



## **Emerald Lake Village District**

**Hillsborough, New Hampshire, 03244**

### **ELVD Workshop Meeting Minutes**

Thursday, 05.23.2019

### **Attendees**

Brett Taber, *Chairman of Commissioners (In Person)*

Steve Criner, *Commissioner (In Person)*

Debbie Kardaseski, *Treasurer (In Person)*

Rick Rose, *Clerk (In Person)*

Eileen Feindel, *Office Manager (In Person)*

### **ELVD Residents**

Melissa Taber, Joseph Feindel, Don Johnson, Wayne Held, Patricia Topper, Patrick and Dina Sibley, Lauren Provost, Shawna Kilcoyne.

### **Non-Residents**

Luis Adorno, Erick Toledo, Kathy Rogers, Chris Berg and Laura Buono.

Meeting was called to order at 7:00 pm.

Chairman Taber called the meeting to order and welcomed some new faces along with some guest speakers to talk about some of the programs we're looking into this year.

The meeting was started off with the Pledge of Allegiance.

The board introduced themselves in the order of Brett Taber, Steve Criner, Rick Rose and Deb Kardaseki and Eileen Feindel was mentioned as sitting in the back.

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Chairman Taber made a motion to review the last two meeting minutes that we had. For **May 9th** there were some amendments that need to be made, the first being the title of that meeting was not a workshop but a monthly commissioners meeting.

\* Page two in the Financial section treasurer Debbie Kardaseki recited the statement not commissioner Cunningham. The values were correct.

In the **GENERAL DISCUSSION** section:

\* DES is not responsible for our deadline.

\* Attendee Ed Gross noted he already has a water shut off so he is authorized to hook up as he is paying a water bill already.

\* The paragraph regarding the Red Fox Bridge Crossing: Bridge repair does not meet FEMA guidelines.

\* The paragraph regarding the district administrator was brought up. We are bringing in MRI to assist us.

In the **NEW BUSINESS** section:

\* The discussion of arsenic levels in our water. Basically, the state is considering lowering the allowable limits.

\* Next item was in regards to after Commissioner Criner read his statement. Using mortar would not have an impact on the water. Treasurer Kardaseki mentioned that an engineer recommended that.

\* Question arose that at the end of the meeting where Chair Taber was sworn in whether he was needed as a signature in that meeting or not.

Motion was made by Chair Taber to accept the amendments to the 5/9 minutes and seconded by Commissioner Criner. Motion passed.

**For 5/13 Workshop minutes:**

\* The section regarding non-residents Steve Criner's name is included. Commissioner Criner's father attended the meeting who is also named Stephen Criner. Commissioner Criner spells his name with a 'v' and his father spells his name with a 'ph'.

\* The minutes were derived by the board's individual notes and recollections as the electronic equipment failed that night.

\* Statement regarding prior to treating the water communications would be made and that is not accurate we would follow the the notifications to the public prior to making any water treatments.

\* Suggestion made to purchase a house in the district for meetings with the intention of saving the district to pay rent.

Chair Taber made a motion to accept the amendments to the meeting minutes, Commissioner Criner seconded the motion. Motion passed.

Chair Taber begin the proceedings to introduce the guest speakers for the evening To provide support and information for our district. In attendance is Asset Management, RCAP, Wright-Pierce.

Luis Adorno introduced himself from the Drinking Groundwater Bureau. He manages the Asset Management program there. He stated we applied and were elected for a \$20,000 grant. DES will match every dollar spent up to \$20,000 grant.

Luis mentioned that all have documentation that was needed is currently in with the Governor Council to make a final determination. Once we get their stamp of approval he will provide us a copy of that document and that's when the clock starts for us. Any work done under Asset Management program prior to that stamp of approval cannot be submitted for reimbursement.

Chris Berg from Wright-Pierce (Engineers) spoke next (much of this part of the recording was inaudible) They will be gathering information from the distribution system and the tanks to do a conditional assessment. Recommendations can then be made to better handle deficiencies and do what we're required to do regarding state/federal guidelines. Also have to balance customer needs with financial responsibility.

Mentioned CUPS, is a data management software (for water systems) that collects all the inventory and compiles it into a digital format and analyze that data to help create a budget.

The deadline for completion of the program is 5/31/2020. All the work must be completed by that date. Utilizing WSO will not have any negative impact.

The intent of the grant is to get us moving in the right direction. We can always reapply to the program the next time around, as well. First timers get as little bit of a priority for the program. They can only help fund 15 projects.

Resident Lauren Provost (in person) has offered her assistance with applying for the grant.

Erick Toledo a Water Specialist from RCAP Solutions spoke next (much this audio is also inaudible) and they do what they do for free. They are the ones that will provide the CUPS software. They work with both small and large districts. They will provide training programs, as well. He also mentioned that we have the option of loan and trust fund programs.

These companies are basically going to provide us with a lot of data regarding our water system. Commissioner Criner mentioned the water ban and whether it would be wise to lift such ban until all the data has been compiled, understood and then can be put into an action plan. The goal for our district is to become more proactive rather than reactive. Chair Taber brought up testing for our lake water and is under the understanding that the

state doesn't do this any longer and we would need to be trained to do that. Erick Toledo advised he would look into that and get back to the BOCs.

