

**RICHMOND WATER AND SEWER  
COMMISSION MEETING  
June 1, 2015 MINUTES**

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

Members Absent: None

Others Present: Geoffrey Urbanik, Town Manager; Kendall Chamberlin, Water Resources; Peter Pochop, Green Mountain Engineering; Robert Reap; Chris Fischer; Sheila Bailey; Maureen Kangley; Linda Parent, Town Clerk; and Ruth Miller was present from MMCTV to tape the meeting.

Mr. Hill called the meeting to order at 5:35 pm.

**Welcome and Public Comment**

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

**Executive Session**

Mr. Hill explained that we had scheduled an executive session to discuss contract negotiations regarding the West Main extension to the mobile home park.

Mr. Sander offered a motion to enter an executive session at 5:38 PM to discuss contract negotiations regarding the West Main extension to the mobile home park. Mr. Fischer seconded the motion and the motion carried 5-0.

At 6:00 PM, Mr. Sander offered a motion to adjourn the executive session and reconvene the regular session and was seconded by Mr. Fischer. The motion carried 5-0.

**West Main Extension Update**

The Manager suggested that Peter Pochop lead this discussion from his report. Mr. Pochop explained that the state was reviewing the scoping study and was suggesting some changes. They had been given the go ahead for certain parts of the pending study. The Manager reported that no other significant events on West Main had occurred since the last meeting.

**Water Storage Tank**

Mr. Pochop reported that he was still working on final contract items with the low bidder, SD Ireland and hoped to have a final contract ready for signature, with two change orders, by next week. Some small changes had been made such as an increase for the use of the Eden Sand and Gravel Pit for materials storage. The first change order was now for -\$187,095 and the second for +\$11,000. Some changes were made to the contingency and the overall budget remained the same. He would put together a notice of pending contract award and prepare the contract documents.

**East Main Street**

Mr. Pochop reported that he was working with the State on the revised budget figures for their funding application, which had been done and was signed this evening. All that was pending was the bond vote. Mr. Hill noted this would also be the subject of a discussion at the Selectboard meeting.

1 There was some additional discussion on the water storage tank and the amount of materials needed  
2 to be moved. The board requested an update on the contract at the next meeting.  
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#### 4 Wastewater Reserve Capacity Ordinance

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6 Mr. Chamberlin explained he had changed sections 4 and 8b to reflect the board's sentiments from  
7 the last meeting. In section 4, he apportioned reserve allocation as follows: residential 63%;  
8 enterprise (commercial uses) 20%; institutional (government and schools) 10%; and industrial 7%.  
9

10 Mr. Chamberlin also explained that he modified section 8b for holding excess capacity to \$38.91 per  
11 quarter for residential and \$114.88 per quarter for commercial and government accounts.  
12

13 There was some discussion on whether we should modify these for additional industrial or residential  
14 capacity.  
15

16 Mr. Bressor asked where a brewery would fall in the allocation, and Mr. Chamberlin said in the  
17 industrial category. There was some discussion about needed capacity for breweries and how they  
18 would report their waste.  
19

20 Mr. Bressor asked about section 4b and how would we determine these fees? If an industrial project  
21 needed more than the 7% allocation how would we handle this? Mr. Sander said in that case, we'd  
22 amend this ordinance at a later time.  
23

24 Mr. Hill said we needed to know what our accounts had were using in capacity and what they had on  
25 the books. Mr. Chamberlin agreed and said that enacting this ordinance would eliminate most excess  
26 capacity holding. He said this would also put a 3-year expiration date on excess capacity if not used.  
27

28 There was some discussion. The board agreed to move this towards a first reading on June 15<sup>th</sup>.  
29

#### 30 Superintendent's Report

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32 Mr. Chamberlin reported on the cleaning of the tanks at the treatment plant. He said that about twice  
33 the estimated quantity of sand was being removed and the initial cost would increase. He also said  
34 that he needed to replace the SCADA system and would seek quotes to do so. The Water  
35 Resources SCADA system was obsolete and inefficient. A recent conversation with a SCADA expert  
36 helped clean things up a little but the computers and software needed to be upgraded.  
37

#### 38 Next Agenda

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40 Mr. Hill noted we should have reports, financial reports, update on the Saks septic system, updates  
41 on the three large projects: West Main, East Main and the Water Storage Tank.  
42

#### 43 Adjourn

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45 Mr. Sander offered a motion to adjourn at 6:55 pm and was seconded by Mr. Bressor. So voted.