**Town of Richmond**

**Meeting of Water and Sewer Commission**

**Minutes of October 6, 2025**

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

**Members Absent**: Jay Furr

**Staff Present**: Town Manager Josh Arneson; Duncan Wardwell, Deputy Town Manager; Steve Cote, Water Resources Superintendent

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

**MMCTV Video:**  <https://youtu.be/kjQa73-XGx0?si=8PB7YtYA8IPL1nTF>

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

**Welcome:** Wolaver

**Public Comment:** Sander and Farr commented on the weather.

**Additions or Deletions to the Agenda:** None

**Approval of Minutes, Warrants and Purchase Orders**

**Minutes**:

*Sander moved to approve the minutes of September 15, 2025. Hill seconded.*

*Roll Call Vote: Hill, Sander, Wolaver in favor. Farr abstains. Motion approved.  
  
Sander moved to approve the minutes of September 29, 2025. Farr seconded.*

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

**Purchase Orders:** *Farr moved to approve purchase order number 5298 to Vermont Bond Bank for payment of the bond for the Water and Wastewater share of the Jericho Rd. project in the amount of $53,953.10. Sander seconded.**Roll Call Vote: Farr, Hill, Sander, Wolaver in favor. Motion approved.*

**Warrants**:

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

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

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

**Reminder of Special meeting on Oct. 7 to review the 20 year WWTF study, funding options, and the engineering study for pump station and force main flood mitigation**Timestamp: 0:16

<https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2025/10/4a_Special_Water_and_Sewer_Commission_Agenda_10-7-25.pdf>  
Wolaver and Hill reviewed the packet for the Oct 7th meeting with Hoyle Tanner.  
  
 **Update on the resupply of the water tank from the well**Timestamp: 0:18

Arneson summarized that on the morning of October 2, the tank did not get re-filled. Water was coming from the well, there were no big leaks found, and no fires the night before. The WWTF stopped receiving septage and selling water and asked customers to conserve water. Arneson reported that by Friday morning the tank was topped off and stayed that way through the weekend. Arneson did remind everyone that they are in drought conditions. They will continue to troubleshoot. The Town website provided updates: <https://www.richmondvt.gov/departments/water-wastewater>

**Review of September 2025 water data**Timestamp: 0:29

<https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2025/10/4c_Monthly_Water_Report_September_2025.pdf>  
Arneson stated that everything was in the acceptable range for fluoride. Sander observed that the pH variance was curious so perhaps the aquifer is low and getting seepage from other parts.   
 **Update on easement obtainment for the Tilden Ave., Bridge St., and Cochran Rd.   
Waterline Replacement Project**Timestamp: 0:30

Arneson summarized that they have 13 of the 22 easements. Cote has an updated list of who still needs to complete the easement.  
 **Update on accounts for individual customers to monitor their water use**Timestamp: 0:35

Arneson displayed the dashboard for the Town account that shows consumption by month or week or day. Arneson stated that instructions on how to sign up will go into the water bills this quarter with a QR code and link. The instructions will be personalized to include the water meter number and account number. Arneson will also put information on the website.

**Discussion of unavailable dates for special meetings this fall and winter**Timestamp: 0:40

Arneson stated that he shared a Google sheet with filled in holidays. Wolaver suggested waiting until the next meeting to confirm dates.  
  
  **Superintendent’s Report**Timestamp: 0:41

Arneson referenced the previous discussion of the water tank. Arneson thanked Steve and Brad for the tour last week. Arneson thanked MMCTV for making sure the footage stayed bright enough.

Cote confirmed that dropped a string and weight in the well and everything seems normal. He does not know what happened on the night of Oct 1-2.  
  
**Discuss Items for Next Agenda**:

-20-Year Study Review on Oct 7  
-Easement update  
-Monitor software  
-Water conversation update

**Adjournment**

*Hill moved to adjourn. seconded. Sander seconded.*

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

**Meeting adjourned at**: 6:51 pm

**Chat file from Zoom:** None