



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, Ed Coulter

Non-Resident

James Pelkey

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

ELVD Commissioner Meeting Thursday March 24, 2022 @ 6:30 PM

Roll Call & Quorum of Commissioners

ELVD Budget Hearing:

The purpose of this meeting is to review the General & Water Budget.

GENERAL:

General Government: \$13,846 - the increase to this section includes the fiber change with TDS and to keep up with minor repairs to the mailbox area.

Government Administration: \$27,015 - slight decrease due to the fact we do not have an Administrative Assistant under the payroll and it wasn't budgeted this year.

Financial Administration: \$9101 - increase due to audit and bookkeeping costs.

Legal, Workers Compensation, Liability and Property: \$7521 - slight increase from last year.

TOTAL FOR GENERAL GOVERNMENT: \$57,483 - increase from last year's actual amount.

Miscellaneous General: \$1000 - for Annual Meeting & Election Expenses

Highways & Streets: \$151,101 - increase due the future purchasing of road and stone materials.

Bridge Repairs: \$2101

Culture & Recreation: \$15,200 - increased due to money for the sand permit and miscellaneous items for the beaches like umbrellas, repairing picnic tables, porta potty rental increase and fencing. The Summer Maintenance contract did see a decrease.

General Bonded Debt: \$26,062

TOTAL GENERAL GOVERNMENT: \$252,947 - this is without Capital Reserve deposits. There is a proposed deposit of \$42,500 to the Roads & Bridges CRF for \$40K and the Dam for \$2500.

The increase to this section is due in part to the Red Fox Crossing Bridge replacement loan.

TOTAL TAXABLE GENERAL GOVERNMENT w/CRFs: \$295,447 - a reduction of \$15K from last year.

WATER:

Administrative Expenses: \$16,028 - decrease from last year.

Maintain & Repair Water System: \$187,301 - decrease from last year.

Emergency Leak Repairs: \$110,500 - to keep up with the need to truck in water, leak detection and leak repairs. This is a \$15K reduction.

Non-Leak Repairs: \$45K

Miscellaneous - Homeowner curb stop repairs and zone meters: \$1.00 - this amount is used to keep a line item open in case an expenditure needs to be made.

Water Treatment: \$15,502 - slightly up from last year

Water Conservation: \$5K - increase from last year. The board will discuss ideas on how the district can conserve more water.

Engineering & Permits: \$3K

Water Bonded Debt: \$163,773.78

TOTAL WATER BUDGET w/out Capital Reserve Fund deposits: \$546,105.78

Proposed amount of \$70K in CRF deposits to the Water CRF for \$50K, Matching Funds for Grants CRF for \$5K and Water Meters CRF for \$15K.

TOTAL WATER BUDGET w/CRFs: \$616,105.78

Commissioner Taber made a motion to reduce the overall Water Budget by \$5K to \$611,105.78 by lowering the watching Funds for Grants to \$2500 and lowering the Water Meters to \$12,500. Motion seconded by Commissioner Kardaseski, accepted by all, motion passed. TOTAL WATER BUDGET w/CRFs: \$611,106. This will eliminate the need to increase resident water bills and keep it at \$1141 for the year and is projected to remain the same for the next 3 payments.

TOTAL GENERAL AND WATER BUDGETS w/CRFs to \$906,553, which is \$12K lower than last year.

Public Comment:

Ed Coulter asked how much the Red Fox bridge cost. Commissioner Taber responded with between \$500K-\$550K.

Melissa Taber asked if she could know what we received for applications for Elected Officials. We received the following applications:

Clerk: Rick Rose

Treasurer: Carolyn Renken

Commissioner, 3 year: Debbie Kardaseski

Commissioner, 1 years: Sara Auger and Sarah Blackman

Melissa also asked why the kiosks haven't been updated for tonight's or next week's meeting? Commissioner Auger explained that these were posted on the website, FB and on the front door at the office and meets our legal requirements. She also explained that over the Winter with the ice/snow buildup, it wasn't always easy to post updates at the kiosks. Now that Spring is here her intention is to update all kiosks when needed. The loan hearing on March 31st will be posted at the kiosks.

Commissioner Kardaseski stated that both the budget and bond hearings were advertised on the Messenger, posted on the website, FB and on the front door at the office.

Income Survey Update:

The final report has been submitted to the State. The final percentage of surveys we received was 70.87%. We sent this data along with all supporting evidence of all the efforts we made to try to reach the 75% goal since the launch on August 30th. On October 28th there was a second mailing and on December 19th there was a third effort made by going door-to-door and this continued through March. Notices regarding the survey appeared in the Messenger in December and again in March. In every public meeting the survey was mentioned and all updates and information regarding the survey were placed on the website and FB.

