



Emerald Lake Village District

Hillsborough, New Hampshire, 03244

ELVD Workshop Meeting Minutes

Thursday, August 8, 2019

Attendees:

Brett Taber, *Chairman of Commissioners (In Person)*
Steve Criner, *Commissioner (In Person)*
Sara Auger, *Commissioner (In Person)*
Rick Rose, *Clerk (In Person)*
Deb Kardaseski, *District Administrator (In Person)*
Eileen Feindel, *Office Manager (In Person)*

ELVD Residents:

Melissa Taber, Joseph Feindel, Don Johnson, Wayne Held, Greg Klos and David Mazotas.

Meeting was called to order at 7:00 pm by Chair Taber and began with the Pledge of Allegiance.

GENERAL DISCUSSION:

Chair Taber opened the meeting up for public discussion/comment:

* Greg Klos asked about the bridge. Commissioner Criner advised that we're waiting on a date when they're going to come and drill on either side to get to the fill we have on the bottom to determine what we're going to put a foundation on. We don't want to drill between the two culverts. We will drill just before the small culvert. Skip Edwards will need to move the blocks beforehand.

* Greg mentioned that there used to be a sign near the dam advising people to keep 100 feet away, but has since been missing. It may have fallen in the water and he will take a look to see if that's the case.

* Greg also asked about how many empty houses in the district have water (valves) that could be shut off, which could result in a smaller percentage of leaks. WSO has a current list of curb stops they have already shut off. Commissioner Auger has taken an active role in the Asset Management Program.

There has been a leak (small one) on the Emerald Drive side, for a while, which has been difficult to pinpoint. There may come a time when we'll need to shut the water off in the surrounding area to help find the leak/s. A

notice/s will be sent if this should need to happen. A residential email system (which may have restrictions) is just in its beginning stages. For those residents who would like to add their email addresses, you can email dkardaseski@elvdnh.com or rrose@elvdnh.com.

* A FaceBook page does exist (not to be confused with the three other ELVD sites) and is not currently open. This FB page would be for announcements only, no public comment would be allowed.

* Lake Testing: This has to be done once a month during the Summer months. Members of the board have been taking samples and bringing them to Concord for testing. Testing for this month will occur on August 13th.

Public comment session was closed.

New (residential) Comments & Feedback:

* There has been mixed feedback on the use of the beach stickers. Some have concerns about those that do/do not display them and whether they actually reside in the ELVD. The primary intent of these stickers is to protect residents' rights of the beaches and to reduce/negate property damage. We will continue to make an effort to distribute these stickers (free of charge) to those who wish to use them. We make every effort to ensure that those that are receiving stickers are ELVD residents. The board isn't requiring anyone to confront those who they believe aren't supposed to be on the beach, unless they feel comfortable in doing so. Chair Taber has spoken with the Hillsboro PD and they are willing to take action on our part regarding trespassers, but stress that the call needs to be placed while the incident is occurring.

The beach is private property (just like your house and yard) and the board is making every effort to keep it that way. Other options (other than stickers) are on the table for the upcoming budget.

Chair Taber had a conversation with the resident that abuts Meetinghouse Beach. He is asking that residents not use his porch and dock and to keep control of their pets (refrain from unnecessary screaming) and not allow them to enter his property. Dogs should be on a leash unless they are in the water. We will be looking at posting no trespassing signs. Chair Taber made a motion to purchase green snow fencing (approx. \$50) for the property line between Meetinghouse Beach and the resident that abuts it. Commissioners Criner and Auger approved motion, motion passed.

The board is still aware that there is still misinformation about when dogs can/can not be on the beach. This information will be updated soon.

* A resident had concerns about smoking on the beaches. Several of the butt cans went stolen and/or missing. These are cleaned out on a regular basis.

* Kiosk material/supplies from the Meetinghouse Beach were stolen. If anyone does happen to see someone tampering with these, the board would appreciate any feedback.

* A reminder to all residents that a water ban is still in effect. We still experience challenges with our water supply. Just this week we have issues with pumps that are down, tank level was down nearing the need for water to be brought in which would be the 2nd time this Summer. Please read the following to refresh yourselves with the rules and regulations:

- Filling or adding water from the ELVD Water Supply to ANY pool, hot tub, spa, tank, or trough or ANY size or type is NEVER permitted. You are permitted to remove small buckets of water from the lake, but NOT permitted to dump anything into the lake, EVER.

In the event of a water ban, there shall be restricted outdoor use of ELVD Water Supply, including but not limited to:

- No watering with sprinklers of any type - No watering with hose nozzles of any type - No watering of lawns in any way - No watering of ornamental flowers or shrubbery - No washing of vehicles of any type
- No pressure washing of any type - No filling of water cans or buckets larger than 3 gallon capacity
- First Violation: Verbal/Written Warning. Second Violation: \$250.00 fine. Each additional Violation: \$500 Fine.

