

Plainfield Water/WasteWater Commission
DRAFT Meeting Minutes for April 21, 2026

Present In Meeting: Scott Stewart, Carol Smith, Mary Lane, Tristan Macgregor-Stewart, Tim Phillips, Alana Norway

5:20 Meeting called to order

Review/approve agenda

Agenda approved

Review/adopt minutes

Approved minutes for March 26, 2026 as edited

Q & A With New Commissioner, Alana Norway

Tristan will email Alana copies of ordinances and policies

Mary asked Alana to watch the ethics and open meeting policy videos. Alana said she would then email Peter Youngbaer that she'd accomplished these tasks

Mowing

Jason Cushing - the person who has historically done the mowing has contacted Tristan and indicated he is continuing last year's prices for mowing. Tristan is satisfied with Jason's work and would like to use him this year. Tristan thinks every 3-5 years the system should get competitive quotes to make sure the fee is realistic.

Creative Campus At Goddard

At the last Commission meeting, the Creative Campus had not paid their bill. The bill has been paid. Tristan had not gotten to the point of putting up shutoff notices before the payment arrived. Northwood Apartments is also paid in full at this time.

Chief Facility Operator's report

Kathy Kaumb has started as an Assistant Operator. On her first day, the main broke on East Hill Kathy put in a 13 hour day and showed up the following day, so that is good. When the break on East Hill was uncovered, the operators couldn't source the required parts and had to reclose the excavation for the night. They supplied bottled water to the 5 impacted homes and returned the following day and got things repaired. George Springston and Rose Paul contacted the system reporting that they didn't have water. A new excavation was opened that allowed replacement of the line from the main to the impacted house and replacement of the non-functioning shutoff valve. The 5 homes affected by this break were on a boil notice until the afternoon of Tuesday 4/21/2026.

On 4/21/2026, the operators began correcting the septic line connection for the Martin house on the entrance to Martin Meadow. Most of the active septic lines in the town date from 1968. The Martin property was still connected to the 1930s vintage clay tile line that was the working line before 1968. After Christmas 2025, the old line failed below Martins and the Martins' line was temporarily connected to Tim Phillips' line. This correction was to connect the Martin house to the 1968 line as should have been done in 1968. The system has assumed responsibility for this work as it should have been done when the new line was installed in 1968.

Tristan has had the clay line inspected. It runs down the right-hand side of the Meadow as you enter it with all houses down to the Old Friend's Meeting house connected to it. There are no manholes on the old line. Tristan has started planning to replace this line in a few years.

The road crew is planning to repave the road leading up to Maple Hill. There are old manholes along that need repair. Doing it now before the road is repaved will be a money-saver. Tristan is working with Michael Bingham to coordinate things. Tristan's intention is to rent a mini-excavator and do the repair work with the system staff.

Tristan would like to have Scott Franks left on payroll so he can be brought back in once he retires to handle some small projects that will take a few days each to accomplish. Scott would also be available as a substitute operator to cover organized leave.

Carol asked if there were a couple of personnel policy issues that need to be adjusted to support Water/WasteWater staff. Tristan thought this was so, but didn't remember specifics at the moment. Carol indicated the SelectBoard intends to discuss the personnel policy at their Monday meeting. Mary asked who should attend, Tristan or a Commissioner. Tristan needs to review the policy and will email the Commission to let them know if his concerns are fairly small or large enough to request the SelectBoard reschedule the discussion until the Commission can better prepare to identify its issues.

Approve warrants

Tabled until next meeting

Executive Session, Personnel

Chair Mary Lane authorized Carol Smith and Tim Phillips to be present in the Executive Session.

Entered Executive Session 6:25PM

Exited Executive Session 7:05PM

More information was needed to make a decision so nothing was decided during the Executive Session.

Other business

None

The next meeting is scheduled for May 19, 2026 at 5:15PM as a hybrid in person/Zoom meeting.

The meeting adjourned 7:08PM

Submitted by Tim Phillips

