



# Town of Hopkinton

Contoocook Village Precinct Commissioners

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## CONTOOCCOOK VILLAGE PRECINCT COMMISSIONERS PUBLIC MEETING MINUTES JANUARY 8, 2019 – 6:00 PM SLUSSER CENTER

### I. CALL TO ORDER

Commissioner Chapin called this regular meeting of the Contoocook Village Precinct Commissioners to order at 6:00 p.m. on Tuesday, January 8, 2019, at the Slusser Center.

**Commissioners Present:** William Chapin, Chris Boudette

**Absent:** Tom Yestranski

**Public Present:** Kathy Donohoe, Kent Barton, Don Houston for Budget Committee

### II. FINANCIAL REPORT

- a. The board reviewed the Financial Report as presented by Kathy Donohoe.
- b. Commissioner Boudette made a motion, seconded by Commissioner Chapin, to approve the financial report.
- c. VOTE: Boudette and Chapin voting in favor of the motion; no votes against
- d. MOTION APPROVED 2-0

### III. 2019 BUDGET

- a. Discussion ensued regarding the 2019 proposed budget for the Precinct. Went line by line, made minor adjustments.
- b. Proposed budget was finalized and passed on to Don Houston to bring forward to the Hopkinton Budget Committee for review.

### IV. OPERATIONS

- a. Kent presented general operations report. Producing about 110k gallons per day on average.
- b. Discussion ensued regarding a bad valve that was located on Woodwells Garrison that has been fixed.
- c. A new computer will be set up at the plant with the operating program. This will be taken from last year's budget.
- d. Discussion ensued regarding meter reading. Prescott will come out and ride with Kent and 25-30 meters were not read.
- e. Discussion ensued regarding bacteria testing and inspections, all came back good.
- f. Tom will perform a generator run-through.
- g. A bad valve was found at the top of Cedar Street and Maple Street. Discussion ensued on how the work to repair the valve will be performed.
- h. Discussion ensued regarding the drainage line at the Kimball Project. Will reach out to Mike Metcalf to discuss this.

### V. OTHER

- a. Annual Meeting date is set for March 21, venue to be determined.

### VI. ADJOURNMENT

- a. Commissioner Boudette made a motion, seconded by Commissioner Chapin, to adjourn the meeting.

- b. VOTE: Boudette and Chapin voting in favor of the motion; no votes against
- c. MOTION APPROVED 2-0; meeting adjourned at 7:15pm

Respectfully submitted,  
Steve Lux Jr.