



Emerald Lake Village District

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ELVD Workshop Meeting

Thursday November 12, 2020 @ 6:30 PM

Location: ELVD office and online meeting via GO TO Meetings

Board Attendees - In Person

Brett Taber, *Commissioner*

Sara Auger, *Commissioner*

Katie Page, *Commissioner*

Debbie Kardaseski, *District Admin*

Rick Rose, *Clerk*

Residents - In Person

Melissa Taber, Don Johnson and Leigh Bosse

There were no remote attendees due to experiencing technical difficulties connecting with GoTo Meeting.

Meeting called to order by Commissioner Taber at 6:30pm. Pledge of Allegiance was said by those in the office.

AGENDA

- Pledge of Allegiance & Roll Call & Quorum Commissioners

OLD BUSINESS

- Status of Winter Incidental plowing contract: Contract has been signed and we have the certificate of insurance.
- Water project discussions (Commissioner Auger): More leak detection was performed. There are a couple more areas (one is Autumn Rd) that will be looked into further. The arsenic media has been changed out and we are still awaiting word on the fluoride media. Doing the zone meters and transducers is being pushed out until next Spring. Aquamen is in contact with NHDES (every 2 weeks) and provides them with updates. Commissioner Auger also continues to work on the Cross Connection program and is needing to follow-up with Aquamen on issues about licensing and/or certification to perform the necessary duties. We're still trucking in water weekly, however, we were unable to coordinate delivery for this past Monday but deliveries were made today. Presently, the tank (20ft capacity) level is at 18.5ft. Yesterday the tank was down to 13.5ft. Totals to date (today) for water deliveries include 309 loads, 1,854,000 gallons and at a cost of \$142,374.84.
- Well update (Commissioner Auger): Well development has been completed. They are working on the pump test report and the final water quality sample has been taken and the results should be in shortly. This will determine what kind of treatment we may need. Commissioner Auger will be listening in on a pending meeting with NHDES next week and this will determine (making sure we have met all requirements) when we can get the water online. The board will be working to obtain a full and complete timeline of this project.

- Bridge project update (Commissioner Taber): There was a meeting on November 5th with Wright Pierce, Accura Construction, Aquamen, Commissioner Taber and Admin Kardaseski. Michie (culvert contractor) reviewed the construction specifications prior to making the culvert and found that the foundation size was not large enough to support the culvert design. They reached out to inquire as to whether a larger foundation could be used or to modify to a box culvert. Wright-Pierce was asked about the disconnect in information regarding the design. They stated that they inquired to several precast companies and were advised that they couldn't make a box culvert in that dimension and went with the design they had. They stated they included the geographical soil (which was previously tested) information in the construction specs and that the bidder/contractor should've modified their design. Accura Construction, Michie and Wright-Pierce have agreed that no additional costs will be incurred to the district. Plan modifications should be completed by next week. Michie has stated that the completion of the box culvert should be done by Christmas. Excavation, however, won't begin until early 2021. Substantial completion to make the road usable won't be until mid-to late March with final completion (due to soil erosion) scheduled for April/May. Aquamen is still scheduled to determine and test the scope of any leak in that area and Accura Construction will work with them to make any needed repairs. This will incur a separate charge, if done. Aquamen will also see if they can break apart the beaver dam. There is a state statute that allows us to alter a beaver dam. Commissioner Taber has placed a call to NH Fish & Game and is awaiting a call back. The board wants to understand what/if there are any requirements or permits.
- 2021 Source Water Protection Grant application status (Commissioner Page): Three different grant applications were submitted and went through. One was for fencing/signage around the new Eastman well for \$11K, the second was for updating the fencing at the treatment center for \$9K and the third for a security camera for \$300. However, we didn't receive a response from Aquamen regarding obtaining a ladder for the water tank in time to submit the application but found that this was unlikely to be approved as it would be classified as maintenance and not part of source water. We should be hearing about the status of these applications by the end of this month or the beginning of next month.
- Culvert flushing/posting project status: Bellemore was in the district for 2 days flushing culverts. A good portion of them were plugged up solid. There were a couple that they couldn't flush and could be due to some type of collapse. Commissioner Taber identified up to 25 culverts that needed flushing. Bellemore does not flush out driveway culverts. Residents are responsible for maintaining their own culvert. Posting (markers) of the culverts has been done for 45 culverts. There are still another 15-20 that need to be done (budget permitting) and are scheduled for next year.
- Status of CUPPS training: Admin Kardaseski has put in all the financial data and has almost completed this task and will be up to date.

