

Minutes

Contoocook Village Precinct Monthly Meeting

November 5, 2013

There was a meeting of the Contoocook Village Precinct Commissioners on Tuesday November 5, 2013. The meeting was held at the Slusser Center and began at 7 P.M. Tom Yestranski, Dick Strickford, Bill Chapin, Don Houston (Don has agreed to be the Precinct's Representative to the Budget Committee), 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. Kathy presented the auditors new contract proposal for 2013 (\$3,500), 2014 (\$3,500), and 2015 (\$3,750). After some discussions the commissioners decided to accept it and sign the agreement. Kathy agreed to set up a 2014 budget form Steve similar to the one used last year. Kathy left the meeting at 7:15.

Dick made a motion to approve the October Minutes as written, Tom seconded the motion, and the Minutes were approved unanimously (3-0). Bill presented some sample records from another department and they were discussed briefly.

Mike Metcalf and Mike Unger from Underwood Engineering joined the meeting at 7:30 P.M. The Kimball Reservoir project was reviewed and some misunderstandings about their report were cleared up after some discussions. How the project effort was to proceed was worked out. Steve and Mike will work out the details. Steve will bring a budget and project plan for 2014 to the December meeting for discussion and approval. Mike and Mike left the meeting at 8:45 P.M.

Steve went over some issues. A couple of metering issues were discussed. The Commissioner agreed and clarified that from now on the Precinct would charge \$25 to turn a water service off and \$25 to turn a water service on but would not assess the minimum charge of \$50/6 months while the water is off. Steve went over the status of the meter project which is being finished up. He also went over all of the distribution work that has been done by RHWite. They have been doing a good job at a reasonable cost so far.

The proposed 2014 budget will be reviewed at the next meeting and can hopefully be finalized so that it can be given to the Budget Committee. Steve will put together the Precinct budgeting information for Don and go over it with him.

Bill made a motion to adjourn, Dick seconded it, the vote was unanimous, and the meeting ended at 9:30 P.M.

Steve Clough, Precinct Superintendent, drafted these minutes.