Manager; Kendall Chamberlin, Water Resources; Alan Huizenga, Green Mountain Engineering; Chris Fischer; Sheila Bailey; Maureen Kangley; Christy Witters; Paul Hauf; Harold Irish 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.

Water Storage Tank Update

The Manager noted that Alan Huizenga of Green Mountain Engineering was present to discuss progress on the Water Storage Tank.

Mr. Huizenga reported that progress was good, and the site is dry. They only had some seepage, and it appears that the drains around the tank will work well for a site which is very dry. The base stone was being compacted and footings will be poured, then the base of the tank. A large crane would be coming on site to help form and pour concrete.

Mr. Huizenga then discussed the possibility of a change order for relocating the control building. The control building was now located on the metal tank site, and was a six foot by eight foot building with equipment that monitored water level and other things. This was going to be rebuilt in the same location under the contract, but Mr. Chamberlin requested it be relocated up to the old concrete tank site. This would give the control building a direct line of sight to the top of the new tank, where the existing location is lower and currently blocked by the metal tank. This would also make a clean site once the metal tank was removed, opening the site up for another purpose.

There was some discussion about this change. Mr. Chamberlin explained his reasons, and said it was a preferable option. Mr. Huizenga said the contractor would relocate this for another \$6,750. Relocation involved more conduit and wiring, crossing the Southview intersection.

Mr. Sander offered a motion to approve Change Order #1 to relocate the control building not to exceed \$6,750 and was seconded by Mr. Bailey and the motion carried 4-0.

East Main Street Update

The Manager reported that there was little to update, beyond that Green Mountain Engineering was preparing updated project plans based on separate water and surface improvements. The State had approved the project for funding, but the applications needed updating.

West Main Extension Update

The Manager reported that no additional surveys had been received by the town's survey contractor, Tom Clark, since July 23rd. He and Mr. Clark had developed a follow-up letter to be mailed with surveys to those who had not yet responded. Hopefully this will get us to minimum participation by September 8th.

Mr. Hill suggested letting the park owner know that this was the last push and that we needed more surveys or else the consequences would mean more money for the owner to connect to town water and sewer. The board discussed the survey and what was needed and how to contact the park owner to get the point across that more participation was necessary.

Mr. Chamberlin said that though the deadline for surveys was September 8th, that didn't preclude other customers from connecting. The board agreed that extensions and connections could still be made that did not involve the park.

Mr. Bressor wondered if we should have pursued this without first having some concrete interest from the park owner, Peter Brown. Mr. Chamberlin said this was a good exercise, and the \$17,000 investment will allow for more expansion, even without the park participating.

Superintendent's Report

Mr. Chamberlin said that pavement patching was done today. The department replaced two services, one being the old one on the steel line beneath the bridge that was used temporarily last Winter that ended up leaking. While this was replaced, the contractor looked at the condition of the steel line beneath the bridge that was installed in 1969. While it was in good condition, it was showing its age. Mr. Chamberlin said in maybe ten years it should be replaced and he pushed for a directional bore beneath the Winooski. There was some discussion over the costs of a buried line (\$300,000) versus an in-place replacement of \$20,000 to \$40,000. No decisions were made.

Mr. Chamberlin requested permission to use the Water Distribution Capital reserve for installation of a new valve to isolate the Pleasant Street line. This line had no control valve to its connection with Bridge Street, and if there was a leak here or in the old cast iron line to the creamery, there was no way to turn off the water unless you shut down most of the system. Mr. Chamberlin estimated the cost to do this was \$6,500 and would need to be done on a Sunday morning to minimize disruption. The old four inch iron line to the creamery should be discontinued also.

The board discussed this and agreed that with the possibility of new creamery development and the risk associated with a line break here, this project should be done this construction season. There was more discussion over use of the reserve. Mr. Chamberlin clarified that he wasn't seeking an open-ended use of the reserves, and was coming to the board for permission that would not allow him unchecked access to other reserves.

Mr. Sander offered a motion to allow Mr. Chamberlin access to the Water Distribution Capital Reserve for valves for Pleasant Street in an amount not to exceed \$7,500. Mr. Bailey seconded the motion, and the motion carried 4-0.

Financial Reports

The Water Commission reviewed the budget status. Mr. Chamberlin said he believed the prior year's collections were down from anticipated revenue and suggested the board consider funding the uncollected portion through rates. The Manager said the board should wait until the CPA did the final adjustments to see just how off we were before considering this.

Approval of Minutes

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2 Mr. Sander offered a motion to approve the minutes of July 20, 2015 and was seconded by Mr. Bailey
3 and the motion carried 3-0-1 with Mr. Bressor abstaining.

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5 Mr. Bailey offered a motion to approve the minutes of July 23, 2015 and was seconded by Mr.
6 Bressor and the motion carried 3-0-1 with Mr. Sander abstaining.

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8 Mr. Sander offered a motion to approve the minutes of August 3, 2015 and was seconded by Mr.
9 Bressor and the motion carried 4-0.

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11 The Warrants were reviewed and approved.

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13 Next Agenda

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15 The board agreed that the next agenda should include reports on the three large projects: Water
16 Storage Tank, East Main and West Main; and update on the Sterling House claim; an income survey
17 update, West Main expenses, and the allocation ordinance.

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19 Adjourn

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21 Mr. Bailey offered a motion to adjourn at 6:58 pm and was seconded by Mr. Bressor. So voted.