

**Plainfield Water/WasteWater Commission
Meeting Minutes for November 22nd, 2022**

Present In Zoom Session: Tim Phillips, Carol Smith, Josh Pitts, Mary Lane, Tristan Macgregor-Stewart, George Cushing

5:16 Meeting called to order

Review/approve agenda

Agenda approved

Review/adopt minutes

Approved minutes for September 9th, 20th, 21st and 29th.

Clerk's financial report

Carol is still getting the budget stuff together. She is super-busy. Having trouble with new banking software. There is another delinquency happening. Carol is getting phone calls from people complaining about costs.

Executive Session, Personnel Discussion

Entered executive session at 5:22PM. Exited executive session at 5:35PM

While in session we discussed assistant operator Scott Franks performance to date and giving him a raise now that he has passed his Water Operator examination.

After the executive session, a motion was made to raise Scott Frank's to \$23 an hour. Motion passed unanimously. Carol will make this change for his next paycheck.

Approve Change Of use For Outer Spice Cafe

A motion was made to approve the received Change Of Use application for Outer Spice Cafe. The motion passed unanimously.

Allocation Discussion

Discussed how allocations are calculated for houses containing small business. Tristan pointed out that the basic allocations are based on state-wide tables and practices.

Chief Facility Operator's report

Scott Franks is doing really well. He has passed the Water Operator exam and will be taking training/exam for WasteWater after the 1st of the year.

Discussed phone/laptop and keys that haven't been returned yet by Greg.

Budget

Mary feels that we can't raise rates.

Tristan had a call from someone at the state and there seems to be ARPA money around for projects.

Sludge tanks need to be resurfaced. Tristan's has estimates of about \$15,000 to do.

Large trees hanging over the tanks need removal. Marshfield Logging quoted \$2,000 to remove those.

Need to redo the roof on the well building. About \$1,500 to rebuild the roof and the door-frame.

Get 6 manholes done. That would get all those on Main Street fixed before it gets repaved. Estimate of \$20,000 to do those.

Variable frequency drive on the sludge pump in tank 1 needs replacement and will be done from this year's budget. . Sludge tank 2 will probably need replacement. Estimate is \$10,000.

Tristan pointed out we have discussed paying the operators to carry the on-call phone when they have it outside their normal work hours.

George Cushing joined meeting at 6:16PM with concerns about two people with large bills

Wanda Berte - she had contacted Carol and Carol had asked her to provide a letter of what was going on for submission to the Commission. Wanda hasn't done that yet.

Nathan Hart - Greg has checked the meter several times and it showed normal operation. It seems like there is a leak or actual usage somewhere on Hart's property. Tristan offered to test the meter. If the meter is within spec, the owner of the meter is charged for the testing. If the meter is out of spec, the system will adjust the fee to match and replace the meter with a correctly calibrated one.

Neither owner has asked Tristan to test their meters. Wanda has asked in the past and it has been tested and was fine.

Tristan stated the Wanda's property has a different meter that Tristan can actually check a 30 day history on.

George left the meeting at 6:45PM

Tristan would like a plan in place to deal with the "temporary" sewer line on the Hart property that has been there a year and half.

Approve warrants

Warrants for 9/29/22, 10/7/22, 10/12/22, 10/14/22, 10/21/22, 10/23/22, 10/28/22, 11/4/22, 11/10/22, 11/18/22 were approved

Other business

None

The next meeting was scheduled for December 20th, 2022 at 5:15PM as a ZOOM session. A budget meeting was scheduled for December 9th, 2022 at 3PM as a ZOOM session

The meeting adjourned 7:02PM

Submitted by Tim Phillips