



Emerald Lake Village District

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Board Attendees

Sara Auger, *Commissioner (Chair)*,
Brett Taber *Commissioner*
Debbie Kardaseski, *Commissioner*
Rick Rose, *Clerk*
Carolyn Renken, *Treasurer*

Residents

Kathy Dimario, Mark Martin, Jordan Murphy, Jim Czifrick, June Fitzpatrick, Sarah Blackman, Melissa Taber and Ed Coulter

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

ELVD Workshop Meeting Thursday May 5, 2022 @ 6:30 PM

Roll Call & Quorum of Commissioners

Swearing in of Elected Officials:

Commissioner Taber swore in Rick Rose for a 1 year term as Clerk, Clerk Rose swore in Debbie Kardaseski for a 3 year term as Commissioner, Clerk Rose swore in Carolyn Renken for a 1 year term as Treasurer and Clerk Rose swore in Sarah Blackman for a 1 year term as Commissioner.

Selection of Chairperson:

Commissioner Taber and Commissioner Kardaseski both expressed interest in being Chair. They decided that Commissioner Taber would be Chair for 6 months and then choose who would be Chair once the 6 months is over. Commissioner Kardaseski made a motion to make Commissioner Taber Chair for the first 6 months, seconded by Commissioner Blackman, all in favor, motion passed.

Public Comment:

Mark Martin brought up the issue of a motorhome parked on a residence on Moccasin Trail. He states that it has been there since November and is using water from a hose supplied by the main residence. He is concerned about where the waste is going. He has been in touch with the Town and the residence is being charged \$500 a day since this past Monday. He wants the board to put something in our Rules & Regulations to stop people from hooking up motorhomes. Since the Town is responsible for issuing these permits (which includes how waste is to be disposed) for up to 3 months, he wants the ELVD to bill the resident an additional 3 months to the resident's water bill. He's sending in an application to NHDES about the waste issue and would like to see if the water can be tested in that area. Commissioner Taber is not aware of any process to do that. Commissioner Taber did state that the board is in the process of reviewing all the water rules.

Jim Czifrik commented on the road condition of Boulder Pass and when it would be worked on. He asked if the road agent contract states that he'd do the roads only once a month? Commissioner Taber explained that our prior road agents' (Skip & Gary) history was that the expectation was that they would do the roads once a month and would work with us to improve the roads on a more frequent basis. When the recent contract was drafted, we were estimating that there would be 12-14 FULL gradings and touch-ups (based on mileage) in between where needed. He spoke to the road agent last week and he was finishing up some roads on the backside and some on the Gould Pond side and next week he planned on working on Emerald Drive (which was done 2 weeks ago) and the back of the lake. He's also been doing ditching and culvert work to keep water flow off the roads. Commissioner Taber said the road

agent cannot always react immediately to all road concerns and does try his best, based on prior work he may need to accomplish. He does not work on the roads everyday. He does drive through the district looking for what may be a priority. This is the road agent's first Spring here and is still learning about our roads and what occurs during mud season and when it rains. Sometimes he'll be needed to assist Aquamen with sand/gravel when they work on leak repairs, as well. Our road agent can and does spend 40+ hours in the district.

Jim also asked if Aquamen could come to his residence and repair the broken curb stop? He said Skip was supposed to repair it. He did advise the board he doesn't need it because he has 2 separate shut-offs already. Commissioner Taber explained that it would be repaired based on a list of others that need to be done, as well.

Melissa Taber asked about the sand at Emerald Beach. Commissioner Taber said the permit is complete and we need need to notify NHDES when we are going to start the process of putting it down. We need to purchase and have it delivered (possibly on or before May 15th) and either have a contractor disperse it or have volunteers from the district to do it. It is scheduled to be completed by the end of this month.

Ed Coulter asked about the Phase 1 project done back in 2014 and he also said when that was done it caused more water to go onto his property adjacent to Gould Pond Rd. Commissioner Taber explained that an 8" main was installed and he said drainage off a Town road is not the ELVD responsibility and he needs to contact the Town to see what they can do for him.

