

1 **Town of Richmond**  
2 **Meeting of Water and Sewer Commission**  
3 **Minutes of October 2, 2023**  
4

5 **Members Present:** David Sander, Erin Farr, Morgan Wolaver  
6

7 **Members Absent:** Jay Furr, Bard Hill  
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9 **Staff Present:** Josh Arneson, Town Manager; Duncan Wardwell, Assistant to the Town  
10 Manager  
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12 **Others Present:** The meeting was recorded for MMCTV, Jeff Olesky, Peter, Virginia  
13 Clarke  
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15 **MMCTV Video:** <https://archive.org/details/RichmondWaterSewer10022023>  
16

17 **Call to Order:** 6:05 pm  
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19 **Welcome:** Wolaver  
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21 **Public Comment:** None  
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23 **Additions or Deletions to the Agenda:** None  
24

25 **Approval of Minutes, Warrants and Purchase Orders**  
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27 **Minutes:**  
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29 *Sander moved to approve the Minutes of 09/18/23 meeting as presented. Farr seconded.*  
30 *Roll Call Vote follows discussion.*  
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32 Wolaver: I have a few minor edits on line 76, 100, 109, 125, 180, 181, 199.  
33

34 *Sander moved to approve the amended Minutes of 09/18/23 meeting as presented. Farr*  
35 *seconded.*

36 *Roll Call Vote: Farr, Sander, Wolaver in favor. Motion approved.*  
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38 **Purchase Orders:**  
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40 *Sander moved to approve PO# 4759 to P&P Septic Service for grit cleaning septage not*  
41 *to exceed \$10,680.00. Farr seconded.*

42 *Roll Call Vote: Farr, Sander, Wolaver in favor. Motion approved.*  
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44 **Warrants:**  
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46 *Sander moved to approve the 10/2/23 Warrants as presented. Farr seconded.*

47 *Roll Call Vote: Farr, Sander, Wolaver in favor. Motion approved.*  
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49 **Items for Presentation or Discussion with those present**

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**Consideration of approval of preliminary water and sewer allocation for 112 East Main St.**

[https://www.richmondvt.gov/fileadmin/files/Water\\_Sewer\\_Commission/Meetings/2023/09/4a Preliminary Allocation Requests for 112 East Main St..pdf](https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2023/09/4a_Preliminary_Allocation_Requests_for_112_East_Main_St..pdf)

Arneson: This is a citizen request to increase the allocation of 112 East Main Street, they're building a duplex. They're requesting 10 gallons per day of sewer and 360 gallons per day for water use, we have plenty of capacity for both.

Olesky: My name is Jeff Olesky from Catamount Consulting. There is an existing duplex on the property. The water and sewer services for the new single-family house will be tied into the existing municipal water and sewer services that serve the duplex.

*Sander moved to approve the preliminary water and sewer allocations for 112 East Main St. for 210 gallons per day of sewer use and 360 gallons per day of water use. Farr seconded.*

*Roll Call Vote: Farr, Sander, Wolaver in favor. Motion approved.*

**Review of list of water and wastewater items to be repaired or replaced**

[https://www.richmondvt.gov/fileadmin/files/Water\\_Sewer\\_Commission/Meetings/2023/09/4b Water and Wastewater Items to be Repaired or Replaced 9-29-23.pdf](https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2023/09/4b_Water_and_Wastewater_Items_to_be_Repaired_or_Replaced_9-29-23.pdf)

Wolaver: Steve is not able to join us today.

Arneson: He spent the last two weeks really working a lot on the press. He's only got one staff member at this point. We do have one backwash pump waiting for arrival. We're going to take two older pumps to Phil Laramie and he's going to combine them together into one pump so that we will have a backup. Those are the backwash pumps at the very end of this system.

The press is fairly easy to get out of whack, since Labor Day, he hasn't been able to get the mixture just right. You want to see a clear liquid coming out of that. Last week, Fournier, which is the press company, came out and were able to get it to a point where it's running pretty clean. The problem is that the volume that's going through there isn't really what he needs to keep up with the plant. The bacteria were getting older and that was going to cause some troubles backwards in the plant. The bacteria are now newer, so there's been some good progress. They're going to have a report for us hopefully this week about the steps going forward to repair the press. We're going to talk with our engineers to see a long-term plan because the 20-year study should be done by the end of this year. There're some smaller things we can do to extend the life of it. It has been repaired and modified over the 20 years. If it is running dirty and not removing the solids, then it's just putting more solids back into the plant. If we can't keep up with the volume, there's a possibility to pump some of the solids out and then truck them away which is an additional cost.

We are waiting for word on when the mixer is going to arrive. We're working on signing an agreement with the installation company.

