

Plymouth Village Water and Sewer District
Commission Meeting Minutes
February 10, 2026

Present: Chris Woods, Chair
Stephanie Halter, Commissioner
Malik Hammond, Commissioner

Also present: Director of Operations Jason Randall, Business Administrator Kim Haines, Treasurer Robert Clay, and Office Assistant Regina Sargent.

At 5:00 PM, Board Chairperson Woods called the Commissioners' Meeting to order.

MEETING MINUTES

On a motion made by Halter/Hammond to approve January 13, 2026, minutes as presented. The vote was unanimously approved.

MANIFEST AND PAYROLL

On a motion by Halter/Hammond the Board approved the payroll and A/P manifests as presented. The vote was unanimously approved.

NEW BUSINESS

Drinking Water State Revolving Fund (DWSRF) – Langdon Park Road and Bayley Avenue: Director of Operations Jason Randall presented this component of the Water Main Replacement Project in the amount of \$662,000. The project is eligible for 30% principal loan forgiveness under the 2025 New Hampshire DWSRF program. On a motion by Halter, seconded by Hammond, the Board voted to approve the Drinking Water State Revolving Fund (DWSRF) project for Langdon Park Road and Bayley Avenue as presented, and to authorize Commissioner Christopher Woods to sign all documents pertaining to the project. The vote was unanimously approved.

OLD BUSINESS

2026 MS-636: Business Administrator, Kim Haines explained that all three commissioners need to sign so the clerk can post accordingly. On a motion by Halter/Hammond, to approve the 2026 MS-636 as presented. The vote was unanimously approved.

2026 Warrant: Board Chairperson Woods talked about the warrant articles and noted that the warrant includes several proposed projects, contingent on funding. On a motion by Hammond/Halter, the Board voted to approve the 2026 Warrant as presented. The motion passed unanimously.

Northern Border Regional Commission, Local Development District (NBRC):

Board Chairperson Woods said that the request pertains to the administration and management of the grant. Director of Operations Jason Randall added that the award includes a stipulation requiring the recipient to utilize the Local Development District (LDD) for these services at a cost of \$20,000.

BUSINESS ADMINISTRATOR ITEMS

Business Administrator Kim Haines went over the following important dates of 2026:

- Candidates-Malik Hammond (3-year Term.) and Moderator (Open): Business Administrator Kim Haines explained that PVWSD has received no interest in the Moderator position. If there is not a write-in, then an appointment will need to be made. The duties of the elected or appointed Moderator will start at the 2027 Annual Meeting.
- Voting March 10, 2026
- Town Meeting March 11, 2026
- District Annual Meeting March 12, 2026 (6PM at the Business Office 227 Old North Main Street)

DIRECTOR OF OPERATIONS REPORTS

Director of Operations Jason Randall provided an update on the ledge removal work being conducted behind the High School by Sargent Corporation as part of the Sewer Force Main #4 project, noting that once ledge removal is completed the project will pause until spring. He then briefed the Board on the third and final phase of the Sewer Force Main Replacement Project, explaining that this phase is financed through USDA RD as part of the Main St. funding package., the final phase is fully grant-funded due to the disbursement sequencing of USDA RD requiring the loan portion of the funding be spent first prior to drawing grant funds.

Director Randall also reported on New Hampshire House Bill 1275 related to PFAS. The legislation establishes an agricultural PFAS remediation fund to support farmers who have incurred losses or expenses due to the actual or suspected presence of PFAS in soil, water, or agricultural products resulting from standard agricultural practices, including the land application of sludge or biosolids. The bill further imposes a five-year moratorium on the use of sludge and biosolids for agricultural purposes. He noted that such a moratorium could result in more than doubling the District's residual recycling and disposal budget line item value which is already approximately 12 percent of the district's overall sewer budget.

Lastly, Director Randall recommended increasing the municipal sludge disposal rate from \$75 per 1,000 gallons to \$90 per 1,000 gallons due to the increased recycling and disposal costs as well as operational challenges municipal sludge imposes. On a motion by Hammond/ Halter, the Board approved the rate increase as presented effective in March 2026. The motion passed unanimously.

PURCHASE REQUISITIONS

The Board reviewed the report of purchase orders approved by Commissioners via email before the meeting. Commissioner Woods read the thirty requisitions aloud for the record. On a motion by Halter/Woods, the Board approved the thirty purchase orders as presented. The vote was unanimously approved.

PUBLIC COMMENT

There was no public comment.

5:53 PM The Board adjourned.

Next Meeting: Tuesday, March 12, 2026, at 6PM