In the event of a water ban, the following outdoor use of ELVD water supply is allowed:

- Fruits and vegetables may be watered using a hand-held watering can or bucket. In this instance, a hose could be used to fill the water container nearby to the fruits and/or vegetables. A hose nozzle that will stop water flow when not filling container must be used.
- Certain accommodations may be made for individuals with a recognized and verified ADA physical handicap. Contact the ELVD administration for further information.
- Washing/bathing of domesticated household animals is permitted. A hose nozzle that will stop water flow when not wetting/rinsing the animal must be used.
- Livestock, fowl, farm animals etc., may be watered using buckets only.

* Approval of prior meeting minutes: The July 11th minutes will be changed to say a Workshop meeting. Motion was made by Chair Taber to accept these minutes, as amended. Commissioners Criner and Auger accepted and motion was passed.

* The July 16th Commissioner meeting minutes will have changes made to the last page of 'new business' where the public session went to the private session. A few small details to be corrected: at 9:25 pm Commissioner Criner made the motion to go into a private session. They (Chair Taber, Commissioners Criner and Auger and Deb Kardaseski) came out of private session at 9:42 pm. Motion was made to seal the minutes until the person was no longer employed in that role. The meeting was adjourned at 9:47 pm. Motion was made by Chair Taber to approve these minutes, as amended. Commissioners Criner and Auger accepted, motion was passed.

Chair Taber made a motion to unseal the above stated minutes due to Deb Kardaseski filling the position as District Administrator. Commissioners Criner and Auger accepted, motion was passed.

* Follow-up on Workshop meeting of the June 23rd minutes, when the interview process took place. Chair Taber made a motion to accept these minutes. Commissioner Criner and Auger accepted, motion passed.

OLD BUSINESS:

* The new electrical building has a final coating of paint. Trim work still needs to be done. However, carpenter ants were observed. These will be dealt with shortly.

* Pump replacement on well #6 has been completed. This should be good for another 5 years. This will be more operational in the Fall. Whether this was covered under the warranty is still to be determined. The bill for this replacement came in less than quoted.

- * The parts for the main flow valve, parts for the arsenic media vessels are all in as of this week. WSO has closed up the vessel and will be operational shortly. This took less time than anticipated.
- * The generator cover on Hummingbird has been tweaked and now has a better seal. Time was volunteered by Jim Czifrik. A huge thank you to him!!!
- * The 2020 Leak Protection Survey grant application has been submitted.
- * Unfortunately, we were turned down for the states revolving fund application (loan program) for 2019. We have to ramp up our participation in the CUPS program/software. We are still planning to apply for the states Drinking Water Trust Fund.
- * Arsenic update: as the state moves forward to reducing the allowable limit in the water supply, we are researching what process we may be able to transition to (we currently use Adege) to make our filtration system more effective and efficient. Feedback from WSO and US Water Consultants advise the media we use usually lasts about 2 years on a high volume water system. Costs to replace the media could be up to \$60,000. We didn't have to change that media until approximately 8 years. We test for arsenic at both the Patten Hill (after blending) and Meetinghouse (after filtration) locations. Testing occurs quarterly.

NEW BUSINESS:

- * The updating on the Asset Management program is being handled by Commissioner Auger. Arrangements will be made to meet with WSO for whatever information they may have. Wright-Pierce would like the inventory completed by the end of August. We will take every measure needed to ensure this happens. We will also ensure that the next water company (WSO or not) that handles our district will be the right fit for us.
- * Maintenance is needed on the heating units on Patten Hill (not working at all) and Treatment Center building. Exhaust (ventilation) and electrical systems needed to be looked at, as well. This maintenance should be done before Winter. Material currently in these buildings need to be disposed of once they are tested and are safe to do so.
- * Pump #7 (Patten Hill) is down and needs to be replaced and we have received a quote. Warranty research is going to be a factor from this point on once we have an inventory of the pumps and when they were installed to better plan for future failures.
- * Water manifest bill coming due in September. More communication must occur between us and the Town Of Hillsboro to make sure all residences are included within the manifest. We're receiving many returns on unpaid water bills. The town manages any liens that may occur on those unpaid bills.
- * Clean up of website home page and review of Rules and Regulations needed.
- * Need to review options for seasonal contractors so that bids can be sent out by the end of August for the 2019/2020 season, such as snow removal, etc.
- * Need to review CIP fund transfers and processes/frequencies. Chair Taber made a motion to transfer the second payment of \$30,000 to the water CIP fund. Commissioners Criner and Auger approved motion, motion passed.
- District Administrator items up for discussion.
- Skip Edwards' insurance was due in and we did receive it.

- Letter from Auditor needs to be signed by all the commissioners.
- Commissioners need to (once per year) document the approval of all stipends/salaries of those on the payroll.
- We will soon need to start testing for PFOs PFOSs and PFOAs because the state recently set its standards. These tests must be done quarterly. Testing will start October 1, 2019.

* Review/Approval of pending bills for Manifest submittal.

The next scheduled meeting will be a Commissioner meeting on August 15, 2019 @ 7:00 pm at the ELVD office.

Motion made by Chair Taber to adjourn the meeting. Commissioners Criner and Auger approved motion, motion passed.

Meeting was adjourned at 9:37 pm.

Regards,

Rick Rose, *ELVD Clerk*

Approved by:

Brett Taber, *Commissioner (Chair)*

Steve Criner, *Commissioner*

Sara Auger, *Commissioner*