

**Plainfield Water/WasteWater Commission
Special Meeting Minutes for December 28, 2020**

Present In Zoom Session: Tim Phillips, Tristan Macgregor-stewart, Greg Chamberlin, Josh Pitts, Mary Lane

1:06PM Meeting called to order.

Review/approve agenda

Agenda was approved

Begin To Create Water & WasteWater budget

Water Budget

Office supplies left at \$600

Computer office \$2,075

Computer plant at \$360

Supplies and system maintenance reduced to \$6,000

\$300.00 allocated for generator service at the reservoir.

\$1500 Mission control system

Waterline repairs left at \$20,000 as a fallback for failures

Safety equipment left at \$350

Auditors left at \$1000

Bank Fee left at \$5

Legal Fees/VLCT Dues left at \$450

Taxes To Marshfield left at \$1,100

Mowing left at \$1000

Electricity/GMP left at \$1000

Phone/Cell/Internet left at \$1450

Furnace Repairs/Fuel raised to \$1300 to handle fueling emergency generator as well

Uniforms left at \$350

Staff Training left at \$350

Chemicals & Supplies left at \$1000

Testing left at \$3000

Truck Maintenance set to \$500 (not a lot of ongoing expense)

State Water Flow Fees left at \$900

Misc/Advts/Publications left at \$600

Capital Improvement \$35,000

\$25,000 barre hill line replacement

\$10,000 valves, hydrants (asset management things)

Equipment Fund left at \$2,200

The remains of the existing supplies and system maintenance budget will be used to put a roof on the well house this spring

Waste Water

Office Supplies/Postage increased to \$800 because we seem to be spending more this year
Supplies & System Repairs left at \$45,000
 \$4,000 for repairing 4 manholes
 \$2,000 UV bulbs every year
Computer Office at \$2,075 from Carol
Computer Plant left at \$300
Equipment Repairs/Parts left at \$23,000
Auditors left at \$1,000
Bank Fees left at \$5
Legal Fees/VLCT Dues left \$450
Electricity/GMP increased to \$21,000 due to amount being spend in year to date
Telephone left at \$1,450
Fuel/Furnace Repairs increased to \$2000 due to spending to date
Chemicals left at \$3,950 for the phosphorus reduction
Sludge Disposal increased to \$44,000 (montpelier is more expensive, had to have tanks drawn down several times)
Uniforms left at \$350
Audit left at \$0
Laboratory Services left at \$6,520
Mowing left at \$1,000
Staff Training left at \$600
Truck Fuel/Maintenance left at \$500
Safety Equipment left at \$300
Miscellaneous set to \$300 because of year to date
Capital Improvement left at \$1,5000
 This is replenishment for buying the trash-rack
Equipment Fund left at \$8,000
 This is for PLC and waste pump blower replacement in the next 2-3 year.

Other business

None

Setting the next meeting date was deferred as it is not known when the Town Clerks will be able to supply the missing numbers that they determine.

The meeting adjourned at 3:55PM

Submitted by Tim Phillips