

Town of Richmond
Special Meeting of Water and Sewer Commission
Minutes of September 2, 2025

Members Present: Bard Hill, Erin Farr, Jay Furr, David Sander, Morgan Wolaver

Members Absent: None

Staff Present: Superintendent Steve Cote; Town Manager Josh Arneson; Deputy Town Manager Duncan Wardwell

Others Present: The meeting was recorded for MMCTV Erin Wagg

MMCTV Video: MMCTV Erin Wagg

<https://youtu.be/rGEX3xBWqEM?si=9UyhDvwCoeMjBz2q>

Call to Order: 6:00 pm

Welcome: Wolaver

Public Comment: None

Additions or Deletions to the Agenda: None

Approval of Minutes, Warrants and Purchase Orders

Minutes:

Furr moved to approve the minutes of August 18, 2025. Hill seconded.

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

Purchase Orders: None

Warrants:

Sander moved to approve the Warrants as presented. Hill seconded.

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

Items for Presentation or Discussion with those present

Consideration of setting a date to hold a special meeting to review the following items related to the Wastewater Treatment Facility 20 Year Study: 1) the Preliminary Engineering Report 2) review funding options and 3) pump station and force main flood mitigation

Timestamp: 0:02

Arneson reviewed that this crosses over two different projects with each of the 3 topics:

1) the Preliminary Engineering Report 2) review funding options and 3) pump station and

force main flood mitigation

Furr moved to hold a special meeting on Tuesday, October 7, 2025 at 6pm to review the Preliminary Engineering Report and to review funding options for the Wastewater Treatment Facility 20 Year Study. Hill seconded
Roll Call Vote: Hill, Farr, Furr, Sander, Wolaver in favor. Motion approved.

Wolaver suggested sharing the spreadsheets a week before so the Commissioners can review them.

Consideration of approving a change order to the engineering for the 20 year study

Timestamp: 0:08

Arneson stated that there is a wetland piece that they want to add to it. They will look at it next meeting.

Update on easement obtainment for the Tilden Ave., Bridge St., and Cochran Rd. Waterline Replacement Project

Timestamp: 0:09

Cote confirmed that they have 3 easements signed and a couple more ready to go. Cote has a list and will make copies that he can send around to help collect the other easements. Cote stated that someone wants a second curb stop it would be the same easement.

Discussion of installing additional curb stops during the Tilden Ave., Bridge St., and Cochran Rd. Waterline Replacement Project including explanation of how a curb stop functions

Timestamp: 0:15

Cote stated that there might be other people who want an additional curb stop that do not have an easement. Arneson suggested sending out a letter to list the bid and explain the process that it does not guarantee an allocation.

Cote demonstrated the components of a curb stop from a water line. Ideally, the curb stops are put in the right-of-way, but Tilden Ave is so small they cannot keep them all in that area. Cote estimated it would cost \$350 to install a curb stop and housing over it.

Superintendent's Report

Timestamp: 0:47

Cote reviewed that Erin Kelley started today, she is from Montpelier and graduated Magna Cum Laude from UVM Environmental Science.

Cote confirmed that they successfully patched the day tank.

98
99 Cote stated that they have been taking about 38,000 gallons in septage a day.
100
101 Cote stated that all the water meters are installed. Wolaver suggested notifying everyone
102 when they can go online to monitor their water.
103
104
105 **Discuss Items for Next Agenda:**
106 -Informational meetings for 20-year upgrade
107
108
109 **Adjournment**
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111 *Furr moved to adjourn. Sander seconded.*
112 *Roll Call Vote: Hill, Farr, Furr, Sander, Wolaver in favor. Motion approved.*
113
114 **Meeting adjourned at: 6:54 pm**
115
116
117 **Chat file from Zoom: None**
118