

Water Commission Minutes
3-16-2020

Called to Order: 6 PM

Members Present: David Sander, Bard Hill

Members Present by phone: Fran Huntoon, Don Morin

Absent: None

Others Present: Josh Arneson, Town Manager; Kendall Chamberlin, W & WW Dept.; and Ruth Miller was present to videotape the meeting for MMCTV Channel 15; also present by phone: Kathy Daub-Stearns, Admin. Assist.; Robert & Joy Reap

3. Other Business:

a. Update regarding agreement for sewer service expansion for 91 Willis Farm Rd.

A confidential memo from the Town Attorney was shared amongst the board members who decided to make it public so it could be discussed at the next meeting. The discussion surrounding the expansion included: a question as to why this project was any different than any other extension that has previously been done, whether there was an easement from the school district, the possibility of the line extension beyond the Reap's property and what that would look like over time, whether to include water as well as sewer to the agreement so if it were ever necessary this process would not need to be repeated, that water and sewer capacity is not an issue at this time, it was decided to address this again at the next meeting.

b. Update on Bridge St. Infrastructure Project

On 3/10/2020 the agreement with the contractor J. Hutchins was signed. There is a meeting scheduled for 3/18/2020 at Town Center 8am for Town staff, J. Hutchins and Green Mountain Engineering. By the end of that meeting the date and time for meeting with business owners date will be set. On 4/15/2020 construction is set to begin.

c. Discussion of making meetings accessible from home to accommodate for social distancing due to COVID-19

The current COVID-19 safeguards including social distancing, working from home, meetings from anywhere and the technology needed to make those things happen, proactive planning for employee illnesses, how to maintain day to day operations was discussed as well as the economic impact of closing bars, restaurants, business hours changing.

d. Superintendent's Report

Kendall reported:

- that Water & Wastewater employees would be considered essential employees the same as the fire, police since they are all vital services;
- that essential supplies and chemicals have been ordered;
- that incoming septage is still high;
- that distancing requirements are being implemented by staff;
- that the department is getting ready for the Bridge St project;
- that there is growing concern over customers using flushable wipe and other things instead of toilet paper. Pipes will be blocked and the plant will have problems if customers don't use toilet paper only when flushing. The department will post a warning on the door of each customer if approved. The Commission approved of placing a warning on the door of each customer;
- that Richmond has the first waste water apprentice in the state.

4. Approval of Minutes, Warrants and Purchase Orders

a. Fran moved to approve the Minutes of 3/2/2020, Don seconded. Bard agreed, David abstained.

The Warrant was signed by the attending Commission members, Fran will sign the Warrant in the morning providing the necessary signatures.

5. Discuss Items for Next Agenda and Adjourn

Willis Farm Rd.

Budgetary implications from COVID-19. With school out, restaurants closed, lost revenue. Scope and longevity will be important.

Staffing access to materials, staff -self quarantine, outside people coming in.

6. Adjournment

David moved to adjourn, seconded by Fran. All agreed. The meeting ended at 7:54 PM.