

**RICHMOND WATER AND SEWER
COMMISSION MEETING
January 17, 2017 MINUTES**

Members Present: Bard Hill, Chair; David Sander, Vice Chair; Lincoln Bressor; Fran Huntoon; Bob Reap

Members Absent: None

Others Present: Geoffrey Urbanik, Town Manager; Kendall Chamberlin, Water Resources; Alan Huizenga and Kevin Camara, Green Mountain Engineering; Maureen Kangley; Alex Brosam; and Ruth Miller 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.

West Main Street Review

Green Mountain Engineering was present to review the Preliminary Engineering Report and other technical details of the West Main extension. The current unused treatment capacity of the wastewater treatment facility was 69%. With the completion of Phase 3 of the extension, it was projected that would fall to 41%. There was some discussion of loss of septage revenue, which was expected, however the addition of paying system users was a more dependable revenue stream to replace septage. Mr. Chamberlin noted it was not a one-to-one gallon replacement, as septage could continue to be managed so that dramatic changes could be avoided.

Mr. Chamberlin explained that the well production capacity was 300,000 gallons per day and the reservoir held 750,000 gallons. Current daily water usage was around 70,000 gallons per day, so there was no water constraint on expanding the system.

Mr. Bressor asked about Biochemical Oxygen Demand (BOD) capacity, and Mr. Chamberlin explained that he had plenty of capacity for current usage. Kevin Camara of Green Mountain Engineering said that residential grade waste, which was what was expected from the extension, was not a concern. Concerns would be for industrial uses, or uses which produced a high level of biodegradable waste such as a brewery without pre-treatment.

Mr. Hill had prepared an outline for the development of rates for the expansion area. They included rate sections for construction, usage rates and fixed and variable costs. There was some discussion over whether the expansion area would pay full current rates in addition to the capital costs. Mr. Bressor said that he felt they should. He also asked if less septage revenue would be taken into account in the final rates, and asked if additional staffing would be required from Water Resources – to which Mr. Chamberlin replied no, unless the town took over management of the interior mobile home park system. After some additional discussion, the board indicated they would like to discuss this again at the next meeting with examples of rates.

Mr. Huizenga noted that state revolving loan funds may be available for this project, and said that we had submitted applications for the state and we should renew those this year, which the board agreed to do.

1 Mr. Hill talked again about the need to sit down with the Planning Commission to review what the new
2 Town Plan might say about development in the Gateway and suggested a joint meeting. The
3 Manager said their next meeting would be February 1st, which the board agreed should be the joint
4 meeting date.

5 6 Rates and Fees Discussion

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8 Mr. Hill had prepared a description of our current rates and how they might be amended for the
9 upcoming fiscal year. Mr. Chamberlin discussed some changes that he saw, and suggested that
10 there might be an error in the budget that should be reviewed.

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12 The board reviewed a budget status but the capital section was complicated by odd entries, which the
13 Manager would clear up.

14 15 Superintendent's Report

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17 Mr. Chamberlin explained that Bolton was still hauling our water, fixing leaks and finding new ones. A
18 mixer at the treatment plant failed, just as an earlier failure was being fixed. Mr. Chamberlin also
19 suggested that the town could partially fund the West Main extension by including Phase 1 in its
20 funding plan for a public safety building, located on a parcel owned by Bob and Joy Reap. This
21 location had been discussed publicly by the committee studying the issue, but Mr. Chamberlin said it
22 was a strong possibility. The Manager, who had been involved in the planning for the new building,
23 agreed that this was a likely spot, and it was possible to do as Mr. Chamberlin suggested but we were
24 a long way from that decision. Mr. Hill suggested that the Public Safety Building committee be invited
25 to the February 1st joint meeting also.

26 27 Approval of Warrants

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29 Mr. Sander had a few questions which were answered. The warrant was reviewed and approved.
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32 Adjourn

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34 Mr. Sander offered a motion to adjourn at 6:50 pm and was seconded by Mr. Bressor. So voted.