

Minutes

Contoocook Village Precinct Monthly Meeting

December 4, 2012 **DRAFT**

There was a meeting of the Contoocook Village Precinct Commissioners on Tuesday December 4, 2012. The meeting was held at the Slusser Center and began at 7 P.M. Bill Chapin, Tom Yestramski, Dick Strickford, Kathy Donohoe, Ken Traum, and Steve Clough were present. Mark Hemmerlein, who was involved with last year's budget as a Commissioner and the Precinct's representative to the Budget Committee, also attended the meeting.

Kathy provided the Profit & Loss Statement and the Commissioners signed bills. Kathy answered questions about the remaining expenses for 2012 and fund balances. The Capital Reserve Fund has approximately \$168,000 in it and will have a balance of about \$250,000 when the budgeted transfer for 2012 is made at the end of the year. The Operating Fund has a balance of approximately \$73,000 and there is about \$76,000 in receivables outstanding. Kathy left the meeting at 7:30 P.M.

The Main Street Reservoir project was discussed. Bill went over some revised wording and conditions in the Memo of Understanding that had been requested by the landowner. The revisions were discussed and it was decided that Bill would have another meeting with the landowners. A decision will be made by next week on whether to proceed with the land swap or to pursue other options for the project. Mark left the meeting.

Steve went over some regulatory issues and recent distribution system work including the Amesbury Road main break on Thanksgiving. The Meter project status was reviewed including outstanding work anticipated for 2013.

The proposed 2013 budget was reviewed, discussed, and adjusted. Several line items were changed. Future distribution system projects, the completion of the metering project, Engineering, and improvements to the filtration system and control system were discussed in depth. There will be funding in the maintenance line and projects lines. There were tentative decisions made but the final approval can't be made until the reservoir project issues are resolved.

Steve will revise the budget to reflect the changes made by the Commissioners and will plug in the projects lines next week. He will send out the revised proposal for the Commissioners to review. A final budget proposal, the draft MS-37, and Annual Meeting Warrant will be approved in time to provide them to the Hopkinton Budget Committee at least a week prior to the scheduled presentation on January 16th (this date may change). The January monthly meeting, which currently falls on January 1st, will be moved to a different date.

Bill made a motion to adjourn, Dick seconded it, the vote was unanimous (3-0), and the meeting ended at 10:30 P.M.

Steve Clough, Precinct Superintendent, drafted these minutes.

