



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

Thursday, September 19, 2024

In attendance:

Sara Auger (Chairman/Commissioner)
Brett Taber (Commissioner)

Lorinda Giarrusso (District Clerk)

Other people in attendance:

Melissa Taber
Matthew Cook
Joanne Staples

Pledge of Allegiance was said.

Roll call of officials completed. The meeting was called to order at 6:30 pm by Commissioner Taber. We had a quorum.

PUBLIC COMMENTS:

Resident Joanne Staples asked, how much water have we brought in? Commissioner Auger responded; we have had a total, so far, of 232,500 gallons that has been brought in with a total cost of a little over \$30,000. The following is a breakdown of water brought in for previous years:

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- 2023 We trucked in over 700,000 gallons at over \$72,000.
 - 2022 We trucked in 1,000,000 gallons at \$115,000.
 - 2021 We trucked in 444,000 gallons at \$47,000.
 - 2020 We trucked in over 2,000,000 gallons for a total of over \$150,000.
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Since we did not have to start trucking in water this year, until summer, barring a catastrophic event, this winter, we should meet our budgeted amount for water. Joanne Staples asked how much was budgeted for? Commissioner Taber stated that just for trucking and purchasing of water, it would be \$65,000. Labor plus other tasks could be approximately another \$35,000 so in total, upwards of \$75,000. Joanne Staples asked, "will this help us with our budget for next year and taxes?" Commissioner Taber stated that this item continues to be our biggest opportunity to improve the Budget based on water use, loss and leaks/ repairs. Joanne Staples asked, when someone hooks their house into our water system, where does that go? What is the line item? Commissioner Taber stated, by using our Unreserved Balance in our Water Account as extra revenue. Nothing

was budgeted for 2020 and the cost for 2,000,000 gallons. Any surplus we had was chewed up and we probably went over budget that year. We chose NOT to issue a single, separate invoice to the Residents, and we managed through the Budget to do that. That would have been another \$300.00-400.00 to every user just to maintain our surplus. Now, over the last several years, we have been working on building that surplus back up. Municipalities are supposed to have this, and maintain it, along with their operating budget so when emergencies happen, you are able to handle them. You just must follow the documentation and rules of the DRA. Once we set the Budget and set the tax rate with the State, we will have that figured out and show how we plan on using those funds.

OTHER BUSINESS

Melissa Taber asked, I know Commissioner Carr made the laminated Notice for the Beaches. When is that going to be posted? Commissioner Auger stated we will wait and put it up next season. We do not want it to get ruined in the winter weather.

Melissa Taber then asked, have we ever thought of moving the kiosk at Emerald Beach so it is closer to the beach? If it was in front of the beach, people might be more apt to read it. Commissioner Auger stated it would depend on how it is placed in the ground. Commissioner Taber stated it is cemented. Commissioner Auger said we could discuss, in the future, as to this possibility.

Melissa Taber asked, I received a text of someone filling kiddie pools for ducks to swim in. This is not allowed, right? Commissioner Auger stated, correct, this is not allowed. Filling of any pool is against District rules.

Joanne Staples asked, who owns the area where the sand pile and gravel is stored? Directly across the street is an open field area. Who owns that? Commissioner Taber stated that the property owner at the corner of Red Fox/Gould by the side of the brook, owns part of it and District owns the other part. The property line splits. Joanne Staples asked, "Are we paying rent for the sand pit. Would it be cheaper to the District if we owned all of this property?"

Commissioner Taber stated that the access there would not allow you to be able to get off of the road; it is right on the edge. Secondly, that property is part of a contingency for the Mary Rowe well and can only be used for water until that restriction goes away. If in the future, that restriction goes away, then it might be an opportunity.

Joanne Staples stated, I brought this up because I thought it might be a way for the District to save money. So, there is no other feasible location in the District, we could use? Commissioner Taber said there is not.

ROAD WORK

Commissioner Taber stated that the last road work performed was considered the last pothole repair and it has now been completed for the season. We have one (1) more road grading to be done. Typically, we also do calcium chloride spreading in the Fall. I'm not sure if the budget can allow this, and how, or if, we will be able to perform this, this Fall.

