

**Town of Richmond
Meeting of Water and Sewer Commission
Minutes of October 20, 2025**

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

Members Absent: None

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, Denise Barnard,
Gary Bressor, Mary Houle

MMCTV Video: https://youtu.be/JoYuIUyRkz0?si=9FP_TbbSGbOXbuoV

Call to Order: 6:00 pm

Welcome: Wolaver

Public Comment: Sander stated that it is raining.

Additions or Deletions to the Agenda: None

Approval of Minutes, Warrants and Purchase Orders

Minutes:

Furr moved to approve the minutes of October 6, 2025. Sander seconded.

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

Sander moved to approve the minutes of October 7, 2025. Farr seconded.

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

Purchase Orders:

*Sander moved to amend Purchase Order number 5010 to Hoyle Tanner for the 20-year
wastewater treatment facility study to the amount of \$162,400. Furr seconded.*

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

Warrants:

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

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

Items for Presentation or Discussion with those present

48
49
50 **Follow up on Oct. 7 meeting regarding Wastewater Treatment Facility 20-year**
51 **study and the Pump Station and Force Main flood mitigation study**

52 Timestamp: 0:05

53
54 Arneson reviewed that the Commission voted to approve the preliminary engineering
55 report for the wastewater treatment facility 20-year study.

56
57 Arneson stated that they reviewed some funding options but need to use a future meeting
58 to discuss finalizing a budget bond vote for next summer of fall.

59
60 Arneson summarized the discussion about the different locations of the pump station for
61 the flood mitigation study. Cote reviewed that if they put the pump station at the park by
62 the Round Church then they would have to go deeper (~35 feet) and it would require
63 pylons to retain the sides of the bank and probably entail blasting. Cote illustrated that
64 the site in front of the Waterhouse would have to be a concrete tube structure with a
65 concrete platform about 7 feet high. Cote stated that if they did it at the current site then
66 the structure would have to come up ~9 feet and the construction would require
67 demolition of current pump station and closing off one lane of Bridge St. Cote and
68 Bressor and the engineer looked at a location behind the current pump station which is
69 above the 100-year flood plain but not above the 500-year floodplain but would require
70 negotiating with the property owners for the right of way. They will have a meeting with
71 the landowners to see if this is something they can pursue.

72
73
74 **Review of requests from the property owner of 205 Jericho Rd. in return for an**
75 **easement that the Town needs for the Tilden Ave., Bridge St., Cochran Rd.**
76 **waterline replacement project**

77 Timestamp: 0:23

78
79 Cote summarized that at the head of Millet St there is a lot of an infrastructure in the
80 roadway and in order to make it easier for construction, The property owner is asking for
81 a sewer hook-up and water curb stop to the property where the camper currently is on 205
82 Jericho Rd. Hill had questions about the request specifications for 72 Tilden Ave and
83 205 Jericho Rd. Cote confirmed they could do the two curb stops at 72 Tilden. The
84 property owners wanted to talk to the engineer as they were vague on their request and
85 understanding of the Zoning laws. Cote illustrated that the idea of the curb stop is to
86 avoid digging back into the travel lane. Hill stated that for all of these connections, the
87 proposal for water and sewer should clearly explain how much each one would be,
88 including curb stops. Arneson stated that they will bring this back to the next meeting
89 with some better numbers. Hill also requested the cost of the alternative of not doing the
90 easement and staying in the right-of-way.

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

99 Timestamp: 0:40

100
101 Arneson confirmed that they have obtained 13 of the 21 easements. Cote confirmed he
102 would send Wolaver and Arneson a spreadsheet so they could follow up.

103
104
105 **Update regarding online water accounts for customers to track water usage**

106 Timestamp: 0:41

107 [https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2025/1](https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2025/10/4d_Information_regarding_online_water_accounts_for_customers_to_track_water_usage.pdf)
108 [0/4d_Information_regarding_online_water_accounts_for_customers_to_track_water_usa](https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2025/10/4d_Information_regarding_online_water_accounts_for_customers_to_track_water_usage.pdf)
109 [ge.pdf](https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2025/10/4d_Information_regarding_online_water_accounts_for_customers_to_track_water_usage.pdf)

110
111 Wolaver confirmed that it worked for him. Cote summarized a situation where they
112 found a new tenant that might have had a running toilet at 150 gallons per hour.
113 Arneson demonstrated what it looks like for the Town account by month, week, day, and
114 hour. Arneson stated that the leak alert feature is coming soon.

115
116
117 **Update on operation of well and discussion regarding if there needs to be further**
118 **water conservation due to the drought**

119 Timestamp: 0:45

120
121 Cote thinks that they should continue to conserve water. Cote stated that for the most
122 part the well has been operating normally. Cote confirmed that he is turning away bulk
123 water haulers for instance a request for 8,000 gallons to fill a swimming pool.

124
125
126 **Superintendent's Report**

127 Timestamp: 0:49

128
129 Cote stated that they handled a tremendous amount of septage for this month, in the
130 800,000-gallon range. It has been hard to get Chittenden Solid Waste to get the trailer
131 dumped so they had to shut down for three days of taking septage. Cote summarized that
132 they have been asked to take 8,000 gallons per day for a washing project at Waterbury
133 Dam.

134
135 Cote stated that 80% of the new influent pump is here and the pump and motor is on its
136 way. Cote summarized that they switched the aeration tanks and in the process of
137 changing all the diffusers.

138
139 Cote mentioned that Erin Kelley, the new hire, is fantastic and learning. She is signed up
140 for a test at the beginning of November for her water license. Cote said that Coyle will
141 be taking his distribution water license to finish up his water apprenticeship and start his
142 wastewater apprenticeship.

145

146 **Discuss Items for Next Agenda:**

147 -Spreadsheet for bond payments next few meetings

148 -Easement follow up

149 -Pump station follow up

150 -October water numbers

151

152

153 **Adjournment**

154

155 *Furr moved to adjourn. Sander seconded.*

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

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158 **Meeting adjourned at: 6:58 pm**

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161 **Chat file from Zoom: None**

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