

## **Plainfield Water/Waste Water Commission**

### **Meeting Minutes for November 20, 2017**

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

5:17 PM - Meeting called to order.

### **Agenda**

Approved as written

### **Review/Approval Minutes of Previous Meetings**

Minutes for 2017-10-16 and 2017-11-13 were approved as written

### **Clerk's Financial Report**

- Allen Goldman has paid his bill so we have money
- Sewage delinquencies are holding at about the same general amount
- George Cushing has not supplied a policy for how collections are done
- There was discussion about delinquencies. A decision was made to table the discussion until after the 2018/2019 budget is done.

### **Apartments in town**

- Mary will draft a letter informing users who have undeclared apartments that we will adjust billing and charge an impact fee. The owner of the old Plainfield Inn building has been reported as having undeclared apartments. We will send him the notice of failure to declare change of use.

### **Goddard Rate Change**

- Goddard College pays a flat fee of \$6000 a year and uses about 10% of the water. A rough calculation shows that they consume about 25 units of water. In fairness to other customers, Goddard's rate needs to be adjusted upward. The adjustment will be made across two years, ending with Goddard paying the same "per gallon" as the households in town. As we increase normal rates, those rate-increases will also be applied to Goddard. Tim will draft a letter about this for the Commission's approval.

### **Work on 2018/2019 budget**

- The Commission worked through the 2018/2019 Water budget proposal

### **Chief Facility Operator's Report**

- Greatwood line replacement first phase will hopefully be done in the spring. Greg has an estimate from Albert St Cyr for \$8197.35 to do excavating. We need to budget \$10,000 for next year to cover completing the 2nd phase of the line.

### **Other Business**

Carol is having some health issues that seem tied to the fluorescent lighting in the office. She requested approval to be reimbursed \$70 to purchase some tinted eyeglass shades that may help. The Commission gave its approval.

**Other Business**

Approved Payroll and Payable Warrants from the following dates: 10/18/17, 10/20/17, 10/25/17, 10/27/17, 11/1/17, 11/2/17, 11/3/17, 11/7/17, 11/9/17, 11/17/17, 11/20/17.

The date of the next monthly meeting is December 18th, 2017 at 5PM.

The meeting adjourned at 7:05 PM

Submitted by Tim Phillips