

**Plainfield Water/WasteWater Commission  
Meeting Minutes for January 10th, 2023**

Present In Zoom Session: Tim Phillips, Carol Smith, Josh Pitts, Mary Lane, Tristan Macgregor-Stewart, Arion Thiboumery, Ryan Gillard

5:15 Meeting called to order

**Review/approve agenda**

Agenda approved

**Review/adopt minutes**

Approved minutes for December 20th, 2022 and January 1st, 2023 as written

**Discussion on use of spreadsheet tool to determine yearly rates**

Josh walked through the spreadsheet. The basic structure looks OK, but the actual numbers are wrong as the meter readings are assumed to be reset to zero each monitoring period, not the cumulative we actually are using.

Josh identified that in the current budgets we are working on, a substantial portion of the increases we are looking at are driven by things like insurance that we have no control over.

Arion and Josh will look deeper into the spreadsheet.

Arion asked about ideas we might have for adjusting rates.

Tristan suggested bumping down the allotment from 30,000 gallons across a period of time and increasing the overage fees to shift the funding to be more usage based.

Another idea was billing commercial operations at a different rate than residential or apartments.

**Discussion to add water spigot to Rec Field**

The Recreation Committee would like to have a water fountain/water spigot at the Rec field for drinking water during events there. They would like a mechanism that would be like the state parks in that it would be frost-free and not require much oversight.

Tristan would like a meter installed so we can monitor water usage.

\$500 to \$900 is a normal cost to tap into an existing line.

Discussed how ownership of the line and fountain would work. The Commission agreed that the new line to the curb-stop would be accepted as property/responsibility of the Water Department. Beyond that curb-stop would need to be maintained by the Rec Committee/Town. So if the fountain was damaged, it would not be the responsibility of the Water Department to repair.

Next steps to make this happen were discussed.

**Clerk's financial report**

Carol liked the increase of the Office Supplies amounts in both budgets. This reflects the reality of what Carol is seeing in the office.

NEMRC says any on-call income is taxable.

Carol would like to send \$50 to each employee from the uniform budget to be added to the \$150 boot allowance in the WasteWater budget so they can buy needed boots. Decided to draw from the Safety Equipment budget instead as boots are required to safely do the job of the operators.

**Chief Facility Operator's report**

Scott has started his next set of classes to get fully certified.

Spectrum can be used for internet/phone at the plant so those services would be changed.

**Approve warrants**

Warrants for 11/25/22, 11/28/22, 11/30/22, 12/9/22, 12/15/22, 12/21/22, 12/22/22, 12/25/22, 1/5/23 were approved

**Other business**

None

The next meeting was scheduled for February 21st 2023 as a ZOOM meeting.

The meeting adjourned 6:40 PM

Submitted by Tim Phillips