

**Plainfield Water/Waste Water Commission
Emergency Meeting Minutes for September 25, 2017**

Present: Mary Lane, Tim Phillips, Joshua Pitts

6:30 PM - Meeting called to order.

Agenda

Agenda was approved without changes

Discuss Meter Installation Issue

- Greg emailed the Commission seeking guidance for how to address a request from the Stangers. They didn't allow the full upgrade to meters/Pressure Reduction Valves and Expansion tank to be done to their house when we did the metering work on all the other houses. Now, they would like the work done.

This is the guidance.

The meter project provided the hardware for every connected user on the system at the time. In the event that the Stangers would now like an expansion tank installed, the hardware provided for a home connection during the meter project will be provided at the system's expense. The Plainfield operators will do the necessary work exterior to the Stangers' home, however - per the metering project - a licensed plumber is needed to do any installation inside the house. Therefore, the Stangers will need to hire a licensed plumber at their own expense to conduct any installation or modification of their interior piping.

Discussion of signatory authority for the Asset Management Grant

- the Commission decided that Mary would be the principal signatory for anything involving the Asset Management Grant, with Tim and Josh acting as backups if Mary is not available.

Attend Selectboard meeting to discuss Asset Management program

- The Application to the State for the grant and the contract with Aldrich & Elliot were discussed with the Selectboard
- The Selectboard signed the grant application form and witnessed Mary's signature for contract. Managing the Grant was left in the Commission's hands.

The meeting adjourned at 7:40 PM

Submitted by Tim Phillips