

Minutes
Contoocook Village Precinct
Monthly Meeting

December 5, 2017

There was a meeting of the Contoocook Village Precinct Commissioners on Tuesday December 5, 2017. The meeting was held at the Hopkinton Wastewater Plant and began at 6:00 P.M. Bill Chapin, Chris Boudette, Kathy Donohoe, Don Houston, Kent Barton, Steve Clough and Kathy Donohoe were present (Tom Yestramski had a family emergency).

Kathy went over financial reports and the commissioners signed bills. Reports and the balance sheet were discussed. The year end bills and closing out 2017 expenses were discussed. A couple of small project expenses will be carried over into 2018 which has been planned for. The \$250,000 annual payment to The Expendable Trust Fund will be made and the small balance remaining from the 2017 Capital Reserve projects will be returned. Kathy left the meeting at 6:45.

Mike Metcalf joined the meeting at 6:30. He provided a cost analysis for the Upper Main Street Project and a map for the lower field project. Mike went over the details of an Asset Management Plan and offered to put a grant application into the state. After a lot of questions and discussion the Commissioners decided not to apply for the grant for 2018. Mike's last task is to finish the cost estimate for the field project and he will get that to the precinct soon.

Steve updated the Commissioners on operations. There has been one service leak and two new service applications. The chemical feed project at the Water Treatment Plant is going well and will be done this week.

The proposed 2018 budget with revisions was reviewed and discussed. The streetlight upgrade financing should be complete this month. The revisions from the last meeting were confirmed. The 2018 budget included a change from additional hours to salary for Steve, an easy system of mileage reimbursement for Steve and Kent, a raise for Kathy, and a new snow removal rate for Dave tentative to current rate confirmation. Chris made a motion to approve the 2018 Budget as currently proposed, Bill seconded the motion, and the Budget was approved unanimously (2-0).

The meeting adjourned at 8:15 P.M.

Steve Clough, Precinct Superintendent, drafted these minutes.