Commissioner Taber explained that we had an ad placed for a public hearing for an element we weren't fully aware of for the acceptance of grants in excess of \$5K-\$10K that required a public hearing. That ad was placed. The first grant is for the Asset Management grant for our water system in continuation of the first phase started in 2019. Phase 2 will ensure all updates are made, including electronic (drawings and GPS systems) updates. It will also include research (engineering and financial) for future residential water metering. This grant is up to \$100K. The Governor's Council is expected to sign off on grants in June/July. Commissioner Taber made a motion to accept the Asset Management grant from NHDES in the amount of up to \$100K, seconded by Commissioner Blackman, all approved, motion passed. Commissioner Taber made a motion for the board to approve the Chair to be the authorized signature for the Asset Management agreement, seconded by Commissioner Kardaseski, all approved, motion passed, Commissioner Taber amended the motion to verify he is the Chair, seconded by Commissioner Blackman, all in favor, motion passed. The next grant is the Strategic Planning grant which is up to \$50K and is for the engineering company to assist us in developing a treatment plan for the Eastman Well project. This grant also incurs no cost to the residents. Commissioner Taber made a motion to accept and enter into the agreement (along with him being the authorized signature) with NHDES for the Strategic Planning grant in the amount of up to \$50K, seconded by Commissioner Kardaseski, all in favor, motion passed. Commissioner Taber made a motion that the board cover the cost of the ad to announce the public hearing for these 2 grants, seconded by Commissioner Kardaseski, all in favor, motion passed. The next upcoming grant is for the Storm/Clean Water which is up to \$30K for an Asset Management grant and will be discussed more at the 5/19/22 meeting. Commissioner Taber made a motion that the board cover the cost of this ad to announce to the public, seconded by Commissioner Kardaseski, all in favor, motion passed.

Need to accept resignation of employee:

Wayne Held, office clerk, submitted his resignation last week. Commissioner Taber made a motion to accept his resignation, seconded by Commissioner Kardaseski, all approved, motion passed.

Need to solicit hiring of new employee:

The job description will be amended to include basic computer skills. Commissioner Kardaseski will have an ad placed in the Messenger and also will be posted on the website and FB. Commissioner Taber made a motion to place the ad in the Messenger and district media for the purpose of hiring an office clerk, seconded by Commissioner Blackman, all approved, motion passed.

Final selection and submission of 2022 SRF funding projects applications to lock in % rate:

The residents voted and approved (at Annual Meeting) the board to enter into agreements with the State for seeking out funding for the three 2022 projects. These include replacing the infrastructure on 8 roads, improvements to the treatment center at Meetinghouse and improvement/development of treatment center at Patten Hill. They are working on the final applications to lock in an interest rate, which is currently at 1.25% for a 20 year term. Commissioner Taber made a motion to enter into the agreements with the State of NH SRF funding projects for the 20 year loan rate and Chair to be authorized signature, seconded by Commissioner Kardaseski, all approved, motion passed.

New Notice of Violation:

This new violation (that Aquamen receives) is for the annual average of arsenic for Patten Hill. The reading was just over 6 parts per billion. Last July the state decreased the threshold from 10 to 5. The board is working on sending that notification to the residents. As mentioned above, this treatment center is slated to be developed and improved so that we reach non-detect values. Commissioner Taber advised that the water (by State standards) is safe to drink but is reportable if we go over the threshold.

Organize dates for printing of mailing needed to go out in May:

Notices for the fluoride annual (above a 2) average, the arsenic notice for Patten Hill and the Consumer Confidence Report (CCR) will be mailed by the end of May. Postage for 535 mailings is expected to cost \$417.30. Commissioner Kardaseski made a motion to pay \$92 for 700 6x9 envelopes to be reimbursed to the Chair for his out of pocket costs, seconded by Commissioner Blackman, all in favor, motion passed. Commissioner Kardaseski made a motion to purchase postage to mail 535 2 oz envelopes, seconded by Commissioner Taber, all in favor, motion passed.

Select dates for upcoming meetings:

The schedule for future meetings will be May 19th, June 7th, June 23th, July 7th and July 21st. The board will have a focus meeting to finish the water Rules and Regulations on May 22nd from 9am-noon.

Choose any funding choices for next year:

The deadline for filing for most funding is June 1st. The selection of who gets funding is determined by the State in July/August for next year's projects. Commissioner Taber advised Strategic Planning funding is again available, as well possible assistance with culverts (which would eliminate this item from the budget) and upgrading the dam with a safer operating system. There's an Emergent Contaminants grant available to help aid us with manganese treatment at Eastman. By the end of 2024, the EPA and the State will require a full inspection of our system for lead and copper, but how this will affect our district is still unknown, but applying for a grant to assist in this would help the district. Apply for a grant that may enable a small treatment shed at Hummingbird if arsenic continues to be an issue there. Also, to see if a scada system (for well control) can be obtained for Meetinghouse. Cyber funding grants will be available to help upgrade technologies that we use now and in the future. The board will revisit these issues/options in the May 19th meeting on how to move forward with the application.