98 **Review of letter requesting an extension of the timeline for the Northern Border**  
99 **Regional Commission grant**

100 [https://www.richmondvt.gov/fileadmin/files/Water\\_Sewer\\_Commission/Meetings/2023/0](https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2023/09/4c1_Email_regarding_NBRC_notice_to_proceed_deadline.pdf)  
101 [9/4c1\\_Email\\_regarding\\_NBRC\\_notice\\_to\\_proceed\\_deadline.pdf](https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2023/09/4c1_Email_regarding_NBRC_notice_to_proceed_deadline.pdf)

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103 [https://www.richmondvt.gov/fileadmin/files/Water\\_Sewer\\_Commission/Meetings/2023/0](https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2023/09/4c2_Response_to_Notice_to_Proceed_2023_-_DRAFT.pdf)  
104 [9/4c2\\_Response\\_to\\_Notice\\_to\\_Proceed\\_2023\\_-\\_DRAFT.pdf](https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2023/09/4c2_Response_to_Notice_to_Proceed_2023_-_DRAFT.pdf)

105  
106 Arneson: This is the grant of \$150,000 that we talked about when we talked about the  
107 expansion to the Reaps. It would pay for the expansion of the sewer line out to the Reaps  
108 at about half the cost. Now that cost has gone up quite a bit. We were initially supposed  
109 to have a Notice to Proceed, initially slated to be the end of last September. We had to  
110 submit a letter explaining the delays and ask for an extension. I drafted a letter to talk  
111 about the expansion of the district and the easement issues with Land Trust and with the  
112 school.

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114 **Update on Gateway sewer expansion**

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116 Arneson: We did have a meeting last week. We wanted to talk with our attorney to find  
117 out what we could do to extend the line and still have the easement so that it is a Town-  
118 owned line. The Reaps convey the easement to the Town for the purpose of owning and  
119 servicing the public line. It gets built as a public private project and then they convey  
120 their portion of the easement to the Town to go ahead and maintain the line. The Town  
121 could also purchase a small portion of the Reap property which would obtain rights on  
122 the easement if they subdivided or sold to somebody. Our attorney also noted that in  
123 order for the school to have an easement to the Town, they might actually need to hold a  
124 public vote so that all people in the school district can vote on the transfer of property  
125 rights. A logical time to do that would be at their annual meeting in March, so they  
126 would need to have that bond paperwork by the end of January. We need to amend the  
127 grant because it talks about Rt. 2. There was a concern that the pressure test failed  
128 because they didn't seal off the pipe that goes from the main line to the elementary  
129 school. Bard was trying to double check if the test was running right. That valve is  
130 probably 30 years old. so maybe it doesn't seal airtight but that's more on the school to  
131 figure out.

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133 Wolaver: Bard did talk with Mike McDonnell and there were a couple of things that  
134 came up. There was very little water in the line, so it took a long time for that to really  
135 get up to pressure. A better way of doing that is to fill it with water. The valve or  
136 pressure gauge is very small for a sewer line and could easily get clogged up. Somebody  
137 could clean it out ahead of time. Who would pay for that second test? Would that  
138 actually benefit the school to go ahead and pay for that second test? If it does pass, we  
139 take the line over and that takes a lot of liability off of them in the future.

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141 Arneson: I think the Reaps paid for it because it was their interest to get it down there. If  
142 the school wants to turn it over, they pay for it to prove it. The only argument that a  
143 Town pays for it is we already spent a lot of money and time on this project already.

144  
145 Wolaver: It costs around \$500-\$800 range.

146

147 Arneson: We did pay for some of Tyler's time up there.

148

149 Wolver: After talking with the Town's attorney, we've got a number of things that need  
150 to be put in place to figure out if the Reaps want to move forward, where's the Land Trust  
151 and how does the Town Water and Sewer and Selectboard participate in this easement.  
152 We'd have to renegotiate the new easement.

153

154 **Update on contracting for water meters**

155

156 Arneson: I've got a meeting tomorrow with our attorney who marked out the agreements  
157 and with the Zenner representative. I hope we can figure out where the differences are  
158 and get a contract that we all agree on. We got to work on an RFP to get them installed.  
159 The attorney has seen other towns where these are starting to fail, and the company has  
160 not stood behind them. It's protecting us in a similar respect.

161

162 **Update on staffing**

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164 Arneson: We've actually got about 20 or so applicants of varying quality. We picked our  
165 top five and we're going to schedule some interviews later this week. I think we've got a  
166 pretty good pool of people to start with. We are currently budgeted for four people, so  
167 we can offer two positions. Steve will see how that goes with four and talk about  
168 probably a fifth person.

169

170 Wolaver: We don't want Steve to lose steam from too much work or getting sick.

171

172 **Discuss Items for Next Agenda:**

173 \*Water meters

174 \*Gateway

175 \*Staffing

176 \*Press

177 \*September Water Quality

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179 **Adjournment:** 6:42 pm

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181 *Sander moved to adjourn. Farr seconded.*

182 *Roll Call Vote: Farr, Sander, Wolaver in favor. Motion approved.*

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184 **Chat file from Zoom:**

185 00:23:43 Duncan Wardwell: Breaking up from my end too

186 00:32:04 MMCTV Erin Wagg: Is this topic Northern "Boarder" or Northern

187 "Border"

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