



Emerald Lake Village District

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Board Attendees

Sara Auger, *Commissioner (Chair)*

Brett Taber *Commissioner*

Rick Rose, *Clerk*

Carolyn Renken, *Treasurer*

Residents

Melissa Taber, June Fitzpatrick, Guy Bibeau and Dustin Soroka.

Non resident: Bow Smith, road agent.

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

ELVD Commissioner meeting Thursday November 18, 2021 @ 6:30 PM

Roll Call & Quorum of Commissioners

Public Comment and Board response:

Melissa Taber, on behalf of the Event Committee, asked the board if it'd be okay to decorate the mailbox suggestion box for Christmas. This will be used for residents to drop off their letters (for a reply) for Santa Claus. The board thought this was a fun idea and approved the request. They would also like to have Santa visit the ELVD and they will be working on that to happen.

Income Survey:

This income survey is to determine our eligibility for grants and loan forgiveness based on our median household income (MHI). We have had only a 49.2% response. RCAP Solutions has informed us that they are receiving more, as well, and it appears we have surpassed 50% but they still need to be tallied and they will let us know shortly. We still need a 75% return (for the State Revolving Fund account) to get full benefit of funds. The USDA requirement is 50%. These surveys will help assist the district for the next three years with any needed projects. If you still have not received your survey please contact Commissioner Auger.

End of year expenses:

We're still waiting on a quote from Aquamen for the transducers. We are also waiting on quotes for the eye-wash stations (OSHA requirement) for the treatment centers. Commissioner Taber has called three local plumbers looking for individual parts whether it's electrical on demand and the mixing valves are estimated to cost \$1200 per unit. Commissioner Taber has compiled a list of materials needed for projects for the rest of this year and into 2022 since funds are still available this year. Parks and Recreation items total about \$365 for lumber for repairs and metal coated dog fencing. The mailbox building needs painting, trim, lights and shingles totalling about \$900. Roadwork items for signs, sign posts, culvert markers, safety cones and various materials totalling \$1000. We're awaiting on Aquamen for costs for some water system parts so we can have an inventory on those. Dam materials will cost about \$200 and the board is considering ways to upgrade the current system we use.

Commissioner Taber made a motion to spend up to \$3K pertaining to all of the above projects listed. Commissioner Auger seconded, both approved, motion passed.

Road Agent Update:

Bow Smith was in attendance to give us an update. He had sand trucked in for use for the Winter. Bow will set aside sand for district resident use only. He has started to swap out his equipment to get ready for the coming snowy weather. In the meantime, he has worked on some culvert issues due to the extensive rain we've received. Before the rain, he was checking on culverts every Friday. There was a culvert collapse which created a sinkhole on Spring Street. This was fully replaced and is working now with no signs of erosion. He stated that previous work on this culvert was done very poorly.

He has also been doing some cleaning out of culverts on his off days, when not doing culvert repair.

There was a culvert issue on Seminole that had a lot of debris and he cleaned out an 8ft tree. There had been a sizable amount (1300 gallons per minute) of water flowing through it and he pumped that down and has also cleaned it out two times since. This is a low set culvert and is covered with water all the time and collects debris. To remedy this he excavated a very large area at the opening and the outside of the pipe.

At a Deerpoint Drive culvert (2.5ft into the ground) a sinkhole developed. Aquamen were there looking for a leak and did some excavation. The culvert is 10ft down the road from where the excavation took place. Bow excavated down to the pipe and the sinkhole was created by an aluminum pipe that had rotted and settled and eroded the road causing its collapse. He did a temporary repair (plated it) by excavating it and allowing debris not to enter the pipe. He also found that the connection there had been disconnected and used the excavator to rejoin the connection. He has further concerns of collapse due to the pipe being rotted, especially before the road freezes. There are two culverts in that area and only flowing at about one-third capacity. He noticed both culverts have deformities, but are operating fine. He spoke to Commissioner Taber about replacing (also increasing the culvert size) it before Winter. There is a 12" aluminum pipe (the sinkhole one) and a 16" aluminum pipe. He is suggesting replacing these (provided a quote) with 24" pipes and creating a headwall which is done to retain the road from falling into the culvert opening/outlet. Bow will consult with Aquamen about possibly using 24" pipes in regards to frost. Commissioner Taber made a motion for Bow to get more quotes for 4 lengths of 24" piping and for 5 lengths of 15" piping (for next year) with necessary materials for headwall and erosion. Commissioner Auger seconded, both approved, motion passed.

Bow explained what recently happened (during a heavy rain storm) on Winter Road when a boulder backed-up the headwall and the rain eroded the rock which fell in and blocked the pipe. He drained the pond by pumping it to the other side of the road, excavated the area and drained the area to be able to find the culvert. He fixed the erosion on the road that the water created with fresh material.

Bow has suggested the culvert area near Boulder Pass needs some headwall work to make it safer.

Commissioner Taber advised we have guardrail material left over from the bridge (old one) construction and if some could be used for safety, as well.

Commissioner Taber advised that the district was awarded a \$30K (ARPA Funds) Storm Water Grant with no match required from the district. Documentation is starting for that to begin in the Spring and working to establish an asset management plan to see what projects (like culvert and dam projects) would best benefit the district.

Wetlands permit:

Commissioner Auger followed up on this (former Commissioner Page was working on this) permit for the sand. There was an issue with an email so the State (they had most of the information from the first time) had not received the additional information. She resubmitted the email today. There is usually a 1-2 week turnaround.