Joanne Staples asked, what is the purpose of putting down calcium chloride? Commissioner Auger stated, it is for dust control and to lock in the gravel. Commissioner Taber stated it also helps minimize erosion. Joanne Staples asked, is that cost effective? Commissioner Taber stated, it depends on the moisture in the year and how often you are disturbing the roadway. Commissioner Taber stated it does serve its purpose. Multiple towns use it in liquid base vs. granular base. Commissioner Auger stated she will find out if we can even do it this year.

Commissioner Taber reminded us that we should do it as late as they can in the season. SUR will be on-site until the middle of November finishing their work. They will do a finish grade on the roads they are working on. Commissioner Auger stated she will reach out to the Road Contractor to get the timing. Commissioner Taber stated that we are not in a hurry, but trying to have a rough idea of timelines for working on erosion, roadways, and what is his plan.

Commissioner Auger stated with regard to finishing potholes on Sunrise and Turtle Bridge, there is still erosion. It does not look like they were touched. Commissioner Auger stated she will find out.

Commissioner Auger stated that as far as the other quotes with the Road Contractor, it appears he did do some work at Hummingbird from the culvert guardrails towards Gould. It still appears washed out and will definitely need to be improved at the final grade.

Commissioner Taber asked if Commissioner Auger had had time to review the Hummingbird Quote and Hemlock Quote? Commissioner Auger stated she had reviewed both quotes and both Commissioners Taber and Commissioner Auger reviewed them, again at the meeting. Commissioner Taber stated we need to watch the General Budget. They will have to bring whatever material that would be required. We do have the money in the specific line item – Sand/Gravel and it is just keeping an eye on the overall budget as we get closer to the end of the year. A lengthy discussion was held about the merits or any differences of each quote and the material and gravel needs. It was determined that they would go with Bo Smith's quote to do this work.

Melissa Taber asked when they do Hummingbird, are they going to take more of the road? Commissioner Auger stated she would definitely mention this concern to the Road Contractor. Commissioner Taber said we must be careful to make sure the way they groom it; they need to do it properly, and grade it adequately and maintain the V groove at the edge of the road and or the full-open ditch line. Or, have proper swale cutouts so that it goes into the ditch line at areas where there is not a full incline of the road where we know it is going to erode. If we are doing that, we are going to need some water bars to slow the speed of the water down and whatever materials would be required. Cleaning out the actual ditch lines does not require a lot of material, but the road work needed to actually fix those areas, especially Hemlock, does require material.

Commissioner Auger **MADE A MOTION** for cleaning of ditches and rebuilding of ditches for roadways to include Hummingbird and Hemlock and be completed by Bo Smith. **MOTION SECONDED** by Commissioner Taber. **MOTION APPROVED.**

Commissioner Auger stated, in an October meeting, we will circle back about calcium chloride treatments.

HUMMINGBIRD GENERATOR

Commissioner Taber stated he needs to look at the generator oil level. We do have a fault error and last time we had that fault error, the generator had run a day or two due to loss of power. With normal run time, usually the oil will burn off within a day or two. He will try topping it off with oil, first. If that works and I am able to start it, we should be all set. If not, I will give them a call and have them come and do a service call so they can check on the fault and correct the problem.

LEAK DETECTION GRANT

Commissioner Auger stated we have until October 15th @ 4 pm, when it is due.

Commissioner Taber stated the deadline may be delayed into 2024/2025 because of the volume of grants being done. I agree we should apply. Where it's a grant being offered by the State, we should focus on the roadways that have not been replaced yet and secondarily, the rest of the District residential curb stops to the residential line service connections, to see if there are any leaks for residents, but primarily, to focus on the roads that have not been replaced yet, would be a suggestion. Commissioner Auger stated that we have had a couple of curb box leaks. She stated she is "willing to give it a try". Commissioner Taber reminded us that we should look at the Grant that have been done in previous years. Commissioner Auger will review.

SOURCE WATER PROTECTION GRANT

Commissioner Auger reminded us that this is due November 1st. Last year we applied for it and did the toilet flapper project. She stated she has been looking over the Sanitary Report from 2021 to see if there were any ideas in there. Commissioner Taber stated if the ladder access qualifies, we should apply for that. Commissioner Auger asked, what about the Hummingbird Beach Well Project – Fencing Extension. Would this qualify? Commissioner Taber stated that was unknown, at this time. He stated that it might be beneficial to use this, next year, in the Fall of 2025 into 2026 for any additional fencing for the Hummingbird lot.

