

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/3i1ZMZqqhfl?si=6qZXZ8p6lPE-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

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

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

56 Timestamp: 0:04

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

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72 **Update on Zenner customer online water usage accounts**

73 Timestamp: 0:14

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

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79

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

81 Timestamp: 0:17

82

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

90

91

92

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

94 Timestamp: 0:21

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

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99 [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/2026/01/4d2_Rate_Increases_for_Repayment_Alternatives.xlsx)
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102 [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/2026/01/4d3_User_Rate_Analysis - V5 - Alt A.xlsx)
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105 [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/2026/01/4d4_User_Rate_Analysis - V5 - Alt B.xlsx)
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108 [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/2026/01/4d5_User_Rate_Analysis - V5 - Alt C.xlsx)
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111 [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/2026/01/4d6_User_Rate_Analysis - V5 - Alt D1.xlsx)
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114 [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/2026/01/4d7_User_Rate_Analysis - V5 - Alt D2.xlsx)
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117 [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/2026/01/4d8_User_Rate_Analysis - V5 - Alt E1.xlsx)
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120 [https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2026/01/4d9 User Rate Analysis - V5 - Alt E2.xlsx](https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2026/01/4d9_User_Rate_Analysis - V5 - Alt E2.xlsx)
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123 Wolaver highlighted the different spreadsheets that provide different options for funding
124 the 20-year upgrade. Hill listed the other possible sources of income as increased septage
125 and taxpayer contributions. The taxpayer share could either be a property tax or a special
126 options tax. Wolaver illustrated the perspective that the Camels Hump Middles School
127 might bear a higher portion through a fixed rate fee as two other Towns are using it. Hill
128 reviewed that previously they have based the customer group share based on the usage.
129 In other words, if the school is 20% of the usage then they are billed based on that 20%.
130 Farr observed that commercial people think the rates are too high and it is very expensive
131 to run a business here. Hill stated that they set rates to generate a certain amount of
132 revenue. They could use the current rate setting methodology to estimate the cost for the
133 residential, commercial/government, and school users. Hill outlined that if they charge
134 more for the Town Center building that that filters into everybody's taxes. Hill stated
135 that the current percent revenue is 53% from residential, 33% from
136 commercial/government, and 11% from, the school.
137

138 **CONTINUED: Update on Zenner customer online water usage accounts**

139 Timestamp: 0:22

140 Daniel reviewed that users were having trouble getting data to display in the customer
141 portal. Hill stated that his dashboard and consumption report shows total use by month
142 but for some reason the week, day, and hour data is not loading. Arneson presented the
143 dashboard for the Town Center which showed missing weeks and days. The discussion
144 was tabled for next meeting due to time constraints.
145

147 **TABLED - Review of December water data**
148 https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2026/01/4e_Monthly_Water_Report_December_2025.pdf
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151
152 **TABLED - Superintendent's Report**
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155 **Discuss Items for Next Agenda:**

- Update on Zenner customer online water usage accounts
- Review of December water data
- Superintendent's Report
- Funding alternatives
- Possible 5 PM start

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162 **Adjournment**
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164 *Sander moved to adjourn. Hill seconded.*

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

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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