

Minutes

Contoocook Village Precinct Monthly Meeting

June 8, 2010

There was a meeting of the Contoocook Village Precinct Commissioners on Tuesday June 8, 2010. The meeting was held at the Slusser Center and began at 7 P.M. Mark Hemmerlein, Bill Chapin, Tom Yestramski, Kathy Donohoe, and Steve Clough were present.

The May Minutes were reviewed. Mark made a motion to approve the minutes as written, Tom seconded the motion, and the vote was unanimous.

Kathy, Precinct Treasurer, went over financial issues and the Commissioners signed bills. Steve has been coding only the water services and water treatment bills but will start coding all bills in consultation with the Board. Copies of the 2008 audit were provided and the 2009 audit was discussed. The current auditor, Melanson & Heath, was \$375 more than the proposed new auditor but they have already done most of the 2009 work due to missed communication. Bill made a motion to approve Melanson & Heath as the 2009 auditors contingent upon the audit being completed by September 1, 2010, Tom seconded the motion, and the vote was unanimous. The approval of an auditor for 2010 will be discussed at the 2011 Annual Precinct Meeting.

Kathy informed the commissioner about the auditor comments on uncleared checks from previous years and a confusing deposit posting from 2007. Now that an auditor has been approved she can follow up on how these items should be resolved. She informed the Commissioners, as requested, that the property taxes to the town of Warner, per six month period, were \$312.03 in 2009 and that they were \$333.00 in 2010. The Commissioners signed the Spring Water Warrant and will return it to Sue.

The Commissioners requested a current list of all payroll recipients for the next meeting. Mark will email Kathy the documentation from the May Meeting executive session. It was noted that there was a small payroll error in 2009 regarding one check but that the issue has been resolved. Tom's name will be added to the Precinct's bank account so that he can be available for signatures. Kathy left the meeting.

Steve went over several issues. The second quarter DBP testing has been done but the results haven't been received or the report sent. The Owner of the system has been changed to Mark (the Chairman is usually the owner and primary contact) at NHDES. Steve is listed as the primary operator. The Commissioners were given copies of this information and Mark was given the passwords needed to make changes on the NHDES website.

Meters have been priced for the main pit at the fair in case it is decided to meter the fairgrounds with one pit as opposed to securing the entire water main loop through the property. Steve will get a complete installed low quote for the next meeting as the Commissioners want to resolve this issue this year.

The Association President at Smithfield has requested that all 9 common services at Smithfield, which are currently billed to the Association, be combined into one bill instead of nine. Steve recommended the change because it would be fair and would also be consistent with current Precinct billing practices. This would also apply to the 5 common services at River Grant. The Commissioners approved the change.

Steve has been investigating replacement valves for the filtration system as parts are no longer available for repairs. He is trying to get a handle on how much longer the system can be reasonably expected to operate before media, mechanical, or program issues make it untenable. Water usage has been increasing but production has kept up so far. It would help a lot if residents shut off their yard irrigation systems during rainy periods so that the storage tank level could recover. The Commissioners requested that Steve put something in the Consumer Confidence Report to that effect. The CCR will be mailed out before July 1st. The Corpro, Inc. annual cathodic protection system inspection contract has been signed and mailed. Steve will follow up the lightening protection system repairs evaluation that he has requested from New England Tank.

The badger meters used by the Precinct are going out of production but radio read conversion at a reasonable price looks feasible. Pricing and possible conversion schedules will be developed for consideration during next year's budget process.

The Commissioners approved the streetlight conversion project with PSNH per conversations at previous meetings and email communication. Mark made the motion to approve the contract, Bill seconded it, and the vote was unanimous. The Hopkinton Budget Committee has requested that one of the Commissioners attend their meetings as a voting member. Mark will go to their next meeting and check things out and Bill volunteered to be the Precinct designee for the upcoming year.

The filtration plant upgrade and system study was discussed and Mark will continue to develop an RFP. The process will be put in place by this fall at the latest.

The meeting adjourned at approximately 8:45.

