

**RICHMOND WATER AND SEWER
COMMISSION MEETING
ANNUAL CUSTOMERS MEETING
May 22, 2017 MINUTES**

Members Present: Bard Hill, Chair; David Sander (arrived 7:30 PM); Lincoln Bressor; Fran Huntoon; Bob Reap

Members Absent: None

Others Present: Geoffrey Urbanik, Town Manager; Kendall Chamberlin, Water Resources; Maureen Kangley; Cathleen Gent; Gary Bressor; and Ruth Miller was present from MMCTV to video the meeting.

Mr. Hill called the meeting to order at 7:00 pm.

This was the 2017 annual Customers Meeting. The Manager presented the FY2018 budget, rate structure was discussed, a discussion of the water storage tank and future projects was heard. The public was allowed to speak and ask questions for all items on the agenda.

FY2018 Budget

The manager presented the budget with a computerized slide show. Highlights included:

- Operational Spending was steady in both Water and Wastewater
- Water Capital increasing by \$19,528 to fund the debt service on the Water Storage Tank and partial-fund the replacement of a vehicle
- Wastewater Capital increasing by \$10,270 to partial-fund the replacement of a vehicle
- Water revenue increasing by \$27,798 mostly due to increase in Fire Protection Fees
- Wastewater revenue increasing by \$8,000
- Rate requirements to be discussed

The rate discussion focused on:

- Current Rates last amended in 2016
- Most significant change was in 2014, moving to the "Base Unit" structure which treats all separate occupied space as separate billable units
- This eliminated the tiered structure based on annual usage
- This increased the number of separate units, shifting a larger burden to multi-unit buildings (apartments and offices)
- Should re-evaluate the most recent usage history of all three classes: Residential, Government & Commercial, Schools
- Discuss reset of proportion of budget charged to each class to determine revenue requirement and appropriate rate adjustment

Mr. Bressor offered a motion to approve the FY2018 budget as proposed and was seconded by Ms. Huntoon and the motion carried 5-0.

No changes to the rates were made, but the Water Commission agreed that the issue would be discussed again on June 5th.

The Manager discussed the West Main project, and several future projects:

- Jolina Court/Bridge Street/Railroad Street

- 1 • Upper Bridge Street Section
2 • Bridge Crossing
3

4 There was also a discussion of debt for completed projects since 2006.
5

6 Mr. Chamberlin answered several questions on the Consumer Confidence Report focused mainly on
7 contaminants, testing and permit limits. Mr. Chamberlin talked about asset management and how
8 that would help keep the department on track with equipment replacements. Some discussion was
9 had regarding the Water Commission and the Planning Commission.

10 **Adjourn**
11

12 Mr. Bressor offered a motion to adjourn at 8:00 pm and was seconded by Ms. Huntoon. So voted.