



EMERALD LAKE VILLAGE DISTRICT
HILLSBOROUGH, NEW HAMPSHIRE, 03244

Monthly Meeting of the Board of Commissioners

Emerald Lake Village District

December 13, 2018

ELVD Office, 147 Main Street, Hillsborough NH

Present: Diane Cunningham, Chairman of the Commissioners (in person)
Linda Whiting, Commissioner (in person)
Debbie Kardaseski, Commissioner (in person)
Jessica Vitkauskas, Treasurer (in person)
Kim Grondin, Clerk (in person)

ELVD Residents: Brett Taber, Melissa Taber, Joseph Feindel, Eileen Feindel, and Richard Whiting.

The regular Board of Commissioners Meeting was duly convened at approximately 6:09 p.m. at the ELVD Office as noticed, with a quorum of three out of three in attendance.

Laura Buono, Town Administrator was unable to attend tonight's meeting.

- 1. Approval of Meeting Minutes:** Kim Grondin, Clerk presented the workshop meeting minutes dating December 5, 2018. Motion was made to accept the meeting minutes, seconded, and approved. Brett Taber, resident noticed the date was incorrect on the BOC's minutes dated 11/14/18 for the BOC's meeting tonight, which stated 12/12 rather than 12/13.
- 2. Finances:** Jessica Vitkauskas, Treasurer states this month, she moved over the second half of the funds that was voted on into the CIP funds to include the \$17,500 into the Roads and Bridges CIP and \$30,000 into the Water CIP. Another big bill that we had was the repair of the bridge, which was around \$5000, which was less than we had originally anticipated. Jessica Vitkauskas, Treasurer states as of September, ELVD had \$107,978.15 in Roads and Bridges CIP and \$104,832.68 in the Water CIP. Water Surplus CIP was created for the Tatum and Howard deposit, which has \$1034.50 in it now. There is a Water Meter CIP with a balance of \$49,101.70, set aside for water meters. Brett Taber, resident explains this was part of the requirements that ELVD was penalized on because we didn't have the houses metered yet and we asked for an extension. As of right now, from the prior meeting discussions, was only 180 homes that are on the main circle of the pipe that can be hooked up, but the rest of the residents cannot because the water system needs to be upgraded, so this is money put away for when ELVD is ready for the meters.

There is also a Meeting House CIP with \$20,190.71 in it for when past commissioners wanted to build a new meeting house; rather than paying rent. In order to close any CIP accounts, this will have to be two warrant articles, one to remove and another to put it in another. Total bill payments for all vendors equaled to \$79,166.24, with water being \$46,050.48 and general \$33,115.76. Diane Cunningham, Commissioner made a motion to accept the financial statements, seconded, and approved.

- 3. Old Business:** Debbie Kardaseski, Commissioner has been working on the MOU for the town. Debbie Kardaseski, Commissioner states she had spoke with Jamie Dow, DRA yesterday, who is also the treasurer at Pillsbury Lake, Webster, as well as Joe Damour, WSO. There are no RSA's in place that deal with specifically with interest and penalties for water. Debbie Kardaseski, Commissioner made some changes to the MOU, which she presented. Discussion was had about these updates. These changes were agreed upon and will be presented to Laura Buono, Town Administrator, when she is able to attend a meeting.

Commissioner were informed that the Melanson & Heath contract is still active, as it was a three-year contract. Diane Cunningham, Commissioner will notify DRA.

Diane Cunningham, Commissioner stated she spoke with Joe Damour, WSO about why their mailing list is so high. Joe Damour, WSO responded that the mailing goes out to every property owner within the wellhead protection area, which goes outside the district boundaries.

- 4. New Business:** Diane Cunningham, Commissioner received an email that the Mary Rowe well was not pumping yesterday. John Plummer investigated it and replaced the pump tech and motor, which ELVD has a credit of \$3500 with him. The pump may need to be replaced, which will be between \$8000 to \$15000. Brett Taber, resident asked if it is still under warranty, which Diane Cunningham, Commissioner will investigate and get back to residents.

Diane Cunningham, Commissioner presented Zac Plummer's, Boulder Creek Excavation contract. The dates were not correct on the contract, so the commissioners will send it back to be corrected and a motion will be presented at the next meeting.

Diane Cunningham, Commissioner will provide Dave Stefanelli, Webmaster with Debbie Kardaseski, Commissioner's contact information to place on ELVD website. Brett Taber, resident asks "in the event of an emergency, do we have access to the website?" Diane Cunningham, Commissioner states commissioners can get the passwords, if they need to.

Melissa Taber, resident asks if there is money put aside to replace the platform on Patten Hill and would also like to do an inventory of the materials in the building, as well as place some shelving? Jessica Vitkauskas, Treasurer states there is money in the Recreational Rec Improvement account. Brett Taber, resident will present commissioners with a quote to replace this platform at the next meeting. Diane Cunningham, Commissioner agrees with Melissa Taber, resident that inventory and shelving is a great idea.

Diane Cunningham, Commissioner states that only three residents have signed up for the Christmas Light Contest to be held on December 17/18, 2018. Commissioners are asking residents to please sign up for the contest.

Jessica Vitkauskas, Treasurer states there may be an abandoned house on 26 Boulder Pass and is concerned about the water pipes freezing. Commissioners will investigate this and get back to residents.

Melissa Taber, resident called for update on the house on Gould Pond Road and was told "it is in the banks hands".

Concerns were discussed about a house on Moccasin Trail with a possible water leak, which Debbie Kardaseski, Commissioner will call the ELVD attorney to find out our options.

Joe Feindel, resident asked about the removal of some trees on Alpine Rd and will charge \$100 to dispose of them. Debbie Kardaseski, Commissioner made a motion for Joe Feindel, resident to remove these trees, seconded, and approved.

5. **Public Comment:** Brett Taber, resident states he will bring the hardware and Uline catalog to the commissioners from the mirrors. Commissioners thanked the Taber's for their help with placing them.

Melissa Taber, resident asked if ELVD is going to replace the eyewash station at the treatment center? Brett Taber, resident states there were many recommendations to get the treatment center up to date. Diane Cunningham, Commissioner will contact Joe Damour, WSO and Pipe Pro to get these items taken care of.

6. **Upcoming Meetings:**

Next BOC's Meeting is **January 10, 2019** at the ELVD Office at 6:00 p.m.

Next Workshop Meeting is **January 2, 2019** at the ELVD Office at 6:00 p.m.

Debbie Kardaseski, Commissioner will not be available for the month of January 2019.

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

Adjourned at 7:36 p.m.

Diane Cunningham, Chairman of Commissioners

Linda Whiting, Commissioner

Debbie Kardaseski, Commissioner

Board of Commissioners.

Certified by the Clerk: _____ 12/14/18