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Emerald Lake Village District

Hillsborough, New Hampshire, 03244

ELVD Workshop Meeting Minutes

Thursday, January 9, 2020

Attendees in Person:

Brett Taber, *Chairman of Commissioners*
Sara Auger, *Commissioner*
Rick Rose, *Clerk*
Shawna Kilcoyne, *Treasurer*

ELVD Residents & Non Residents:

Melissa Taber, Greg Klos, Shelley And Albert Sheehan, Wayne Held, Matthew Stewart, Dana Auger and Brandon Brooks.

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

Agenda Topics:

* Review status/responses to source water violations from NHDES: For right now, the status of our responses to DES are up to date with the exception of one response due by January 15th. Based on some of our responses, additional budgeting needs to happen to help decrease/eliminate any violations in the future.

* 5 Melody Lane update: Matthew Stewart and Brandon Brooks were present for this update. The deed for 5 Melody Lane has now been recorded. Mr. Brooks has presented the board a proposal in regards to the outstanding lien with the district. He offers payments of \$1500 per month until the total of \$6000 is paid. His lien with the district is \$14,000. The board will review this proposal with council before a decision is made and the board advised Mr. Brooks that a response would be reached by next week's meeting.

* Review cross connection concerns from DES - review and identify areas of need for development plan - rough draft with pros and cons: The state provided us with a template for a cross connection patrol program based on the size of the district. Multiple water sources can be sources of contamination. There are a lot of rules and regulations concerning this kind of plan. The one owner in the district this affects has been notified of their cross connection and a response is anticipated soon.

- * Review status of mailings for water notifications: They are all complete and everything was mailed out. DES will be notified that the distribution occurred.
- * Review volunteering plan requirements - add rules?: A template has been previously drafted under the RSA that speaks to the plan requirements. Council has reviewed the plan, as well. More updates will be provided at a future date.
- * Treatment center quotes for media update: The district needs to obtain more absorption media. The board has reached out to obtain quotes. We have received 2 quotes, with a 3rd pending. We also must take into consideration the labor to replace the media. The last media purchase was in 2008.
- * Treatment center maintenance - eyewash repairs and placards - parts ordered: The reducers for the eye wash stations have been purchased and the placards are on order.
- * Leak/run off status for Midnight Walk and Ravenhead: WSO was scheduled to check on these leaks today or Friday the 10th.
- * Water sample testing status for Q2 - wellhead testing: No feedback from WSO has come back regarding the samples.
- * Road maintenance - plowing from end of year concern: The most recent 2-day storm was a challenge for Skip and his son. The town also had their challenges keeping up, as well. Several residents expressed concern about the road conditions and how to better plan for these events. The board will need to think about (along with the road agents) about having a plan B for when the roads get extremely bad due to long duration storms.
- * Design bid/build (bidding and final design process) vote needed for Red Fox Crossing bridge: Wright-Pierce sent initial quotes via email with two options. We were recently sent formal quotes which included price increases. Commissioner Auger reached out for clarity on the increases. The quotes went up approximately \$1000-\$2000 with the only explanation being that more time was needed for completion. The final design is due by February 14th and bidding due by March 17th. One difference between the two options is deciding who should ultimately handle the bidding process after Wright-Pierce finalizes the specs. The board felt the need to ask Wright-Pierce additional questions before voting on either option. The board's goal is to get all the needed information before the annual meeting so the residents can be properly informed. Voting on either option will wait until next week's Commissioner meeting.
- * Emergency response plan update for 2020 - draft changes/NHDES seeking update by 2021: The board will wait until April to continue with the action plan.
- * Review future culvert improvement plan - markings, replacement, chemical needs and data tracking: Budgeting for the improvement plan is in process alongside budgeting for the next fiscal year. Chair Taber has received contacts from the Town of Hillsborough in regards to purchasing supplies. Chair Taber has been reaching out to see if any/all can provide quotes. Better tracking on maintenance for the culverts will be initiated in order to foresee any future improvements.

* Water Operator update: There will be a prospective operator from Barrington at next week's meeting. We are also awaiting a response from another prospective operator. More calls will be placed for other operators we are interested in.

* District Council: The town's legal council has started his own practice. Chair Taber made a motion to continue with the legal services of Justin Richardson at a rate of \$175 per hour. Commissioner Auger seconded, motion passed.

* Chair Taber made a motion to go into a non-public session at 7:46 pm citing legal 91-A:3 2E. Commissioner Auger seconded, motion passed. Public session resumed at 7:58 pm and Chair Taber made a motion to seal those records until an agreement is reached between the owner of 5 Melody Lane and the ELVD. Commissioner Auger seconded, motion passed.

* Miscellaneous invoices for payment.

The next scheduled meeting will be a Commissioner meeting on January 16, 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 8:01 pm.

Regards,

Rick Rose, *ELVD Clerk*

Approved by:

Brett Taber, *Commissioner (Chair)*

Sara Auger, *Commissioner*