



EMERALD LAKE VILLAGE DISTRICT
HILLSBOROUGH, NEW HAMPSHIRE, 03244

April 4, 2018 Workshop Meeting Minutes

In Attendance: Diane Cunningham, Commissioner, Linda Whiting, Commissioner, Wayne Held, Commissioner, and Kim Grondin, Clerk

Public Attendance: Richard Whiting, Deborah Kardaseski, Zane Merva, Zack Plummer, Eileen Feindel, and Joseph Feindel

The workshop was called to order at 6:00 p.m.

Commissioners discussed that they received noticed about the Phase 1 Bond being due, which will be discussed further next week when manifests are available.

Commissioners signed off on the payroll reports by the auditors.

Commissioners coded and signed invoices for the general and water accounts.

Diane Cunningham, Commissioner states residents have offered to replace the basketball hoop backboard. Diane Cunningham, Commissioner will be reaching out to residents to organize this.

Diane Cunningham, Commissioner provided Zack Plummer with paper work from Northpoint Engineer, as well as a copy of the invitation to bid ad placed for the Hemlock and Hummingbird intersection. Zack Plummer's new business name is Boulder Creek Excavation, INC.

Motion was made for Zane Merva, Resident to be Moderator at the annual meeting, seconded and approved. Zane Merva, Resident read the Oath of Office for Moderator aloud, signed and dated.

Wayne Held, Commissioner states the annual reports will be available tomorrow. Debbie Kardaseski, resident asked where she could obtain a copy of the reports? Wayne Held, Commissioner states that he will be placing about ten copies at the Town Hall, as well as having them available at the April 12th, 2018 BOC's meeting and on the website.

The budget meeting dating March 22, 2018 and BOC's monthly meeting minutes dating March 15, 2018 were reviewed and signed by Commissioners. Diane Cunningham, Commissioner made a motion to accept the minutes as is, seconded and approved.

Wayne Held, Commissioner received some corrections from Justin Richardson (District Lawyer) on the ELVD Finance Policies. Wayne Held, Commissioner made the alterations to the sections that Justin advised. Diane Cunningham, Commissioner made a motion to accept the new policies with corrections, seconded, and approved, which were signed and dated by the commissioners.

Wayne Held, Commissioner reviewed the recommended changes to the Procurement Policy of the ELVD rules and regulations for bidding solicitations from Justin Richardson (District Lawyer). Wayne Held, Commissioner took the recommendations and made the alterations to the final copy. Diane Cunningham, Commissioner made a motion to accept the corrections, seconded, and approved, which were signed and dated by the commissioners.

Wayne Held, Commissioner presented the original documents for Eileen to file to include the warrant articles, commissioners report, MS-636, water CCR, and consumer confidence report.

Commissioners discussed Clean Up Day for ELVD for road-side and beaches. This will be held on **May 19, 2018** at 9:00 a.m. at the mail house in ELVD.

April 13, 2018 will be the deadline for residents running for office.

Discussion on fixing the dry hydrants was had, as commissioners have not received a response from the fire chief as of now. Diane Cunningham, Commissioner will discuss this matter further with Laura Buono from the Town Office.

BOC's Monthly Meeting to be held at the ELVD office on Main Street, Hillsboro on **Thursday April 12, 2018** at 6:00 p.m. The Supervisors of the checklist will be at the meeting from 6:00 to 6:30 p.m. Opening bids will also take place this evening and Kevin from Northpoint Engineers will be present as well. Absentee ballots will also be available at the BOC's meeting.

Commissioners discussed the building needing to be built for wells 7, 8, and 9 with Zack Plummer. Commissioners will discuss with Joe from WSO to coordinate with Zack Plummer.

Motion was made by Diane Cunningham, Commissioner to adjourn workshop meeting, seconded and approved.

Meeting adjourned at 7:21 p.m.

Sincerely,

Kim Grondin, ELVD Clerk

Approved By:

Diane Cunningham, Chairman of Commissioners

Linda Whiting, Commissioner

Wayne Held, Commissioner
