

Minutes
Contoocook Village Precinct
Monthly Meeting

January 6, 2015

There was a meeting of the Contoocook Village Precinct Commissioners on Tuesday January 6, 2015. The meeting was held at the Slusser Center and began at 6 P.M. Bill Chapin, Dick Strickford, Tom Yestramski, Don Houston, Kathy Donohoe and Steve Clough were present.

Kathy didn't have the year-end information to needed to produce the monthly reports. The Commissioners signed bills. Steve provided an overview of the budget and reservoir project status for 2014 and 2015. The 2014 budget can't be closed out until the final invoice from RHWhite is received. The "credit cards" from Merrimack County Bank were actually issues as "debit" cards. Bill made a motion to cancel the MCT debit cards, Tom seconded it, and the motion passed unanimously (3-0). Steve will take care of that and explore getting credit cards from a different source. Kathy left at 6:15 P.M.

Steve did a projects update. RHWhite has a small amount of drainage work left for spring and capital funds are remaining for that purpose. Underwood is finishing the survey map, the connection fee report, and the 2015 scope of services agreement. PSNH still needs to install the pole at the reservoir site. The Booster Pump Station specifications have been reviewed by Steve and Wes producing suggestions for another \$12,000 reduction in costs. The numbers for all 2015 projects and contingencies were summarized.

Steve reviewed operational and regulatory issues. There is some minor spring work planned for the filtration system. The 2014 Backflow Device Report has been submitted to DES. Rick Shrinka from NHDES conducted the Sanitary Survey which is required every three years. There were no deficiencies and the report will take a while to complete. The Precinct Emergency Plan must be updated and submitted by April 6, 2015.

It was decided that the Precinct's Annual Meeting would be held on Thursday March 19, 2015 at 7:00 P.M., in the Library Community Room. Steve will reserve the room and bring the 2015 Warrant to the February monthly meeting for approval. It will be signed, notarized, and posted at least 15 days before the meeting. The Commissioners agreed that Bill will write the Precinct Report for the Hopkinton Town Report. The Commissioners asked Steve to review prior minutes and make sure that the Budget Committee Representative is properly compensated for 2014.

The meeting adjourned at 7:00 P.M.

Steve Clough, Precinct Superintendent, drafted these minutes.

