



Approved: 2/11/21
(date)

**TOWN OF PAXTON
Water Commissioners
Minutes of Meeting**

Date: Thursday, January 14, 2021

Time: 7:00 p.m.

Remote Meeting via ZOOM

Present: John Malone (JM), Chair
David Trulson (DT), Vice Chair
Rodney Jenkins (RJ), Clerk
Travis Thibault (TT), Director of Public Works
Carol Riches (CR), Town Administrator
Tiffany Sidhom, Administrative Assistant

The meeting was called to order at 7:04 p.m. (TT) read the remote meeting preamble.

Meeting Minutes

Motion (RJ) seconded (DT) to approve the minutes from the November 19, 2020 meeting.
Unanimous, all in favor.

Billings Rendered / Water Commitments

Motion (RJ) seconded (DT) to approve the Water Billings Rendered for November and December 2020. Unanimous, all in favor.

FY2022 Budget

(TT) presented a draft of the FY2022 budget to the Board. (TT) stated that revenues for FY2020 were approximately \$1,073,090, based on numbers the Water Department was able to calculate. (TT) also noted that there are figures he is still waiting for from the Treasurer/Collector (medicare, health insurance, retirement, etc.) and that he will provide an updated proposed budget to the Board once those figures are received.

(TT) requested that the Board allow the Water Department to pay 50% of the pay and benefits for an Administrative Assistant who will work for both the Department of Public Works and the Water Department. Presently, the Water Department is paying \$15,000 toward the pay of this

position, and 25% of the cost of benefits. (TT) requests that the Board pay approximately \$21,000 toward the pay of the Administrative Assistant and 50% of the cost of benefits beginning in FY2022. Motion (DT) seconded (RJ) to pay 50% of the pay and benefits as discussed for an Administrative Assistant beginning in FY2022. Unanimous, all in favor.

(TT) recommends that the Water Department replace the water van in FY2022. (TT) states that the van is a 2009 model with over 140,000 miles and a significant amount of rot. (TT) further states that the van will need costly repairs in the coming year. (TT) recommends that the Department replace the van with a 4x4 pickup truck with extended cab. (TT) is working on getting a quote for such a vehicle; last year the Department was quoted approximately \$46,000. (JM) requests that (TT) obtain an updated quote for a replacement vehicle and speak with (CR) about possible payment options.

Personnel Update

(TT) stated that the new Water Foreman, Peter DeFlorio, began the second week of December 2020 and is doing an excellent job thus far.

(TT) updated the Board on the status of other department employees, including COVID-19 quarantine requirements.

Water Enterprise Fund

(TT) reported that he has been notified that beginning in FY2022, the Treasurer/Collector may choose to “pool” the bank accounts, including the Water Enterprise Fund (which presently is a separate account). (CR) stated that the auditor believes that the town has too many individual bank accounts and that the decision to “pool” accounts is just a difference in work style.

FY2021 Budget

(TT) presented the FY2021 budget balances to the Board for review.

Department Reports and Updates

Water Main Breaks

On January 10, 2021, a water main break was discovered on Old Lantern Circle. Repairs were made on January 11, 2021.

Financials

(JM) requested that (TT) obtain information from the Paxton Municipal Light Department regarding how many accounts are delinquent in their water billing payments as opposed to years prior.

Next meeting tentatively scheduled for February 11, 2021.

Motion (RJ) seconded (JM) to adjourn at 7:43 p.m. Unanimous, all in favor.

Respectfully submitted,

Tiffany Sidhom, Administrative Assistant