



Town of Hopkinton

Contoocook Village Precinct Commissioners

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CONTOOCCOOK VILLAGE PRECINCT COMMISSIONERS PUBLIC MEETING MINUTES AUGUST 21, 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, August 21, 2023.

Commissioners Present: Chris Boudette, Tom Yestramski, Mike Metcalf

Absent:

Staff Present: Superintendent Sam Currier, Treasurer Kerry Perry, Secretary Melissa Hughes

Absent: Bookkeeper Kathy Donohoe, Don Houston (Moderator)

Public Present:

II. APPROVAL OF MINUTES

- a. The board reviewed the Precinct Meeting Minutes of July 17, 2023.
- b. Commissioner Boudette made a motion, seconded by Commissioner Yestramski, to approve the regular meeting minutes of July 17, 2023.
- c. VOTE: Commissioners Boudette, Yestramski, Metcalf voting in favor of the motion; no votes against
- d. MOTION APPROVED 3-0

III. FINANCIAL

- a. Treasurer Kerry Perry presented the financial report.
- b. Discussion ensued regarding the financial report and budget.
- c. Commissioner Boudette made a motion to accept the financial report, seconded by Commissioner Yestramski
- d. VOTE: Commissioners Boudette, Yestramski, Metcalf voting in favor of the motion; no votes against
- e. MOTION APPROVED 3-0

IV. REPLACEMENT OPERATOR UPDATE

- a. Superintendent Sam Currier is now part-time as primary operator.
- b. Pennichuck will give a quote to take over operations. Other options for a replacement operator are being explored. Discussion ensued.

V. OPERATIONS REPORT

- a. Superintendent Sam Currier presented an operations report and discussed the month of July. A water main break was discovered and repaired; flow rates are down since the leak was repaired. 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

VI. ONGOING PROJECTS

- a. The Maple Street project will begin soon, discussion ensued.

VII. OTHER BUSINESS

- a. The form for the American Rescue Plan Act Fund (ARPA) grant agreement was presented to authorize Commissioner Metcalf to execute any documents related to the grant.
- b. Motion was made by Commissioner Yestramski to authorize the Commissioner Metcalf to execute any documents which may be necessary to effectuate the American Rescue Plan Act Fund (ARPA) grant and to sign the grant, seconded by Commissioner Boudette.
- c. VOTE: Commissioners Boudette, Metcalf, Yestramski voting in favor of the motion; no votes against
- d. MOTION APPROVED 3-0

VIII. ADJOURNMENT

- a. Commissioner Yestramski made a motion, seconded by Commissioner Boudette, 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 6:50 PM.

Respectfully submitted,
Melissa Hughes