

**RICHMOND WATER AND SEWER
COMMISSION MEETING
NOVEMBER 5, 2018 MINUTES**

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

Members Absent: Bob Reap

Others Present: Josh Arneson, Town Manager; Paul Bohne, Interim Town Manager; Kendall Chamberlin, Water Resources; Connie Bona, Finance Director; Ruth Miller was present from MMCTV Channel 15 to broadcast the meeting.

Mr. Sander opened the meeting at 6:00 PM.

Welcome and Public Comment

There was no public comment.

Consider Amending the Water and Sewer Delinquent Account Policy

Mr. Chamberlin and Ms. Bona each submitted drafts of an amended water and sewer delinquent account policy for review by the Commission. The current policy allows for an account to be shut off and then turned back on after a small payment is made and a new agreement is made between the customer and the Town. This allows for delinquent accounts to stay delinquent for an extended period of time and for a customer's water to be shut off and turned back on multiple times while the account is delinquent. Mr. Chamberlin's goal is to not turn off an account more than once while it is delinquent. There was discussion on the specific language that is needed to clearly define the policy.

Mr. Chamberlin, Ms. Bona, and Mr. Arneson will work on an updated draft for presentation to the Commission at the Nov. 19 meeting.

Superintendent's Report

Updates on repairs at the water and sewer plant. The Bridge St. road cut has been paved. Road cut on Rt. 2 by Harrington's is scheduled to be repaired before the end of this paving season.

Mr. Chamberlin is looking into a new sludge drying system. He will have a cost/benefit analysis for discussion at a later date.

Warrants

The Warrants were reviewed and approved.

Approvals

**MOTION by Mr. Hill, seconded by Ms. Witters, to approve the minutes of September 17, 2018.
VOTE: 4-0; the motion carried.**

**MOTION by Mr. Hill, seconded by Ms. Witters, to approve the minutes of October 1, 2018.
VOTE: 4-0; the motion carried .**

**MOTION by Mr. Hill, seconded by Ms. Huntoon, to approve the minutes of October 15, 2018
VOTE: 4-0, the motion carried.**

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Adjourn

MOTION by Mr. Hill, seconded by Ms. Huntoon, to adjourn.

VOTE: 4-0, the motion passed.

The meeting adjourned at 6:50

Respectfully submitted,
Josh Arneson, Town Manager