Town of Richmond
Meeting of Water and Sewer Commission
Minutes of November 3, 2025

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

Members Absent: Morgan Wolaver

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, 18024956710, Jon Kart, Lauren Esserman, Maria Poley, Mary Houle

MMCTV Video: https://youtu.be/QhMmhtwci6g?si=mdkwvU648ULV0X2F

Call to Order: 6:00 pm

Welcome: Farr

Public Comment: Farr stated that this has been the 10th day of rain.

Additions or Deletions to the Agenda: None

Approval of Minutes, Warrants and Purchase Orders

Minutes:

Sander moved to approve the minutes of October 20, 2025. Hill seconded.
Roll Call Vote: Farr, Hill, Sander in favor. Furr abstains. Motion approved.

Purchase Orders: None

Warrants:

Sander moved to approve the Warrants as presented. Hill seconded.
Roll Call Vote: Farr, Furr, Hill, Sander in favor. Motion approved.

Items for Presentation or Discussion with those present

Consideration of approving a water and wastewater allocation for 30 Browns Ct.
Timestamp: 0:02
https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2025/10/4a1_Water_Service_Allocation_Request__1_.pdf

https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2025/10/4a2_Sewer_Service_Allocation_Request__1_.pdf

Arneson reviewed that it is going to a duplex on the new lot. The request is for preliminary allocation of 720 gallons of water and 420 gallons of wastewater requesting an extension from 60 days to six months.

Sander moved to approve the preliminary water and wastewater allocations for 30 Browns Ct. in the amount of 720 gallons per day for water and 420 gallons per day for wastewater and to extend the application for up to 6 months to return for the final allocation. Hill seconded.
Roll Call Vote: Farr, Furr, Hill, Sander in favor. Motion approved.

Review of requests from the property owner of 205 Jericho Rd. in return for an easement that the Town needs for the Tilden Ave., Bridge St., Cochran Rd. waterline replacement project
Timestamp: 0:03
https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2025/10/4a1_Water_Service_Allocation_Request__1_.pdf

https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2025/10/4a2_Sewer_Service_Allocation_Request__1_.pdf

Arneson reviewed at the last meeting they did not have cost estimates for the sewer requests. The total estimated costs for the request is $13,000 but if it is just limited to water, it would be $5,500. The cost range to keep the project in the right-of-way is estimated to be between $15,000-$20,000. Hill commented that since they are working on water, then they should do the water which is cost effective. Hill asked why everybody wouldn't ask for free work on their property to provide an easement. Cote agreed that they are dealing with water and should not be adding sewer into it. Cote reviewed that if they say no to the easement then they have to keep the waterline in the right-of-way, with a storm drain, sewer line, communication line, and probably a gas line. Cote confirmed that 205 Jericho does not currently have a curb stop. Arneson stated that they should consider it as the easement would save the Town money. Furr and Farr also stated they would be open to the water. Cote stated they cannot go out to bid on the project until they obtain all the easements. Hill suggested that they respond to see if they are interested in discussing water only and to let them know more about size. Farr confirmed that at the next meeting they will look at the response to the water only negotiation. Furr suggested that Hill and Arneson start the negotiations (no objections).

Review of draft letter to residents regarding additional curb stops with waterline project
Timestamp: 0:24
https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2025/10/4c_2nd_Letter_Regarding_Curb_Stops__-_DRAFT.pdf

Arneson presented the letter in the packet that illustrated the $1,500 cost estimate. Hill clarified that it is an estimate, and they will know more once the bids come back from the

RFP. Arneson suggested stating in the letter that if someone is interested then they need to know by mid-December. Hill reviewed that their ordinance and bylaws require paying for an allocation. Arneson confirmed he will include that in the letter and get it out later this week.

Update on easement obtainment for the Tilden Ave., Bridge St., and Cochran Rd. Waterline Replacement Project
Timestamp: 0:30

Arneson stated that they currently have 14 of the 22 easements. Cote confirmed they will knock on doors, make phone calls, and send emails to get in contact with people.

Review of October water data
Timestamp: 0:31
https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2025/10/4e_Monthly_Water_Report_October_2025.pdf

Cote stated that two chlorine numbers were low as a few people complained about the water "tasting too chemically." Cote reviewed that they try to run it at 1.3 where the State asked them to stay above 0.8 parts per million. Cote stated that it is easy to maintain fluoride as it does not dissipate.

Follow up on options for the re-location of the pump station
Timestamp: 0:35
https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2025/10/4f_Response_from_VEM_regarding_Pumpstation_Location_on_Buyout_Property.pdf

Arneson reviewed from the last meeting that they were looking at a property off of Bridge St (44 Old Brooklyn Court) but it has an application for a FEMA buyout. Arneson reached out to FEMA, and they said it cannot be subdivided for the pump station. Arneson was double checking with FEMA as it is a municipal project that would bring the pump station out of the 100-year flood plain and into the 500-year flood plain. He will update at the next meeting. Arneson presented a map that shows the current proposed locations for the pump station. Cote illustrated where the pump station could be moved to the 500-year flood plain. Farr elaborated that they would have to get permission from FEMA before they could go to the engineers to get a drawing to review. Kart suggested he might consider dropping the FEMA buyout because it would not be expected for a long time. Cote stated that he will do an investigation with the engineer on the new proposed site at Old Brooklyn court so everyone can review it at a future meeting.

Superintendent's Report
Timestamp: 0:49

Cote stated that they have been buckling down for winter. All the diffusers have been

changed in the second aeration tank. Both clarifiers were drained and cleaned. The screw in dewatering broke down again but was welded back in less than 24 hours. They put in an overload switch on the motor to avoid the problem in the future. Cote stated they might change out the screw as it should a lot of wear. Cote reviewed that they have been taking a tremendous amount of septage (~750,000 gallons in October). The VOSHA inspection suggested they put in regular eyewash stations and plumb them.

Discuss Items for Next Agenda:
Pump station
Easements update
Early start for Hoyle-Tanner rate presentation

Adjournment

Sander moved to adjourn. Furr seconded.
Roll Call Vote: Farr, Furr, Hill, Sander in favor. Motion approved.

Meeting adjourned at: 6:58 pm

Chat file from Zoom: None