



# Town of Hopkinton

Contoocook Village Precinct Commissioners

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## CONTOOCCOOK VILLAGE PRECINCT COMMISSIONERS PUBLIC MEETING MINUTES JANUARY 14, 2020 – 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, January 14, 2020, at the Stephen F. Clough Memorial Precinct Building.

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

**Absent:** Tom Yestramski

**Public Present:** Steve Lux Jr, Kathy Donahoe, Don Houston

### II. APPROVAL OF MINUTES

- a. The board reviewed the Precinct Meeting Minutes of December 10, 2019.
- b. Commissioner Boudette made a motion, seconded by Commissioner Chapin, to approve the minutes.
- c. VOTE: Boudette and Chapin voting in favor of the motion; no votes against
- d. MOTION APPROVED 2-0

### III. FINANCIAL

- a. Kathy noted there is no formal financial report to present this month.
- b. Discussion ensued regarding a couple of invoices received and clarification was provided.
- c. Discussion ensued regarding FY2020 budget and MS-737 form preparations.
- d. Discussion ensued regarding the presentation to the budget committee. All seemed to go well with the FY2020 budget presentation.

### IV. RECENT SYSTEM BREAKS

- a. Discussion ensued regarding the break that occurred on Woodwell's Garrison. This appears to have been a terminated service stub which failed. Was about 30-40 gallon per minute leak. The area was dug, break was repaired, and the service was turned back on all in the same day.
- b. Discussion ensued regarding the break that occurred in George Park. There was a break in a gasket seal that was quickly isolated, repaired, and water restored.

### V. OTHER

- a. Discussion ensued regarding general operations. Chlorine levels continue to be normal during all tests.
- b. Discussion ensued regarding points to include in the annual report. Bill will write up the annual report.

### VI. NON-PUBLIC SESSION – RSA 91-A:3 II (b) Hiring

- a. Commissioner Boudette made a motion to go into non-public session to discuss the hiring of any person as a public employee under the provisions of Nonpublic Session RSA 91-A:3 II (b), seconded by Commissioner Chapin.
  - VOTE: Commissioners Boudette and Chapin voted in favor unanimously.
- b. The Commissioners and Admin Assistant Steve Lux Jr went into non-public session, as recorded separately, at 6:34pm. The Commissioners returned to public session at 6:48pm.

- 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 Chapin.
  - VOTE: Commissioners Boudette and Chapin voted in favor unanimously

## **VII. ADJOURNMENT**

- a. Commissioner Chapin made a motion, seconded by Commissioner Boudette, to adjourn the meeting.
- b. VOTE: Commissioners Chapin and Boudette voting in favor of the motion; no votes against
- c. MOTION APPROVED 2-0; meeting adjourned at 6:48pm.

Respectfully submitted,  
Steve Lux Jr.