



Emerald Lake Village District

Office: 147 West Main Street Mail: PO Box 2217
Hillsborough, NH 03244
Tel: 603-464-3128 Fax: 603-464-4132

Board Attendees

Sara Auger, *Commissioner (Chair)*
Brett Taber *Commissioner*
Katie Page, *Commissioner*
Rick Rose, *Clerk*

Residents

Melissa Taber

Non Resident: Bow Smith, Contractor

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

Agenda

ELVD Special Workshop meeting
Wednesday August 18, 2021 @ 6:30 PM

~ **Pledge of Allegiance**

~ **Roll Call & Quorum of Commissioners**

Business Agenda: Non-Public Session (RSA 91-A:3) For Year-Round (12 month contract) Road Agent Position, but become public because a resident was present.

Mr. Smith has grown up in a rural area and knows these types of roads. He has all his own equipment (and two employees) and has 5 years (residential and commercial) of experience. The bid (he is not bonded, but he is fully insured) for full year-round service is \$121,500. Winter months (5 payments) would cost \$12k per month. The remaining months would be \$8785.71 per month. For comparison, Skippy Edwards' contract was \$64,800 per year. Currently, Skippy's son Gary is working with us and we are paying him \$150-\$175 per hour. Gary was asked if he'd like to do year-round maintenance and he declined. The bid includes road raking, grading and rolling. He will provide unlimited service to maintain roads and plans to suggest things that will make the roads better. Grading will be **fully** done twice a year and touch up grading will be done, as needed.

Spring months will be focused on maintenance and getting the roads in shape after the Winter season and during mud season.

Summer months (minimum of 2 days per week) will be the time to focus on any projects, application of calcium chloride (supplied by the district), venting the roads for water run-off and culvert (5) replacements as well as handling debris from culvert openings.

Fall months will be time to focus on getting roads ready for the Winter season, grading and road maintenance and ditch cleaning to allow proper run-off and snow melt.

Winter months will concentrate on plowing (two employees) of all the roadways and well sites during storms. Roads will be sanded (provided by him and normally furnished by the district) and cleared every storm, as required and roads will be checked regularly during the season. He has back-up plans if a piece of machinery breaks down.

The standard Winter incidental plowing contractor will not be needed with Mr. Smith's bid as those services are included in his bid.

None of his duties will be outsourced.

He has also advised he will be available for emergency services (for example, tree removal would be charged at an

hourly rate of \$75 -\$150 per hour) and the district would be his #1 priority. Most times, tree removal is Eversource's responsibility.

He also plans to keep some equipment onsite during the Spring and Winter months.

Road checks would be done weekly to determine extra need and attention, especially after severe weather.

Commissioner Auger will be placing calls to obtain references.

Bow will be in the district Monday (weather permitting) with Commissioner Taber to look over things and assess the conditions of our roads.

Other topics discussed:

Chris Berg from Wright-Pierce emailed Commissioner Auger about signing on for another general engineering contract. All commissioners will review this email and discuss it further at next week's meeting.

A Birch Tree resident curb stop that needs to be fixed/repared. More research needs to be done to determine who was at fault in damaging the curb stop last Winter. Commissioner Auger will do the follow-up.

The ELVD Community Group would like to place a library box at the mailbox area in the form of a book exchange.

There has been follow-up with the proposed movie night. Residents have expressed concerns over public viewing licensing. You cannot advertise the title of the movie prior to movie night or it could incur a cost. The last meeting saw approval to expend some funds for a temporary screening structure to be placed 20 ft from the roadway and leaving the entire grass area for normal activities.

Adjournment of Meeting: Commissioner Auger made a motion to adjourn the meeting. Commissioner Page seconded. All commissioners accepted, motion passed. The meeting was adjourned at 8:19 pm.

* The Agenda is subject to change at the Commissioner's discretion up to and during the meeting.

Rick Rose, *ELVD Clerk*

Approved by:

Sara Auger, *Commissioner (Chair)*

Brett Taber, *Commissioner*

Katie Page, *Commissioner*

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