

**RICHMOND WATER AND SEWER  
COMMISSION MEETING  
November 7, 2016 MINUTES**

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Members Present: David Sander; Lincoln Bressor; Bob Reap; Fran Huntoon

Members Absent: Bard Hill

Others Present: Geoffrey Urbanik, Town Manager; Kendall Chamberlin, Water Resources; Connie Bona, Finance Assistant; Alan Huizenga, Green Mountain Engineering; Maureen Kangley; and Fisher Wagg was present from MMCTV to tape the meeting.

Mr. Sander called the meeting to order at 6:00 pm.

Welcome and Public Comment

Mr. Sander thanked Mary Houle for dropping off some apples. Mr. Sander asked if there was any comment from the public, but there was none. Mr. Sander offered a "get well soon" to Bard Hill.

Pleasant Street Update

Alan Huizenga of Green Mountain Engineering explained that the project was going well and they were about  $\frac{3}{4}$  down the street. Kendall Chamberlin showed a piece of 2" galvanized pipe that was part of a connection, which was badly corroded and breaking apart. The Manager explained that easements were prepared and distributed for the connection to Lemroy Court.

Mr. Huizenga mentioned that there were two stormwater crossings that needed to be replaced, and one had just been discovered. It was a 12" clay tile system that was very deep and needed to be upsized for the East Main Street project.

West Main Street

The Manager explained that only one commitment letter had been returned, from the chiropractor, and it was a "no" because she didn't need to pay for the capacity provided for her business plans.

Mr. Reap said he had spoken to Peter Mumford and Rod West, and they both felt that the letter asked for too much commitment at the time. People were interested in the project, but not yet ready to commit to costs and they felt the calculations were way off. There was additional discussion about the details of the letter and how to rewrite the letter to send out again. The board felt the new letter should not be a mandate, or a binding commitment. Mr. Reap felt that information about grinder pump connections should also

The Manager said the town was not yet ready to move forward on the \$15,000 archaeology study required by USDA. Mr. Huizenga said that this would have to be scheduled in the Spring of 2017.

FY2018 Budget

Mr. Chamberlin and Ms. Bona reviewed the budget. Mr. Chamberlin said there were no operational increases but some capital increases. He was asking for additional \$25,000 in fire protection fees from the General Fund. There was some discussion about this but it would be taken up again at the next meeting.

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**Superintendent Report**

Mr. Chamberlin reported that his asset management project was moving forward, to Level of Service documents. He was also getting a new asset database set up.

There was some water at the retaining wall at the new tank. This was likely surface seepage but it was something to keep an eye on to make sure the tank itself wasn't discharging water or one of the newer pipes.

**Warrants**

The warrants were reviewed and approved. Mr. Bressor offered a motion to approve PO 3317 to Desroches for \$127,161.88 and was seconded by Ms. Huntoon. The motion carried 4-0.

**Adjourn**

Mr. Bressor offered a motion to adjourn at 6:40 pm and was seconded by Ms. Huntoon. So voted.

