

Minutes

Contoocook Village Precinct Monthly Meeting

February 4, 2014

There was a meeting of the Contoocook Village Precinct Commissioners on Tuesday February 4, 2014. The meeting was held at the Slusser Center and began at 6 P.M. Dick Strickford, Bill Chapin, Tom Yestranski, Don Houston (Budget Committee Representative), Kathy Donohoe, and Steve Clough were present.

The January Minutes were reviewed and the Minutes from the executive session, which was held immediately after the January Monthly Meeting, were read by Bill and made public. Dick made a motion to approve the January Minutes, Bill seconded the motion, and the Minutes were approved unanimously (2-0, Tom was absent from the January Meeting due to illness). The Minutes from the executive session will be attached to the February Minutes.

Steve went over several issues. The metering and billing system will be operated by the Town Clerk's office and training on the Sensus software/hardware will hopefully be scheduled within the next couple of months. The status of all contractor/engineering work and improvements to the filter plant (UPS batteries, propane furnace, SCADA upgrade, etc.) were reviewed.

Don updated the Commissioners on Budget Committee activities. The Public Hearing has been moved to Thursday night at 6:30 and Steve will attend to respond to any questions about the CVP's 2014/2015 CIP Projects.

Kathy provided reports and the Commissioners signed bills. The Precinct's Annual Meeting will be on Thursday March 20th at 7 P.M. The warrant was reviewed and the Commissioners will sign it at the Town Clerk's Office and have it notarized. Dick will post it in three locations in advance as required and Steve will reserve the Community Room at the Library.

Steve went over the current reports that are being used by the Commissioners and pointed out several issues that should be noted and/or changed. The profit & Loss statement, budgets, and the bank statement were also reviewed and discussed. Steve provided a draft monthly summary report that could be put together easily and Kathy and Don thought that a cash flow report would illustrate some pertinent budget information. Dick made a motion that the monthly summary be implemented on a trial basis starting in March, Tom seconded the motion, and the vote was unanimous. The P&L Statement, bank reconciliation report, cash flow report, and monthly summary will be put together for a draft monthly report.

The meeting adjourned at 8:05 P.M.

Steve Clough, Precinct Superintendent, drafted these minutes.

Centrocreek Village Precinct

January 7, 2014

To Whom It May Concern,

The three Commissioners namely Wm Chapin, Richard Storckford and Tom Yestramski have met this night in a closed door session to discuss and implement the following personnel matters as follows.

1. Steve Clough has completed two years of dedicated and perpetuity designed record keeping for the future. We unanimously raised Steve's base salary from \$71,500 to \$76,500 part time.

2. Richard Storckford has continued to shovel out all hydrants in a clean and timely fashion using his own equipment. We increased his hourly remuneration from \$62 to \$65 winter only, Richard abstaining.

3. The Precinct's reporting person to the Hopkin ton Budget Committee will be paid \$750 each December. That position is currently filled by Dan Houston.

4. A cost of living increase was afforded to Precinct Book Keeper Kathy Donohue in amount of \$200 annually raising her stipend to \$3800 from \$3600 per year.

5. There being no other business the meeting was closed.

Respectfully submitted
Wm Chapin Sr. Chair