



Town of Hopkinton

Contoocook Village Precinct Commissioners

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CONTOOCCOOK VILLAGE PRECINCT COMMISSIONERS PUBLIC MEETING MINUTES FEBRUARY 19, 2024 – 6:00 PM WASTEWATER TREATMENT FACILITY

I. CALL TO ORDER

Commissioner Boudette called this regular meeting of the Contoocook Village Precinct Commissioners to order at 6:05 pm on Monday, February 19, 2024.

Commissioners Present: Chris Boudette, Mike Metcalf

Absent: Tom Yestranski

Staff Present: Bookkeeper Kathy Donohoe, Treasurer Kerry Perry, Secretary Melissa Hughes

Absent:

Public Present: Don Houston (Moderator), Chris Countie, Don Ware

II. APPROVAL OF MINUTES

- a. The board reviewed the Precinct Meeting Minutes on January 15, 2024.
- b. Commissioner Metcalf made a motion, seconded by Commissioner Boudette, to approve the regular meeting minutes of January 15, 2024.
- c. VOTE: Commissioners Boudette and Metcalf voting in favor of the motion; no votes against
- d. MOTION APPROVED 2-0

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 and Metcalf voting in favor of the motion; no votes against
- e. MOTION APPROVED 2-0

IV. OPERATIONS REPORT

- a. Chris Countie (COO) and Don Ware (CEO) from PWSC presented the operations report. Discussion ensued regarding implementing an enterprise-grade firewall between modem and local SCADA network to be able to monitor the computer system and alarms remotely at PWSC; installing a fail-safe system at plant, repairing the pump and installing a backup pump in the future, replacing backwash pump, and replacing turbidimeter.
- b. VOTE: Commissioners Boudette and Metcalf, voting in favor of the motion; no vote against
- c. MOTION APPROVED 2-0

V. RECENT LEAK REPAIR

- a. A leak was recently repaired on Maple Street, discussion ensued.

VI. RON KLEMARCZYK RE: TIMBER HARVEST

- a. Ron Klemarczyk, Forester, presented a proposal for a timber harvest in the area of Pleasant Pond Road. Ron will create plan, obtain permits, mark and tally trees, and give an estimate of potential profit, Chuck Rose will do the logging; discussion ensued.
- b. Commissioner Boudette made a motion to move forward creating plan for timber harvest, seconded

by Commission Metcalf

- c. VOTE: Commissioners Boudette and Metcalf, voting in favor of the motion; no vote against
- d. MOTION APPROVED 2-0

VII. OTHER BUSINESS

- a. Discussion ensued regarding how to implement lead testing per Hazen Sawyers recommendation.

VIII. ADJOURNMENT

- a. Commissioner Boudette made a motion, seconded by Commissioner Metcalf, to adjourn the meeting.
- b. VOTE: Commissioners Boudette and Metcalf voting in favor of the motion; no votes against
- c. MOTION APPROVED 2-0; meeting adjourned at 7:30 PM.

Respectfully submitted,
Melissa Hughes