



**Emerald Lake Village District**

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**Meeting Minutes**

**Emerald Lake Village District (ELVD) Workshop Meeting**

**Sunday, March 13, 2022**

**In attendance:**

**Sara Auger (Commissioner, Chair)**

**Brett Taber (Commissioner)**

**Debbie Kardaseski (Commissioner)**

The meeting was called to order at 9:05am. Roll Call was completed to recognize the Quorum of Commissioners.

The primary purpose of this meeting was to discuss current district water rules and regulations for any updates and improvements.

However, the board had items come up to take care of first, the first order of business was to make a decision on an engineering firm for the District's RFQ (request for qualifications) for Stormwater Inventory and Condition Assessment. This is a no-match grant opportunity for the district. The two submissions were by Wright Pierce and Gale Associates. Both engineering firms have worked with the district prior, with Wright Pierce assisting in district projects in the last 2-3 years. Gale Associates helped in the past with the Hummingbird Bridge when the district received FEMA funding to replace it.

A motion was made by Commissioner Kardaseski to go forward with Gale Associates Inc. to handle the stormwater inventory and condition assessment for ELVD. Seconded by Commissioner Auger, all in favor, motion passed.

The board will reach out to both firms and let them know our decision.

Another item that came up is the need to complete and present the 2022 Summer Maintenance contract to Pelkey Landscape & Design, LLC for review, prior to all parties signing.

Commissioner Kardaseski will prepare the contract this week for the board and contractor to review, with signing to occur at an upcoming public meeting.

The water warrant will be sent to the town this week by Commissioner Taber.

A motion was made by Commissioner Taber to submit the first issue of the 2022 water warrant to the town of Hillsborough tax collector. Seconded by Commissioner Kardaseski, all in favor, motion passed.

The board set a budget meeting for March 21, 2022 at 5:30pm at the ELVD office. This will be our final budget workshop meeting prior to the Budget Hearing on March 24, 2022 at 6:30pm.

Another item that had come to our attention was the temporary fuel surcharge Aquamen Water Solutions will be charging. This can further be discussed at our next budget meeting (3/21).

The board has made a great effort to collect the Income Surveys, and we thank all the residents who sent one in and participated in this effort. We will be communicating with RCAP Solutions to close out the Income Survey effort this week and for them to write their report to submit to the state as suggested by New Hampshire Department of Environmental Services after discussion with Commissioner Taber. The board will highlight all of our efforts as supporting evidence to the state as well. Then, we will submit the report and wait to hear back from the state if they will accept our efforts for the Income Survey as completed.

The district had an item donated by a resident. A motion was made by Commissioner Taber to accept the pallet jack donated by Cody Harsh. Seconded by Commissioner Auger, all in favor, motion passed. Thank you for your donation to the district.

The board then finished reviewing the remainder of the District Water Rules & Regulations where we had left off from a prior meeting, at section 7.2. The board continued to finish reviewing Section 7, Section 8 and the water fee, rate and fine schedule. The board continues to work on any final updates to the District Water Rules & Regulations.

A motion was made to adjourn the meeting at 1:00pm by Commissioner Auger, seconded by Commissioner Kardaseski, all in favor, motion passed.

Submitted By:

\_\_\_\_\_ Sara Auger

Approved by:

\_\_\_\_\_ Sara Auger- Chairperson

\_\_\_\_\_ Brett Taber - Commissioner

\_\_\_\_\_ Debbie Kardaseski - Commissioner