

Plainfield Water/WasteWater Commission

Meeting Minutes for December 18, 2017

Present: Tim Phillips, Carol Smith, Greg Chamberlin, Mary Lane, Joshua Pitts

5:04 PM - Meeting called to order.

Agenda

Approved as written

Review/Approval Minutes of Previous Meetings

Minutes for 2017-11-20 were approved as amended

Clerk's Financial Report

- Greg has finished spending the grant money we have
- Greg needs to finish spending the \$19,000 we had set aside before May
- Several properties around town that were delinquent have been sold and the delinquencies resolved as a result of the sale.

Approved rate increase letter for Goddard; apartment additions in homes discuss/approve recipients of letters

- Approved Notice Of Failure To Declare Change Of Use boilerplate document.
- There was discussion about the situation at Leon Cookson's (the old Inn) and Leah Kelly's property on Greatwood Drive. These both appear to have residents living in apartment spaces that are not listed with us. Leon's property may actually be a rooming house, Greg is going to lookup the definition so we can be accurate in the action we take.
- Goddard's water usage is averaging around 26 units. This means they should have been paying \$11,596 this year.. The notification letter was edited.

A motion to amend rates applied to Goddard College and send notification to them in writing of the changes was approved by the Commission.

Review email from Jason Booth

- nothing to do with this at this time

Continue Work On Budgets

- the 2018/2019 Water budget proposals were further refined

Safety issues

- The chemical safety data sheets are current and collected in a readily-available binder at the plant.

- All issues aside the UV chamber entry door safety bar are addressed. The door is not used during the winter cold and Greg will install the safety bar in the spring when the door starts being left open to vent the UV chamber.

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Chief Facility Operator's Report

- Greg is working on what is needed to upgrade the plant's computer, specifically the cost of this upgrade. The new computer should help to better control the processing of the plant so we can hopefully avoid some more expensive upgrades.

- on the 21st, the Chlorine monitoring system will be installed at the reservoir.

- Greg is looking at how to power the chlorinator without primary power (either a generator or solar panels).

- the system received a violation letter for not testing for Chloramine. The test got forgotten. Greg talked with the state and was told we could not test after the required time. The state does not consider this a big deal as we haven't had a Chloramine issue in our past testings.

Narrative

- Greg and Mary will draft Narrative components

Other Business

None.

Sign And Approve Warrants

Approved Payroll and Payable Warrants from the following dates: 11/24/17, 11/30/17, 12/2/17, 12/4/17, 12/14/17, 12/15/17, 12/18/17.

There will be a budget meeting on January 8th 2018 at 5PM.

The date of the next monthly meeting is January 22th, 2018 at 5PM.

The meeting adjourned at 6:55 PM

Submitted by Tim Phillips