

Water Commission Minutes  
1/19/2021

Called to Order: 5:30 PM

Present by Zoom: Fran Huntoon, Don Morin, David Sander, Bard Hill, Katie Mather  
Absent:

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Others Present by Zoom: Josh Arneson, Town Manager; Kendall Chamberlin, Water & Sewer; Kathy Daub-Stearns, Admin. Assist.; Jeremy Hoff, Vermont Land Trust; Peter Brown, Rod West, Matt Tourville, Ed Fitzpatrick, Tammy, Gretchen Paulsen, Marian Mumford, Virginia Clarke, Bob Rickerson, Gary Bressor, and Joy Reap, the meeting was recorded for MMCTV Channel 15

**1. Welcome by Bard.** No comments.

**2. Additions or Deletions to the Agenda.** None

**3. Items for Presentation or Discussion with those present**

**a. Discussion of expansion of sewer system into the Gateway District**

**1) Update on discussion at Richmond Land Trust (RLT) meeting**

Bard reported:

- that they had met and had a good conversation
- that he had received a letter from RLT on their position on potential expansion of the line in phases 2 & 3

**Discussion included:**

- that Jeremy Hoff said he was glad to have had the discussion. He said that there are two (2) routes to expand service and the RLT position would be to not have the line through the property. If the Route 2 expansion is not viable, then the RLT would be open to expand the easement for that purpose and that the Reap's right is already set.
- that Bard asked to have the letter posted with the Minutes
- that Don asked if people were going to be able to tie into the system if route 2 was not viable. Jeremy responded that they would be able to, but the preference was for Route 2
- that Don said the Riverview permit ends on June 30, 2023 adding their permit says 23,000 gal /day. He went on to say that he has been told the state will not approve a sewer line in the right of way. Bard said that having meetings outside the context of the formal meetings could be discussed at the time allocated in the agenda. Kendall said that in all the meetings he has had with the State he has never heard that as an issue.
- that Bard said we should find out what the costs are to do the project both ways
- that Kendall said that after speaking with the engineer the costs for Route 2 are looking better and better. Bard said that previously there was a thought that the two (2) routes would be about the same costs, but that maintenance was easier for route 2.

- that Bard said that figuring out if this was viable was the next move
- that Joy Reap said the costs right now are their costs, and what Bard has been talking about is not what the expansion request has been. Peter Brown said that if the sewer expansion to the park was available it would mean approx. 140 hook-ups. He said he is using 20,000 gal a day, much less than the permit. Bard responded that the interest has been for phase 2 and 3 and not just to phase 1. Joy asked if that meant there was no interest in bringing the line to just her. Bard said the interest is in all the phases, not just phase 1. Rob Rickerson, said that he hoped that his property would be considered as well. Bard said that is one of the pros and cons of the hill route vs Route 2.
- that the State is interested in getting the line to the mobile home park.
- that if the State heavily subsidized the line it would be more advantageous to do Route 2
- that Kendall said there is no reason this could not be built in phases
- that Peter Brown said it could take a year to redo the lines in the mobile home park and that there are currently septic tanks and gray water lines that would need to be updated at his expense

## **2) Discussion of financing for Preliminary Engineering Report**

Josh reported:

- that there were seven (7) responses to the RFQ and he was working with Connie Bona, the financial director to ensure that the purchasing policy is updated to include the RFQ.
- that Kendall said that the only way to get this done is to give Josh authority to select the firms or we may not get our submission in on time. Bard asked if there could be a motion to have a not to exceed number to hire an engineer. Josh said we could do it that way, Don asked why we could not just use Green Mountain Engineering to get this done. Bard said it does not comply with the current purchasing policy adding it is why we are going to RFQ and if they are one of the engineers picked then they could update the information they had already provided

Discussion included:

- that Peter asked if once an engineer was chosen would it be ok to use the same engineer to help him determine his costs, he would pay for the work done on his behalf.
- that Katie asked what the engineering report would tell us. Kendall said that the phases would be broken out. Katie then asked if we would have to have agreed to do all 3 phases. Kendall said that we would not be obligated to do all three phases.
- that Kendall thought \$10,000 may do it. Bard asked if the board should approve an amount higher than \$10,000. Katie asked if we want to spend more than \$10,000. Kendall said we need to compare just the section of the Reap's, Bard replied that there is no way to make decisions without knowing all the costs.
- that Don asked about a special meeting to approve the engineer so that the cost would be known. Bard said that was why we were talking about using Green Mountain Engineering to update their report adding that the board could approve the \$10,000 and if it is more than we would have to come back.
- that Kendall asked for an amendment to have the \$10,000 be for Town costs with funds from additional sources
- that Bard said once we have the engineers report we could start compiling numbers for costs to users and connection fees

David moved to have Josh hire an engineer to update the project's 3 phases, over both routes, with a cost to not exceed \$10,000; Katie seconded.

