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### **Emerald Lake Village District**

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### **AGENDA**

ELVD Commissioner meeting

Thursday June 18, 2020 @ 6:30 PM

Location: online meeting via GO TO Meetings

**And** physically at the ELVD office

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**In the event you are not able to hear during the meeting, please contact the Board by sending an email to [info@ELVDNH.com](mailto:info@ELVDNH.com) or by calling 603-831-4130.**

### **Attendees**

Brett Taber, *Commissioner (In Person)*

Sara Auger, *Commissioner (In Person)*

Mark Martin, *Commissioner (In Person)*

Debbie Kardaseski, *Treasurer (In Person)*

Shawna Kilcoyne, *Treasurer (In person)*

Rick Rose, *Clerk (In Person)*

Eileen Feindel, *Office Manager (In Person)*

### **Residents**

Melissa Taber, Joseph Feindel, Don Johnson, Chris Reed, Ed Gross, Greg Klos and Julia (last name not provided)

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

- o Pledge of Allegiance
  
- 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
  - o Status of future public meetings to be held (How being held)
  
- Recognize Election of Officials and complete swearing in for new term limits of officials: Clerk Rick Rose (1 year) was sworn in first by Chair Taber. Clerk Rose swore in the rest of the board: Commissioner Brett Taber (3 years), Commissioner Mark Martin (1 year), Commissioner Sara Auger (2 years) and Treasurer Shawna Kilcoyne (1 year).

### **OLD BUSINESS**

- Approval of June 6th & 7th Annual meeting minutes: Commissioner Taber had an amendment to page 3 Article 3, the original Article was not shown and the vote on the amendment was not there.
  
- Approval of June 11 workshop meeting minutes - not ready at meeting time
  
- Discussion of raft deployment options: Commissioner Martin made a motion to deploy the rafts. Roll call vote as follows: Commissioner Martin, yes; Commissioner Auger, yes and Commissioner Taber, yes. Motion passed.
  
- Water Meter CRF deposit corrections status: update provided in next week's meeting.
  
- Road sign (stop) effort update: This will be done (a list) by next week's meeting. The board will order a street sign for Rainbow's End.
  
- Culvert project update: The board intends to repair/replace 5 culverts before the Fall. Once the list is compiled, the road agent will be sent a letter/payment and a response as when they can be completed will be requested. Ten to eleven culverts were able to be flushed out last Fall.
  
- Water system project list review: The board is compiling a list of projects for Aquamen. Aquamen will provide the board with a list of what they have found needs to be done, as well. A meeting with DES will need to be arranged to discuss any permits that may be required for any projects we have planned. Commissioner Auger (from Wright-Pierce's suggestions) mentioned doing the transducers, data analysis, suspension equipment, well video & pump assessments, sand & gravel exploration and valve repairs along with valve maintenance plan. Commissioner Taber added the installation zone meters (Turtle Bridge and Hummingbird/Hemlock) and zone meter repairs to Patten Hill and Spring and the well meter at Meetinghouse and the media

replacement to this list. Each commissioner will be responsible for a specific project which will be provided once assigned.

- Rhymes conversion update: The conversion has been completed. Rhymes tanks are in place and the fuel has been delivered. We saved up to \$250 on permitting fees. Ayer & Goss will be contacted to send a reimbursement from them for any propane that was left in the tanks, which will still need to be removed by them. We saved over a dollar a gallon in savings from this conversion.
- DWSRF application update: This was submitted this past week for the 2020-2021 season. This is a 2-year process. Wright-Pierce sent us back a copy today. The Drinking Water Trust fund portion for the construction projects application process is around July-August and Wright-Pierce will keep us informed when we need to have that completed. There is a potential to get a grant for a portion of a project and uses a checklist/grading scale detailing the commitment from the town, residents, sub financing and other public forms of financing as to your grade that you receive for the ability to receive a grant. We could potentially apply for an emergency community water system grant (through the USDA) if we experience an official drought and we are currently in a "danger" of one. Commissioner Auger will look for an application should we need to apply for this grant.
- Asset Management Program reimbursement status: The State's fiscal year ends June 30th. This is good to go, future updates will be forthcoming.
- 5 Rabbit Path: February 14, 2019 is when the initial discussion started for this property to get hooked up to district water and continued until May 5th. The board, at that time, approved the permit for this to happen. However, the board failed to communicate this to the resident and issue the permit. The property is at this point, ready to close for sale. Per Admin Kardaseski, back in December 2019 the property was being advertised as having a permit for water, but that permit expired November 9th. She called the realtor and advised that they needed to remove that verbiage. Admin Kardaseski will do more research and contact the attorney.

## **NEW BUSINESS**

- Signing of manifests and invoices.  
~ The board is needing to update an agreement (2005) between Hillsboro Water and Sewer Commissioners and the ELVD regarding the trucking in of water.
- Signing of permits: Driveway permit (no concerns were noted from Commissioner Taber) for Chipmunk Lane. Property owners (have completed their application and paid the fee) are working on constructing and putting a home on the lot. They are well aware they cannot get a water hookup from the ELVD and intend to install a well. Commissioner Taber made a motion to accept their driveway application permit. Roll call vote as follows: Commissioner Martin, yes; Commissioner Auger, yes and Commissioner Taber, yes. Motion passed.
- Bridge process update: Wright-Pierce was informed this week about the outcome of the bond article and let them know of our proposed timeline for the special meeting for the curing of procedural defects and then continue on with the

funding. Wright-Pierce suggested that we send Accura Construction a letter about our plans in funding this project, as well. Commissioner Taber made a motion to send them this letter about awarding them this contract. Roll call vote as follows: Commissioner Martin, yes; Commissioner Auger, yes and Commissioner Taber, yes. Motion passed.

