

Plainfield Water/Waste Water Commission

DRAFT Meeting Minutes for August 18, 2017 Subject To Approval

Present: Mary Lane, Tim Phillips, Carol Smith, Greg Chamberlin, Joshua Pitts, Norman Gauthier, Judy Gauthier, Jason Booth, Nate Pion

5:03 PM - Meeting called to order.

The order of the items in the Agenda was adjusted

Minutes for 2017-07-17 were approved as amended

Asset Management Grant, Jason Booth, Aldridge & Elliot presenting

- the state is offering incentives to do Asset Management. There are loans that have forgiveness so they turn into grants. Jason believes our system is a good example of whom the state is looking to assist. The deadline for application is fairly close so if the Commission approves of him proceeding, his plan is to return to the next meeting of the Commission with a scope of work and application plan for review and approval.

Mary entertained a motion for Aldrige & Elliot to proceed with filling out the forms and starting the application process. The motion passed unanimously.

Clerk's Financial Report

- Greg needs to spend \$2,496.95 that was set aside for system improvements before it expires.

- Leah Kelly has put her property back on the market. The Commission opted not to pursue her in the past for the allocation owed on the apartment in this building. Her realtor has the information about the "unapproved" apartment and will talk with her about buying the allocation to make things correct. The Commission opted to wait and see if the realtor is successful in convincing Ms Kelly to correct things. Greg noted that she will have trouble from the state that will hold up her sale if she advertises the property as containing an apartment as that will constitute a change in use from the state's perspective.

- Greg informed the Commission that Leah is upset with him about a supposed leak with her meter. She says she had it fixed and is talking with her lawyer. Greg was never informed about a problem and neither was the Commission.

- Mr. Wilbur who now owns 13 Creamery street would like to give up his water allocation. The decision was made for Mary to draft a letter in reply that warns if he gives up his allocation, it is possible there will not be capacity to restore it in the future. If he still wants to proceed with abandoning his allocation, the Commission voted that his billing for this will be considered stopped on July 1st (the beginning of the current billing cycle).

Allocation Application

- the Gauthiers had not realized they needed to submit their application form when paying the connection fees. A new form was filled out during the meeting and they paid \$315

for water and \$1990 for waste water. The form was signed and is in "our" hands. The Gauthiers are ready to connect. They will coordinate that with Greg to make sure everything is done properly.

Open Meeting Law update

- Tim attended a meeting offered by a Marshfield attorney on the open meeting law. The Commission's current practices are all OK. The only "warning" is that the legal discovery process would mean that a Commissioner would have to turn over the contents of an email account used for Commission business. This led to a conversation about the Commissioners shifting to using "generic" Gmail accounts that would be tied to their positions and passed on to a new Commissioner. This is a practice the Plainfield Selectboard has started to implement for themselves. It was decided to table the idea for a while rather than disturbing contacts that Aldridge & Elliot have for the work they are about to do.

Chief Facility Operator's Report

- there is a water-leak by the Post Office on Route 2. On August 31st, the water will be shut-off in that area so the leak can be repaired.

- pipes on Greatwood are clogged with salt residue from the water softener that Goddard is installed. Greg has told Goddard that they need to either clear the residue themselves or he will call Hartigans and bill Goddard for the vacuum-truck service

- the datalogger will be installed on the reservoir on 8/29. This will allow Greg to receive updates via his iPhone about the state of the reservoir.

- Nancy Allen on the Brook Road contacted Greg about hooking up to the sewer system. Doing it would take 150 feet of line and a man-hole. This is too expensive for her, but Greg thought extending the line on Brook when it is replaced is something the Commission should keep in mind. There are houses that are fairly close that could be serviced.

- the lines on Main Street have been cameraed looking for grease problems. There are not visible. Greg feels Positive Pie is not cleaning their grease trap frequently enough. Hartigans suggested cleaning on alternative months. Greg thinks part of the problem is that staff turnover at Positive Pie mean they are missing cleanings. He would like to see them commit to cleaning monthly...that way if they miss one...there is still capacity in the trap before grease overflows into the pipes.

Other Business

- None

The warrants were all signed before the meeting

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

The meeting adjourned at 6:55 PM

Submitted by Tim Phillips