

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

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

**Members Absent:** Greg Rabideau

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

**Others Present:** The meeting was recorded for MMCTV Erin Wagg, Gary Bressor, Jean Bressor, Logan Brown, Maria Brown, Michael Miller, Trevor Brooks

**MMCTV Video:** [https://youtu.be/eY8UsTB168U?si=LvjeQ-6dOafzC\\_P-](https://youtu.be/eY8UsTB168U?si=LvjeQ-6dOafzC_P-)

**Call to Order:** 5:30 PM

**Welcome:** Farr

**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 July 6, 2026. Hill seconded.  
Roll Call Vote: Farr, Hill, Sander, Wolaver in favor. Motion approved.*

**Purchase Orders:**

*Sander moved to approve Purchase Order number 5626 to SimpleRoute for IT services for FY27 for the \$4,158.00 portion that is billable to water and sewer. Hill seconded.  
Roll Call Vote: Farr, Hill, Sander, Wolaver in favor. Motion approved.*

*Sander moved to approve Purchase Order number 5318 to M&T Bank / Wilmington Trust for the Water Reservoir Loan in the amount of \$37,704.86. Hill seconded.  
Roll Call Vote: Farr, Hill, Sander, Wolaver in favor. Motion approved.*

Cote suggested going out to bid for new IT services because he does not think that SimpleRoute is worth it. A couple of things have been delayed and problems with the printer and scanner have not been solved.

**Warrants:**

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

## **Items for Presentation or Discussion with those present**

### **Update on Tilden Ave., Bridge St., and Cochran Rd. Waterline Replacement Project** Timestamp: 0:12

Cote summarized the Tilden Ave is nearing completion as the new line is full of water but needs to maintain 200 pounds of pressure for two hours. On Cochran Rd, they are searching for the end of an old repair. On Bridge St, there was progress made on the 12-inch pipe that was put across the bridge and more construction coming up.

BrownM asked about the updates on the project and how the schedule aligns with what is shared in the community. The communication is very misinforming, and they have tenants moving in on Cochran Rd on August 3. Cote stated he is reliant on the contractor giving him up-to-date information. BrownM stated that the contractors are not putting notes on doors when water goes out or they block driveways. BrownL stated that he has been cursed at, their mailbox was broken, and the supervisor said that he cannot control them. Arneson confirmed that he followed up with head of the project to address the issues. Arneson stays in touch with the engineer and the foreman and gets updates out as soon as things change. Wolaver stated his concern about a flagger on Tilden Ave that should not have been working due to heat stroke. Farr stated that she would join Arneson and Cote on a follow up meeting with the contractor.

### **Superintendent's report** Timestamp: 0:26

Cote reviewed that they are off the Boil Water Notice and summarized the issues with the valve. The water tank went down to 16-ft and it took three days to get back to normal. The wastewater plant could not take septage due to the polymer system and everything else going on. The gearbox for the day tank agitator is shut, and he has an estimate of \$2,500 with a six week wait. Cote stated he has a workaround by keeping the day tank at a low level.

### **Review of wastewater report for the month of June** Timestamp: 0:35 4c June 2026 WR43 pdf 1

Cote summarized that the permit requires them to test BOD, TSS, and phosphorus once a month. The Influent numbers represent what is taken in by the Town. Cote and Arneson reviewed the Influent and Effluent numbers in the packet. Cote illustrated that they sample the pressed gallons once every two months. The digester pH is not required but helps them find a sweet spot. Cote stated that are starting to get some mixed liquor numbers. Cote reviewed other wastewater data sets. Cote stated that they also have a phosphorus spreadsheet for the ~97% removal at the plant. The State cares about the

Effluent numbers.

## **Review of June water data**

Timestamp: 0:49

### 4d Monthly Water Report June 2026

Arneson reviewed the highlighted numbers where it was a little bit below in fluoride and a day below in chlorine.

## **Follow up on discussion of possible 1% local option tax on sales, meals & alcoholic beverages, and/or rooms with a portion of the revenue generated being used to help pay for the cost of necessary renovations to the Wastewater Treatment Facility**

Timestamp 0:49

4e01 How to Adopt a Local Option Tax for Vermont towns.pdf

4e02 Local Option Tax - Brief Overview from VLCT

4e03 Links to Information Regarding Local Option Tax

4e04 Guidance on Article Wording for Local Option Tax

4e05 Chart showing impact of LOT on future rates

4e06 VLCT Regarding Sunset of LOT

4e06.5 Q A with State on LOT

4e07 User Rate Alt 1 - Base Model

4e08 User Rate Alt 2 - No LOT

4e09 User Rate Alt 3 - No LOT Add Tax Share

4e10 User Rate Alt 4 - Add Tax Share

4e11 User Rate Alt 5 - Add Tax Share No Loan Suppression

Arneson reviewed the information from the packet. There is conflicting information on if there is a sunset clause. Hoyle-Tanner provided a chart to show what it would look with or without the Local Option Tax (LOT). Arneson reviewed the “Q&A with State of LOT” document from the packet. Farr stated that there a lot of reasons why business owners would be disinclined to do the LOT. Brown confirmed that there are a small number of Towns with no LOT and it creates logistics because there is a dollar amount for every Town. It is reported by municipality. Hill listed the Chittenden County towns with a LOT tax as Bolton, Burlington, Colchester, Essex Junction, South Burlington, Williston, Winooski. Hill stated that the businesses on the system will either pay with the LOT or the rate fees. BrownM stated that an increase in a water bill is a tax deduction for her business. Cote stated that Hoyle Tanner is shooting for the final design so they can go out to a March vote.

## **Discussion of potentially relocating the wastewater pump station to the 401 Bridge St. parcel, possible executive session**

Timestamp: 1:12

4f1 email on drilling results

4f2 Richmond VT - Bridge Street PS Location 2 for Ledge Probes R2

Arneson reviewed that they had some test probes done and the ledge is far enough down

147 that the engineer feels comfortable locating the wastewater pump station to get it higher  
148 and help protect it from future flooding. Arneson reviewed the drilling results and probe  
149 locations in the packet. BressorG illustrated a way to help the Town with a deal.  
150 Arneson suggested more time to discuss at an upcoming meeting.

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153 **Discuss Items for Next Agenda:**

154 -Follow up to Discussion of potentially relocating the wastewater pump station to the 401  
155 Bridge St. parcel

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158 **Adjournment**

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160 *Sander moved to adjourn. Hill seconded.*

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

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163 **Meeting adjourned at: 6:58 PM**

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165 **Chat file from Zoom:**

166 00:24:32 Duncan Wardwell: I cannot see or hear yet

167 00:24:51 Duncan Wardwell: Got it

168 00:25:01 Duncan Wardwell: Yes start over please