

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

Members Present: Bard Hill, Chair; Chris Granda; David Sander; Bruce Bailey; Robert Fischer
Members Absent: None

Others Present: Geoffrey Urbanik, Town Manager, Kendall Chamberlin, Water Resources; Kathy Sikora; Peter Pochop, Green Mountain Engineering; Jack Linn; Patty Brushett; Heidi Bormann; Jeff Forward; Ian Bender; Peter Mumford; Bruce LaBounty; Jack Linn; and Matthew Stearn was present from MMCTV to tape the meeting.

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

Welcome and Public Comment

Ms. Hill asked if there was any public comment but there was none.

Executive Session

Mr. Hill said that an executive session was necessary to discuss a potential contract with Riverview Commons mobile home park for a water and sewer extension. Mr. Sander offered a motion to enter executive session, at 5:35 pm, for contract negotiations and was seconded by Mr. Fischer and the motion carried 5-0. Also present would be the Manager, Peter Pochop of Green Mountain Engineering, and Mr. Chamberlin.

At 6:05 pm, Mr. Granda offered a motion to adjourn the executive session and convene the regular session and was seconded by Mr. Bailey, and the motion carried 5-0.

West Main Extension Update

Jack Linn asked if there were any assurances that the public could have that the financial impacts of the West Main project won't have a negative impact on the system.

Mr. Hill explained that the water system needed to increase users to share costs, and our expansion opportunities were limited. This project would possibly lower costs over time. That said, with the possibility of grant funds and the volume generated by the mobile home park make the project viable. Without these components, the project would not be a benefit to the system and could not go forward.

Mr. Granda added that we need grants and the revenue to have a financial reduction, with no increase in rates for existing users. This has been and remains a publicly stated objective.

Ian Bender asked if this was written anywhere. Mr. Hill said that it was written in our Questions and Answers, which is online and will be distributed later. Mr. Granda added that it should be mentioned in the minutes of past meetings. There was some discussion about memorializing this.

Mr. Granda offered a motion that stated we would make no expansion of the current system that does not result in a next decrease in total payments of existing users. This motion was much discussed, and finally amended to read:

The Water Commission will not approve the West main expansion unless the expansion results in a decrease in net payments from existing users.

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2 Mr. Fischer seconded this motion.

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4 Mr. Hill again stated that in order for the West Main project to move forward, we needed approval of
5 the bond by the voters, an agreement to connect and pay by the mobile home park, and award of at
6 least partial grants to lower the debt service.

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8 Bruce LaBounty asked how would we show a decrease? It was important that our budgets reflected
9 this.

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11 Kathy Sikora says she paid \$10 more this past quarter than last year.

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13 There was some additional discussion, and minor amendments to the motion. Mr. Granda offered the
14 motion as stated above and was seconded by Mr. Fischer and the motion carried 5-0.

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16 Jeff Forward said that this project would change the development of the town substantially.

17 18 **Request for Cost Sharing of West Main studies**

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20 The Manager explained that early on in the development of the West Main study, the Water
21 Commission asked if the town would fund part of the cost of the studies. The Selectboard had never
22 formally discussed this, however, \$1,000 of the first \$7,000 was charged to the Highway budget to
23 cover the emergency access part of the original scoping study. To date, the studies and topographic
24 survey have cost a total of \$15,000.

25
26 David Sander said that in the end, this would be a town asset and not something the water system
27 should pay for alone.

28
29 Mr. Granda asked if the Water Commission was asking the Selectboard for a specific amount of
30 money?

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32 There was discussion. It was agreed that the Water Commission would request that the Selectboard
33 cover an additional \$6,500 of the total costs of engineering studies to date, or about an additional
34 \$6,500.

35 36 **State Planning Loan**

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38 The Manager explained that USDA-Rural Development funding was available however an application
39 deadline of April 20th was coming up fast. Part of the application was a Preliminary Engineering
40 Report, which has not been authorized or completed. In order to meet the deadline, the Manager
41 recommended that we get started right after Town Meeting if we get a positive outcome on the bond
42 vote. However, instead of waiting until the March 16th meeting, we should authorize an application to
43 the State for a planning loan to complete the PER now. This PER would cost \$10,770 from Green
44 Mountain Engineering. There was discussion on this and it was noted that no work would start now
45 except the submission of the loan application. If the bond was not approved, work would stop.

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47 Mr. Hill offered a motion to authorize the application for a state SRF planning loan in the amount of
48 \$10,770 for Green Mountain Engineering to complete a Preliminary Engineering Report for West
49 Main, contingent upon a successful bond vote. Mr. Fischer seconded the motion and the motion
50 carried 5-0.

51
52 Jeff Forward asked if we had to pay this back even if the bond vote did not pass? There was
53 discussion, and it was noted if the bond did not pass, the PER would not get completed. If the bond
54 did get passed but the project was never started or completed, then the planning loan would still need
55 to be repaid.

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2 **Bormann Water Allocation**
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4 The Manager explained that the Bormann property on Farr Road would soon be hosting a brewery,
5 however, the State was making them update their wastewater permit. An engineer had been hired to
6 do this, and calculated they needed additional water allocation. They needed a total of 1,492 gallons
7 of water and 948 gallons of sewer. They were requesting the difference between current and needed
8 allocation and had already paid the allocation fees. This new brewery was seen as a positive
9 development for the town, adding perhaps \$10,000 in revenue for the system.

10
11 Mr. Fischer offered a motion to grant preliminary and final approval of water allocation in the amount
12 of 892 gallons, for a total of 1,492 gallons, and sewer allocation in the amount of 588 gallons for a
13 total of 948 gallons, for account #1760. Mr. Sander seconded the motion and the motion carried 5-0.
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16 **FY2016 Budget**
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18 The budget would be discussed next at the March 2nd meeting.
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20 **Warrants**
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22 Warrants were reviewed and approved.
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24 **Approval of Minutes**
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26 Mr. Sander offered a motion to approve the minutes of January 20, 2015 and was seconded by Mr.
27 Granda and the motion carried 4-0-1 with Mr. Fischer abstaining.
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29 Mr. Sander offered a motion to approve the minutes of February 3, 2015 and was seconded by Mr.
30 Fischer and the motion carried 5-0.
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32 **Superintendent's Report**
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34 Mr. Chamberlin reported that the East Main Street waterline project was in the "pipeline" for state
35 funding. Whether West Main was voted up or down, East Main also would require a vote this year.
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37 Mr. Hill said that the West Main project bumped the East Main project last year, but the condition of
38 the line means the discussion needed to continue. There was additional discussion on the need to
39 address East Main, and the funding deadlines. A vote would likely be needed in June or July this
40 year.
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42 For the next agenda, Mr. Hill noted we would discuss the Budget, West Main, the annual meeting, a
43 short executive session for West Main and the superintendent's report.
44

45 **Adjourn**
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47 Mr. Sander offered a motion to adjourn at 7:00 pm and was seconded by Mr. Granda. So voted.