



Emerald Lake Village District

Hillsborough, New Hampshire, 03244

ELVD Commissioner Meeting Minutes

Thursday, August 15, 2019

Attendees in Person:

Brett Taber, *Chairman of Commissioners*

Steve Criner, *Commissioner*

Sara Auger, *Commissioner*

Rick Rose, *Clerk*

Deb Kardaseski, *District Administrator*

Shawna Kilcoyne, *Treasurer*

Eileen Feindel, *Office Manager*

ELVD Residents:

Melissa Taber, Don Johnson, Wayne Held 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:

* Resident Melissa Taber wanted to make other residents aware of the upcoming trimming of the foliage along district roads. There will be piles that will be picked up and we're asking for patience with that ongoing effort. We have volunteers willing to help. This will start on Saturday, August 17 at 10:00 am at Eastman Beach. Bring your trimmer, weed whacker, etc. Joe has no longer been responsible (per past Commissioners) in doing this. Homeowners are encouraged to take care of their own property that extends out to their curbsides.

The website is always a means of looking to see if volunteers are needed or for those who would just like to volunteer their time.

* Resident Don Johnson dropped off various signage (stop signs) that the district may be able to use in the future.

Public comment session was closed.

New (residential) Comments & Feedback:

* Commissioner Criner received feedback regarding the speeding, in light of the children recently hit. The resident spoke to the Hillsboro PD. The resident was suggesting that we fine the offenders. However, we do not have the capability/authority to do this. We encourage drivers to be cautious and reduce your speed to avoid any more injuries. The board (with the Town of Hillsboro PD) will be looking into installing more stop signs or whatever measures we may need.

* Review and approval of meeting minutes from August 8th: Chair Taber made the motion to accept these minutes as written. Commissioner Criner and Auger accepted, motion passed.

OLD BUSINESS:

* Review and make decision on #7 and the Mary Rowe pumps. At this point, we do not have an estimate. Mary Rowe is now working. Once we have the quote, we'll have to gauge the output (hopefully by next week) of each to determine which pump will be replaced first. John Plummer just fixed pump #6. The warranty on pump #7 has expired. Mary Rowe was replaced in 2017, so that is still under warranty.

* Clarification of WSO charges: the monthly fee is for monitoring and operation of our system only. Everything outside of that, WSO sends us an invoice. We will be asking them to grade our system for the Asset Management program, which will not incur any additional expense, unless they need to go into more specific detail. Wright-Pierce will be consulted with to determine what level of detail is required. In the annual budget, the district allocated a certain sum (\$20,000) to pay for services for Asset Management. The state will match up to the the \$20,000. Inventory of the Asset Management program must be completed by August 31st. With that said, Chair Taber made a motion to transition the Asset Management inventory to Wright-Pierce. Commissioners Criner and Auger seconded the motion, motion passed.

* Review status of the treatment center arsenic levels: The June test, once the second vessel had been online, had a pass value. The July (18th) test (part of the quarterly requirement) had a reading of 55 (our average is 23 based on all combined quarterly tests) parts per billion which placed us in violation. Communication (which must occur within 30 days of us being notified) is now required to be made to the residents. This week the notification was placed on the website and on all the kiosks. We are in the process of gathering all individual notifications. Chair Taber made a motion to spend up to \$50 for the copies. Commissioner Criner and Auger accepted, motion passed. These will be distributed to the residents next week either by mail or by hand.

* Last week the media on the first tank vessel was replaced. The new valves have been installed and a new test will be taken next week. The media that is removed will be tested (T-Clip) to ensure the arsenic is not leaching out of the media. Once the test has passed then that media can be disposed of at the landfill as non-hazardous. Currently the district has upwards of 60 cubic feet of waste media from 3 vessel replacements. The last vessel replacement was in 2010. This outstanding media was never tested and/or disposed. WSO thought a certain volume needed to be reached before action could take place, which has proven to be not the case. We have asked that WSO do the testing ASAP and Chair Taber spoke to the Hillsboro Waste Management Manager and will make sure any safety concerns don't impact their rules. Once the test is complete we can arrange for a partial offload into their system. If/once the material is deemed non-hazardous anyone (volunteers) would be allowed to transport the material. If the material is considered hazardous then we would have to contact Clean Harbors for safe disposal.

* Red Fox Crossing bridge status: The bridge boring will take place on August 30th/31st. The barriers have been moved to the back and will be repositioned once the work is complete.

NEW BUSINESS:

* District Administrator items up for discussion:

1> Comprehensive Leak Detection Survey available for review.

2>Letter sent to John Plummer regarding pumping water out of the lake.

3>Drinking Water & Groundwater Trust Fund Grant application has been started.

4>Quarterly PFAS monitoring (state mandated) will begin October 1st. Testing at Eastern Analytical will cost \$350 for each well (includes the test and the required overnight sample shipping. A resident has reached out to aid us in the testing and may provide us with a price break.

5>MS535 needs to be completed. The auditor will charge \$500, but Deb will try to do it on her own.

6>Shawna Kilcoyne has now been set up with the bank as the new Treasurer.

7>Research into correcting a 2018 budget entry (for WSO for \$3651.29) that was brought into the 2019 budget needs to be completed.

8>The district received a check for \$50,146.03 (deposited in the general fund) from the Trustees of the Trust Funds. The check resulted from discrepancies (back to 2015) in deposits into the capital reserve funds. Some of this money will be transferred to the water fund at a later time.

9>Water test results came in for all the beaches and all were all 2 (which is excellent) or below. This was the last time the testing (required) was performed.

* Shawna (who will be the admin) provided the board with the options the district has for their new Facebook (strictly informational) page. It can be either a private group (commenting can be turned off for specific posts) or public business (restrictions can be added) page and can be combined, as well. The group one is the most likely one to serve the districts needs.

* Review for approval the leak detect zone metering: the quote received from WSO (in June) was just over \$9000 which was appropriated at the annual meeting. Chair Taber made a motion to accept the current job estimate to complete this project. Commissioner Criner and Auger seconded, motion passed.

* Discussed options for water repair cost reductions; sand and gravel: there was an error in billing (from WSO) due to us being charged for gravel (which we already paid for) on top of the repairs. We were also being charged for sand (\$50 per bucket) which when researched has been quoted as \$7/\$10 per yard at the sand and gravel yard. We are looking into getting estimates on future purchases of sand and where to store it.

Historically, the district purchases (in the fall) 20-40 truckloads of gravel costing about \$20,000.

* Review and sign off of General and Water Manifests. These will be placed on the website as a separate entry.

The next scheduled meeting will be a Workshop meeting on September 10, 2019 @ 6:30 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 9:28 pm.

Regards,

Rick Rose, *ELVD Clerk*

Approved by:

Brett Taber, *Commissioner (Chair)*

Steve Criner, *Commissioner*

Sara Auger, *Commissioner*