

Minutes

Contoocook Village precinct Monthly Meeting

July 8, 2008

There was a meeting of the Contoocook Village Precinct Commissioners on Tuesday July 8, 2008. The meeting was held at the precinct's utility building on Kearsarge Ave. and began at 7 P.M. Bob Carpenter, Bill Chapin, Mark Hemmerlein, Dick Strickford, Sandi Babson, and Steve Clough were present.

Steve went over a few issues. The current storage tank level and water usage were discussed. All of the shutoffs on Spring Street have been located and evaluated. The list of necessary repairs will be given to Scott Coen to do along with the other preparatory work. The Standard Model Plan for the DBPR-IDSE and LT2 E Coli monitoring regulatory requirements has been approved by NHDES and testing starts in October of 2008.

Overdue Connection fees from the JH Spain project on Park Ave. were discussed. Some of the units have been sold without the fees being paid and the fees on the unsold units have also not been paid. Several billing notices have not been responded to. The commissioners decided on a course of action. A warrant will be put together for the commissioners to authorize the Town of Hopkinton to collect the connection fees as outstanding on the unsold units. The owners of units that have been purchased without the required fees being paid will be notified of the outstanding fees on their properties. The contractor and the management company selling the units will be informed of the Precinct's collection efforts. The Commissioners voted unanimously to take the above actions.

The Commissioners discussed a rate increase as outlined in last year's Structure Study. It was decided that the rate changes would be pursued so that they started on October 1, 2008 and would therefore show up starting on the April 2009 billing. The tax could be correspondingly reduced and would show up on the May 2009 tax bill so that the revenue neutrality could be made apparent to precinct residents. The specific rates, a September Public Hearing, and the suggestion that the increased revenue from rates go to the capital reserve rather than tax reduction will be decided on at the August Precinct Meeting.

Capital projects and scheduling were discussed. The filtration plant upgrade is still the next priority but should be pursued immediately. A preliminary study by an engineer will be necessary to upgrade the outdated costing from previous studies, review any additional improvements, and to present any other feasible options for consideration. The commissioners decided that on a project of this magnitude that Requests For

Proposals, possibly starting with Requests For Qualifications to narrow the engineering field, were in order.

The relocation of the Main Street reservoir was discussed. This project will remain on the Capital Improvements plan as a future improvement, however, the necessary site planning should be pursued as soon as possible. Bill has talked with the Kimballs and they would like to get the issue of a land swap, the old site for a new one higher up the hill, settled. The commissioners will explore the elevations on the site, select a new site, and work out an agreement with the Kimballs to everyone's satisfaction. That way the location details will be ready even if the project doesn't actually get completed for several years.

Dick went over a few issues. With the recent rains the pond level is now up by about another foot and is going over the slash-board. The Project Notification letter was sent out to residents on Spring Street and Heitkamp, Inc. is still planning on starting the project by August 1, 2008. Dick has also had further discussions with the owner of the back parcel of land in the watershed. The Society for the Protection of New Hampshire Forests, which currently hold the conservation easement on the parcel, won't allow the owner to sell that particular parcel to the Precinct. Dick asked about an easement across the property for Precinct access but that issue is unresolved also. Dick could not get a firm price for vinyl siding for the Precinct utility building for next year because of market uncertainties.

Sandi went over a few issues. An updated revenue form is due to DRA in August but the Commissioners weren't aware of this requirement. Sandi will check with Sharon or the DRA for the details. The auditors like to have a second signature on checks above a certain amount so the Commissioners filled out the paperwork to authorize Sandi as the first signatory and any one of the Commissioners as the second signatory. How tax revenue is posted on internal forms and on DRA forms was discussed. The amount to be raised by taxes is the difference between expenditures and other revenues but it is not always clearly posted on all of the financials.

Bob handed out a sketch for a limited water usage sign and would like comments or suggested changes before he orders it. He would also like to review the best use of the Precinct's pages on the town website at the next meeting.

The meeting adjourned at 8:45 P.M.