

**Plainfield Water/WasteWater Commission  
Meeting Minutes for February 11, 2019**

Present: Tim Phillips, Carol Smith, Mary Lane, Josh Pitts, Greg Chamberlin (called in)

5:19 PM - Meeting called to order.

**Review/Adopt Agenda**

- Removed Hydrant Flags as a topic as the flags have already been purchased

**Review/Adopt Minutes**

Minutes for 2019-01-22 and 2019-02-06 were approved as written

**Discuss recent allocation request**

Mike Bielawski bought Leah Kelly's place on Sugarwood Drive. He wants to rent the apartment in that structure now. He came in to get the needed allocation at a previous meeting and agreed to pay all the fees immediately. He now wants to pay in installments across several months. The Commission directed Carol to send a letter explaining the complete amount was due 30 days from this meeting.

The property on Sugarwood owned by Dan Towner and Yvonne Byrd is for sale. The sale notice identifies a space that could be converted to an apartment. Tim will contact the sellers to politely remind them that creating an apartment will require paying for a 2nd allocation.

**Illegal apartment (owner never applied for extra unit of W/WW)**

Marilyn Davis on Route 2 has an apartment on her property. She does not have a 2nd allocation and never paid the connection fees.

Carol will contact the Marshfield listers to see if they show an apartment in this building. She will also draft a letter explaining the need for a 2nd allocation and impact fees to be paid.

**Emergency/Vulnerability Plan**

Greg has an electronic template coming that will make creating this easier.

**Asset Management Plan**

Tristan has reviewed. The big issues are the funding pages that detail how we are going to pay to do everything.

**Chief Operator's Report**

Greg and Tristan replaced the frost plate at Lucille Knowles' place on Hudson Avenue. Greg has asked George Cushing to talk with Efficiency Vermont to see if something more permanent can be done to protect the frost plate against deep cold.

The Waste Water plant decanter #1 has started malfunctioning. Champlain Associates are coming to check on it. There is going to be a bill for this. Greg is guessing in the \$1000 range.

The chlorine pump valve at the reservoir is malfunctioning. Greg is waiting a bit to buy a replacement as the newer ones look more robust.

**Clerk's Financial Report**

Goddard paid early. The Water payments are coming in very well.

**Sign And Approve Warrants**

Approved Payroll and Payable Warrants from the following dates: 1/18/2019 , 1/25/2019, 1/31/2019 and 2/8/2019.

**Other Business**

None

The date of the next monthly meeting is March 18, 2019 at 5:15PM.

The meeting adjourned at 6:25 PM

Submitted by Tim Phillips