After discussion there was a friendly amendment:

David moved to have Josh hire an engineer to update the project's 3 phases, over both routes, with a cost to not exceed \$10,000 along with funds from additional sources; Katie seconded. Roll call vote: Don, Katie, David, Fran, and Bard voted affirmatively. Motion passed.

### **3) Discussion of routes to access the Gateway**

#### **i. From the School to 91 Willis Farm Rd.**

See Minutes above

#### **ii. From the Village along Rt. 2 to Willis Farm Rd.**

See Minutes above

#### **b. Update on West Main St. waterline project**

Josh reported:

- that this is from Baker St. to Millet St.
- that this will come back at the second meeting in February
- that Kendall said there is a lot of interest from contractors

#### **c. Update on Bridge St. Infrastructure Replacement Project**

Josh reported:

- that this would fill in the area not done this past summer
- that there could be 75% forgiveness
- that there will be a bond vote for this on the ballot for town meeting

Discussion included:

- that Gary Bressor asked if it would fall short of his driveway. Kendall said yes and that if there is any money left over, he would like to get that done. Gary said that he was planning on redoing his driveway and did not want to have it torn up once it was done.

#### **d. Budget status report for first half of FY21**

Josh reported:

- that this was a chance for the commission to ask any questions
- that there are record septage receipts due to other facilities being closed
- that water use revenue was up
- that OT has driven some of the payroll expenses up
- that OT was due to the big project this summer

Discussion included:

- that Fran felt we should account for OT in planning projects
- that Kendall said some of the OT was due to COVID

#### **e. Update on delinquent accounts**

Josh reported:

- that the accounts look good and most of the accounts that are late have been late previously
- that the outstanding amounts are about \$2000 overall. Kendall thought that was the lowest he has ever seen. Josh added that was because of policies put in place last year

Discussion included:

- that Don asked about the account identified as shut off. Kendall responded that it is a vacant building.

#### **f. Superintendent's Report**

Kendall reported:

- that he applied for a Clean Waters Grant
- that training is taking place
- that the truck was sold
- that the other truck is in the shop having some work done on it
- that there is a Bill in play to ban anything going on the land that is not class A. If it passes we will have to look at the dryers quickly because the cost for sludge will be excessive

Discussion included:

- that Josh asked if Aaron should be writing a letter to Jana Brown to express the concerns. Kendall thought that a phone call would work to make certain she is aware.
- that Kendall said that the payback on the dryer had been 18 years but there is a 100% grant that could pay for the complete installation. Bard asked him to find out the cost and timing. Kendall said as soon as we have the RFQ he would find out.

### **4. Approval of Minutes, Warrants and Purchase Order**

#### **Minutes:**

David moved to approve the Minutes of 01/04/2021; Fran seconded. Roll Call Vote: Fran, Katie, David, and Bard voted affirmatively; Don abstained. Motion passed.

**Purchase Orders:** none

#### **Warrants:**

Fran moved to approve the electronic warrant as presented; David seconded. Roll call vote: Fran, David, Don, Katie, and Bard voted affirmatively. Motion passed.

### **5. Discuss Items for Next Agenda and Adjourn**

continue discussion on the proposed expansion  
status of engineering report  
review of price structure for new customers  
indication from state for permitting in the right-of-way

Don said he had spoken with the previous public works director and the force main will not be acceptable on Route 2. Bard said we should ask since nothing we have heard in the past would have indicated that but call the question again before doing the engineering study.

**6. Adjourn**

David moved to adjourn; Fran seconded. Roll call vote: Fran, Don, David, Katie, and Bard voted affirmatively. The meeting adjourned at 6:50 PM.