



Emerald Lake Village District

Office: 147 West Main Street, Hillsborough, NH
Mail: PO Box 1753, Hillsborough, NH 03244
Tel: 603-464-3128

Sunday, February 27, 2022 @ 9:05 AM
Budget - workshop Meeting Minutes

In attendance:

Sara Auger (Commissioner, Chair)
Brett Taber (Commissioner)
Debbie Kardaseski (Commissioner)
Carolyn Renken (treasurer)

Roll Call & Quorum of Commissioners -

Meeting called to order by Commissioner Auger at 9:05 AM. Pledge of Allegiance and roll call of officials completed.

The main purpose of this meeting was for a continued effort of a budget preparation workshop to discuss budget lines.

Discussions began with review of prior general and water budget line suggested values and to see if any lines still needed to be reviewed further. Commissioner Auger shared that she had at least 1 quote back for the summertime use of Porta-pots from "Allard". The information shared was that their current rates for a standard unit is \$165.00 per month and a standard size ADA unit is \$220.00 per month. The Board recognized that we are still waiting for another quote to come back.

Budget line discussions continued. For the general segment, the Board ended up with an estimated with an estimated \$294,000 for the fully loaded budget. The Calcium Chloride line is still being evaluated due to minimum order quantities of materials.

For the water budget; after reviewing the lines again, the Board felt it was at a good spot and able to keep the operating budget line proposals the same with no increase for this current year. The current estimated budget that could be presented would be about \$611,105. Final reviews of the budget will occur over the next few weeks while updated costs estimates come in.

Next, the Board addressed the upcoming timeline for the Annual meeting. The date for this year's Annual meeting will be April 23, 2022. Items address as next on the timeline were Advertising for a Public budget hearing and the solicitation for any Petition Warrant articles. A motion was made by Commissioner Auger to advertise in the messenger for a two-week period regarding the Deadline (3/22/2022) for submitting Petition warrant articles and the date for the Public Budget hearing (3/24/2022). The Motion was 2nd by Commissioner Kardaseski, all commissioner voted in favor of posting the ads.

The Board further discussed the setting of the date of 3/31/2022 for a loan hearing date for this year's warrant articles that propose a portion of loans. Further details will be worked out and the need for advertising will be discussed at the 3/10/2022 meeting.

After completing the annual meeting timeline topics, Commissioner Kardaseski provided some follow-up details on the current open "2021 Source Water Protection grant" and its status of completion and any documents that may be needed. It is time for a quarterly status update to be provided to the State as well as to submit a reimbursement request for the signage portion of the Grant. The open items are still the installation of the fencing around the wellhead for the Eastman well and the video surveillance for the two locations, "Eastman well site & Meeting house beach well site". The grant and project are due to be completed by the end of May 2022.

Next the Board noted that a few more survey forms were handed out this week. The latest update posted on the website showed that the participation level was now in excess of 65%. **We are close but not yet close enough.** The Board is still working on handing out the final number of survey forms to residents and the hope is that enough residents will submit a survey form so that we can enjoy additional savings for the water system project improvements being proposed this year. See below example of potential costs and/or savings to residents:

Estimated combined Project cost - \$4,775,000 for three separate projects

Current finance plan – based on not meeting survey participation volume requirement of 75%

This will recognize an income average "default value of about \$82,250" for the District. This level **DOES NOT** allow us to receive any level of loan forgiveness.

Project costs-	\$4,775,000	
Current ARPA grant amount-	\$ 955,000	(equates to 20% funding)
<u>Current DWGTF grant amount-</u>	<u>\$1,432,500</u>	<u>(equates to 30% funding)</u>
<u>Estimated SRF loan amount -</u>	\$2,387,500	Potential loan amount needed

Revised amount of project costs if we meet our survey participation threshold level

Project costs-	\$4,775,000	\$4,775,000
Current ARPA grant options-	\$1,432,500 (30%)	\$1,910,000 (40%) estimate
Current DWGTF grant option-	\$1,432,500 (30%)	\$1,432,500 (30%)
Loan forgiveness estimate -	\$ 143,250 (10% up to 40% can be obtained) *estimate	
<u>Est. DWSRF loan amount -</u>	\$2,387,500 value if not meeting survey level	
	<u>Considerably less</u> if we meet the survey level	

***loan need could be reduced to \$1,289,250 or even lower dependant on the MHI (median Household income average) we complete the survey with.

A new newspaper article will be placed in the messenger to share more thoughts and requests of residents to fill out the survey for the Districts benefit.

Next the Board discussed setting a date to further review and update the Water system Rules and Regulations. A concern as raised base don prior and recent solicitations for water hookups to the Districts water system. The board noted that in prior years there was limited ability to control the growth of the Districts water users and that led to a huge negative impact to source water capacity. As a result of the fast growth and limited plans on how to address the growth the District grew too quickly. Commissioner Taber shard a conversation he had with NHDES that some towns and Districts have growth rate elements as part of their rules. After the discussion, Commissioner Kardaseski made a motion as of 2/28/2022 to restrict the growth rate (new water hookups permits) to the Districts water system to up to and not more than 1% of new hookups per Calendar year and that growth to be based on the prior calendar year # of water user hookups listed on the water warrant. (example: 536 users in 2021; could possibly allow up to 5 new hook ups in the following year. The motion was 2nd by Commissioner Taber. All commissioners voted to approve the water rules with this new change.

Some additional discussion followed as to if waiting lists would be developed, carryovers to following years, etc. The Board agreed that further review of the rules and regulations were needed and need to be completed prior to the annual meeting so that it could serve as a good platform for sharing the rules update to residents. A workshop meeting date was set up for attempting to review and complete the water rules and regulations update for 2022. That date is set up for 3/13/2022 @ 9:30 AM.

The question was raised if any additional topics needed to be discussed. Since there were none, Commissioner Auger made a motion to Adjourn the meeting, The motion was 2nd by Commissioner Taber. All commissioner voted yes, to adjourn. Meeting closed @ 12:11 PM.

Submitted By:

Brett Taber

Approved by:

Sara Auger- Chairperson

Brett Taber - Commissioner

Debbie Kardaseski - Commissioner