

1 **Town of Richmond**
2 **Meeting of Water and Sewer Commission**
3 **Minutes of August 19, 2024**
4

5 **Members Present:** Erin Farr, Jay Furr, Lisa Miller, Morgan Wolaver
6

7 **Members Absent:** Bard Hill
8

9 **Staff Present:** Josh Arneson, Town Manager; Duncan Wardwell, Assistant to the Town
10 Manager; Linda Parent, Town Clerk; Steve Cote, Water Resources; Linn Caroleo,
11 Administrative Assistant.
12

13 **Others Present:** The meeting was recorded for MMCTV, Erin Wagg
14

15 **MMCTV Video:**
16

17 **Call to Order: 6:00 pm**
18

19 **Welcome:** Wolaver
20

21 **Public Comment:** Welcoming Linn Caroleo to the meeting.
22

23 **Additions or Deletions to the Agenda:** None
24 Timestamp: 0:01
25

26
27 **Approval of Minutes, Warrants and Purchase Orders**
28 Timestamp: 0:01
29

30 **Minutes:**
31

32 *Furr moved to approve the Minutes as presented on 08/05/2024. Farr seconded.*
33 *Roll Call Vote: Farr, Furr, Miller, Wolaver in favor. Motion approved.*
34

35 **Purchase Orders: None**
36

37 **Warrants:**
38

39 *Furr moved to approve the Warrants as presented. Miller seconded.*
40 *Roll Call Vote: Farr, Furr, Miller, Wolaver in favor. Motion approved.*
41

42 **Items for Presentation or Discussion with those present**
43

44 **Consideration of appointing a new Water and Sewer Commission Secretary**
45 Timestamp: 0:03
46

47 People who participated in discussion: Wolaver, Arneson, Caroleo
48

49 *Farr moved to appoint Linn Caroleo as the Commission Secretary. Miller seconded.*

50 *Roll Call Vote: Farr, Furr, Miller, Wolaver in favor. Motion approved.*

51

52 Farr requested to have the commission minutes with attachments to be sent out in email.

53

54 **Review of flood recovery expenses**

55 Timestamp: 0:10

56

57 People who participated in discussion: Wolaver, Arneson, Cote

58

59 [4b Forecast of Restricted and Unrestricted Reserves and Flood Expenses.xlsx](#)
60 [\(live.com\)](#)

61

62 One of the new compressors has been retrofitted and installed. The second one has
63 arrived, but we haven't paid for it yet, so that will be another \$4500. Still waiting on a
64 price from Phil Laramie for the installation of the compressor we used to "limp by." We
65 also have two 10hp motors that drive the compressors, those have also not been paid for.
66 We will eventually have two rebuilt compressors and two rebuilt motors ready to go in as
67 backups for future floods (so we do not have to pay P&P \$32,000 for pumping). Until we
68 decide what to do with the pump station. The motors and compressors weigh around 200
69 lbs. are dropped into an 18-foot hole, so a crane is needed to install either a motor or a
70 compressor. Arneson clarified that the current estimate we have now is \$65,000 for
71 wastewater, not including staff time. FEMA will refund this. On the water side we only
72 have about \$200 in water testing. Water and Sewer should be receiving \$30,000 from
73 FEMA for the repair to the sewer line under the bridge from the 2023 July flood.

74

75 **Discussion of repair of sewer line under Bridge St. bridge**

76 Timestamp: 0:20

77

78 People who participated in discussion: Wolaver, Arneson, Cote, Farr

79

80 Cote explained that we don't have an RFP yet. We know scaffolding alone will be
81 \$30,000. Holt Tanner is looking into boring under the river. Arneson concurred, we need
82 to decide what to do with the sewer line before winter. Cote continued that at a minimum
83 the hangars and insulation need to be replaced before winter. Farr spoke with other
84 farmers this weekend and they stated that applying for permission from the State to run a
85 manure line under the river wasn't terribly difficult, however the railroad has a lot more
86 stringent program. Farmers were successful going under the railroad.
87 Cote mentioned that trees have fallen and are now hanging over a property line, similarly
88 branches are overhanging the control panel, those trees need to be removed. Because the
89 power went out during tropical storm Debbie (Aug 2024) the pump station needed to be
90 pumped out 3 times (\$2200), because there is no generator at the pump station.
91 Dan Pratt is working on an estimate to raise the control pedestal and decide how large a
92 generator would be needed to run the pump station in a power outage.

93

94 **Discussion of requests by property owners for additional water meters**

95 Timestamp: 0:28

96

97 People who participated in discussion: Wolaver, Arneson, Cote, Farr, Furr

98

99 Cote stated they have now installed 70 out of 340. Several business property owners want
100 to separate their business from other business or apartment renters on the same meter. If
101 you only have one curb stop and two different accounts, how do we separate those two
102 businesses (when there is one account, and one curb stop). Cote wants to continue with
103 one curb stop and one meter. Sweet Simone’s for example wants 3 meters, with one curb
104 stop. Cote does not feel it’s the town’s problem when people want to separate accounts
105 on ONE curb stop. He added that he could offer the customer extra meters at a discount,
106 especially to business owners who have duplexes or triplexes. If a customer does not pay
107 their bill and Cote wants to shut off the water to that address, it wouldn’t be possible to
108 do so if there were more than one customer at a curb stop. Farr added that residential and
109 business pricing is different. Sweet Simone’s was used as an example where there are six
110 residential and two business accounts on the same meter. Cote said he has about 100
111 new-generation meters that could be given or sold to customers with more than one
112 business or residence at the same curb stop. This needs more research and more time for
113 discussion.

