



**Emerald Lake Village District**

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**Board Attendees:** Sara Auger, Commissioner (Chair)

Brett Taber Commissioner

Katie Page, Commissioner

**Residents:** Melissa Taber and Daniel Lloyd

**Agenda**

ELVD Special Workshop meeting

Tuesday July 13, 2021 @ 6:30 PM

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

~ Pledge of Allegiance

~ Roll Call & Quorum of Commissioners

**2021 Water Main Replacement proposal from Wright-Pierce project # T15555**

The main purpose of this meeting is to review the 2021 Water Main Replacement proposal from Wright-Pierce project # T15555. The board had sent along questions to Wright Pierce regarding the proposal and discussion included:

- Geotechnical investigations are not included in the scope of work. Costs associated with this type of work is for excavated ledge material that would need to be removed. This can be included as a line item in the bidding documents. If ledge is not encountered by the contractor then that line item will not be expended. Test pits or ledge probes can be added on as a service by Wright Pierce.
- Include moving of telephone poles, if needed, as a line item in bids
- Item A and Items B (for a total of \$5,000) have been completed but not yet billed to the district. Including these in the cost of this project gives us the advantage of being able to include these services in this project qualifying for the 25% matching grant funding.
- As part of initial efforts of this project, Aquaman will need to mark out water services, valves and water main locations, this effort will be an additional cost from Aquaman and

is eligible to be included in the loan/grant. Wright Pierce is also anticipating Aquaman will assist in design reviews.

- Efforts regarding surveying will include a right of way survey, capturing utility and boundary information to the right of way where the water main will be located. It will not include boundary surveys on all the adjoining properties.
- In the design section part D, the intent is to use the existing water main trench, old pipe will be pulled up for new piping and temporary water will be installed along the road to allow installation in the current utility trench.
- Currently, the fill in our roadways is not up to standard, and simply whatever was around including large rocks, was used, during the 2021 water main installation, standard details and specifications to ensure proper backfill is noted.
- Any work within 250ft of the lake will need a shoreland permit.
- Costs for a required Alteration of Terrain Permit is included in the scope of work.
- There are no anticipated changes to regulations in the next 90 days that would affect costs. This item in question was standard design contract language.
- Other agreements moving forward to support the completion of project include: Advertising (up to \$200 anticipated), Construction Administration and Construction Observation and record Drawing Development – These costs are typically ~ 10-15% of the construction cost of a project. Since we are designing and bidding this effort with several alternatives to the effort for this work could be \$100 to \$250K depending on what portion of the designed water mains ELVD will be selected for construction.
- As part of the SRF loan process once the Loan Grant agreement is in place ELVD can request monthly disbursement request from NHDES. The DWGTF Grant will be paid out as the disbursements are requested. Using this as a resource during the project is a great from a cash flow perspective. NHDES charges 1% annually on the disbursed amount and this interest can be rolled into the loan. Efforts for Wright Pierce to assist with this is included in scope of work.

Action items discussed:

- After Zone meters are completed, ask New Hampshire Department of Environmental Services (NHDES) to grant meter extension.
- Request VOC ( Volatile Organic Compound) from NHDES
- Aquaman to mark out areas in upcoming weeks
- Once bids come in for the 2021 water main replacement project, reach out to State Revolving Fund if additional funds are needed for kickoff

Resident Melissa Taber asked who was leading this project and why he (Commissioner Taber) is not. Commissioner Auger responded she is leading this project and the reason being at the time of Annual Meeting when this project was being voted on Commissioner Taber had resigned. Therefore it made sense to have this project to be led by a Commissioner not up for re-election. Resident Melissa Taber also had the concern of Commissioner Auger only having 1 year left on her term and Commissioner Taber having 3 years left, that this project should be led by someone with more time left. Commissioner Auger stated this is an ongoing problem with

any board and project, that at any time a Commissioner could quit or walkout leaving behind their projects and not passing on their knowledge.

Resident Daniel Lloyd asked when will this project start and what is the completion date? Commissioner Auger responded, the anticipated kickoff for construction is Fall 2021, with completion of the 2021 Water Main replacement project anticipated for Fall 2022.

Resident Melissa Taber brought up the concern of the meeting not being recorded. Commissioner Auger stated per our RSA's it is a choice to record the meeting by tape or video, notes were taken to record meeting minutes on paper within 144 hours of the meeting per RSA 91 .

