



**CONTOOCCOOK VILLAGE PRECINCT COMMISSIONERS  
ANNUAL MEETING MINUTES  
FEBRUARY 18, 2024 – 6:00 PM  
SLUSSER CENTER**

**CALL TO ORDER**

Moderator Houston called the annual meeting of the Contoocook Village Precinct Commissioners to order at 6:00 pm on Monday, March 18, 2024, at the Slusser Center Contoocook Village, NH.

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

**Absent:** None

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

**Absent:**

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

**I. ARTICLE I: To hear and act on reports of the precinct officers**

- a. No reports

**II. ARTICLE II: To elect a MODERATOR for the ensuing year**

- a. Commissioner Yestramski made a motion, seconded by Commissioner Boudette, to elect Don Houston as Moderator.
- b. VOTE: Unanimously in favor
- c. MOTION APPROVED

**III. ARTICLE III: To elect a CLERK for the ensuing year**

- a. Commissioner Boudette made a motion, seconded by Commissioner Metcalf, to elect Melissa Hughes as Clerk.
- b. VOTE: Unanimously in favor
- c. MOTION APPROVED

**IV. ARTICLE IV: To elect TREASURER for the ensuing year**

- a. Commissioner Metcalf made a motion, seconded by Commissioner Yestramski, to elect Kerry Perry as Treasurer.
- b. VOTE: Unanimously in favor
- c. MOTION APPROVED

**V. ARTICLE V: To elect a COMMISSIONER for the ensuing term (3-year term)**

- a. Commissioner Metcalf made a motion, seconded by Commissioner Yestramski, to elect Chris Boudette as Commissioner.
- b. VOTE: Unanimously in favor
- c. MOTION APPROVED

**VI. ARTICLE VI: To elect an AUDITOR for the ensuing year**

- a. Commissioner Boudette made a motion, seconded by Commissioner Metcalf, to elect Roberts & Greene, PLLC as Auditor.
- b. VOTE: Unanimously in favor

c. MOTION APPROVED

**VII. ARTICLE VII: To see if the Precinct will vote to raise and appropriate the sun of \$65,404 for General Government Expenses:**

- Executive- \$35,550
- Financial Administration- \$12,150
- Legal Expenses- \$5,000
- Personnel Administration- \$2,800
- Insurance- \$8,803
- General Government- \$1,101

- a. Commissioner Boudette made a motion, seconded by Commissioner Metcalf, to approve Article Seven.
- b. VOTE: Unanimously in favor
- c. MOTION APPROVED

**VIII. ARTICLE VIII: To see if the Precinct will vote to raise and appropriate the sum of \$16,000 for Street Lighting**

- a. Commissioner Metcalf made a motion, seconded by Commissioner Boudette, to approve Article Eight.
- b. VOTE: Unanimously in favor
- c. MOTION APPROVED

**IX. ARTICLE IX: To see if the Precinct will vote to raise and appropriate the sum of \$228,550 for Water Distribution and Treatment**

- a. Commissioner Boudette made a motion, seconded by Commissioner Metcalf, to approve Article Nine.
- b. VOTE: Unanimously in favor
- c. MOTION APPROVED

**X. ARTICLE X: To see if the precinct will vote to raise and appropriate the sum of \$250,000 to be added to the Capital Reserve Fund for Repair, Replacement and Improvement. This article is recommended by the Commissioners 3-0**

- a. Commissioner Yestramski made a motion, seconded by Commissioner Boudette, to approve Article Ten.
- b. VOTE: Unanimously in favor
- c. MOTION APPROVED

**XI. ARTICLE XI: To see if the Precinct will vote to discontinue the Precinct Vehicle Replacement Capital Reserve Funds with said funds with accumulated interest to date of withdrawal to be transferred to the Precinct's Undesignated Fund Balance.**

- a. Commissioner Metcalf made a motion, seconded by Commissioner Boudette, to approve Article Eleven.
- b. VOTE: Unanimously in favor
- c. MOTION APPROVED

**XII. ARTICLE XII: To see if the Precinct will vote to raise and appropriate the sum of \$17,676.63 to be added to the previously established Capital Reserve Fund for the Repair, Replacement and Improvements. This sun to come from the Precinct's Undesignated Fund Balance.**

- a. Commissioner Boudette made a motion, seconded by Commissioner Metcalf, to approve Article Twelve.
- b. VOTE: Unanimously in favor
- c. MOTION APPROVED

**XIII. ARTICLE XIII: Shall the Contoocook Village Precinct accept the revisions of RSA 31:95-b providing that any village district at an annual meeting may adopt an article authorizing**

**indefinitely, until specific rescission of such authority, the Commissioners to apply for, accept and expand, without further action by the village district meeting, unanticipated money, from a state, federal, or other governmental unit or a private source which becomes available during the fiscal year? (Majority vote required)**

- a. Commissioner Yestramski made a motion, seconded by Commissioner Metcalf, to approve Article Thirteen.
- b. VOTE: Unanimously in favor
- c. MOTION APPROVED

**XIV. To transact any other business that may legally come before the Meeting.**

- a. Commissioner Metcalf made a motion, seconded by Commissioner Boudette, to adjourn the meeting.
- b. VOTE: Unanimously in favor
- c. MOTION APPROVED

Respectfully submitted,  
Melissa Hughes