

**RICHMOND WATER AND SEWER
COMMISSION MEETING
May 7, 2018 MINUTES**

Members Present: Fran Huntoon; David Sander; Christy Witters

Members Absent: Bard Hill; Bob Reap

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

Ms. Huntoon opened the meeting at 6:00 PM.

Welcome and Public Comment

Ms. Huntoon asked for any public comment, but there was none.

Superintendent’s Report

Mr. Chamberlin reported that he had placed an ad for a part-time grounds keeper and the recent inspections of the wastewater facility went ok. He expected a new permit to operate in 2020, although that may need additional testing for phosphorus at that time.

He said that the well inspection was slated for June 12th. There was more bank erosion upstream at the water house but the pending riprap project may help. There was also some erosion at the new water tank site due to the heavy rains from May 4th. A contractor was expected to install stone and fabric to repair.

Mr. Chamberlin also noted a sprinkler system was expected on the Buttermilk buildings. He said there are few in the village, however, the board may consider a special sprinkler fee as they need regular inspections.

Inspection for Use of Old Water Storage Tanks

Mr. Chamberlin explained that he had contacted someone about leasing the concrete water reservoir site for a cell tower. This person would act as a broker and see if there was any interest from telecom companies, and if there were, Richmond could prepare something for them.

Ms. Huntoon asked if this was more properly a Selectboard issue. There was some discussion, and the commissioners agreed to request that the Selectboard consider this option for this land. The issue of how revenue would be split should also be addressed.

The Manager explained that STS Engineers had provided a quote of \$1,600 to conduct a structural evaluation of the concrete tank. He wanted to know if the commissioners were in favor of moving forward with this inspection.

Mr. Chamberlin explained that they were only looking for an initial \$600 to see if it met minimum needs as far as the shed roof. The commissioners agreed that hearing back from the Selectboard on the telecom issue should happen first, and if they felt that there was a reason to pursue this then the commission would consider the \$600 for a roof evaluation.

Baker Street Water Line

Mr. Chamberlin explained that there was only one bid, which was from Todd Chagnon in the amount of \$71,000. Mr. Chamberlin compared this job to Depot Street in 2013, and while this project was a little smaller, the cost represented about a 5% cost increase per year. He recommended award.

There was discussion about timing and the replacement of the sidewalk on Baker Street. Mr. Chamberlin explained that this would be taken from reserves and water line repair funds.

Ms. Witters offered a motion to award the contract for the Baker Street Water Line to Todd Chagnon Construction in the amount of \$71,000. Mr. Sander seconded the motion, and the motion carried 3-0.

Annual Customer Meeting

The Manager reminded everyone that the annual customer meeting would be on May 22nd at 6:00 pm in the Town Center Meeting room. The agenda was reviewed.

Reserve Funds discussion

The Manager had a spreadsheet provided by the Finance Director regarding reserve funds for both water and sewer. There was some discussion about the current status and what would be left following Baker Street and the well inspection. The sewer reserves seemed to be in good shape, but maintenance of the treatment plant the primary use of the funds.

Approval of Warrants

The Warrants were reviewed and approved.

Next Agenda

Tank Landscaping, annual customer meeting, sprinkler line fees and inspections

Adjourn

Mr. Sander offered a motion to adjourn at 6:50 pm and was seconded by Ms. Witters. So voted.