

## Minutes

### Contoocook Village Precinct Monthly Meeting

October 7, 2014

There was a meeting of the Contoocook Village Precinct Commissioners on Tuesday October 7, 2014. The meeting was held at the Slusser Center and began at 6 P.M. Dick Strickford, Bill Chapin, Kathy Donohoe, and Steve Clough were present.

Kathy provided manifests and the Commissioners signed checks. She couldn't get the monthly statement due to issues at the bank so she will email the reports as soon as they are available. Kathy will have to sign up for the electronic reporting to DRA class. She left the meeting at 6:30.

Dick made a motion to approve September Minutes as written, Bill seconded the motion, and the minutes were approved unanimously (2-0).

Steve gave project updates and they were discussed. The Underwood booster station plans are at 100 % and have been submitted to DES for approval. The RHWhite project is scheduled to start on October 16<sup>th</sup>. The trees have been cut, the electrical design has been settled on, and the pre-construction talks have been completed. The Precinct has signed a letter of agreement with RHWhite.

Steve went over how the plant is working, distribution systems repairs, and the status of the October billing. There are several issues left to be resolved but not as many as the last several billing readings. There are about a dozen meters that need repairs and the Avitar programming still hasn't been done. The bills will go out as soon as possible. The Fair will be given a credit because they have had more leak problems over the last year. The Commissioners asked Steve to write the fair an accompanying letter to advise that they have been shown how to do leak detection, have had time to repair all existing leaks, and now have the ability to read their own meters as frequently as prudent so there will be no more credits. It is the fairs responsibility to track their own usage and to fix leaks before they become costly.

Steve went over the town budget schedule. He will bring a draft budget to the November Precinct monthly meeting. A final recommended budget should be provided to the town budget committee by December 10<sup>th</sup>.

The meeting adjourned at 8:00 P.M.

Steve Clough, Precinct Superintendent, drafted these minutes.

