

Town of Richmond
Meeting of Water and Sewer Commission
Minutes of January 5, 2026

Members Present: Bard Hill, Erin Farr, 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, Noah
(14693373003), Chelsye Brooks, Daniel, Didier, Logan Hegg, Mary Ann Kittinger,
Trevor Brooks

MMCTV Video: <https://youtu.be/3ilZMZqqhfl?si=6qZZ8p6lPE-Zbst>

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:

*Sander moved to approve the minutes of December 15, 2025. Farr seconded.
Roll Call Vote: Farr, Hill, Sander, Wolaver in favor. Motion approved.*

Purchase Orders: None

Warrants:

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

Items for Presentation or Discussion with those present

**Consideration to hold the second January Water & Sewer Commission meeting on
Tuesday January 26, 2026 due to the MLK Day holiday on Monday, January 19,
2026.**

Timestamp: 0:03

Farr moved to hold the second January Water & Sewer Commission meeting on Tuesday January 20, 2026 due to the MLK Day holiday on Monday, January 19, 2026. Sander seconded
Roll Call Vote: Farr, Hill, Sander, Wolaver in favor. Motion approved.

Update on vehicle collision with fire hydrant at corner of Burnett Ct. and Jericho Rd. on 12/25/25

Timestamp: 0:04

Cote reviewed that a car broke a hydrant off and lost 350,000 gallons in 45 minutes. Cote and Brad Snow were able to isolate the tank from the rest of the system. It took a few days for the well to fill up the tank again. Arneson shared a video of the car on top of the hydrant. The car hit the hydrant hard enough to sever the breakaway and pipe. The next morning it was pumped out and Highway filled it in. Vermont Gas checked the exposed gas line to confirm it was not damaged. There is another hydrant ordered and will be installed when there are some warm days. Sander suggested putting a guardrail or bump-stop by the hydrant. Cote said there are big rocks that line the edges and the hydrant is on the other side of the sidewalk. Cote confirmed that there was no damage to the road down below where it went over the sides. The hole at the hydrant was about 8 ft down. Arneson confirmed there was no boil water notice.

Update on Zenner customer online water usage accounts

Timestamp: 0:14

Arneson noticed the speakers were not working so there was a significant delay. Noah from Zenner stated that he notified the president and designers of the account issues. This topic was continued later in the meeting to wait for other participants.

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

Timestamp: 0:17

Arneson stated that there are down to a few easements that need signatures. Arneson stated that the Selectboard will hopefully approve the 19 they already have at tonight's meeting. They plan to get the others accepted on the January 20 meeting and then they need to get the property transfer tax returns filled out. That all needs to be finished before construction. Arneson is working with the attorney on the best way to gather Social Security Numbers for security. The consensus is that they can go out to bid for construction.

Follow up on funding alternatives for the wastewater treatment facility 20 year upgrade

Timestamp: 0:21

https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2026/01/4d1_Overview_of_Alternatives.pdf

https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2026/01/4d2_Rate_Increases_for_Repayment_Alternatives.xlsx

https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2026/01/4d3_User_Rate_Analysis_-_V5_-_Alt_A.xlsx

https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2026/01/4d4_User_Rate_Analysis_-_V5_-_Alt_B.xlsx

https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2026/01/4d5_User_Rate_Analysis_-_V5_-_Alt_C.xlsx

https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2026/01/4d6_User_Rate_Analysis_-_V5_-_Alt_D1.xlsx

https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2026/01/4d7_User_Rate_Analysis_-_V5_-_Alt_D2.xlsx

https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2026/01/4d8_User_Rate_Analysis_-_V5_-_Alt_E1.xlsx

https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2026/01/4d9_User_Rate_Analysis_-_V5_-_Alt_E2.xlsx

Wolaver highlighted the different spreadsheets that provide different options for funding the 20-year upgrade. Hill listed the other possible sources of income as increased septage and taxpayer contributions. The taxpayer share could either be a property tax or a special options tax. Wolaver illustrated the perspective that the Camels Hump Middles School might bear a higher portion through a fixed rate fee as two other Towns are using it. Hill reviewed that previously they have based the customer group share based on the usage. In other words, if the school is 20% of the usage then they are billed based on that 20%. Farr observed that commercial people think the rates are too high and it is very expensive to run a business here. Hill stated that they set rates to generate a certain amount of revenue. They could use the current rate setting methodology to estimate the cost for the residential, commercial/government, and school users. Hill outlined that if they charge more for the Town Center building that that filters into everybody's taxes. Hill stated that the current percent revenue is 53% from residential, 33% from commercial/government, and 11% from, the school.

CONTINUED: Update on Zenner customer online water usage accounts

Timestamp: 0:22

Daniel reviewed that users were having trouble getting data to display in the customer portal. Hill stated that his dashboard and consumption report shows total use by month but for some reason the week, day, and hour data is not loading. Arneson presented the dashboard for the Town Center which showed missing weeks and days. The discussion was tabled for next meeting due to time constraints.

147 **TABLED - Review of December water data**
148 [https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2026/0](https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2026/01/4e_Monthly_Water_Report_December_2025.pdf)
149 [1/4e_Monthly_Water_Report_December_2025.pdf](https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2026/01/4e_Monthly_Water_Report_December_2025.pdf)
150
151
152 **TABLED - Superintendent's Report**
153
154
155 **Discuss Items for Next Agenda:**
156 - Update on Zenner customer online water usage accounts
157 - Review of December water data
158 - Superintendent's Report
159 -Funding alternatives
160 -Possible 5 PM start
161
162 **Adjournment**
163
164 *Sander moved to adjourn. Hill seconded.*
165 *Roll Call Vote: Farr, Hill, Sander, Wolaver in favor. Motion approved.*
166
167 **Meeting adjourned at: 6:58 pm**
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169 **Chat file from Zoom:**
170 01:05:16 MMCTV Erin Wagg: Please reboot laptop before next mtg starts.
171 01:05:27 Richmond Town Host: okay.
172