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Emerald Lake Village District

Hillsborough, New Hampshire, 03244

ELVD Budget Meeting Minutes

Tuesday, March 3, 2020

Attendees in Person:

Brett Taber, *Chairman of Commissioners*

Sara Auger, *Commissioner*

Mark Martin, *Commissioner*

Deb Kardaseski, *District Administrator* Shawna Kilcoyne, *Treasurer*

Rick Rose, *Clerk*

ELVD Residents:

Wayne Held

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

Budget Topics:

~ The water budget has been started but not complete.

~ Warrant articles discussed:

* 2020 Asset Management grant

* Bridge - for repair/restoration

* \$350K loan

* Commissioners to expend all CRFs

* Capital reserve for roads, bridges and water

* Commissioners, Clerk and Treasurer stipend changes (\$300 for all Commissioners and \$100 decrease for the Clerk and an increase (?) for the Treasurer)

* Encumbered funds - Chair Taber made a motion to reduce the encumbered funds by \$1404 for the water value for the Henniker water bill. Commissioners Auger and Martin agreed, motion passed.

* Transact any other business

- ~ Review Level of Service/bid specs for Water Operator contract which includes the operator having the proper equipment and/or having the means to sub-contract.
- ~ Review/edit of Summer maintenance contract, specifically concerning trash and beach gates.
- ~ Discussion of how to better operate the dam boards and keeping unnecessary hands off them.
- ~ Board needs to start signing off on the backlog of Meeting minutes.
- ~ Receipt of 3 new reports on the arsenic/fluoride tests. Fluoride is still at secondary level. Arsenic is at threshold. WSO will be contacted to determine the last time they backflushed the tank.
- ~ The delivery (from ADedge) for the media is occurring within the next couple of days.
- ~ Clerk will contact the Supervisor of the Checklist in regards to the Elections/Annual Meeting.
- ~ The elementary school has been reserved for election/meeting happening on April 18th.
- ~ Reviewed the 2018/2019 budget to make sure it was all set to prepare the 2020 budget. Items included payroll, payroll taxes and stipends (\$16,500). Total output to staff and employees is \$46,136.
- ~ Motion was made by Chair Taber to decrease the annual subscription for QuickBooks by \$300. Commissioners Auger and Martin agreed, motion passed.

The next meeting will be a Workshop 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 9:04 pm.

Regards,

Rick Rose, *ELVD Clerk*

Approved by:

Brett Taber, *Commissioner (Chair)*

Sara Auger, *Commissioner*

Mark Martin, *Commissioner*