NEW BUSINESS

- Drinking Water Grant Trust Fund (DWGTF) status: This grant is designed to allow us to fix/repair 3 roads in the district, specifically the water pipe infrastructure. Earlier this season we were made aware that we were on the selected list on the state's revolving account. We were soliciting for funding up to 1.3 million dollars for the 3 roads. The board also applied to the trust fund for up to 25% of the project. The ELVD was one of 10 that was approved for upwards of a \$315K grant. The state's loan fund was principal deferred and can carry 10%-20% loan forgiveness. If this can be approved at the 2021 Annual Meeting, we can see a benefit of a 40% savings for this project. There may be additional fund money that we could tap into, as well, and could potentially be used for expenses already incurred. Further discussion/applications would be needed by the board.
- Open Treasurer and Moderator (for the Annual Meeting) positions within the district: These positions have been on our FaceBook page and the ELVD website. We will continue to post for these until the positions have been filled.
- Emergency expenditure request: The board will need to file an application (to explain where the funds are coming from) as we are currently about \$50K over budget due to the need to truck in water. Commissioner Taber made a motion to transfer (submit for reimbursement) \$75K from the Capital Reserve Fund towards the water project. Commissioners Auger, Page and Taber approved motion, motion passed. We have received reimbursements for prior expenses related to the bridge project, and the same applies for the new well.
- Source water capacity Notice of Violation from NHDES: This violation has been reduced to just a delinquency. We needed to prove that we had a plan in place for source water capacity. There is no fine assessed for a delinquency.

- NH Bond Bank loan application for January sale: We filed the application due November 6th with the NH Municipal Bond Bank. Commissioner Taber will follow up with Bond Counsel on any tax related questions. The BAN (bond anticipation note) we received was a short term loan and the bond will be the long term loan (10 years) to repay the short term loan.
- Approve 10/15 meeting minutes: Approved with the following corrections: the word "weather" was omitted when speaking of the cancellation of the second community clean up day when mentioning "inclement". Also, applying for the ladder within the 2021 Source Water Protection Grant application was missed, but was later found to be something we couldn't apply for anyway. Commissioner Taber made the motion to approve these minutes as amended. Commissioners Auger, Page and Taber approved the motion, motion passed.
- Discuss plan for 2021 budget prep timeline: Admin Kardaseski will research what timeline suits the board based on the proposed date of the 2021 Annual Meeting (should be scheduled before May 1st) and all the requirements we need to satisfy beforehand. Current Covid resurgence may affect this timeline and the Annual Meeting.
- Past due water related bills: Bills have been sent out to those residents and have not been paid. Options for non-payment are turning off water (possibly incurring an additional \$50 fee) and/or placing liens. The board needs to discuss a standard on how payment of these bills will be reinforced. The board is also allowed to add on interest to these outstanding bills.
- Pole (utility) taxes: Commissioner Taber made a motion to direct the Town of Hillsboro to collect taxes on utilities for the use of roads maintained by the ELVD and remit said taxes to the ELVD pursuant under RSA 52:I. Commissioners Auger, Page and Taber all approved motion, motion passed.
- FYI: Veterans may be eligible to receive a reduction in their property taxes. Contact the Hillsboro Town office for further details.
- Resident lawn care: There is a NH law that prohibits residents from blowing/depositing leaves onto the roads. Please refrain from doing this as an accumulation of leaves on the roads can be dangerous, as well.
- Thank you to all the residents that made this year's Trunk or Treat such a huge success!!
- Manifest approvals
- Adjournment of meeting: Commissioner Taber made a motion to adjourn the meeting at 8:29pm. Commissioners Auger, Page and Taber all approved, motion passed.
- The next meeting is November 19th @ 6:30.

*Meetings will be held primarily in the office and supported online using GoTo meetings as posted on the website.
 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* THIS IS A DRAFT THIS IS A DRAFT THIS IS A DRAFT