

**Plainfield Water/WasteWater Commission
Special Meeting Minutes for January 9, 2026**

Present In Meeting: Scott Stewart, Karl Bissex, Mary Lane, Tristan Macgregor-Stewart, Tim Phillips

2:02PM Meeting called to order

Review/approve agenda

Agenda approved

Discuss/ create 7/1/2026 - 6/30/27 Water/Wastewater Budgets

The Water budget was discussed.

The state now requires the water system operators have a distribution license to run the water system. This is in addition to the licences they already hold.. Both operators have obtained this certification this year. That increases their value. The distribution license requires an additional 5 credit hours per year to hold since both operators have the required Grade 2 water license and the credits are combined. So this adds about 50% more hours to what they must obtain each year to remain certified. The Commission decided a pay increase of \$2 per hour for each operator was appropriate. This will be split between water and waste water budgets due to how the operators are paid.

The Commission reviewed the current year's budget. A 6% increase was assigned as starting point of an inflationary increase. The actual expenditure for each line item this year was compared to the budgeted amount. An appropriate amount for the upcoming year was decided upon and recorded. The decisions are listed below.

- office supplies - increased by 6%
- computer support - increased by 6%
- supply and system maintenance - increased by 6%
- water line repairs - increased by 6%
- safety equipment - set to \$300 for this year
- mowing - set to \$1,500
- electricity - set to \$2000
- cellphone/internet - set to \$2,000
- furnace repairs and fuel - set to \$2,000
- boots - were unchanged
- staff training - increased by 6%
- chemical supplies - set to \$800
- testing - no change
- truck maintenance - increased by 6%
- advertisement and publication - no change

capital improvements - increased by 6%

Other business

The Commission discussed altering how Impact Fees are calculated. For the request coming from the former Goddard College, Tristan suggested grandfathering in the 71 allocations that match their current usage. Beyond that, he feels the calculation should be altered going forward. He thinks the impact fee should be created by rounding the engineering estimate up to the closest increment of 450 gallons per day. The standard allocation is 450 gallons per day and that full amount of service is what should be paid for as an impact...not some percentage of that as is now done by just using the engineering estimate. The Commission agreed with this alteration and agreed to add an example of the calculation to the relevant policy document.

Tristan provided an update about the recent problem at Cierra and Sean Martin's residence on Martin Meadow road. On New Year's day, their sewer backed up. They had Roto-Rooter come and try to clear the blockage. That failed. They then had an excavator come on the assumption the problem was a broken pipe. That wasn't the case. Tristan had the contractor connect the Martin's pipe onto Tim Phillips's line for the last 4 feet before the septic main to restore service to the Martin's house. Tristan reviewed the septic line maps and has decided the Martins' house was still connected to the old septic main. This was superseded in the 1960s and somehow the Martins' house was not transferred to the new line. Tristan feels that the waste water system should assume responsibility for paying for the excavation and line jettings that the Martins' had done trying to correct the problem. The Martins should pay for the initial Roto-Rooter visit. After winter, the system should bear the expense to do the work necessary to give the Martin house its own dedicated line to the new septic main as should have been done back in the 1960s. The Commission agreed with Tristan's plan.

The meeting adjourned 3:45PM

Submitted by Tim Phillips