

Minutes

Contoocook Village Precinct Monthly Meeting

September 3, 2013

There was a meeting of the Contoocook Village Precinct Commissioners on Tuesday September 3, 2013. The meeting was held at the Slusser Center and began at 7 PM. Tom Yestramski, Dick Strickford, Bill Chapin, Kathy Donohoe, and Steve Clough were present.

Kathy provided the monthly reports and checks for the Commissioners to sign. LGC and property insurance was discussed. The new assessments still haven't been put in place and the coverage for filtration plant has been reduced to \$93,000 again after having been raised by the Commissioners. The Board agreed to wait until October, after hopefully receiving the new assessments, to decide whether to get another quote.

The budget report was reviewed and the Commissioners have reservations about the existing Quicken book format. The information isn't as clear and pertinent as they would like. They decided to discuss some changes at the next monthly meeting. Kathy left the meeting at 7:30. Dick made a motion to approve the June 4, 2013 Minutes as written, Tom seconded the motion, and the vote was unanimous, 3-0. There were no official meetings in July or August.

Regulatory requirements were briefly reviewed. There was a bacteria hit in July but all follow-up testing was negative. Scheduled 2013 third quarter testing includes; Disinfection byproducts, the 10 year asbestos sampling, the 3 year Lead & Copper testing, and VOC/IOC/SOC/Nitrate testing. Three year waivers have been approved for VOCs & SOCs as long as they are all good this time.

Steve went over the meter project. There are only several vacant buildings left and 5 occupied residences that still haven't responded after 2 years of notices. The Commissioners decided to estimate all non-responders at 60,000 gallons for the October billing. If they call and get their new meters installed their bills may be re-visited. There are only a handful of technical issues outstanding and they should be easily resolved during the October billing process. There will still be training and some programming issues to be worked on but the project will be essentially complete.

The Board was updated on the three Underwood Engineering projects for 2013. The Main Street reservoir evaluation should be completed by the middle of September in time to be reviewed for the October meeting. The Precinct map from the water system mapping project still needs to be marked up with all unrecorded conditions and completed. All of the rest of the maps and records also need to be put together and scanned. The Connection fee & water

ordinance project is proceeding. Steve has supplied Mike with extensive budgeting, balance sheet, infrastructure, CIP, metering, flow, etc. information so that Underwood can produce a factually based report which recommends an updated connection fee, system development charge, and water use policies. The report will also hopefully point out other ordinance issues that should be developed.

Steve went over the 2013 in-house projects. The filtration mechanical work was mostly completed last May and the system has been producing water at design flow since then. This has been a rainy summer but the plant appears capable of handling a normal summer. The SCADA system hardware and wiring has been done and that project is about 2/3 complete. It will hopefully be finished within the next couple of months. Steve also cautioned that although everything is running good now the filtration system is still vulnerable because of its age. If it continues to operate as it is now it should be adequate for several more years.

Steve reviewed all of the 2013 distribution system work. He has marked out all of the projects with RHWhite and they will be providing an estimate and scheduling the work in about 2 weeks. There are several shutoff boxes being replaced, the old Villager service will be shut off at the main, all of the upper Main Street and reservoir valves will be re-established, the HMC hydrant will be replaced, and the issues with Kimball's barn will be addressed.

The Commissioners discussed the Hopkinton Budget Committee and the need to provide a representative from the Precinct. Several names were bandied about but there aren't a lot of people who are familiar with the Contoocook Village Precinct who would be willing to commit to going to all of the Budget Committee meetings. The Board will approach some of the people mentioned and try to get this position filled.

Dick made a motion to adjourn, Tom seconded the motion, the vote was unanimous (3-0), and the meeting adjourned at 10 P.M.

Steve Clough, Precinct Superintendent, drafted these Minutes

