

Monthly Meeting of the Board of Commissioners

Emerald Lake Village District

June 8, 2017

147 West Main Street Suite 203, Hillsborough NH

Present: Keith Huber, Commissioner (in person)
Diane Cunningham, Commissioner (in person)
Christine Haynes, Treasurer (in person)
Debi Flanders, Deputy Treasurer (in person)
Kim Grondin, Clerk (in person)

ELVD Residents: Joseph Feindel, Eileen Feindel, Warren Fleck, Pasquale Vessicchio, Greg Klos, Lucille Klos, Wayne Held, Melissa Taber, Kaitlyn Boyd-Martone, Deana Boyd-Martone, Don Johnson, Mark Rodier, Travis Roy, Dale Roy, Joe Moran, Brett Taber, Zack Plummer, and John Plummer.

Pledge of Allegiance.

The regular District Meeting with the Board of Commissioners was duly convened at ap. 6:02 pm at the ELVD office, Hillsboro, as noticed, with a quorum consisting of two out of two Commissioners present.

Update on Well pump #11: John and Zack Plummer attended commissioners meeting to inform residents about well pump #11. The well pump has broken and will be fixed asap. The pump is on order and John Plummer states it will be back online by tomorrow. It needs a new well pump, along with the wiring. John Plummer is estimating about \$12,000. Motion was made for John Plummer to complete the work and funds to be taking from the CIP account, seconded and approved.

1. Approval of Meeting Minutes:

BOC's reviewed the workshop meeting minutes dated June 1st, 2017. There are no changes to be made and minutes were signed and dated. Motion was made, seconded, and approved for final draft to be posted.

2. Finances:

Update of Accounts: General Manifest, Water Manifest, and Bill Payments for all Vendors were handed out for all residents to view. All bills are paid and up to date.

Payment of Manifests: Water and general fund manifests were reviewed, signed, and dated by two out of the two commissioners, as well as payment manifests. Balance for General account is \$14,506.67. Balance for Water account is \$11,791.73. Diane Cunningham, Commissioner made a motion to accept updated accounts and payment manifests, seconded, and approved.

Reconciliation Summary was reviewed, signed and dated by Debbie Flanders, Treasurer and Monique Muise. Payroll manifest and payments to vendors was reviewed by two out of two commissioners. Debbie Flanders, Treasurer also has made copies of manifests, as well as balance sheets for commissioners to have for their own personal files.

Liability for taxes and confirmation were reviewed by two out of two commissioners.

- 3. Accept Resignation of Debi Flanders as Treasurer:** Debi Flanders, Treasurer has informed residents that she is resigning as treasurer but will stay on as deputy treasurer, as she has family commitments that she needs to tend to. Debi Flanders has publicly read her resignation. Diane Cunningham, Commissioner made a motion to accept Debi Flanders resignation, seconded and approved.
- 4. Nominate Christine Haynes as Treasurer:** Diane Cunningham, Commissioner made a motion to nominate Christine Haynes as Treasurer, seconded and approved.
- 5. Swear in Christine Haynes:** Christine Haynes, Treasurer was sworn in for newly appointed position.
- 6. Nominate Debi Flanders as Deputy Treasurer:** Diane Cunningham, Commissioner made a motion to nominate Debi Flanders as Deputy Treasurer, seconded and approved.
- 7. Swear in Debi Flanders:** Debi Flanders, Deputy Treasurer was sworn in for newly appointed position.
- 8. Accept nominations for Commissioner:** Diane Cunningham, Commissioner asked residents if there are any residents that would like to join the ELVD BOC's, as there is an open position available. Kaitlyn Boyd-Martone has stepped up. BOC's thanked Kaitlyn. Diane Cunningham, Commissioner made a motion to nominate Kaitlyn Boyd-Martone as ELVD new commissioner, seconded and approved.
- 9. Swear in Kaitlyn Boyd-Martone:** Kaitlyn Boyd-Martone, Commissioner was sworn in for newly appointed position.
- 10. Update from Keith on Water Ban:** Keith Huber, Commissioner states that DES came to the coffee with commissioners and stated the water situation is still not good. ELVD is using an average of 65,000 gallons of water a day but are only producing 60,000 a day. DES stated that ELVD can use outside water but only with watering cans and buckets for fruits and vegetables. Any other water use in the district is strictly prohibited until DES says ELVD is in the clear.

Warren Fleck had asked BOC's about hooking up with the Town of Hillsboro. Keith Huber, Commissioner states that he is considering several options, which starts with the grants to get money for leak detection, upgraded the infrastructure, as well as new wells and the town to hook up to us. Keith Huber, Commissioner states that without any grants, it is over five million dollars and is going to take time. Keith Huber, Commissioner states that he will keep residents updated. BOC's are working with Kathy Rodgers from RCAP to get grants filed and to get as much money as ELVD can and spend it as quickly as we can to get system up to speed. Grants must be used within a certain amount of time, as it is a "use it or lose it type of funding."

