



Emerald Lake Village District
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Emerald Lake Village District (ELVD) **Commissioner Workshop Meeting**
Location: 147 West Main Street

Thursday, March 21, 2024

In attendance:

Sara Auger (Commissioner, Chair)
Brett Taber (Commissioner)
Michael Carr (Commissioner)
Lorinda Giarrusso (District Clerk)
Carolyn Renken, (Treasurer)

Other people in attendance:

Melissa Taber
Deborah Kardaseski
Austin Brann

Meeting called to order by Commissioner Taber at 6:00 PM

Pledge of Allegiance

Roll call of officials completed. The meeting was called to order at 6:30 pm by Commissioner Auger. We had a quorum.

[THE COMPLETE BUDGETS, ARTICLES AND PETITION ARTICLES ARE LISTED ON THE ELVD.NH WEBSITE. \(www.elvdnh.com\) FOR YOUR REVIEW:](http://www.elvdnh.com)

Commissioner Auger started out the meeting by stating that the primary purpose of tonight's meeting is to review the Bond Hearing and present the Draft Final Budgets and Draft Warrant Articles that will be presented at the Annual Meeting.

2024 LOAN AND BOND HEARING – DISCUSSION OF LOAN FROM THE DRINKING WATER STATED REVOLVING FUND IN THE AMOUNT OF \$1,300,000 TO BE USED FOR WATER MAIN REPLACEMENTS:

For the Bond, we are looking to do continuation of the water main that we have started. At this point, about half of our roads have been replaced. Regarding the remaining roads – they are 50-60 years old, and in need of replacement.

BOND ARTICLE 2.

Commissioner Taber stated that the State would provide a max loan of \$1.3 million to the District, with that, we qualify for 80% forgiveness, and we would qualify for \$390,000 as a drinking water trust fund for a total project cost of \$1,690,000. The \$260,000 loan will allow us to continue so we can do another 8-10 roads. Commissioner Auger stated that this was another great funding package. Money like this does not come up often. We anticipate that we can do 8-10 more roads, with minimal out-of-pocket costs. It is definitely a pro-active approach that we need to go forward with, in my opinion. We keep putting band aids on the problem and with this, hopefully, we can continue to see water loss improvement and less leaks.

Melissa Taber asked, "How many water leaks did we have compared to last year?" Commission Auger responded "none". Last year also saw an improvement. We had 11. In prior years, we have had 30-40 leaks. We are definitely seeing improvements.

Commissioner Auger stated that our weakest points on these roads are resident lines; the resident's homes to the curb stop. I know the residents are anxious to have this done. As part of last year's replacement water main project, we did get 10–12-meter pits installed. She stated that Commissioner Carr is researching and getting three (3) quotes to get meters into those pits. We need to get at least a year's data before we can move forward. It will be a multi-million-dollar cost and there are bunch of steps we must take before we can move forward, but we can start inching forward.

Commissioner Taber asked if anyone on the floor, had any questions. The answer was "no".

DRAFT ARTICLE 1

That filing ended this week. The current Officers running for re-election are - Carolyn Ranker as Treasurer and Lorinda Giarrusso as District Clerk and Jim Riddle as Moderator. Commissioner Auger is not up for reelection. No one signed up to run for the open Commissioner spots.

ARTICLE 2

Commissioner Auger (See above for detailed information) stated that the income surveys that we received back, from our residents, were deemed successful and complete by the State. The information derived from the surveys, back in 2021, is good for three (3) years. This will end at the end of this year. It took us eight (8) months to receive the income surveys back, to the percent we needed, so all Commissioners felt it would be prudent to start this Fall, so we can finish and complete on time (no later than Springtime).

ARTICLE 3

Commissioner Auger stated that the General Operating Budget is higher, from last year, mostly because we had to sign a new Road Contract.

Commissioner Taber suggested going through the summary lines instead of every line. If someone has a specific question, they can ask it. Everyone referred to the General Budget 2024 Draft that was provided and/or last year's Annual Report.

