

Plymouth Village Water and Sewer District
Meeting Minutes - Commission Meeting
November 22, 2016

Present: Judith D'Aleo, Chair
Chris Woods, Commissioner
Steve Temperino, Commissioner

Also Present: Merelise O'Connor, District Administrator

5:33 PM Commissioner D'Aleo called the meeting to order.

5:33 PM MEETING MINUTES

On a motion by Temperino/Woods the Board approved the minutes of the November 08, 2016 meeting.

5:31 PM MANIFEST AND PAYROLL

On a motion by Woods/Temperino the Board approved and signed the A/P and payroll manifests.

5:35 PM NEW BUSINESS

On a motion by Temperino/Woods the Board approved increasing the annual stipend for the District Clerk position to \$750.

The Board also revisited the Commissioners annual stipend and on a motion by Temperino/Woods the Board voted to have the Chair position's annual stipend remain at \$4,800 and increase the other Commissioner stipends to \$4,400 each in the 2017 budget.

The Board discussed the proposed 2017 CIP and budget including new items as follows: \$30,000 in each budget for engineering purposes; CPI of 1.6% is applied to all staff wages and the Administrator advised the Board that Attorney Manzelli recommends that the District complete an EPA Phase 1 Environmental Assessment for the Holderness School well site, which amount is not in the proposed. The study could be funded with Contingency Funds or with the funds previously authorized to develop the site for a water source. The proposed budget contains an addition to the proposed water line on Foster St. to include a sleeve running under the rail road tracks on Foster Street (and heading north on Rt.3.) The cost for this addition raised the item from a previously proposed \$150,000 to a new estimate of \$621,000. The Board acknowledges that this item came up recently as an opportunity that presented itself due to NH DOT's plan to move the road crossing in that location and would like to see additional information, and refined cost estimates from the Superintendent and engineers. The budget will also include a line item

for \$1.00 for an initial PILOT for the Town of Holderness for 2017.

6:12 PM OLD BUSINESS

The District Administrator advised the Board that recent water test results show no levels of PFOA's detected in the District's wells.

On a motion by Temperino/Woods the Board approved release of a lien on the property located at 33B Plaza Village Road.

6:16 PM OTHER BUSINESS

The Board held discussion and on a motion by Woods/Temperino the Board approved a request to carry over into the 2017 budget the following items:

1. \$9,268 from sewer line repair for projects on Wentworth St.
2. \$75,085 from sludge piping account
3. \$7,500 from outside legal for ordinance rewrite
4. \$18,000 for the first annual lease payment to Holderness School, for a ten year lease agreement. There will be no appropriation for the like amount in 2017, as this will constitute the first lease payment of 10.

6:24 PM PURCHASE REQUISITIONS - CONSENT AGENDA

On a motion by Woods/Temperino the Board voted to approve the following purchase orders as presented:

A purchase order in the amount of \$997.16 payable to FW Webb to re-pipe caustic and chlorine lines at wells;

an amended purchase order in the new amount of \$9,268 payable to Dana White for sewer line work on Wentworth Street;

a purchase order in the amount of \$901.56 payable to HD Supply Waterworks for a gas detection meter;

a purchase orders in the amount of \$9,336.80 and \$998.06 payable to Ti-Sales for stock and replacement meters and meter horns, and \$606 for a strainer (reimbursable);

and a purchase order in the amount of \$1,182.40 payable to Fastenal for master locks and signs.

6:40 PM On a motion by Woods/ D'Aleo the Board voted to enter into non-public session

to discuss issues related to RSA 91-A:3, II (d). A roll call vote was taken to enter into non-public session. The vote was unanimous.

6:45 PM The Board returned from non-public session. The Board discussed an offer from the Town of Holderness for a PILOT in the amount of \$1.00 for 2017. On a motion by Woods/Temperino the Board agreed to the proposed PILOT.

6:46 AM On a motion by Woods/ D'Aleo the Board voted to enter into non-public session to discuss issues related to RSA 91-A:3, II (c). A roll call vote was taken to enter into non-public session. The vote was unanimous.

6:55 PM The Board returned from non-public session. The Board discussed an increase in wages for the Superintendent, Jason Randall. On a motion by Woods/Temperino the Board agreed to increase the Superintendent's wages to \$70,000 per year, effective immediately.

The Board advised that staff would be allowed to work a half day on Wednesday, November 23rd and Friday, December 23rd for the upcoming Holidays. A staff luncheon will be held on December 6th.

The next meeting date is set for December 06, 2016 with meeting and hearings date set for Jan 17, 2017.

7:00 PM The meeting was adjourned.