**PLVD Monthly Meeting October 14th, 2020**

**Present Board: Commissioner Robinson, Commissioner Goodwin, Commissioner Vasquez, Treasurer Brandon Doherty, Clerk David Vasquez.**

**Attendees: Heather Desfosses, Donna Kenney, Claudette Levesque, Gary French**

Commissioner Vasquez called the meeting to order at 6:35pm. The Minutes were not read from the September 16th 2020 PLVD Meeting they were posted on PLVD website <http://pillsburylakedistrict.com>.

**Treasurers Report**

Treasurer Brandon Doherty shared the following pending bills: Aquamen $2,550.00 Water system operator services, Aquamen $320.00 WO-0745, Aquamen $160.00 WO-0747, Aquamen $40.00 WO-0708, Aquamen $300.00 WO-0712, Eversource $363.30 Utility, Eversource $476.18 Utility, Eversource $18.68 Utility, TDS $113.00 Utility, EJ PRESCOTT $120.00 Charger for command link, Sensus $1,949.94 yearly fee, Eastern Propane $252.34 Utility, Eastern Propane $173.35 Utility, Upton and Hatfield $161.00 #146629.The following customers are 60+past due or off the system with a balance 1-107 TOWN OF WEBSTER( DURGIN), 5-22 R CECCHETELLI, Small, 5-179 Norris, 5-78 Delucia, 10-1 Auprey, 10-4-80 French, 10-4-109 Rotondi, 10-2-45 Dufor. No other updates at this time. Commissioner Vasquez made a motion to approve the treasurers report seconded by commissioner Robinson and all were in favor.

**Water System Update**

Commissioners discussed the proposal from Aquamen to fix the cross connection for the two pump houses. This fix would be useful if ever power went out on the franklin pierce side allowing us to utilize the power from peninsula generator. Commissioner Robinson stated this is a temporarily solution to supply water for that pump house while we plan to purchase and install a generator at that pump house in the future. Commissioner Vasquez made a motion to approve the proposal seconded by Commissioner Goodwin and all were in favor. Commissioner Vasquez stated how both booster pump are up and running efficiently with the control panel at Peninsula pump house with no issues, we still have one out of the two booster pump at Franklin Pierce that needs new connections to be able to run properly and all the startup initial checklist is being finalized and completed this week by Aquamen. Peninsula is producing roughly 20gpm total for water from the two wells and Franklin pierce is producing roughly 34 gpm from the three wells. We have approx.. a 2-4 gpm leak from both pump houses but we are monitoring it weekly for any significant increase. Commissioner Vasquez mentioned she is still working on policies and procedures and hopes to have them ready for review at next month’s meeting. Commissioner Vasquez also made a motion to spend up to $250 on cameras for the shed and recreational area, seconded by Commissioner Goodwin and all were in favor.

**Engineering update**

Commissioner Goodwin discussed updates for W&P. He explained we are applied for the trust fund grant and will be waiting to hear back from that later this month into next month to see if we are approved and will great grant money to offset our loan costs. We will be considering applying for the CBDG application with this comes a 10k pre-engineering plan that is required that we would have to pay for. This grant cost offset our cost up to 80% of whatever amount of loan we take out. The benefits for doing this could be substantial to how much work will want to do. We received the risk matrix from W&P that explains what roads we should focus on removal and repair first the worst being concord drive and deer meadow road. The board discussed an emailed question from a resident asking if we should be charging only the active water users on the water system the semiannual meter cost vs the 115 original homes installed. Our legal advice advised that we can only charge those that are currently active on the water system using the meters for that cost. How PLVD moves forward now that we received the risk matrix, we will determine the scope of the project, put it out for bidding, assess finances and have a final meeting for residents before work is started to comment and ask questions.

**Deweeding -**Commissioner Goodwin mentioned there are no new updates at this time

**Past Invoices**

Commissioners discussed ways to resolve unpaid accounts with the residents who are past due or are no longer on the water system. They agreed to add to the water rates on the website a notice stating if you are 90 days past due and no longer a customer that legal action will be taken. If you are an active water customer late fees will start being implemented after 90 days or water will be shut off if no payment agreement isn’t made. Commissioners discussed multiple invoices a few will be getting past due invoices sent along with late fees. Commissioners discussed Mr. Rotondi’s last bill which included the adopted curb stop shutoff fee and the resident refusing to pay final bill unless invoice removed the new rate. The board agreed that since no message was sent prior to the adopted water rates on 8/16/20 that the bill stands as is and if full payment isn’t made then legal action will be taken. A resident Gary French asked the commissioners if they had reviewed the material he provided. Commissioner Robinson stated she read thoroughly through the documents and did her own research regarding the meters. She found that when the meters were originally installed residents were charged a surcharge per the documentation. She also noted that PLVD had received a federal loan and a federal grant for the meters which clarified that the district are the owners of the meters not the homeowners. Federal dollars can not be used for personal residential reasons but directly to municipalities to fund essential equipment. The board agreed if homeowners kept the meters $160 would be charged to their account. Anyone that is coming off the water system has 30 days to return meter equipment so that we can close out accounts that are no longer active and paid in full. This will ensure that next billing cycle has only current and active users on the accounts. Commissioner Robinson did want to clarify at last months meeting tampering was discussed about our equipment and this related to multiple possible homes and not directed at anyone in particular. Any resident that is found to have tampered with PLVD equipment will be charged a tampering fee that is set on our website. If any water customer finds an issue with their meter or box, please let the board know right away.

**Playground**

Commissioners discussed the improvements being made at the recreational area. The board found commercial recreational equipment up for sale under 10k and were looking for ways to raise money to purchase the equipment. The pieces of equipment PLVD was looking at included 6 swings, a large playground set, a smaller playground set and monkey bars. Stipends is one of the major sources of funds we have. Commissioner Robinson mentioned she will be reaching out to the VP Christi at the HOA to request the funds that were voted and approved at 2019s annual HOA meeting of $2340. This will go a long way in obtaining commercial equipment needed for the playground. PLVD is accepting donations to the recreational area of any amount and are looking at ways of raising more money either through a warrant article or fundraiser. If any resident has any ideas for funding or wants to be involved with this PLVD would appreciate any help or feedback.

Commissioner Vasquez closed the meeting at 7:57pm. The next meeting will be November 11th, 2020 at 6:30pm.

## Respectfully Submitted,

David Vasquez Clerk