



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

ELVD Special Workshop Meeting

Wednesday, December 30, 2020 @ 6:30 PM
Online meeting via GO TO Meetings ONLY

Board Attendees - Remotely

Brett Taber, *Commissioner*
Sara Auger, *Commissioner*
Katie Page, *Commissioner*
Debbie Kardaseski, *District Admin*
Rick Rose, *Clerk*

Residents - Remotely

Melissa Taber, Greg Klos and Ed Ley

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

AGENDA

- Roll Call & Quorum of Commissioners – validate online forum rules are followed.
- Review need / options for future Annual meeting date needs under revised Governor Emergency order #12 Pursuant to Executive order 2020-04 – Temporary modifications of public access to meetings under RSA91-A and Emergency order #23

Discussion topics

- Discuss the issuance of water warrant for fees/fines: The adjusted water warrant will be in the amount of \$420 for 3 invoices. The first time bills are sent they will be sent directly to the homeowner and payable to the district directly. If the first bill is not paid (within 30 days) then it will be turned over to the town. Commissioner Taber made a motion to authorize the issuance to the water warrant in the sum of \$420 to be issued through the Town of Hillsboro. Roll call vote: Commissioner Auger; yes, Commissioner Page; yes and Commissioner Taber; yes, motion was passed.
- Update to the water agreement with Hillsboro Water and Sewer: Commissioner Auger has been in contact with the Town and the water commissioners to discuss the agreement on January 14th and will put it on our meeting agenda, tentatively, for January 21st. The town's and the district's water systems are set up in the same manner. The users are the sole revenue source. The Town wants to impose a \$50 per hour fee for the use of their sole water operator when they are provided for the district's use as they have to use another employee to fill the gap when that employee is unusable to them. The trucking fee that we pay provides for the driver and the transport of the water only. Fees from The Town of Hillsboro and Aquamen are potential fees and treated separately.
- Discussion on summer maintenance bid specs: This agenda item will be moved for further discussion at a later meeting, most likely the January 7th meeting.
- RCAP Solutions community work plan discussion: This community work plan does not incur any cost to the district. The plan is to assist with filing fees and looking for sources of funding for the district. Commissioner

Taber made a motion to enter into a community work plan agreement with RCAP Solutions. Roll call vote: Commissioner Auger; yes, Commissioner Page; yes and Commissioner Taber; yes, motion was passed.

- Vote on Drinking Ground Water Trust Fund Grant: We've been approved for step one for the 25% of the proposed project for grant funds totalling approximately \$315K. Final grant applications will need to be completed, if all is approved. We are not guaranteed any of this money if the residents choose not to accept the project/grant. Commissioner Taber made a motion to appoint Chairman of the Board authorization to sign in matters related to NHDES and the DGWTF for the grant application. Roll call vote: Commissioner Auger; yes, Commissioner Page; yes and Commissioner Taber; yes, motion was passed.
- Discussion on any final spending/payment needs for 2020: All funds that we had as part of our budget this year were already appropriated in taxes to expend this budget. If we happen to be under then there'll be excess funds available and will roll over into the unexpensed funds and are no longer part of the operating budget for 2020/2021. The use of any unexpensed funds would require (for 2021) a warrant article to be drafted and approved.
Currently, personnel expenses are over budget a little. There was a vote to raise stipends by \$3600. We couldn't pre-budget this expense as it hadn't been voted on beforehand. Admin Kardaseski will be working on fixing this issue, however, if we consider the encumbered funds from last year then we'll be fine. Therefore, no further spending will occur in 2020.
- Holiday Decoration contest: This year's contest went well. There were about 100 homes that displayed their holiday lights! Three prizes were awarded to 45 Hummingbird, 5 Midnight Walk and 1 Seminole Rd.
- Adjournment of meeting: Commissioner Taber made a motion to adjourn the meeting at 7:13 pm. Roll call vote: Commissioner Page, yes, Commissioner Auger, yes and Commissioner Taber, yes. Motion passed.
- The next meeting is January 7th and will be a budget workshop @ 6:30 and will be held at the office and offered online, as well. The standard Workshop and Commissioner's online meetings will be held on January 14th and the 28th.

Meetings are currently being 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,

Rick Rose, *ELVD Clerk*

Approved by:

Brett Taber, *Commissioner (Chair)*

Sara Auger, *Commissioner*

Katie Page, *Commissioner*

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