The General Budget has a total taxable cost of \$393,899 total. Commissioner Auger stated that does include Capital Reserve Funds which would be \$17,000 CRF for the roads and \$2500 for the dam's CRF, with \$17,000 to be reimbursed to the General Operating funds to offset the cost from unexpended funds.

Deborah Kardaseski asked what the cost is for Line 4150.13? Commissioner Taber answered saying this is for the Arc GIS for clean water and the freshwater subscriptions. It's split up into two. She then asked, isn't GSuite's cost put under something else? Commissioner Taber stated it is included in Line 4130.1. Deborah Kardaseski then asked, on Highways and Streets, why did the sub-contractor cost go up so much. Commissioner Auger & Taber explained that we already spent \$10,000, in January, to have the stonework put on the road, and it was a couple of days labor. Deborah asked why do we have a budget cost of \$1,000 for Calcium Chloride? Commissioner Taber answered that it is a labor cost to have the calcium chloride put on the roads. Commissioner Auger stated we do have enough material to last us until 2025. but Deborah asked, "has the price of sand and gravel gone up that much?" Commissioner Taber stated that gravel, sand and riprap have gone up. In prior years, 100 plus yards would go far, but now we have depleted down to zero (0). Now we buy it, we have year-to-year, replenishing it, and we are needing material we do not have.

Deborah Kardaseski asked a question regarding the Beaches Maintenance Contract. She asked, "the cost has gone up a lot, why so much more"? Because of the new Contract? Commissioner Auger stated that we will be signing a new Summer Road Contract this week. There are a couple of opportunities, if the Beaches are not able to be raked, or mowed, we could get some reimbursements. Commissioner Taber stated we had two bids, and we picked the lower of the two. Deborah Kardaseski stated that she felt Hummingbird Beach could have been saved. Maybe some of the beaches can just be raked and shoveled?

ARTICLE 4 (WATER SYTEM OPERATING BUDGET)

Every Line of the Budget was reviewed. There were no questions. Commissioner Auger stated that water bill costs will remain the SAME for the next three billings. The Board worked long and hard on the budget, so we could keep water bills from going up.

ARTICLE 5

CRF funds - \$19,500.00

Commissioner Taber said the reason we used the \$17,500, at the end of 2023 was because it showed we would be over by \$17,000. so we went to the capital reserve funds to offset those expenses, at the end of the year. The funds came from ARPA funds. In order to sustain the CRF fund with revenue, we put the money back into the capital reserve funds. We wanted to put it back in, so it is there if we need it.

ARTICLE 6

Commissioner Auger stated that Article 6 is to raise and appropriate \$40,000 for Water System CRF Funds. The reason we came up with these numbers, is to keep the water budget about the same as last year. Commissioner Taber stated that with one- or two-year's trends on water repairs and losses, as well as the CRF's, it allows the Board to make adjustments, with a strong potential to keep the rates the same even with taking on the new loan in 2025. We wanted to take advantage of this year, still having the funds going in the CRF's. Commissioner Auger stated that in 2026, the water tank loan ends and the main loop loan ends in 2033.

ARTICLE 7 – TOILET FLAPPER PROJECT

Commissioner Auger stated that the cost of this Project is completely reimbursable by the Grant. It's an opportunity to see less leaks. If the residents approve, there will be more information after the Annual Meeting. There will be a Questionnaire available for residents to sign up for, if they are interested.

ARTICLE 8

Commissioner Auger stated that last year we did see a lot of erosion. We have come up with a short-term fix this year, but we need a longer-term fix. The State said an Erosion Plan must be created, approved and put in place before we put more sand down. There will be a cost for this.

Melissa Taber asked, “when could we start using the Beaches? Commissioner Auger stated that we would need at least a shoreland permit. We are looking into how involved it is or if we can do it on our own. Commissioner Auger stated, “now would be the time.”

Melissa Taber stated “I am sure that our residents would be willing to help.

THE NEXT THREE ARTICLES ARE PETITION ARTICLES ARE SUBMITTED BY THE RESIDENTS.

