



## Emerald Lake Village District

Office: 147 West Main Street, Hillsborough, NH

Mail: PO Box 2217, Hillsborough, NH 03244

Tel: 603-464-3128

Fax: 603-464-4132

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### AGENDA

#### **ELVD Pre-budget preparation meeting**

Tuesday April 21, 2020 @ 6:30 PM

Location: online meeting via GO TO Meetings

Please join our meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/939882037>

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Access Code: 939-882-037

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If you have difficulty accessing / hearing the meeting during its scheduled time, please call 603-831-4130 to advise the Commissioners of your inability to hear the meeting.

#### **Attendees in Person:**

Brett Taber, *Chairman*

Sara Auger, *Commissioner*

Deb Kardaseski, *District Administrator*

Shawna Kilcoyne, *Treasurer*

Rick Rose, *Clerk*

#### **Other Remote Attendees:**

Melissa Taber and Greg Klos.

Meeting was called to order at 6:30 pm by Chair Taber.

- Roll Call & Quorum of Commissioners
- Checklist review

\* Under revised Governor Emergency order #12, Pursuant to Executive order 2020-04 - temporary modifications of public access to meetings under RSA 91-A and emergency order #23: this public body is authorized to meet electronically and there are no physical locations to observe. Chair Taber has confirmed we are utilizing GoToMeeting. All participants have the ability to speak and to listen whether by phone or computer. All votes taken during this meeting will be done by roll call.

### **Budget review topics**

- Review any final suggestions of General Operating Budget topics and values: information prior to the budget meeting will be provided online. Treasurer Kilcoyne displayed information showing 2019 proposed and actuals along with the 2020 proposal. Also shown were bid impacts, whether positive or negative and total percent changes for the whole proposal, which has only a .22% increase from 2019. The biggest increases were for payroll and insurance. We carried over funds to be used this year for projects to *not* impact the budget. The full budget, summaries and line items, will be provided to the residents prior to the meeting.
- Review any final suggestions for the Warrant Article Proposals (14) and drafting language: all Warrant Articles require a majority vote in order to pass. Tax impacts on the warrant articles will be provided.

\* #1 Article, changing the Moderator position from 1 to 2 years.

\* Chair Taber made a motion for drafting the bridge warrant article to be the total sum of \$357K to seek out funding and not have more than \$220K to be bonded and the balance to be paid out of the roads and bridges Capital Reserve Fund. Roll call vote: Commissioner Auger responded yes and Chair Taber responded yes, motion passed.

\* #4 for water: \$350K for the purpose of researching and obtaining a new water source and water infrastructure upgrades and authorizing issuance of not more than \$350K in bonds and notes. The current balance in the water Capital Reserve Fund is \$189K. We're planning to add an additional \$40K, 5K of that would be to start the matching funds Capital Reserve Fund. Chair Taber made a motion to not seek more than \$275K in bonds or notes and the balance of that project to come from Capital Reserves. Roll Call vote: Commissioner Auger responded yes and Chair Taber responded yes, motion passed.

\* #5 the \$188,518.00 for the General Operating Budget with only a .22% increase. No additional comments/changes.

\* #6 for the water department for 2020 for \$366,861.00. No additional comments/changes.

\* #7 to appoint the board as agents to expend for purchase of water meters and related expenses capital reserve. This means a Commissioner can expend from a Capital Reserve without holding an annual meeting.

\* #9 to generate a Capital Reserve Fund for the repair/maintenance of the dam at Gould Pond naming commissioners agents to expend and raise/appropriate the sum of \$5K to be added to that reserve.

\* #10 to generate another Capital Reserve for the purpose of funding matching funds for any future grant programs requiring matching funds for use for the water system with the Board of Commissioner agents to expend.

\* #11 to raise/appropriate \$35K to be added to the previously established roads and bridges Capital Reserve Fund coming from water revenue.

\* #12 to raise/appropriate \$35K to add a new water Capital Reserve to offset by revenue coming to the water department.

\* #13 to raise/appropriate the sum of \$29,500.00 for the purpose of purchasing, installing and disposal of media necessary for the treatment of arsenic and fluoride at Meetinghouse from excess water funds. This expense depends on how often the media needs to be changed.

\* #8 to raise/appropriate the sum of \$3600 (from the General Budget) for the purpose of increasing the stipends of district officials as follows: Chairman remains the same at \$500, 2 Commissioners to go from \$300 to \$400, Treasurer to go from \$100 to \$200 and Clerk to remain the same at \$200.

- Review Loan/ bonding questions: Chair Taber received feedback from the NH Municipal Bond Bank, there is still opportunity to meet their July sale deadline. The voter acknowledgment form must be submitted to them no later than June 16th. If we qualify for the July bond sale, we'd have one interest (approximately \$4K-\$7K) payment. We will try to take advantage of the process of doing a pre-application. If we miss this opportunity, we then could apply for a Bond Anticipation Note (BAN). The next bond offer wouldn't be until January 2021. Both approaches have different financial impacts. If we go for the BAN, whatever amount we physically borrow in 2020, we would have to pay the interest. If we wait until January, we'd have 2 interest payments in 2021 and one principal payment. Chair Taber made a motion to fill out the application for the 2 bonds pending our annual meeting. Roll Call vote: Commissioner Auger responded yes and Chair Taber responded yes, motion passed. Chair Taber also made a motion to obtain bond counsel (who get paid once the bonds are issued) for the bond warrants. Roll Call vote: Commissioner Auger responded yes and Chair Taber responded yes, motion passed.
- Admin Kardaseski has received Aquamen's certificate of insurance and they hope to have a contract sent to us by the end of the week.
- Adjournment of meeting: A motion was made by Chair Taber to adjourn the meeting. Meeting was adjourned at 8:27 pm.

The next remote meeting: the **ELVD Budget, Bond and Loan Hearing on Sat, Apr 25, 2020 10:00 AM - 2:00 PM (EDT)**

Location: online meeting via GO TO Meetings

Please join our meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/342298453>

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-If you have questions prior to the meeting please email them to [info@elvdnh.com](mailto:info@elvdnh.com). We will take note and be sure to address the questions during the meeting.

-When you join the meeting from your computer you have the option to use computer audio or you can dial in on a phone separately. If you join on your computer and dial in please be sure to select “no audio” on your computer to avoid feedback. If you wish to share a video, mute/unmute the options are located at the bottom of your meeting window.

-During the meeting, the “mute all” option will be selected. At every section break we will unmute for discussion from residents. If you have a question, posting in the chat box (depicted below) is the best way so we aren’t talking over one another and we can address each question in an organized fashion.

**If you have difficulty accessing / hearing the meeting during its scheduled time, please call 603-831-4130 to advise the Commissioners of your inability to hear the meeting.**

**\*Meetings will be held Primarily online via usage of GOTO meetings as posted on the website: As Emergency orders become relaxed, meetings will resume to be held at District Office, 147 W. Main St. Hillsboro, NH unless otherwise noted.**

**\*The Agenda is subject to change at the Commissioner's discretion up to and during the meeting\***

Regards,

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Rick Rose, *ELVD Clerk*

**Approved by:**

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Brett Taber, *Commissioner (Chair)*

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Sara Auger, *Commissioner*

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Mark Martin, *Commissioner - did not attend*

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