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Emerald Lake Village District

Hillsborough, New Hampshire, 03244

ELVD Commissioner Meeting Minutes

Thursday, February 19, 2020

Attendees in Person:

Brett Taber, *Chairman of Commissioners*
Sara Auger, *Commissioner*
Deb Kardaseski, *District Administrator*
Shawna Kilcoyne, *Treasurer*
Rick Rose, *Clerk*
Eileen Feindel, *Office Manager*

ELVD Residents:

Joe Feindel, Wayne Held, Melissa Taber, Ben Richard and Kaiya Richard.

Meeting was called to order at 6:30 pm by Chair Taber and began with the Pledge of Allegiance.

Agenda Topics:

* Public Comment: None. Session closed.

* Meeting/discussion with representative from Revision Energy: Unfortunately, they were unable to attend. They will be rescheduled for the March 12th meeting. They are a solar company looking to share information with us on ways to help us with our water electricity expenses. Possibly looking to get about 15-50% cost savings.

* Review status of Summer Maintenance Contract draft proposal: Some more minor changes needed to be made.

* Review any recent bridge update information: Wright-Pierce provided us with a copy of the announcements for the bids that went out yesterday by paper and electronically. They will be responsible for the intake of all bids. Once the bids have all been submitted and they compile the data, we'll be expecting feedback and suggestions. The advertisement for bids, for those interested, will be posted on the website along with the minutes.

* Review Level of Service expectations for future Water System Operations: re-review of expectations from last week's meeting. Again, these expectations were from what Wright-Pierce had provided to us. Most of these expectations are standard throughout the industry. Some expectations are to be met monthly while others may be quarterly, or even annually. Some of these goals will be fine tuned to make it fair to the district and to the water system operator. Being able to track data is one of our most important criteria that we must be able to get from our water operator. These expectations are a kind of report card grade and used for any opportunity for improvement. However, we all must keep in mind that any "higher" level of service may/may not also translate to a higher water bill. The draft for the Level of Service Agreement will be posted on the website along with the minutes.

* Discuss any budget line items for planning purposes: Commissioner Auger has suggested we cease having a website (started in 2006) to save the district approximately \$2000 per year. Discussion ensued about the pros and cons of having a website. Per HMA, having a website is not mandatory. Most of what's on the website can be placed/seen on our FaceBook page. The board is determining whether or not we should be doing our own updating. Plans would need to be developed to make any changes as we already have a system in place. We will be asking residents at the Annual Meeting what their thoughts are on this matter, as well.

* Review advertising dates for Annual Meeting needs: The Annual Meeting will be held at the Hillsboro Elementary school April 18th. Every position on the board is up to be voted upon at this year's Annual Meeting. The ad for election for office filings will begin March 4th. Chair Taber made a motion to hold the first budget meeting March 23rd @ 6:30. Commissioner Auger seconded, motion passed. The second budget meeting will be announced at the first meeting.

* Review quote for old water treatment media waste removal: One quote (good for 30 days) from Clean Harbours for \$3585.12 for the solid, non-hazardous waste (29 drums) we need removed. Chair Taber is awaiting another quote to hopefully get this done for less. We need to remove this waste in order to get ready for the next media change which will easily produce another 29 or so drums. Payment has been sent for the invoice we received from ADedge for the new media. Arrangements to make the actual media turnover will be made once they receive their payment.

The board is awaiting the state about the PFAS Testing, which is still in debate. We have already done our first quarter tests. These tests came back non-detect. The board will further discuss doing the tests in the second quarter, pending the state's decision.

* Review manifests for payment: Manifests will be posted on the website along with the minutes.

* The next Budget Workshop meeting will be Sunday, February 23rd @ 9 am at the ELVD office.

The next meeting will be a Workshop Meeting on March 12, 2020 @ 6:30 pm at the ELVD office.

Meetings will be held at the District Office at 147 W Main Street in Hillsboro unless otherwise noted.

Motion made by Chair Taber to adjourn the meeting. Commissioner Auger approved motion, motion passed.

Meeting was adjourned at 8:51 pm.

Regards,

Rick Rose, *ELVD Clerk*

Approved by:

Brett Taber, *Commissioner (Chair)*

Sara Auger, *Commissioner*

Mark Martin, *Commissioner*