Driveway and water permit discussion:

This permit discussion is for a resident (Gaston) on Deerpoint. Commissioner Kardaseski advises the resident has had an excavator on standby to start work. Aquamen has taken a look at her application for a water hookup and has provided an estimate (for about \$2K) for materials and labor. The district's responsibility for that would be \$300 (for the piping) because it is considered district property. The timeline (Fall) of her work may/may not coincide with the water main replacement on Deerpoint this year and if it does, this may be at a lower cost for this resident. Commissioner Kardaseski made a motion to approve the driveway and water permits for Ms Gaston on Deerpoint Drive, Commissioner Blackman seconded, all accepted, motion passed. Commissioner Kardaseski will advise Ms. Gaston she's all set with the driveway and that she doesn't need a culvert.

Cleanup of Burnham Park:

The board would like to have volunteers this Saturday (from 9am -noon) to help clean up this area for a couple of hours. Bow (road agent) is scheduled to move the concrete blocks (to make room for about 2 cars) over to the sandpit. A notice will be put on FB and the website.

Audit 2021:

The general audit has, mostly, been completed. Commissioner Kardaseski will be sending additional information for them by the end of next week. Commissioner Taber sent them the governance documents and the agreement letter.

Approve April 21st and 23rd meeting minutes:

Commissioner Taber made a motion to accept the 4/21 meeting minutes as written, Commissioner Kardaseski seconded. All commissioners approved motion, motion passed. Commissioner Taber made a motion to accept the 4/23 meeting minutes as written, Commissioner Blackman seconded. All commissioners approved motion, motion passed.

Late agenda items:

Commissioner Taber has been looking into purchasing calcium chloride which is used on our roads for dust control and road stabilization. There has been an issue obtaining what we need. Liquid dispersion has proven to be too costly. It would cost almost \$6K to treat one mile of road and the district has 13 miles of roads. He said there was \$4K budgeted this year for the calcium chloride and he's proposing that we buy (for about \$10K) the "delta" so we can get a delivery and it is 4-5 years worth and we'd be saving this cost for the next 3+ years. The board will have to find other items to cut and/or reduce from the budget. Our road operator is contracted to disperse it and it would be kept at Patten Hill. Commissioner Taber made a motion to enter into an agreement to purchase calcium chloride this year and to obtain the best purchase option we can, Commissioner Kardaseski seconded, all accepted, motion passed.

Wright Pierce sent, for the 2021 infrastructure project, the first work order change with SUR Construction. The change was because we wanted to add Deerpoint to the project so we can use the funds. This project will include the

installation of 12 (4 per road) residential meter pits. The \$432K agreement we signed has been increased to \$827,912 and this includes adequate contingency. The final completion date has now been pushed out to December 7th and if it goes beyond that date, the contractor would be subject to fines/penalties per contract. Commissioner Kardaseski made a motion to approve change order #1 which increases the cost of the 2021 agreement with SUR Construction by \$395,856, Commissioner Blackman seconded, all approved motion, motion passed.

Construction update: they are a little behind in obtaining raw materials and will let us know when deployment of equipment, installation of temporary water systems and excavation can begin. EllenBrook will be worked on first.

Commissioner Taber advised that on the Source Water Protection grant, he was sent a notice that we owe them the first quarter (Jan-Mar) report.

The MS-232 was signed tonight.

Commissioner Kardaseski advised the board needed to get the issue of the hot tub on Midnight Walk finalized. They were sent a request asking for proof of water purchase and Commissioner Kardaseski will follow up to see if we ever received a response.

Commissioner Kardaseski is looking into the property on 3 Spring Street regarding the water hook-up. Normally when there is a house fire, the fire department takes ownership of the property until the cause is determined. Once it is cleared it reverts back to the owner and oftentimes the notification doesn't happen. If notification is given, the owner has one year to clean it up and if it doesn't happen Code Enforcement would get involved.

Adjournment of Meeting:

Commissioner Taber made the motion to adjourn the meeting at 9:12 pm, seconded by Commissioner Blackman, all approved, motion passed. Minutes were signed tonight.

Sign any necessary bills

Rick Rose, *ELVD Clerk*

Approved by:

Brett Taber, *Commissioner (Chair)*

Debbie Kardaseski, *Commissioner*

Sarah Blackman, *Commissioner*

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