



Emerald Lake Village District

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ELVD Commissioner Meeting

Thursday November 19, 2020 @ 6:30 PM
Location: ELVD office and online meeting via GO TO Meetings

Board Attendees - Remotely

Brett Taber, *Commissioner*
Sara Auger, *Commissioner*
Katie Page, *Commissioner*
Debbie Kardaseski, *District Admin*
Rick Rose, *Clerk*

Residents - Remotely

Melissa Taber, Trish Lee, Carolyn & Carl Renken, Shawn H, Greg KLos and 2 unnamed callers.
Non-resident Erick Toledo from RCAP Solutions.

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

AGENDA

- Roll Call & Quorum 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 RSA 91-A and emergency order #23.
- There were no Public Comments made from anyone online.

OLD BUSINESS

- Water project discussions (Commissioner Auger): This week (just today) we received one water delivery. Before delivery, the water tank was at 16.6 ft and after delivery it was at 19.7 ft. Water consumption has gone down. Arsenic media change has been completed and the control valve has been changed out. Commissioner Auger will follow up on the testing of the vessel/s after the media replacement was done so we can establish a baseline for future media replacement/s.

Admin Kardaseski is working on getting leak detection costs (from both Aquamen and an outside source) decreased and/or free. So far, we've spent about \$12K. These efforts have been very beneficial for the district.

Aquamen has provided us with a list of areas with potential leaks. These include 5 on Pine Glen, 4 on Winter, 2 on Autumn and 1 on Huntington. These areas will be re-inspected.

- Eastman well update (Commissioner Auger): Commissioner Auger is planning on meeting (remotely) with NHDES at 1:00pm tomorrow. Regarding the latest water quality sample, the arsenic was at .001, which is way below minimum requirements. Two iron samples were taken, one was at a 3.9 and the other was .4. The manganese tests were .24 and .07. The requirement for manganese for infants is .3 and no higher than .8.

The requirement for iron is .3. Plans are that a temporary line will be placed across the surface of the road and bury it a bit under driveways.

- Red Fox Crossing Bridge project update (Commissioner Taber): The new projected start date has now been scheduled for January. Commissioner Taber will be contacting Wright-Pierce for an update on the status of the new design drawings. After all engineers (incurring no additional costs) sign off and give Michie the go ahead to cast the culvert, it's expected it can be shipped by the end of December.
Update to the beaver dam (inlet to the lake at Red Fox Crossing): We've been working with Aquamen to try and slowly break it down. Commissioner Taber contacted NH Fish & Game and was advised that (due to pending property damage and being a nuisance) we are permitted to dismantle the dam. He has also contacted a trapper (licensed and insured) and was given an estimate of a \$125 set up fee and a fee of \$50 per beaver removal. It was also advised that we remove the animals prior to breaking down the dam, as they will rebuild if allowed to do so. Commissioner Taber made a motion to solicit wildlife removal at the Red Fox Crossing site with the purpose of relocating the beaver/s with a maximum expenditure of \$500, at this time. Roll call vote: Commissioner Page, yes, Commissioner Auger, yes and Commissioner Taber, yes. Motion passed.
- 2021 Source Water Protection Grant application status (Commissioner Page): We have passed phase one within the review process. We were asked to consolidate the proposals from three to two. The new proposal numbers are \$11,462.26 for Eastman for the signage, well enclosure and cameras. The second is for \$9,951.79 for the Meetinghouse well site and treatment center for updated fencing and cameras.