114

115 *Furr moved to table. Farr seconded.*

116 *Roll Call Vote: Farr, Furr, Miller, Wolaver in favor. Motion to table approved.*

117

118 **Update on Northern Border Regional Commission grant, for sewer expansion into**
119 **the Gateway, notice to proceed.**

120 Timestamp: 0:44

121

122 [https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2024/0](https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2024/08/4e_email_on_notice_to_proceed.pdf)
123 [8/4e_email_on_notice_to_proceed.pdf](https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2024/08/4e_email_on_notice_to_proceed.pdf)

124

125 People who participated in discussion: Wolaver, Arneson, Cote, Farr

126

127 Arneson explained that we received \$150,000 several years ago, and we were supposed
128 to proceed with construction. We received an extension in 2022 and another in 2023, and
129 now we are up for another extension of the notice to proceed. He asked the commission
130 what they would like to do, either ask for another extension or scrap the grant altogether.
131 Farr concurred that the fear is that if we wanted to apply for another grant, we would not
132 get approved because this one needs to be finalized. This money can only be used for
133 sewer gateway expansion. Arneson added that at this time other things are more pressing
134 due to the floods and if we gave the money back, we would not be precluded to apply for
135 it again.

136

137

138 **Superintendent’s Report**

139 Timestamp: 0:50

140

141 People who participated in discussion: Wolaver, Arneson, Cote

142

143 Cote explained that they have been spending a lot of time on installing the new Zenner
144 water meters. Water meters have already helped customers see their usage (it should
145 show 0.00 if you are not home or during the night) and discover leaks if usage is
146 unusually high.

147 They are cleaning out the aeration tank, there is still 20 cubic yards of grit in the bottom
148 to dispose of (budgeted \$15,000). He is trying to get a grit profile done by Cassella to get
149 the cost of disposal down considerably. Casella needs to know there are no heavy metals
150 or asbestos in the grit before they agree to put it in their landfill. Cote showed a picture of
151 the bar rack that was installed to protect the influent pump, balls from a ball pit that were
152 caught by the screens that are protecting the pumps at the plant.

153

154 **Update on approval by Senate Appropriations Subcommittee on Interior,**
155 **Environment, and Related Agencies of the Congressionally Directed Spending**
156 **Request for renovations to the septage receiving and processing facilities.**

157

158 Timestamp: 0:57

159

160 [https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2024/0](https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2024/08/4g_email_from_Senator_Sanders_Office.pdf)
161 [8/4g_email_from_Senator_Sanders_Office.pdf](https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2024/08/4g_email_from_Senator_Sanders_Office.pdf)

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163 [https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2024/0](https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2024/08/4g_email_from_Senator_Welch_s_office.pdf)
164 [8/4g_email_from_Senator_Welch_s_office.pdf](https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2024/08/4g_email_from_Senator_Welch_s_office.pdf)

165

166 People who participated in discussion: Wolaver, Arneson

167

168 Arneson reported we had a request for congressionally directed spending for the septage
169 receiving facility. We requested a little over \$4 million, it is moving on to Congress at
170 about \$1.25 million, which could be included in the budget.

171

172 **Update on inspection of cracks in water tank**

173 Timestamp: 0:57

174

175 People who participated in discussion: Arneson

176

177 Inspection of cracks in the water tank, our attorney is going to be able to contract an
178 engineer soon and hopefully get someone out to inspect soon.

179

180 **Update on progress of hiring a fourth staff member**

181 Timestamp: 0:57

182

183 People who participated in discussion: Arneson

184

185 Cote has 4 people to interview this week.

186

187 **Update on loan from Bond Bank for Wastewater Treatment Facility 20-year study**

188 Timestamp: 0:58

189

190 [4j_RF1-362-1.1_Richmond_Loan_Agreement_Signed_by_VBB.pdf \(richmondvt.gov\)](#)

191

192 People who participated in discussion: Arneson

193

194 Arneson mentioned that this is a loan from the Bond Bank for the second part of the 20-
195 year evaluation and to get us closer to a bond vote and to look for funding from other

196 resources, we asked for another \$75,000 which would get added onto the loan, which is
197 forgiven at 50%.

198

199 **Discuss Items for Next Agenda:**

200 Water meter discussion

201 Superintendent update

202 Monthly water numbers from August

203

204 **Adjournment**

205

206 *Farr moved to adjourn. Miller seconded.*

207 *Roll Call Vote: Farr, Furr, Miller, Wolaver in favor. Motion approved.*

208

209 Meeting adjourned at: 6:59 pm

210

211 **Chat file from Zoom:** None

212

213

214