

Randolph Water/Wastewater Advisory Committee

Meeting Minutes – March 25, 2016

Randolph Town Hall – 7 Summer Street

Present: Members, Mary Hardy, Suzanne Pickett, Jerry Ward, John Lutz and Don Maynard, Water/Wastewater Superintendent Elizabeth Walker, Utility Billing Accountant Monique Sanders, Town Engineer Mardee Sanchez and Public Lisa Wall, Paul Rea, Tom Schersten and Todd Wright.

Chair Ward called to order: 8:30 AM.

1. Election of Officers

Maynard/Hardy moved to elect Lutz as Vice Chair. The motion passed 5-0-0.

Hardy/Maynard moved to elect Pickett as Clerk. The motion passed 5-0-0.

2. Public to be heard

Mr. Schersten, former member of the Committee, thanked the Committee and staff for 3 wonderful years as Committee Chair and complimented the members on being such a good working group of people.

3. Lisa Wall – Request for additional water and wastewater allocations for converting an insurance office into a beauty salon at 8 South Main Street

Ms. Wall, present before the meeting started, was represented by Mr. Rea for this request.

Maynard/Lutz moved to recommend the Selectboard approve additional water and wastewater allocations of 90 and 80 gallons per day, respectively, for the beauty salon at 8 South Main Street. The motion passed 5-0-0.

4. Todd Wright – Request to disconnect from the wastewater system at 12 Hull Street

Pickett recused herself from the Committee as she is the engineer for Mr. Wright. From his notes many years old, Maynard overviewed the past history of the service connection which was that it is a long connection, once serving three properties but now only serving Mr. Wright's property. The connection is privately owned.

Mr. Wright and Ms. Pickett indicated that the line is broken and to replace or to tie in to a closer manhole is very involved with respect to easement and/or actual construction, and expensive.

Walker cautioned that if disconnection is allowed, the line should be plugged at the manhole by the golf course, as the long service connection is clay tile and, even if not used by Mr. Wright, it could be letting in infiltration or inflow which would be a detriment to the system.

Maynard/Ward moved to recommend the Selectboard grant Mr. Wright's request to disconnect from the wastewater system because the district can't provide adequate service, and such approval shall be contingent upon the line being properly plugged at the manhole in a manner satisfactory to the Superintendent. The motion passed 4-0-1, with Pickett abstaining.

5. Review of new water supply proposals

Four proposals were received from: Dubois & King, Horizons Engineering, Dufresne Group and Otter Creek Engineering. The Committee reviewed the four technical proposals and it was decided that interviews were not needed. In the end, the Committee ranked first the proposal by Dufresne Group due to the level of effort in selecting the well sites and the depth of the proposal in general. In comparison to the overall cost of the project, the Committee felt the higher cost is worth the extra effort.

Maynard/Hardy moved to recommend the Selectboard, pending satisfactory client references, enter into a contract with Dufresne Group as indicated in the first part of the proposal for the well (i.e. the well drilling would still have to go out to competitive bidding). The motion passed 5-0-0.

6. Systems' Updates

Walker overviewed her handout (attached).

7. Wastewater Rates

For the benefit of new and newer members Ward and Pickett, Maynard overviewed the rates' increases process that has taken place over the past year or so. The Committee then reviewed the spreadsheets on options for new rates to achieve an annual wastewater revenue of \$790,000.

Lutz/Maynard moved to recommend the Selectboard increase the wastewater rate to a \$70 service connection fee that comes with 5 hundred cubic feet (HCF) with a usage rate of \$12.50 per HCF over 5, because such a structure will 1) promote conservation because of the higher usage rate and 2) results in a relatively equal increase (1.1x current) across all users. The motion passed 5-0-0.

8. Minutes

Hardy/Ward moved to accept the minutes of February 19, 2016 as written. The motion passed 4-0-1, with Ward abstaining.

9. Old/new business

The next meeting was scheduled for April 29, 2016.

Sanchez handed out the monthly budget report for the wastewater treatment plant project.

6. Adjournment

Hardy/Lutz moved to adjourn. The motion passed 5-0-0 and the meeting ended at 10:54 AM.

Respectfully submitted,

Approved: as written as edited

Mardee Sanchez

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