

**RICHMOND WATER AND SEWER  
COMMISSION MEETING  
April 2, 2018 MINUTES**

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Members Present: Fran Huntoon; David Sander; Bard Hill; Christy Witters

Members Absent: Bob Reap

Others Present: Geoffrey Urbanik, Town Manager; Kendall Chamberlin, Water Resources; and Ruth Miller was present from MMCTV to tape the meeting.

Due to a lack of quorum, there was no official meeting. Those members present discussed agenda items with staff and no official actions were taken.

**Welcome and Public Comment**

Mr. Hill asked for any public comment, but there was none.

**Superintendent's Report**

Mr. Chamberlin reported that he was working with the town's engineer to develop reuse plans for the water storage tanks as an alternative to costly demolition. Bolton Valley was still hauling water for their use and septage receipts were steady.

He noted that his part timer Ian Buckley was resigning on April 11<sup>th</sup> – he was sorry to see him move on but he wanted to be able to recruit for a replacement.

The Farr Circle fire hydrant was repaired but they would keep an eye on it to make sure the foot valve repair was working. Mr. Chamberlin wanted to try this on the Bridge Street hydrant at the well house, instead of the replacement they originally intended. If that did not work, then thy hydrant would be replaced.

Mr. Chamberlin explained that the original water tank contract included some well rehab work, which was later removed. The well is almost fifty years old and has never been rehabbed, which is a cleaning and maintenance overhaul within the well itself. He would like to get started on an inspection and estimate of the mechanicals first – pulling the impeller, etc. to understand what might be needed now.

Mr. Chamberlin said that all of Bridge Street was now eligible for the State's priority list – except it was not all "funded." Only some of the proposed work qualified for funding this year and we had a \$400,000 bond now in place to take advantage of state revolving loan funds. He urged the commission to try and work towards getting all of Bridge Street completed. He presented a map noting the condition of various water lines, with Bridge Street labeled a priority, along with shorter sections on Tilden & Baker Streets and on Esplanade Street. The commission reviewed the map and requested another review at a future meeting, with projection.

Mr. Chamberlin then moved to Baker Street and explained that the Highway Department planned to replace an asphalt sidewalk on Baker Street but before they do Mr. Chamberlin wanted to be able to replace the water line in that location. He presented a purchase order with no vendor to be able to approve \$70,000 for the work. There was much discussion on the intended work, and the rationale for the location and timing. Mr. Chamberlin said he could fund this project through reserves and unspent

1 East Main pre-bond budgeting. Mr. Hill wanted to see fund balances before approval, and noted that  
2 the Commission can not approve a purchase order with no vendor.

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4 Mr. Sander agreed that the line should be replaced, and Mr. Hill agreed that the timing made sense.  
5 Ms. Witters brought up funding again and wanted to see a financial plan.

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7 After further discussion, the Water Commission agreed to allow Mr. Chamberlin to spend \$4,460 for  
8 engineering and bidding work leading up to a contract award. Mr. Sander offered a motion to accept  
9 the East Engineering proposal of \$4,460 to design and prepare bid documents for the Baker Street  
10 water line and was seconded by Mr. Hill and the motion carried 4-0.

### 11 12 13 **Annual Meeting**

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15 The Manager asked to set a date for the annual customers meeting. It had been in recent years in the  
16 fourth week. The Water Commission determined that it would be on May 22<sup>nd</sup>, in the Library if  
17 available, otherwise in the Town Center. The time would be 6:00 PM and topics would include the  
18 old storage tank and removal, landscaping at the new tank and a West Main update as well as budget  
19 and rates discussions.

### 20 21 **Update on Water Storage Tank**

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23 Mr. Chamberlin presented a purchase order to All Metals Recycling in the amount of \$8,500 to  
24 demolish and remove the old steel tank. There was no concrete pad beneath the tank, according to the  
25 record drawings, so that helped limit costs.

26  
27 Mr. Hill wanted to know the benefit of removing the tank, and who would enjoy that benefit. He felt  
28 that the town owned all of the assets, including water and sewer assets. There was additional  
29 discussion on the topic, however, no decisions were made and the discussion was tabled until April  
30 16<sup>th</sup>. The Asset Management Plan would also be continued and use of reserve funds for the Baker  
31 Street water line replacement.

### 32 33 **Approval of Warrants**

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35 The Warrants were reviewed and approved.

### 36 37 **Adjourn**

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39 Mr. Sander offered a motion to adjourn at 6:58 pm and was seconded by Mr. Hill. So voted.  
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