

**Town of Richmond
Meeting of Water and Sewer Commission
Minutes of September 15, 2025**

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

Members Absent: Bard Hill

Staff Present: Town Manager Josh Arneson; Brad Snow, Water Resources

Others Present: The meeting was recorded for MMCTV Tom Astle, Mary Houle

MMCTV Video: <https://youtu.be/3pyCgJoddvs?si=UUSDLgPw3Ac390yY>

Call to Order: 6:00 pm

Welcome: Wolaver

Public Comment: None

Additions or Deletions to the Agenda: Farr suggested that they put something on Front Porch Forum or Town website that Water and Sewer plant does sell water especially with drought conditions.

Approval of Minutes, Warrants and Purchase Orders

Minutes:

Furr moved to approve the minutes of September 2, 2025. Farr seconded.

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

Purchase Orders:

Farr moved to approve PO# 5352 to Simon Operation Services for a Grade 4 Contracted Operator in the amount of \$42,996.00. Sander seconded.

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

Warrants:

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

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

Items for Presentation or Discussion with those present

Update on special meeting for a site visit to the Wastewater Treatment Facility

Timestamp: 0:09

Arneson summarized that MMCTV could video a tour for the Commission to explain the 20-year Study. Arneson stated that MMCTV preferred 6-7 PM on September 29th.

Review of August 2025 water data

Timestamp: 0:09

https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2025/09/4b_Monthly_Water_Report_for_August_2025.pdf

Snow summarized that they had some pump issues, but they got it right back in working order. Sander stated that while outside of the preferred range, it was in no way unsafe but just a little below the target range.

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

Timestamp: 0:11

https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2025/09/4c_Richmond_WWTF_-_Step_I_Amendment_2.pdf

Arneson reviewed the two additional services beyond the scope, the phased approach of the project and rate analysis.

Furr moved to approve the change order for the Wastewater 20 Year Study. Sander seconded.

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

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

Timestamp: 0:14

Snow summarized attempts to hand out easements. Arneson stated they are up to seven of the twenty-two that they need. Wolaver confirmed he would send another community email out.

Review of draft letter regarding the installation of additional curb stops during the Tilden Ave., Bridge St., and Cochran Rd. Waterline Replacement

Timestamp: 0:16

https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2025/09/4e_Letter_Regarding_Curb_Stops_-_DRAFT.pdf

Arneson summarized he drafted a letter looking for feedback from the Commission that outlines the project from previous meetings.

Superintendent's Report

Timestamp: 0:25

98
99 Snow stated that the new hire has been doing great. Snow confirmed he is looking into
100 the website for the water meters. Snow stated there have been no problems with the
101 press.
102
103 Farr reminded everyone with drought conditions that the Water and Sewer plant does sell
104 water.
105
106
107 **Discuss Items for Next Agenda:**
108 -MMCTV Tour
109 -New logo for shirts
110 -September water data
111 -Easement update
112 -Special meeting Oct 7
113
114
115 **Adjournment**
116
117 *Furr moved to adjourn. Sander seconded.*
118 *Roll Call Vote: Hill, Farr, Furr, Sander, Wolaver in favor. Motion approved.*
119
120 **Meeting adjourned at: 6:40 pm**
121
122 **Chat file from Zoom: None**
123