We have been approved for the wetland permit for the Hummingbird culvert, near the wellhead. This culvert could not be professionally flushed out because the pressure would've destroyed it and caused it to collapse.

Commissioner Taber was working on the Shoreland permit as the original application was rejected needing residential information. This information will be resubmitted.

2021 Water Main Replacement Project:

Autumn Road is the last road that needs to be surveyed. Aquamen needs to be contacted regarding a couple of curb stop locations that were not on the plan. We're still on track to put the project out for bid in January when the bid design is completed next month. The engineering design still needs to be sent to the State and Commissioner Auger will follow-up with Wright-Pierce.

Eastman Well Update:

We're still waiting on the final report from the pilot testing and it is expected by the end of this month as all samples were submitted to the lab. Once review and analysis is complete, Wright-Pierce will aid in establishing treatment options and the costs associated with them.

We're awaiting final comments from the Sanitary Survey done by NHDES.

A list was completed for the State Revolving Fund. All of our projects are on this list. The Meetinghouse treatment improvements has potential grant money for \$252K, Patten Hill water treatment improvements for \$224K, Water distribution upgrades for \$56K and \$647K for other grant amounts and these, in particular, could go up if we achieve the 75% return from the Income Surveys. These also could benefit from loan forgiveness from ARPA funds. Any ARPA

funds received would need to be spent by December 31, 2026.

Parking request:

A resident contacted the board stating they are having their annual Christmas party (daytime hours) and advised that extra spaces may be needed at Emerald Beach. The board appreciated the resident taking the time to notify them about their plans and the impact it may have on the surrounding roads.

June Fitzpatrick, in attendance tonight, also let the board know she was having a party on Christmas Eve (nighttime hours) and may need extra spaces at Hummingbird Beach.

Resident Dustin Soroka asked if our district was a Homeowners Association (HOA). Commissioner Taber explained that similar to the Town and their ordinances and rules and since we are considered a municipality within the confines of the Town and per our charter allow us to govern (through our rules and regulations) our roads, water systems and beaches. The board has made efforts in the past to furnish new homeowners with a welcome packet to include such Rules & Regulations and are making an effort to do this again. The Rules and Regulations are always available to be seen on the district's website.

As a reminder, 4.4 Winter Parking Restrictions: Pursuant to RSA 231:24, winter parking rules shall apply from November 15th through April 1st annually, unless otherwise provided by the Board of Commissioners for a good cause. During this period, there shall not be any parking on district roadways at any time. Short term temporary parking (i.e. unloading passengers, packages, etc), may be permitted provided the vehicle uses flashers.

Review water service Rules & Regulations (section 6.3 and 6.4):

These pertain to residential driveways and water system delivery. No changes made to section 6.3 or 6.4.

Commissioner Taber explained that any modifications (and perhaps involving DigSafe) made to driveways should go through the board to make sure it's not impacting any infrastructure, especially since some curb stops are within driveways.

Approve 11/4 & 11/11 meeting minutes:

Commissioner Auger made a motion to accept these (11/4 and 11/11) minutes as written, Commissioner Taber seconded and both approved, motion passed.

Late agenda items:

Tree quotes (for Eastman) were received from Robblee Tree Service (\$1500) and Wood and Steel Tree Services (\$1700). Commissioner Taber made a motion to move forward with Robblee Tree Service at the cost of \$1500 for tree removal at Eastman. Commissioner Auger seconded, both approved, motion passed.

Commissioner Taber will ask Wayne Held (file clerk) to give them an update on any office/print supplies that will be needed and make a decision for these at the next meeting.

Commissioner Taber made a motion to attend some training classes for grant writing for \$124 and an asset management meeting next month for \$45. Commissioner Auger seconded, both approved, motion passed.

The State offered a water loss revenue and water tracking/metering informational seminar which Commissioner Taber attended. They offer free software/website information for different programs on how to measure and track water loss and revenue. He signed up for this so they can contact us.

Commissioner Auger made a motion to purchase 600 stamps for \$480. Commissioner Taber seconded, both approved, motion passed.

A mailing will be going out based on a violation we received today for the annual average on the arsenic level. Prior to July the arsenic levels tested were within approved limits of 10 parts per billion, but the July level (which is when the standards changed to 5 parts per billion) read 6 ppb and this caused the annual average to go above 5 ppb resulting in another mailing due to residents. This information will be posted on the website and kiosks, as well.

For those residents interested, there are home treatment (reverse osmosis) options available for about \$300 that can be installed under your sinks.

The audit company has completed most of the audit and is waiting on a couple more documents to fully complete the audit. Commissioner Taber made a motion to sign the current 2021 MS 535 (the financial report of the budget prior to tax rate setting) and submit it to the Department of Revenue Administration (DRA). Commissioner Auger seconded, both approved, motion passed. The tax rate will not be known until DRA has fully gone through the MS 535 process

which should be done by the end of December.

Commissioner Auger also would like to remind those interested in filling the empty Commissioner spot that a letter of interest or resume to be received by December 2nd at 6pm in time for that night's meeting.

Sign any necessary bills

Adjournment of Meeting:

Commissioner Auger made a motion to adjourn the meeting at 8:42, Commissioner Taber seconded, both in favor, motion passed.

Rick Rose, *ELVD Clerk*

Approved by:

Sara Auger, *Commissioner (Chair)*

Brett Taber, *Commissioner*

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