### **Motion:**

Commissioner Auger made a motion to enter into the general service agreement with Wright Pierce for the 2021 Water Main Replacement Project #T15555 in the amount of \$148,000. Motion was seconded by Commissioner Page. All in favor, motion passed.

### **Letter of Deficiency**

Is due to the state by July 16th. Commissioner Auger will be in the office with volunteers 7/14 from 6:30-8pm and 7/15 starting at noon for envelope stuffing of notices to send to residents. Our current deficiencies are:

1. Source/ Supply Capacity Requires Review- Per Env-Dw 404.01(h), Design Standards for Large Public Water Systems, the total developed groundwater source capacity shall equal or exceed the design maximum day demand and equal or exceed the design average day demand with the largest producing well out of service. Multiple bulk water deliveries have been needed since 2016 due to the inability of the system's sources to meet customer demand.
2. Significant Management and Operations Deficiency Related to Water Conservation - At the time of the inspection, the Water System had not fully completed the distribution system's zone metering and leak detection program, required per Env-Dw 2101, Water Conservation. The zone metering and leak detection program is an important step in identifying distribution leaks, which are a major contribution to the system's demand.

Steps to correct these items include:

1. The 2021 water main replacement project will help with this as new pipes will not leak like our current 50+ year old water main pipes currently do. Ongoing leak detection by Aquaman assists with this effort, as well as getting the Eastman Well online
2. Aquaman are currently working to correct this deficiency with the current installation of 2 zone meters in the district. The location of these zone meters (#1) on Red Fox Crossing on the Emerald Dr. Side of the bridge splits the Emerald Dr. meter zone in half by closing the 8" isolation valve between Midnight Walk and Boulder Pass, which will greatly improve the capability to monitor and react to leaks in the future. The Second meter

location on moccasin trail will allow us to monitor moccasin trail, Sunrise Pl. Rabbit path, and turtle bridge crossing, placing a meter at this location completes the coverage for the west and south and a large portion of the north side of the lake and also grants the district a couple of valving options for monitoring the distribution system.

### **Sourcewater Protection Grant**

Commissioner Page explained even though this is a 100% matching grant, we will have to pay funds up front and then get reimbursed (2-week turnaround for reimbursement). This grant will allow fencing, signage for the new well and upgrades included for meetinghouse fence and security.

### **Motion:**

Commissioner Page made a motion to enter into the agreement with NH Fencing LLC for a total project cost of \$20,975.91 with \$13,975.91 in materials to be reimbursed by the Sourcewater protection grant. Seconded by Commissioner Taber. All in favor, motion passed.

Resident comment from Daniel Lloyd on road condition and schedule of road contractor. Commissioner Taber said the road agent will be out this week to finish grading as weather allows. Commissioner Auger brought up the point that since the road agent will not be grading roads in winter, and his contract states monthly road gradings, can we have conversation about doubling efforts in the summer to complete the 12x a year for grading.

### **Items to watch:**

- Roads with inclines, being washed out, eroding roadways
- Need for driveway culverts
- Hemlock trenching

### **Propane:**

Commissioner Taber will enter into an agreement with Rhymes for 1500 gallons, which is based on past years usage. Currently rates are \$1.86 for 2,000 gallons or \$2.10 for 1,000 gallons. The anticipated cost for 1,500 gallons and any extra we may need is up to \$3,700. We have \$4,000 budgeted for this line item (propane). There is a risk to order too little and need to pay market price, or order too much and if unused have to forfeit any amounts left.

### **Motion:**

Commissioner Taber made a motion to enter into an agreement with Rhymes for the seasonal purchase of propane in the amount of 1,500 gallons. Seconded by Commissioner Page. All in favor, motion passed.

**Safety PSA:** Please do not deploy rafts if they are found on the beach and not in the water. If a raft is found on the beach it is because repairs are needed and it is not safe to currently use. If a resident deploys it themselves, and other residents come swimming and dive of the raft, thinking it is safe to use the raft, they could be seriously injured or paralyzed.

Currently new cement weights are being made for the raft at Meetinghouse (Dog) Beach, the cement is currently still drying and when ready the raft will be deployed at a safe depth by volunteers.

Commissioner Auger made a motion to adjourn the meeting at 7:25pm, seconded by Commissioner Page, all in favor motion passed. Meeting Adjourned.

\_\_\_\_\_ Rick Rose, ELVD Clerk

Approved by:

\_\_\_\_\_ Sara Auger, Commissioner (Chair)

\_\_\_\_\_ Brett Taber, Commissioner

\_\_\_\_\_ Katie Page, Commissioner