



# Town of Hopkinton

Contoocook Village Precinct Commissioners

330 Main Street, Hopkinton NH 03229-2627 • (603) 746-3170 • [www.hopkinton-nh.gov](http://www.hopkinton-nh.gov)

## CONTOOCCOOK VILLAGE PRECINCT COMMISSIONERS PUBLIC MEETING MINUTES NOVEMBER 27, 2023 – 6:00 PM WASTEWATER TREATMENT FACILITY

### I. CALL TO ORDER

Commissioner Boudette called this regular meeting of the Contoocook Village Precinct Commissioners to order at 6:09 pm on Monday, November 27, 2023.

**Commissioners Present:** Chris Boudette, Tom Yestramski, Mike Metcalf

**Absent:**

**Staff Present:** Bookkeeper Kathy Donohoe, Secretary Melissa Hughes

**Absent:** Superintendent Sam Currier, Treasurer Kerry Perry

**Public Present:** Don Houston (Moderator)

### II. APPROVAL OF MINUTES

- a. The board reviewed the Precinct Meeting Minutes on October 30, 2023.
- b. Commissioner Boudette made a motion, seconded by Commissioner Yestramski, to approve the regular meeting minutes of October 30, 2023.
- c. VOTE: Commissioners Boudette, Yestramski, Metcalf voting in favor of the motion; no votes against
- d. MOTION APPROVED 3-0

### III. FINANCIAL

- a. No Financial Report presented.

### IV. OPERATIONS REPORT

- a. Commissioner Boudette presented the Operations Report for Superintendent Sam Currier in his absence; flushing has been complete and there has been no new meter work, discussion ensued.
- b. Commissioner Boudette made a motion to accept Operations Report seconded by Commissioner Metcalf.
- c. VOTE: Commissioners Boudette, Metcalf, Yestramski voting in favor of the motion; no vote against
- d. MOTION APPROVED 3-0

### V. REPLACEMENT OPERATOR REVIEW AND DISCUSSION

- a. PWSC sent a draft contract for replacement operator to review, discussion ensued.
- b. VOTE: Commissioners Boudette, Metcalf, Yestramski voting in favor of approving contract with PWSC pending some adjustment to the contract; no votes against.
- c. MOTION APPROVED 3-0

### VI. OTHER BUSINESS

- a. Commissioners Metcalf will review service records and contact Hazen and Sawyer with information.
- b. Discussion ensued regarding snow removal of fire hydrants and plowing for this winter.
- c. Wright-Pierce will review water rates, discussion ensued.
- d. January-September 2023 budget reviewed; discussion ensued regarding budget for 2024 and a draft 2023 budget was prepared.

### VII. ADJOURNMENT

- a. Commissioner Boudette made a motion, seconded by Commissioner Metcalf, to

adjourn the meeting.

- b. VOTE: Commissioners Boudette, Yestramski, Metcalf voting in favor of the motion; no votes against
- c. MOTION APPROVED 3-0; meeting adjourned at 7:45 PM.

Respectfully submitted,  
Melissa Hughes