

1 **Town of Richmond**
2 **Meeting of Water and Sewer Commission**
3 **Minutes of May 4, 2026**
4

5 **Members Present:** Erin Farr, Bard Hill, Greg Rabideau, David Sander, Morgan Wolaver

6
7 **Members Absent:** None

8
9 **Staff Present:** Town Manager Josh Arneson; Duncan Wardwell, Deputy Town Manager;
10 Steve Cote, Water Resources Superintendent;

11
12 **Others Present:** The meeting was recorded for MMCTV, Michael

13
14 **MMCTV Video:** <https://youtu.be/DlQh2Jpr5vg?si=QS7Azj3qaMNFdnLB>

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16 **Call to Order:** 6:00 PM

17
18 **Welcome:** Wolaver

19
20 **Public Comment:** Cote reported that there are two robins' nests with three babies.

21
22 **Additions or Deletions to the Agenda:** None

23
24 **Approval of Minutes, Warrants and Purchase Orders**

25
26 **Minutes:**

27
28 *Sander moved to approve the minutes of April 20, 2026. Rabideau seconded.*

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

31
32 **Purchase Orders:** None

33
34 **Warrants:**

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36 *Farr moved to approve the Warrants as presented. Hill seconded.*

37 *Roll Call Vote: Farr, Hill, Sander, Rabideau, Wolaver in favor. Motion approved.*
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40 **Items for Presentation or Discussion with those present**

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42
43 **Superintendent's report**

44 Timestamp: 0:03

45
46 Cote reported that the Waterhouse is going great, but the plant is frustrating. The press
47 and incline conveyor continue to be a problem. Cote stated that he is gone from May 7-

48 17 so it will be hard to keep taking septage when things break. The plan is only to take
49 the septage needed to process the waste sludge and to only run the press when they get a
50 digester full. They took 500,000 gallons of septage in April.

51

52 Cote stated that they have done all the monthly testing for the State.

53

54 Cote stated that they are going to mark Tilden St, Bridge St, and Cochran Rd in
55 preparation of the waterline replacement project. They need to exercise the valves that
56 will be shut off during the process.

57

58 Cote reported that the Wastewater plant has been running well other than the dewatering.

59

60

61 **Review of draft FY27 Budget and Rates**

62 Timestamp: 0:10

63 https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2026/0/5/4b1_FY27_Water_Wastewater_budget_DRAFT_5-4-26.pdf

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66 https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2026/0/5/4b2_FY27_Water_Wastewater_budget_DRAFT_5-4-26.xlsx

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68
69 https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2026/0/5/4b3_FY27_Water_and_Wastewater_rates_DRAFT_5-4-26.xlsx

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71
72 https://www.richmondvt.gov/fileadmin/files/Water_Sewer_Commission/Meetings/2026/0/5/4b4_WS_Rate_and_Budget_Charts_DRAFT_5-4-26.pdf

73

74
75 Arneson summarized that everything on the Water budget remains the same from last
76 time they reviewed it. The Wastewater budget changed biosolids chemicals from
77 \$60,000 to \$70,000 for price increases. Arneson stated they kept the Wastewater User
78 Revenue flat and added a line to the Wastewater Capital Reserve now at \$74,225, which
79 can be used for future loan paybacks.

80

81 Arneson stated that Water Restricted and Unrestricted remained the same. Arneson
82 summarized the Wastewater Unrestricted changes for the Wet Well, Effluent Discharge,
83 and Control Panels for Filters. The projected end of FY26 balance is \$319,114, the
84 projected FY27 Wastewater Budget is \$920,010, which is \$181,139 left for Unrestricted
85 funds in excess of 15% of budget. Arneson presented the Wastewater Capital projected
86 balance of \$170,933. Cote confirmed that the two things left for the press are the auger
87 system (~\$70,000) and the polymer system (\$28,000).

88

89 Arneson summarized that the amount raised from Water rates raised from \$387,000

90 (FY26) to \$408,000 (FY27). The amount raised from Wastewater rates are staying the
91 same at \$920,010. Arneson illustrated how the Water rates are driven by the increase in
92 the budget. They base everything on the previous 12 months of usage of Residential,
93 Commercial and School. The amount of money raised to each individual segment is
94 based on the percentage of water and sewer use. Arneson illustrated the process for
95 determining the fixed rates. For Residential, the revenue is based on 30% from Fixed
96 Rate and 70% comes from Metered Usage. For Commercial, it is 35% Fixed and 65%
97 Metered, and for School it is 50% Fixed and 50% Metered.

98
99 Cote suggested that they use the cost of living to increase the septage rate every year.
100 Cote also observed that other municipalities charge a fixed rate based on the meter size.
101 There are no categories for Residential, Commercial, and School but it is based on the
102 size of the water line. Cote described a breakout of 7,500 gallons where a user would pay
103 a higher Usage rate if using more than 7,500 gallons. Cote stated that their current
104 system is complicated to explain and confirmed that he could get the data for the different
105 meter sizes. Hill suggested looking at the criteria by which the meter size is chosen.
106 There is a possibility that some people have a large meter with modest flows.

107 108 109 **Discussion of septage rate**

110 Timestamp: 0:45

111
112 Cote stated that everybody in the State does a yearly increase. Montpelier increases the
113 rate based on the cost of living. Montpelier also charges a hauler a higher rate if they
114 have loads that have an adverse effect on the treatment plant. Cote confirmed that they
115 would have to write that in the Ordinance.

116 117 118 **Consideration of setting a date for the Annual Meeting**

119 Timestamp: 0:47

120
121 Arneson confirmed that the Selectboard might also have a special meeting on June 8.
122 They will confirm the actual time at the next meeting.

123 124 125 **Update on Tilden Ave., Bridge St., and Cochran Rd. Waterline Replacement Project**

126 Timestamp: 0:49

127
128 Arneson confirmed that they had a pre-construction meeting last week and getting all the
129 recording completed. Arneson summarized the timeline as starting on Tilden Ave in late
130 May and not getting over to the other side of the bridge until after school is out in mid to
131 late June. Arneson stated that they will post updates from the contractor and engineer on

132 what needs to be closed when. It will be on the Town website, Front Porch Forum, and a
133 statewide email.

134

135 Cote and Arneson reviewed that they are looking at paving 500 feet of Huntington Rd
136 where there is the last section of pipe. They might have to go back for a vote to use the
137 balance to complete the project.

138

139

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

141 Timestamp: 0:54

142

143 Arneson stated that there is not much of an update. Arneson stated that there is a separate
144 payment for the online system. Cote says he has refused to pay the bill until things work
145 properly.

146

147

148 **Discuss Items for Next Agenda:**

149 -Huntington Rd update from Tyler B

150 -Annual Meeting start time

151 -Septage rates

152

153

154 **Adjournment**

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156 *Hill moved to adjourn. Sander seconded.*

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

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159 **Meeting adjourned at: 6:56 PM**

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161 **Chat file from Zoom: None**

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