Commissioner Criner brought up the problem with the infrastructure of one of our bridges. We need to put together a scope of work, much like the Hummingbird bridge.

Wright-Pierce (Chris Berg) has been asked to assist us with this issue. They can perform a study and gather all the data they need to provide us with recommendations.

Commissioner Criner relates that we have never bid for this scope of work and hopes that the board can agree to move on with this process. Chief Taber asked Laura Buono, a Town Administrator if they were any town programs that could assist us and the answer was no, there isn't.

Treasurer Kardaseki relayed information that Kathy Rogers from NH Water Works Association stated that Wright-Pierce would be the best company to assist us.

Chris Berg has let the board know that they can put it out to bid, to get the ball rolling.

Chair Taber has motion for the go ahead for Wright-Pierce to begin the scope of work.

Commissioner Criner seconded the motion. Motion passed. Motion also made by Chair Taber to accept the request for services fee of \$46340, Commissioner Criner seconded the motion. Motion passed.

At this point the guest speakers have left the meeting.

### **OLD BUSINESS:**

\* Reviewing items from the 5/13 Workshop. The drinking water loan out process due to complete that. Need to show loan intent. It's a 2 year program.

\* Clarification of coloring of the hydrants and what they mean. Our hydrants are for flushing purposes only. Suggestion of placing flags on the hydrants to signify their use. The Fire Chief has no intent on using those hydrants with the exception of life and death situations.

Attendee asked how this may/may not affect home insurance policies. For all intents and purposes, these hydrants are usable and would not affect any policies.

\* Next item was the secondary notice of fluoride (none is added to our water) levels in the water last February. It was posted on the Website March 2nd. Also posted the CCR report in the middle of March. The district failed to follow-up on the guidelines to report back to the state and failed to notify the residents. Request made to get the mailing addresses for all the water users. Feedback within 30 days to the residents is required and 10 days to the state.

A future suggestion was the 2 wells (Mary Row and Meetinghouse) to go to Patten Hill and all blend into the tank and basically levels of fluoride and arsenic would drop. Also working with Sanitary Survey to change the sequences of treatment of those wells. There will be a

cost benefit analysis done to help the district financially. Have to follow-up with WSO to get those matters resolved.

\* Security fence on Mary Rowe that was basically taken down in 2014/2015 when they dug for the new well. Has been an item that needed to be corrected for quite some time. WSO states this must be done by 6/21. Merely just hanging the chain link fence back up.

\* Zone hearing for leak protection have to submit the information as well as source water by June.

### **NEW BUSINESS:**

\* Several donations/items over the past couple of weeks. Legion had a number of chairs they'd gladly donate.

\* Christine Haynes and Dan (inaudible) donated some table umbrellas.

\* Melissa Taber has donated some hangers for postings on the kiosks.

\* Create a district owned FaceBook page. Be able to give community feedback with any questions without any comment sections or capabilities. Possibility of letting these meetings go live on FaceBook.

Questions from the residents:

26 Gould Pond had water issue in yard and would like research the ability to install type of drainage system. Have to make sure it doesn't impact the system. We have to understand the infrastructure.

\* Another resident shared concern regarding potholes on Emerald Drive side of Old Lantern. Skip Edwards graded the road and the potholes were taken care of.

\* 160 Gould Pond water was shut off in December. Wondered if they didn't have to pay their water bill? It's the support of the system and has a base fee. They understood and will take care of the bill.

\* Raccoon Alley resident has no access to computer and wanted to know when the next meeting was and Chair Taber kindly went to the home to inform them and advised that the meetings are posted on the kiosks.

\* Follow-up on missed deadline for arsenic/fluoride situation.

\* Prior Commissioner forwarded for NH Primex (our insurance company) our annual update of information due 6/14.

\* Usage of the parking stickers for the various beaches was brought up. Enforcement of these stickers will be discussed at later time. Stickers were distributed to members that attended.

\* Two charcoal grills to be placed on the beaches and repairs to some of the benches. Dam boards have been placed to raise the water level.

\* Volunteers are encouraged to sign up to help the district. There's a section on the website that you can add your name onto.

\* District Administrator role. This role (part-time) has been appropriated for \$20,000. Thought was to outsource to MRI (Municipal Resources Incorporated) but they advised the money appropriated would never be enough.

Commissioner Criner will take ownership of this process.

\* Schedules on the website, for meeting dates, must be re-visited. Our next scheduled meeting is June 12th, which is our normal workshop meeting, and June 20th, which is our normal commissioners meeting.

\* Research needed regarding a resident leaving their house to the district.

\* Speed bumps were researched to be used on a temporary basis. Would need to be discussed with the Chief.

\* Issue of some trees on Red Fox Crossing. The issue is there are quite a number of dead trees that have been there for quite some time.

Next Workshop meeting was scheduled for May 30th at 7:00. It was mentioned it's okay to come in late if you want to attend.

Meeting was adjourned at 8:56 after motions to adjourn were made by Chair Taber and Commissioner Criner, respectively.

Sincerely,  
Rick Rose, *ELVD Clerk*

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Approved by:  
Brett Taber, *Commissioner*

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Steve Criner, *Commissioner*

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