

Plymouth Village Water and Sewer District
Meeting Minutes - Commission Meeting
May 28, 2019

Present: Judith D'Aleo, Chair
Chris Woods, Commissioner
Paul SanSoucie, Commissioner

Also Present: Don Jutton, District Administrator, Robert Clay, Treasurer, Kim Haines, Office Manager and Jason Randall, Superintendent

5:30 PM Commissioner D'Aleo called the meeting to order.

5:30 PM MEETING MINUTES

On a motion by Woods/SanSoucie the Board approved the minutes of the April 30, 2019 Commissioner Meeting.

5:31 PM MANIFEST AND PAYROLL

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

The Board reviewed the first disbursement requests for the Holderness Well project through the CWSRF loan and CWGTB grant, both in the amounts of \$98,811.49, for a total reimbursement of \$199,464.08. On a motion by SanSoucie/Woods the Board authorized Chair D'Aleo to sign the requests for disbursement.

5:32 PM NEW BUSINESS

Superintendent Jason Randall led a workshop on the dewatering process at the treatment plant. Jason updated the Board on the current situation with eight out of the twelve screens on the Fournier Press degrading and in need of replacement. Jason advised that a manufacturer's representative has inspected all components of the cells and found only the screens to be deteriorated. A quote was obtained previously to replace the screens in the amount of \$53,000, however the quote was only for three channels, 6 screens, rather than the entire press which has six channels with twelve screens total. The cost to replace all twelve screens would be \$98,000. Jason advised that there is an option to replace screens in only half of the press but that would require the press to run 24 hours a day, seven days a week.

Charlie Hanson and Shelagh Connelly from Resource Management Inc. (RMI) were present to discuss alternatives to the District's current dewatering process. RMI

is a distributor for Shincci dryers, manufactured in China. RMI felt the right size dryer combined with a dewatering component could reduce sludge to a class A product which requires less permitting and is easier to dispose of. Mr. Hanson provided the Board with a video comparison of a Shincci dryer vs. a spiral press. MS. Connelly advised that the current PFAS issue is driving the need to find alternatives to land application of class B sludge and that she feels the Shincci technology is one of the best solutions available. Jason advised that the District could hold off on repairs to the pug mill until other options and costs are known. Engineers from Sun State Environmental who partners with Shincci will be available in early June to evaluate the District's dewatering needs and RMI will plan to submit a proposal by June 17th.

6:30 PM OLD BUSINESS

The Board held further discussion on the proposal from Municipal Resources Inc. (MRI) for financial services presented at the April 30th Commissioner Meeting. Office Manager Kim Haines presented highlights of the different modules reviewed during the software demonstration she attended at MRI's office on May 9th. Kim advised she found the software user friendly, comprehensive and MRI staff members to be extremely knowledgeable in both the software as well as the financial needs of the District. On a motion by Woods/SanSoucie the Board voted to approve option #3 of the proposed financial services contract for the 3 -year term.

6:40 PM DISTRICT ADMINISTRATOR ITEMS

DA Jutton advised a work shop on rates is planned for the end of June and currently staff is working to determine user classifications and establish fee components.

On Friday May 31st DA Jutton, Superintendent Randall and Office Manager Haines will be meeting with Mark Koprowski from USDA -Rural Development to further discuss the 2018 projects and funding.

DA Jutton advised he has met several times with representatives of the Town of Plymouth and that the District plans to engage the Town in project planning.

The next regular meeting dates are scheduled for June 11th and June 25th.

6:50 PM On a motion by Woods/SanSoucie the Board voted to enter into non-public session to discuss issues related to RSA 91-A:3, II (a). A roll call vote was taken to enter into non-public session. The vote was unanimous.

The Board discussed an on-going personnel matter and determined that, in light of their earlier formal vote to contract for new software and financial support services, the personnel matter in question will require no further corrective / disciplinary action.

7:24 PM The Commissioners returned to public session at and immediately adjourned the meeting.