Keith Huber, Commissioner states that even if the Town of Hillsboro said, “here is a giant hose, hook up”, ELVD still must fix the leaks, replace pipes and get the infrastructure squared away. BOC’s are considering an asset management grant to determine what we have and what it is worth, which will then hopefully allow ELVD to receive other grants.

Brett Taber had asked BOC’s if the first out of the three phases have been completed for DES. Keith Huber, Commissioner states that Joe Damour, WSO was supposed to attend the meeting but has not come at this point. Keith Huber, Commissioner is going to contact WSO to find out how far along they are on completing these three phases and will keep us updated.

Mark Rodier has asked residents to please look out for other residents using the water inappropriately and talk to them and/or inform the BOC’s, so they can bring them a written warning, as we all need to conserve. Mark Rodier states that he saw two people last week power washing their houses last week. Keith Huber, Commissioner states that everyone who lives in ELVD oversees monitoring the water usage and violations and to please contact them, take a pic, take a video and lets all help each other out.

11. Update on Kathy Rodgers: BOC’s met with Kathy Rodgers from RCAP on June 7th and are very happy to say that they have the surveys and will be sending them out. Diane Cunningham, Commissioner states how very important it is for these to be returned, as we need 90% response or we lose the money. Keith Huber, Commissioner states that these go straight to RCAP and the BOC’s will not see results of these, only RCAP.

12. Discussion on Movie Night: After discussion of movie night and with having no volunteers to help with this, a motion was made by Keith Huber, Commissioner to cancel the movie nights that are presently on calendar, until we can get more volunteers, seconded, and approved.

13. Public Comment: Warren Fleck had asked if the project for Hummingbird/Hemlock intersection is still moving along. Diane Cunningham, Commissioner states that she should know more by the end of the month on this project and will keep residents updated.

Joe Moran questioned the water turn on and turn off date and fee for seasonal residents. BOC’s state that there is no fee for water turn on and turn off from October 15th to April 15th. Joe Moran expresses that the date is too soon, as a lot of the time, weather permitting, seasonal residents do not come up until after that date and can’t always make the Monday thru Friday time. BOC’s state that if a signed representative of residents’ choice is at the property and can enter and exit house is fine. Keith Huber, Commissioner states that he will consider posting something on the ELVD webpage to check with seasonal residents and maybe agree to a different date or sending letters out to seasonal residents or set a date for a meeting with seasonal residents. BOC’s will get back to residents on a plan for this. Diane Cunningham, Commissioner motions to table this topic to the fall and see what recommendations of dates come through, seconded, and approved.

Joe Moran has provided BOC's with photos of his driveway and states that "continues to get graded away by your grader (Skippy), which is happening on a regular basis". Resident states that his vehicle is bottoming out at the end of his driveway, as each year, Skippy gets closer and closer and is taking more and more of his driveway away. Mark Rodier states the all residents are more than welcome to speak with Skippy about concerns. Joe Moran would like the BOC's to figure this out. Diane Cunningham, Commissioner states that she will be asking Skippy to attend the next workshop meeting on July 5th at 6:00 to discuss residents' concerns.

Christine Haynes, Treasurer is asking for another resident on the hours for the gates at ELVD beaches. Keith Huber, Commissioner states that there is walk-in access at all times. Diane Cunningham, Commissioner states that the hours are from 8 a.m. to 8 p.m. for the opening and closing of gates.

Joe Feindel asked the BOC's about the security cameras for the beaches. Keith Huber, Commissioner is currently looking into on how to work the cameras more efficiently and is asking if there are any volunteers to help with the camera's to please contact him.

Resident had asked if the website is posted along roadsides or mailboxes, so residents are aware of it. Keith Huber, Commissioner has added the website elvdnh.com to the ELVD welcoming signs. Christine Haynes, Treasurer asked if we can add the website to the RCAP survey that will be going out to all residents. BOC's agree that this is a good idea.

Wayne Held has informed Diane Cunningham, Commissioner that signs are missing from the Winter Rd/Melody Lane and Pine Glen/Patten Hill intersections.

14. Reminder of Pot Luck/BBQ on July 2nd at 2:00 at Eastman Park.

15. Next monthly Meeting: Next monthly Board of Commissioners meeting is **July 13th, 2017** at 6:00 p.m. at the gazebo at Eastman Park.

Next workshop meeting is **July 5th, 2017** at 6:00 p.m. at the ELVD District Office.

Whereupon there being no further business before the Board at this time, it was moved, seconded and unanimously voted the Meeting be adjourned.

Adjourned at 7:02 p.m.

By: _____

By: _____

Keith Huber

Diane Cunningham

Board of Commissioners.

Certified by the Clerk: _____ **06-12-17**