

Town of Richmond
Meeting of Water and Sewer Commission
Minutes of January 20, 2026

Members Present: Bard Hill, Erin Farr, David Sander, Greg Rabideau, 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, 14693373003
Daniel, Mary Houle, Noah Dew

MMCTV Video: <https://youtu.be/Ugk2xUoOB3M?si=mzPoe7TullzWM7Fc>

Call to Order: 6:00 pm

Welcome: Wolaver

Public Comment: Cote welcomed Rabideau as a new member.

Additions or Deletions to the Agenda: None

Approval of Minutes, Warrants and Purchase Orders

Minutes:

Hill moved to approve the minutes of January 5, 2026. Sander seconded.

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

Purchase Orders: None

Warrants:

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

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

Items for Presentation or Discussion with those present

Update on Zenner customer online water usage accounts

Timestamp: 0:03

Daniel presented the current look of the dashboard. Hill stated that his dashboard did not look that way when he checked an hour ago. The y-axis values did not have values that went high enough. The x-axis showed the same 12 AM to 7 PM values if viewing day,

month, or year. Cote said they should be dealing with units of gallons and not kilo-gallons. Arneson thought the listed numbers for kilo-gallons were just a scale of x10 off (so 1.3 k-gal would really be 13 gallons). Arneson and Wolaver also observed that the hours looked like GMT. Arneson stated that he will look at it again tomorrow, once he makes the changes.

Daniel presented how there is a rollout for analysis of leaks based on different periods of consumption.

Cote reviewed the customers concerns about their bill not matching the values in the portal. The customers wonder if it is a portal or meter problem. The customers' confidence in the system is down because the portals are not working right. Daniel suggested taking screenshots of their portals to send to him.

Review of December water data

Timestamp: 0:27

https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2026/01/4b_Monthly_Water_Report_December_2025.pdf

Farr stated that all the water data is within appropriate ranges.

Superintendent's Report

Timestamp: 0:28

Cote stated that they are still struggling with heat due to the circulator pumps from 1972. Cote stated that he wanted to put in more efficient pumps and would be about \$18,000 apiece for 2 horsepower pumps installed. The natural gas boiler is only 10 years old and is oversized at a million BTUs.

Cote reviewed that there was a breakdown in dewatering due to the shaft. They have the new liner and are waiting for the screw.

Cote stated that the new influent pump is about 85% in place. They are scheduled to shut down for two weeks in February to install the new control panel and flocculator.

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

Timestamp: 0:41

Arneson stated that they are down to need one easement. Arneson stated that he is working on outreach for the Property Transfer Tax Returns and should be able to start gathering information shortly.

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

Timestamp: 0:44

https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2026/01/4e1_Overview_of_Alternatives.pdf

https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2026/01/4e2_Rate_Increases_for_Repayment_Alternatives.xlsx

https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2026/01/4e3_User_Rate_Analysis_-_V5_-_Alt_A.xlsx

https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2026/01/4e4_User_Rate_Analysis_-_V5_-_Alt_B.xlsx

https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2026/01/4e5_User_Rate_Analysis_-_V5_-_Alt_C.xlsx

https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2026/01/4e6_User_Rate_Analysis_-_V5_-_Alt_D1.xlsx

https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2026/01/4e7_User_Rate_Analysis_-_V5_-_Alt_D2.xlsx

https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2026/01/4e8_User_Rate_Analysis_-_V5_-_Alt_E1.xlsx

https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2026/01/4e9_User_Rate_Analysis_-_V5_-_Alt_E2.xlsx

https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2026/01/4e10_How_to_Adopt_a_Local_Option_Tax_for_Vermont_towns.pdf

Farr stated that they did a spreadsheet with the school and the municipalities so they could see how it grows for those average bills. Hill reviewed that you cannot charge somebody more just because you think they have deep pockets. Arneson reviewed the different scenarios from the packet. Farr observed that Richmond has small businesses and they might be paying \$5,000 to use their toilet less than a residential unit does. Arneson suggested shifting some from the fixed fee to the usage fee. The problem is if everybody conserves then it collects less money. Hill stated that it would be shifting within the class as opposed to one class to another. The group discussed some possibilities with a 1% Option Tax. Wolaver stated that this will be a permanent part of the agenda.

Discuss Items for Next Agenda:

- 20-year upgrade funding
- Easements update
- Bids for waterline

147 **Adjournment**

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149 *Farr moved to adjourn. Sander seconded.*

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

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152 **Meeting adjourned at: 6:59 pm**

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154 **Chat file from Zoom: None**

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