ARTICLE 9, 10

Commissioner Taber stated that the Board does not have anything to do with Petition Articles, other than making sure they are a registered voter and get at least 12 signatures, but he answered that all Commissioner’s positions are three-year terms. Deborah Kardaseski questioned why the costs of Commissioners was not stated?”

Deborah Kardaseski – Regarding Article 9 with Warrant Article being unclear, they should reach out to the Legislative Body. Commissioner Taber said he would reach out to the DRA for clarification.

ARTICLE 11 – PARKING PERMITS

This is not something the District does.

ARTICLE 12 – ANY OTHER BUSINESS to come before the ANNUAL MEETING.

The Annual meeting is 10:00 am – 12:00 pm (Voting of Officials). Meeting will open at 12:30 Bond voting, (Article 1) will start at 12:30 pm. By statute, once the voting starts, it must be open for an hour and done by ballot. Commissioner Taber stated that 3/5th of people there must vote for it to pass. The Annual Meeting is being held at the Hillsboro Deering Elementary School.

Commissioner Taber stated that as soon as we populate the Articles into the State’s website and formalize the Warrant, and they approved by the DRA, then we’ll need to make a Motion to sign them, (outside of a separate meeting), sign them once they are approved by the State, then those will be posted in our media forums and at the school, no later than April 6, 2024 to meet our statute requirement. Shortly thereafter, we draft the Annual Reports to make sure they are ready before the Annual Meeting.

Melissa Taber asked, “will you be leaving some Reports in the Communication Box? Commissioner Taber said “yes”.

Commissioner Auger made a **MOTION** to sign off on Warrant Articles once approved by the DRA. All Commissioners **SECONDED THE MOTION. MOTION APPROVED.**

Wright Pearce has submitted a payment request for two (2) Invoices, totaling \$1,920.49, for payment. These were for the Strategic Planning Grant. Commissioner Taber said he will get that signed and submitted. We already have an Agreement with the State and an Agreement with Wright Pearce.

Commissioner Taber made a **MOTION** to submit the Strategic Planning Grant for reimbursement to the State in the amount of \$1,920.49. **MOTION WAS SECONDED BY COMMISSIONER AUGER AND COMMISSIONER CARR, MOTION APPROVED.**

Deborah Kardaseski asked, "does this cost come out of the Grant money?" Commissioner Taber stated, "yes". We have a \$50,000 Strategic Planning Grant. This will be finishing this calendar year, the drinking water asset management Grant will be finishing this calendar year and one of the waterline distribution grants will finish this year or rolling over, depending on the outcome of the Annual Meeting, to go towards additional roadways for continuance of that project. The Clean water, Storm water Asset Management Grant will finish this year. We are planning to have a public presentation at the Annual Meeting; it will happen at the end of the Meeting, under Other Business.

MEETING HOUSE PROJECT - We will be applying for an extension.
 PATTEN HILL PROJECT - May have to be extended.
 HUMMINGBIRD PROJECT - This is not for another year.

Commissioner Auger sent over the Parks & Beach Roadside Maintenance Contract to Commissioner Taber and Commissioner Carr. Commissioner Auger asked if they had looked at it. Brett Taber stated he had not had a chance to look at it yet. He said no but let us do it now.

Commissioner Auger stated she had added in wording for numbers 1 & 4 for the refunds and stated the Payment Schedule is different because of the price increase for the Contract.

EASTER EGG HUNT

Melissa Taber stated she had to cancel the Egg Hunt due to the impending snowstorm on Saturday. The make-up day will be Saturday, March 30th @ 11:00 sharp, and it will still be held at Patten Hill. The rain date will be Sunday, March 31st.

Commissioner Auger made a **MOTION to ADJOURN** the meeting at 7:23 pm. The **MOTION WAS SECONDED** by Commissioner Carr. **MOTION APPROVED.**

TIME MEETING ADJOURNED: 7:23 PM.

NAME OF PERSON TAKING MINUTES: Lorinda Giarrusso

 Sara Auger, Commissioner, Chair

 Date

 Brett Taber, Commissioner

 Date

 Michael Carr, Commissioner

 Date

Respectfully submitted by Lorinda Giarrusso, District Clerk