

Members Present Via Conference Call: Larry Satcowitz, Hugh Johnson, Crystal Currier (Dave Farnham and John Lutz were not present)

Municipal Staff Present Via Conference Call: Chris Chambers, Cliff Rankin, Michele Pallas, Shannon Hance

Public Attendees: None

Regular Meeting

1. Call to Order

Mr. Satcowitz called the meeting to order at 5:05 PM

2. Public Comment

There was no public comment.

3. Approval of Agenda

On motion by Mr. Johnson, and seconded by Ms. Currier, the WWAC voted to approve the agenda as written. Vote 3-0

4. Review Payment Plan Letter to Rate Payers

At this time, Mr. Satcowitz introduced a shortened version of a potential Payment Plan Letter via e-mail that stated the following:

In recognition of the financial impact the current pandemic is having, the Water/Wastewater district would like to remind our customers that you may arrange for a plan at any time to spread out your bill, rather than paying in one, lump sum. Please call Michele Pallas at 728-5433 ext. 16 or e-mail her at MPallas@randolphvt.org for more information.

Mr. Satcowitz commented that the letter be brief and to the point. The remaining WWAC members agreed with this comment. A discussion ensued regarding when the next water bill was due and how the water billing cycle works.

5. Discuss Ideas to Assist Rate Payers During Covid-19 Pandemic

A conversation then ensued regarding late fee penalty and interest fees on water bills, and whether or not these could be waived during the COVID-19 Pandemic.

Other possible tools were discussed to assist rate payers during the COVID-19 Pandemic.

Mr. Rankin commented that the late fee penalty was approved by voters on March 5, 2013 Town Meeting; and therefore, is not able to be waived.

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The committee agreed that it is important to include in the letter the fact that the late fee penalty and interest fees are not able to be waived at this time.

On motion by Mr. Johnson, and seconded by Mr. Currier, the WWAC voted to approve the following Payment Plan Letter to rate payers: *In recognition of the financial impact the current pandemic is having, the Water/Wastewater district would like to remind our customers that you may arrange for a plan at any time to spread out your bill, rather than paying in one, lump sum. We regret that we are unable, at this time, to waive penalties and interest on late payments. Please call Michele Pallas at 728-5433 ext. 16 or e-mail her at MPallas@randolphvt.org for more information.* Vote 3-0

6. Adjournment

On motion by Mr. Johnson, and seconded by Mr. Currier, the WWAC voted to adjourn the meeting at 5:45 pm. Vote 3-0

DRAFT