



# Town of Hopkinton

Contoocook Village Precinct Commissioners

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## CONTOOCCOOK VILLAGE PRECINCT COMMISSIONERS PUBLIC MEETING MINUTES MARCH 18, 2024 – 6:15 PM WASTEWATER TREATMENT FACILITY

### I. CALL TO ORDER

Commissioner Boudette called this regular meeting of the Contoocook Village Precinct Commissioners to order at 6:15 pm on Monday, March 18, 2024.

**Commissioners Present:** Chris Boudette, Mike Metcalf, Tom Yestramski

**Absent:**

**Staff Present:** Bookkeeper Kathy Donohoe, Treasurer Kerry Perry, Clerk Melissa Hughes, Moderator Don Houston

**Absent:**

**Public Present:** Janet Brien, Tori Jubett

### II. APPROVAL OF MINUTES

- a. The board reviewed the Precinct Meeting Minutes on February 19, 2024.
- b. Commissioner Metcalf made a motion, seconded by Commissioner Boudette, to approve the regular meeting minutes of February 19, 2024.
- c. VOTE: Commissioners Boudette, Yestramski, and Metcalf voting in favor of the motion; no votes against
- d. MOTION APPROVED 3-0

### III. FINANCIAL REPORT

- a. Bookkeeper Kathy Donohoe and Treasurer Kerry Perry presented the financial report.
- b. Discussion ensued regarding the financial report and budget.
- c. Commissioner Boudette made a motion to accept the financial report, seconded by Commissioner Metcalf
- d. VOTE: Commissioners Boudette, Yestramski, and Metcalf voting in favor of the motion; no votes against
- e. MOTION APPROVED 3-0

### IV. OPERATIONS REPORT

- a. Tori Jubett from PWSC presented the operations report. The firewall has been installed, as well as updating cybersecurity, EII is working to update software for remote systems, the soda ash mixer was installed, the raw water pump has arrived and will be installed, DBP will be analyzed to determine why there is a fluctuation, discussion ensued.
- b. VOTE: Commissioners Boudette, Yestramski, and Metcalf voting in favor of the motion; no vote against
- c. MOTION APPROVED 3-0

### V. BOOSTER PUMP DISCUSSION

- a. The rebuilt booster pump will be installed, and data will be compared with current booster pump, discussion ensued.

### VI. OTHER BUSINESS

- a. Wright-Pierce finished the rate study, discussion ensued regarding current rates.

- b. The streetlights are out on Pinewood Drive, discussion ensued, Commissioner Yestramski has been in contact with Eversource, he will follow up again.

**VII. ADJOURNMENT**

- a. Commissioner Boudette made a motion, seconded by Commissioner Metcalf, to adjourn the meeting.
- b. VOTE: Commissioners Boudette, Yestramski, and Metcalf voting in favor of the motion; no votes against
- c. MOTION APPROVED 3-0; meeting adjourned at 7:07 PM.

Respectfully submitted,  
Melissa Hughes