

Minutes

Contoocook Village Precinct Monthly Meeting

January 8, 2013
approved

There was a meeting of the Contoocook Village Precinct Commissioners on Tuesday January 8, 2013. The meeting was held at the Slusser Center and began at 7 P.M. Bill Chapin, Tom Yestranski, Dick Strickford, Ken Traum, Kathy Donohoe, and Steve Clough were present.

Kathy provided the monthly Profit & Loss and Balance Sheet reports. The Commissioners signed bills and checks. The Local Government Center property insurance was discussed. The Water Filtration Plant's contents value is listed at \$93,000 which is obviously too low. The plant is 20 years old but even in kind replacement would be significantly higher. After some discussion it was decided that Steve would call LGC and see if an appraiser can come out to the site and explain the current property insurance assessment. Then, if necessary the Commissioners will request that an LGC representative come to a monthly meeting and assure them that the Plant is properly covered.

Steve went over the 2012 expenditures and several issues regarding appropriate posting and funding. The Woodland Drive pipe and hydrant project expenses should be moved to Capital Outlay. The emergency replacement of the control computer at the filtration plant and part of the expenses from Amesbury Road, which were actually emergencies, should also be transferred to capital outlay. Funds should be transferred from the Reserve Account to cover these outlays.

Dick made a motion to transfer the 2012 expenses, \$26,945 (Scott Coen Construction), \$6,143.29 (EJP), and \$1,913.33 (EJP), to Capital Outlay (4909.06-Woodland Drive Project-\$35,001.62), and to transfer the expenses, \$25,659 (EI, Inc.) and \$3,000 (Line Unlimited, Inc.) to Capital Outlay (4909.07-Computer/Ames RD Emergencies-\$28,659), and to increase the funding for 2012 Capital Outlay from the Capital Reserve account to \$199,337.33. Tom seconded the motion. The vote was unanimous (3-0).

Steve went over Line Item Explanations for all of the significant expenses in the budget. The maintenance tasks, the completion of the meter project, and the plant upgrade were reviewed. The estimate for services for next year's engineering projects and how they are presented in the proposed 2013 budget was discussed.

The Precinct tax rate for 2012 and the expected rate for 2013 were discussed. The rate is increasing by \$.07/1,000 primarily because less water sale revenue is estimated in 2013 and there aren't enough funds in the operating account to offset the rate due to last year's changes. The actual operating budget is only increasing by a few thousand dollars. The Commissioners decided to leave it as proposed.

Bill made a motion to approve the 2013 budget as proposed, Dick seconded the motion, and the vote was unanimous (3-0).

The MS37 was reviewed. Steve wasn't sure how to fill out the 2012 budget and 2012 actual expenses on the form considering the changes just approved for 2012 budget and expenses by the Commissioners. Kathy didn't think that using the updated figures looked right. She will call DRA for guidance. Kathy will provide the revised MS37 and year-end Balance Sheet. Kathy was excused by the Commissioners and left the meeting at 8:15 P.M.

Dick made a motion to approve the December Minutes as written, Tom seconded the motion, and the vote was unanimous (3-0). Steve went over the latest rate survey by the state and the Precinct's average residential charge. A list of all the water systems and their rates should be available some time later this year for comparison purposes.

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The proposed Warrant for the 2013 Annual Meeting was discussed. The date for the meeting was set for Thursday, March 21, 2013 at 7:00 P.M. Steve will contact the Library and reserve the Community Room. The Minutes for the last three Annual Minutes revealed that Tom is up for nomination for another 3-year term as Commissioner this year. The Town Report has the Commissioners expiration dates/years wrong.

The Main Street Reservoir project was discussed. The schedule will not work for 2013. The Commissioners felt that the current project had become too expensive anyway. All options will be evaluated, costed, and refined during 2013. Bill questioned whether project engineering costs would really be 25% of the project. Those costs will be itemized and scrutinized as part of the design/construction approval preparation. The cost of pressurizing the existing tank looks like the most cost effective approach but the study work will have to confirm this.

Steve will do the Budget Committee presentation on Wednesday the 16th. Ken offered his support and assistance at the meeting. The Commissioners also offered their support.

Dick made a motion to adjourn, Tom seconded the motion, the vote was unanimous (3-0), and the meeting ended at 9:30 P.M.

Steve Clough, Precinct Superintendent, drafted these minutes.