The survey ended on March 18th and the Median Household Income was \$55K.

The board wants to thank all those residents who understood how important this survey was and took the time to fill theirs out.

Water Main Replacement Project update:

The opening of the bids for this project opened March 15th. We received three base bids for Old Lantern and EllenBrook roads. Wright-Pierce has sent us a recommendation for an awards letter. The bids were from:

SUR Construction West for \$432,056

Northeast Earth Mechanics for \$587,100

Stevens & Son for \$818,058.76

These were all under what the engineer estimated for reasonable construction costs, including contingencies. The main difference in all of these had to do with materials (piping & valves), traffic control and temporary water set-up. Wright-Pierce's recommendation was SUR Construction West because the feedback they received from references stating that they were fair, schedules were met and that they would work with them again.

They also recommend a full time (50 hours per week) resident project representative be on-site during construction to make sure all specifications/requirements are being met.

FYI: The estimated cost to replace water mains across the district was estimated , in 2019, to cost \$10-\$16 million dollars. This was projected (from Asset Management) to be over 10 years and didn't identify every street.

Eastman Well & any water items update:

Commissioner Auger spoke with Aquamen today and the trailer is still on-site and they have their filters set and ready to run Monday thru Wednesday with the trailer being removed Thursday.

The Hummingbird transducer had an issue with the power loop and had to be reordered and now they have the correct controller and expect it to be mounted and online in the next 2 weeks. This needs to be completed to resolve the level of deficiency with the State.

The water tank has been holding above 18ft for the last couple of weeks and averaging from 18.4ft to 18.9ft.

The exceedance of fluoride level (annual average) notice will be sent out April 10th. This mailing is set to include the new Water Rules & Regulations and the Consumer Confidence Report.

Annual Meeting preparations:

~ The Annual Meeting is scheduled to take place April 23rd. Currently, mask requirements have been eased at the **HD Middle school cafeteria** where the meeting will be held. Voting for officials will take place from 10-12 pm, Annual Meeting will begin at 12:30.

~ The Bond hearing is March 31st.

~ In the last week of March/first week of April an ad will be placed for the Supervisors of the Checklist. The day they will be at the office to register voters is April 16th from 10-10:30am. If you are registered with the Town, you are registered with the ELVD.

~ Budget and Warrant Articles need to be posted no later than April 7th.

~ Annual Reports need to be submitted by April 4th and available by April 15th and posted on the website. They will be available at the office and at the meeting.

~ The date for absentee ballots need to be back to the court by April 18th. These can be obtained by emailing the Clerk at rose@elvd.com.

~ The board is still looking for a Moderator for the meeting and may have to improvise (using a Commissioner) on meeting day if no one is found or the Supervisors of the Checklist can also appoint someone.

Approve 3/10 & 3/13 meeting minutes:

Commissioner Auger made a motion to accept both meeting minutes as written, Commissioner Kardaseski seconded. All commissioners approved motion, motion passed. Meeting minutes were signed tonight.

Late agenda items:

~ James Pelkey was offered and he accepted the contract (one-year) for Summer maintenance and he signed this tonight.

~ Commissioner Taber provided an update on the StormWater Asset Management grant. NHDES and Gale Associates are moving forward with the scope of work to set up the initial collection of data that will be logged into the NH Tech Saves system. The Asset Management Grant is up to \$100K with no match required.

Wright-Pierce is anticipating the district can provide up to 25% in kind match that can be towards direct purchase of needed equipment and/or software. The grant does not cover annual subscriptions costs but will cover the initial installation and purchase of the equipment.

NHDES is working on developing a new program that could provide capital assets towards residential metering.

~ Strategic Planning is focusing on future treatment for the Meetinghouse well area and the scope of residential metering and financial mining. This grant is for \$50K with no match required.

~ The Energy Audit (a State requirement) grant is for \$20K with no match required. This audit will provide the district with where our water loss is occurring.

March 29th @ 6:30 is a special Workshop Meeting - discuss Water Main Project - to choose the contractor and alternate roads we could do this year, as well.

March 31st @ 6:30 is a special Commissioner Meeting - discuss Loan Hearing

April 7th @ 6:30 is the next regular Workshop meeting

Sign any necessary bills

Adjournment of Meeting:

Commissioner Auger made the motion to enter into a non-public session, RSA 91-A:3, II (c), at 8:28pm. Roll call vote was taken, Commissioner Auger, yes, Commissioner Kardaseki, yes and Commissioner Taber, yes. The non-public session ended at 9:05. Meeting was then adjourned at 9:05pm.

Rick Rose, *ELVD Clerk*

Approved by:

Sara Auger, *Commissioner (Chair)*

Brett Taber, *Commissioner*

Debbie Kardaseski, *Commissioner*

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