

Minutes  
Contoocook Village Precinct  
Monthly Meeting

January 3, 2017

**DRAFT**

There was a meeting of the Contoocook Village Precinct Commissioners on Tuesday January 3, 2017. The meeting was held at the Hopkinton Wastewater Plant and began at 6:00 P.M. Bill Chapin, Chris Boudette, Tom Yestramski, Don Houston, Kathy Donohoe, Kent Barton, and Steve Clough were present.

Kathy provided payment manifests to the commissioners. The annual transfer to capital reserve was made. The remaining funds from this year's capital reserve to operating budget will also be returned as required. Kathy will wait for the bank statement and then generate the year-end report and bank reconciliation. The approved 2017 projects and budget were briefly reviewed.

The Annual meeting and Warrant were discussed. The meeting will be scheduled for Thursday March 16, 2017 at 7 P.M. The Annual Warrant will be approved at the February monthly meeting to leave plenty of time for the required posting. The Library Community Room will be reserved as usual. Chris made a motion to approve the November 2016 and December 2016 Minutes as written, Bill seconded the motion, and the Minutes were approved unanimously. Kathy left the meeting at 6:30 P.M.

Steve went over a few operational issues. Two vacant houses will have their water turned off. He will get the easement settlement papers finalized and notify the Commissioners.

All the Precinct water source alternatives were discussed including wells. The costs of new treatment facilities were considered from the 2011 draft report by Underwood Engineering. The costs of the Precinct's other unfunded liabilities, including, piping infrastructure, will be developed so that everything can be considered when putting together long term planning.

An Asset Management Plan Grant Application was reviewed to see what is involved. There will be some commitments to planning and funding that will have to be made when the plan is developed. The Commissioners will continue to look at the big picture and initiate the Asset Planning process when they feel that they have enough information to go in the right direction.

Bill made a motion to adjourn, Chris seconded it, and the meeting adjourned at 8:05 P.M.

Steve Clough, Precinct Superintendent, drafted these minutes.

