

Minutes

Contoocook Village Precinct Monthly Meeting

October 15, 2013

There was a meeting of the Contoocook Village Precinct Commissioners on Tuesday October 15, 2013. The meeting was held at the Slusser Center and began at 7 P.M. Tom Yestramski, Dick Strickford, Bill Chapin, Kathy Donohoe, and Steve Clough were present.

Kathy presented the Commissioners with the 2012 audit report, payroll report, and vendor report as well as the monthly Profit & Loss Budget Report and Balance Sheet. Department of revenue forms were discussed and signed where necessary. No revenue revisions were necessary. Bill asked Kathy to see what the interest rate was for the town's CVP trust fund as compared to what our bank offers with short term CDs. Kathy will pay all of the bills received to date. The Commissioners signed the October billing warrant for the Tax Collector.

Mike Metcalf and Tom Page from Underwood Engineering joined the meeting and Kathy left at 7:30 P.M. They went over the status of the three projects that have been working on in 2013.

The mapping project has been completed in draft form and took a little more effort than anticipated. Steve will be going over the map for corrections and incorporating all known precinct mapping plans. The map will then have to be updated and the files entered into a different format with basic software so that the map can be manipulated and used for future GIS projects if desired.

Tom went over the progress of the Connection Fee, System Development Charge, & Water Ordinance scope. Figures, conclusions, and recommendations were reviewed and discussed as bullet points. The report will be finalized and provided to the Commissioners.

The Main Street Reservoir project was reviewed, also in a bullet point format, and discussed. The report will be finalized and it was decided that the existing tank will be drained and inspected to verify that it is viable before proceeding with a plan to upgrade it. The deed has been checked but a boundary survey will also be done before proceeding to the 2014 Annual Meeting. Mike and Tom left at 9 P.M.

Dick made a motion to approve the September Minutes, Tom seconded it, and the motion was approved unanimously. Steve went over the third quarter testing briefly. All of the phase II, asbestos, and Lead & copper sampling has been done and it all passed. The DBP testing will be done in November. Monthly bacteria sampling continues as usual.

Bill informed the Committee that Don Houston would be willing to be the Precinct's Budget Committee Representative and would like to come to monthly meetings to get up to speed.

Bill made a motion to adjourn, Dick seconded it, the vote was unanimous, and the meeting ended at 9:40 P.M.

Steve Clough, Precinct Superintendent, drafted these minutes.

