



Town of Hopkinton

Contoocook Village Precinct Commissioners

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CONTOOCCOOK VILLAGE PRECINCT COMMISSIONERS PUBLIC MEETING MINUTES OCTOBER 8, 2019 – 6:00 PM PRECINCT BUILDING

I. CALL TO ORDER

Commissioner Boudette called this regular meeting of the Contoocook Village Precinct Commissioners to order at 6:00pm on Tuesday, October 8, 2019, at the Stephen F. Clough Memorial Precinct Building.

Commissioners Present: William Chapin, Chris Boudette, Tom Yestramski

Absent: none

Public Present: Steve Lux Jr, Kathy Donahoe, Charlie – WSO

II. APPROVAL OF MINUTES

- a. The board reviewed the Precinct Meeting Minutes of September 10, 2019.
- b. Commissioner Boudette made a motion, seconded by Commissioner Chapin, to approve the minutes.
- c. VOTE: Boudette, Chapin, and Yestramski voting in favor of the motion; no votes against
- d. MOTION APPROVED 3-0

III. FINANCIAL REPORT

- a. The board reviewed the financial report with Kathy.
- b. Discussion ensued regarding upcoming projects and related costs.
- c. Discussion ensued regarding accounting suggestions by the auditors.
- d. Commissioner Boudette made a motion, seconded by Commissioner Yestramski, to approve the financial report.
- e. VOTE: Boudette, Yestramski, and Chapin voting in favor of the motion; no votes against
- f. MOTION APPROVED 3-0

IV. PUBLIC APPOINTMENT – Water Station Proposal

- a. Gini Haines in to propose a water station (hydration station) to be installed in the Riverway Park by the gazebo.
- b. The idea would be to have a stand-alone water station for refilling water bottles and for pets, not a drinking fountain.
- c. Discussion ensued regarding the public benefit and potential locations.
- d. Discussion ensued regarding where to tap the new line into. Potential for the depot line or bank line to be tapped into.
- e. Discussion ensued regarding how this project would be financed, installation, and maintenance. Potential for volunteer labor and equipment could be used to reduce costs.
- f. Commissioner Yestramski made a motion, seconded by Commissioner Boudette, to approve a connection to a future water station subject to location.
- g. VOTE: Yestramski, Boudette, and Chapin voting in favor of the motion; no votes against
- h. MOTION APPROVED 3-0

V. PUBLIC APPOINTMENT – 2 Inch Service Upgrade

- a. John Wuellenweber was in to discuss a service upgrade for 56 Maple Street.
- b. Project is for a renovation to a building that will create five, single-family residential units.

- c. Commissioner Boudette explained the fees from the Precinct, the typical costs for the services, average costs for paving, and other related costs and considerations.
- d. The requirement for the project is for fire suppression systems that are required per building codes. Mr. Wuellenweber is requesting some assistance with the related costs of the service upgrade.
- e. Discussion ensued regarding the general timeline of the project and permits required.

VI. OPERATIONS - Charlie

- a. Discussion ensued regarding the main street water tank being offline and now being back online.
- b. Discussion ensued regarding pond inspection and completing an inspection this week as well as replacing the lock on the gate.
- c. Chlorine testing was completed and all is well.

VII. PROJECTS UPDATE

- a. Maple Street overlay – GMI completed the work on Maple Street at the same time they were repaving Pine Street. More pavement was required for Pine Street and the town worked on getting risers which the precinct with reimburse for. This project is now closed.
- b. DPW hydrant repair – Hydrant was rebuilt and tested successfully. This project has been completed.
- c. Bound Tree Road hydrant replacement – this is being addressed. Attempts were made to dismantle the hydrant that were unsuccessful. The Commissioners previously approved to replace the hydrant with a new one. This is going to take place relatively soon.

VIII. NON-PUBLIC SESSION – RSA 91-A:3 II (c) Reputation

- a. Commissioner Boudette made a motion to go into non-public session to discuss an issue which could affect the reputation of someone other than a Commissioner under the provisions of Nonpublic Session RSA 91-A:3 II (c), seconded by Commission Yestramski.
 - VOTE: Commissioners Boudette, Yestramski, and Chapin voted in favor unanimously.
- b. The Commissioners and Admin Assistant Steve Lux Jr went into non-public session, as recorded separately, at 6:52pm. The Commissioners returned to public session at 7:12pm.
- c. Vote to Seal the Nonpublic Minutes: Commissioner Boudette made a motion to seal the minutes of the just completed nonpublic session, seconded by Commissioner Yestramski.
 - VOTE: Commissioners Boudette, Yestramski, and Chapin voted in favor unanimously

IX. ADJOURNMENT

- a. Commissioner Chapin made a motion, seconded by Commissioner Yestramski, to adjourn the meeting.
- b. VOTE: Chapin, Yestramski, and Boudette voting in favor of the motion; no votes against
- c. MOTION APPROVED 3-0; meeting adjourned at 7:13pm

Respectfully submitted,
Steve Lux Jr.