~ Update on the financing efforts: Conversations with bond counsel and NH Municipal Bond Bank has provided us with interest rates of 1.5% - 2.0%. Commissioner Taber has contacted 6-7 individual banks and has received interest rates from 2.5% - 3.75%. Commissioner Taber made a motion to utilize the NH Municipal Bond Bank to solicit their financing of our project. Roll call vote as follows: Commissioner Martin, yes; Commissioner Auger, yes and Commissioner Taber, yes. Motion passed.

- Information on Generator Maintenance schedule: Still scheduled to come June 26th to do all major maintenance on all our generators.
- Public hearing scheduled for Curing of procedural defects (Annual meeting requirement): This is the final element to finalizing our end annual meeting. Conversations were had with legal and bond counsel for a timeline of events to make sure we conform to all the items that they felt needed to be addressed. The advertisement for the public hearing (this will be available online) for this warrant article will go in the paper tomorrow. The meeting (required) will be on Saturday, June 27 at 10am. The Supervisors of the Checklist advertisement will go out in tomorrow's paper, as well. That will be held at the ELVD (also on the 27th) from 9am - 9:30am and will be doing any file adjustments to voter registrations. The following week's newspaper will have the advertisement for the special meeting which will be held July 8th at the ELVD office at 6:00pm and voting will be open for at least one (1) hour. Residents will be made aware of all timelines. The banks will then need about 3 weeks to complete the financing and should give us funding by the end of July.
- Water usage and beach fees: There is one property (on Hemlock) that is on the district water system but is not an ELVD resident. Years ago, modifications were made so that these residents could have access to the beaches. They had a specific formula applied to their taxes to enable them to have that access. The last time they received an invoice was in 2016 and had since got lost in board transitions. The board needs to update this, according to the rules and regulations, as it is known that this resident is still using the beaches. Commissioner Taber made a motion to send out a letter to the resident. Roll call vote as follows: Commissioner Martin, yes; Commissioner Auger, yes and Commissioner Taber, yes. Motion passed.
- Water rates and notice /CCR notice status: Admin Kardaseski has drafted a letter to be sent to the residents to include the CCR and to communicate the water rate increase to support the new budget. The new water rate will be \$860 per year, which is an increase of \$130 per year (water expenses have increased) and an increase hasn't been made since 2015. Commissioner Taber made a motion to raise the water rates to \$860 per year to be effective in the Fall 2020 mailing. Roll call vote as follows: Commissioner Martin, yes; Commissioner Auger, yes and Commissioner Taber, yes. Motion passed. The board will also be looking to

update the water fines for those breaking the rules in regards to the water ban. The first violation is a verbal/written warning. The second violation results in a \$250 fine and the third and any subsequent violations are a \$500 fine. There was a complaint filed against the tenant on 5 Melody Lane for the filling of a pool and the property owner was contacted about the issue. There cannot be any filling of pools during a water ban unless a resident has purchased the water from an outside source (or from a private well) and can provide a receipt of that purchase. If the property is being occupied by a tenant, the owner of that property will be held liable for any fines. There are **MANY** signs around the district about the water ban which has been in existence for a number of years, at this point.

- The State of NH has started their efforts to change the arsenic water levels and effective July 1st, **2021** the new maximum container level is 5 parts per billion vs the current level of 10 parts per billion. We have had some readings, in the past, that have been over the 5 parts per billion allowed. We will be working with Aquamen to get their feedback on this pending change.
- The board is aware of and has talked to the district's lawn service about the irregular nature of upkeep. We have informed them that the board expects that all areas be maintained (on a regular schedule) the same way and not be allowed to get overgrown.
- The board had to decide who would be named "Chair" since a new election took place. Commissioner Taber during the discussion said he'd accept to stay on as Chairman and the board asked that he delegate more responsibilities to the other commissioners. It was agreed upon that he would be Chairman of the Board again.
- Resident Melissa Taber wanted to express concern with the 4th of July festivities upon us (and all the very dry areas we have) that all residents be extra cautious with use of fireworks on the beaches and grassy areas.
- Tomorrow, June 19th, will be the demolition of the gazebo. We need to make that space safe and then begin to think about what we and the residents would like to see to replace the gazebo. The board is thinking about sending out a survey/s to get the resident's feedback on this and, perhaps, other projects.
- Lake testing results have come back and all four tests came back as non-detect. Please let the board know if you see anything that looks unusual in the water so we can have it tested.
- Our next meeting we have is to support a public hearing for the Warrant Article for Curing Procedural Defects is on June 27th, 2020 at 10:00am at the ELVD office and then the special meeting on July 8th with our regular meeting on July 9th.
- Adjournment of meeting: Chair Taber made a motion to adjourn the meeting. Roll call vote as follows: Commissioner Martin, yes; Commissioner Auger, yes and Commissioner Taber, yes. Motion passed. Meeting adjourned at 9:20pm.

\*Meetings will be held primarily in the office as some of the Governors Emergency orders have been lifted; online via usage of GOTO meetings as posted on website will be supported during this transition; meetings will resume to be held at District Office, 147 W. Main St. Hillsboro, NH unless otherwise noted effective the June 18 meeting.

\*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*

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