NEW BUSINESS

- Open positions within the district: The board has two positions that remain unfilled. One is for the Moderator and his/her services are usually only needed during the Annual Meeting. The other position is for Treasurer. These will continue to be posted on FB and the website. Temporarily, Admin Kardaseski will take on the Treasurer position (legally acceptable, but not ideal) as there are documents that need to be signed by a Treasurer. Admin Kardaseski has also volunteered to do a "job shadow" to show what the requirements are for this position. Commissioner Taber made a motion to appoint Debbie Kardaseski as Treasurer for the ELVD and this term will end April 2021 or if the position gets filled sooner by another candidate. Roll call vote: Commissioner Page, yes, Commissioner Auger, yes and Commissioner Taber, yes. Motion passed. Admin Kardaseski will be sworn in next week (Tuesday) by the district clerk.
- Emergency expenditure request: Admin Kardaseski spoke to DRA and we have 3 options regarding emergency expenditure. If we can't cover the overage we'd have to increase water fees or we can request money from Capital Reserve funds. Another option we have is getting the emergency money from the unreserved fund balance. Capital Reserve withdrawals need to cover specific bills related to infrastructure.
- Source water capacity Notice of Violation from NHDES: This has been deemed a deficiency and not a violation. We are waiting on the final word from NHDES.
- NH Bond Bank loan application for January sale: Bond Counsel has sent information for filling out the certificate of net indebtedness for the ELVD. Most of the form has been completed. This form is one of the forms that needs a Treasurer's signature. Commissioner Taber made a motion to file the report and move forward with this process. Roll call vote: Commissioner Page, yes, Commissioner Auger, yes and Commissioner Taber, yes. Motion passed.

Also from the Bond Bank; they set up their documents that need approval for a certificate of vote regarding authorization to seek out the bond from the NH Municipal Bond Bank for \$495K and the repayment of the previous bond anticipation note. Commissioner Taber made a motion to submit the application through the NH Municipal Bond Bank for the solicitation of the bond loan for \$495K. Roll call vote: Commissioner Page, yes, Commissioner Auger, yes and Commissioner Taber, yes. Motion passed.

Final interest on the loan is not known until they complete the bond sale. Current set up of the maturity schedule is for 10 years. The first five years have a repayment value of \$55K per year and drops to \$50K and the balance of the period is \$45K. The board will research figures on what a 20 year term would look like and call a special meeting at a later time.

- Approve 11/12 meeting minutes: Commissioner Taber made a motion to approve the minutes, as written. Roll call vote: Commissioner Page, yes, Commissioner Auger, yes and Commissioner Taber, yes. Motion passed.
- Discuss plan for 2021 budget prep timeline: Admin Kardaseki is gathering information for everyone to review and then budget meeting dates can be planned.

- Pole (utility) taxes update from last week: Admin Karsdaseski has confirmed that we are already receiving these and are included within the property tax money we receive from the town.
- Water Bill for 5 Rabbitt Path: Since the water bills have already been generated from the town to the district, the district will need to bill (curb stop installation) a prorated water bill for \$286.68 from September 4th to the end of the year. This address was not added to the water warrant when it was sent to the town but will be added come January 1, 2021. Commissioner Auger made the motion for the district to send 5 Rabbitt Path a prorated water bill for \$286.68. Roll call vote: Commissioner Page, yes, Commissioner Auger, yes and Commissioner Taber, yes. Motion passed.
- Flushing of culverts: Commissioner Taber reiterated that the district does NOT maintain driveway culverts. The maintenance of these is the resident's responsibility. If a road gets damaged due to poor maintenance of the culvert, the resident will be billed by the district for the repair of the road.
- Commissioner Taber made a motion to review the requirements for the office fax line (if not bundled) and if not required then cancel the line to save \$48.27 per month. Roll call vote: Commissioner Page, yes, Commissioner Auger, yes and Commissioner Taber, yes. Motion passed.
- Manifest approvals to be signed. Water expenditures (as of November 17th) totalled \$89,975.99 and General totalled \$12068.39 for the month and brings the total of both to \$102,044.38. Commissioner Page made a motion to accept the manifests. Roll call vote: Commissioner Page, yes, Commissioner Auger abstained on the vote and Commissioner Taber, yes. Motion passed.
- Adjournment of meeting: Commissioner Taber made a motion to adjourn the meeting at 8:22pm. Roll call vote: Commissioner Page, yes, Commissioner Auger, yes and Commissioner Taber, yes. Motion passed.
- The next meeting is December 10th @ 6:30 and will be online only, as of tonight.

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*

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