Melissa Taber asked, what is wrong with the ladder? Commissioner Taber stated, we do not have one, now. In 2006, they chose not to install a secured ladder to the tank. Commissioner Auger that we come back with more ideas and have this discussion in another month.

PROJECT UPDATES

Commissioner Auger stated we are continuing with the water mains. They did have two (2) crews on full-time. Are they on schedule? Commissioner Taber stated that five (5) roads they are finishing or have carried over from last year have main distribution lines installed, now. They have to chlorinate Rainbow's End and Dawn. Chipmunk is done with resident curb stops all in place. Starting today, Firefly residential curb stop installations are being put in and they will be working on those all week and they are doing Forest Lake. Once they get a clean chlorination test at Rainbow's End and Dawn, they will start through the next week and will then move to Rainbow's End. They are waiting for us to give them direction on what the additional roads will be so they can get the temporary water started prior to their running out of work. That way, they can jump right on the next roadway and start digging and make sure they have the timing for testing and a sample of clean temp water. We discussed today, at the Project Update meeting that Dawn had more volume for ledge than they were expecting. They dug ledge for approximately two weeks and the water main there was 2 ½ feet above the surface. Now they are down to five (5) feet. There had to be a lot of hammering. They're up to about 130% to what was estimated. The other roads were only 20-30% so Budget-wise, "we're doing OK". Wright Pearce should have estimates and financials early next week so we can make a decision.

Commissioner Taber also stated, if there are adequate funds, should we tell them to just move forward OR if there is a limit, which roads do we want to choose to be done. The roadways are Midnight Walk, Gould Pond from Sandbrook up to Bog Road, Bog Road between Deerpoint and Greenfield and Greenfield from Bog over to Ellen Brook and Raven Head (piece between Midnight Walk and Rainbows end to connect the loop). These are the five (5) chosen roads. What do we want to do **first**? We definitely will be able to do three (3) roads, but maybe not the full five (5) roads. The Town was not paving Gould Road, before, so we may want to do that one, first, so we do not have to cut it all back up. Any excavation of Town roads needs to be done by November 1st. SUR currently has one (1) crew working until the end of September.

A discussion with Commissioner Auger and Commissioner Taber was had to talk about if the funds would cover all the roads, and/or if we should do Bog & Gould Pond first.

Commissioner Auger stated, these are the roads to be done if we do a PARTIAL.

- Gould 1st
 - Bog 2nd
 - Greenfield 3rd
 - Raven Head 4th
 - Midnight Walk 5th
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Commissioner Taber said he would share that information and stated when Wright Pearce sends the data we are waiting for, he will share with the Board and see if we have any other questions.

EASTMAN WELL

Commissioner Auger stated that Aquaman has installed in the transmission line connection from the well site to the transmission line. They are trying to get it up and running prior to the Sanitary Survey, sometime in October.

Commissioner Taber stated that the State (NHDES) was going to schedule this Survey to take place in the first week of October, but they might hold off until the end of October because some of the various projects may not commence until October. He will wait to see what we hear back from Aquaman. Commissioner Taber will reach out to them, this week, telling them we need a timeline.

HUMMINGBIRD WELL

Commissioner Auger stated that she is trying to get an update from the State on the arsenic level test submittal we recently provided. The media treatment was last changed in 2020. She asked for a quote to have that cost for the 2025 budget. If the test readings are higher than average, we will want to make sure we are prepared to have something in our budget for this.

Commissioner Auger stated that the lead and copper inventory is due in October. I am waiting for Nicole at Aquaman to answer some questions I have. She has still not heard back from her. The deadline is coming up and I want to make sure we are in compliance. She will reach out to her, again.

Commissioner Taber stated that the Federal EPA will be sending out letters, nationwide, to residences. If the inspection of their plumbing is known, fine; if it is unknown, or if it is a lead and copper violation for the lead, they will send out a notice to residents for that, also. It is part of the nationwide lead and copper improvements. It will probably offer a lot of questions and guidance. Commissioner Auger stated that lead and copper samples have already been collected from residents who had volunteered to collect them. The water was collected over the last few weeks. One the sample results are back, Tanya @ Aquaman will be able to send out Notices to any of the affected residents.

PATTEN HILL

Commissioner Taber stated that the electrical contractor is putting together a re-bid, as the original bid received is now four months old along with additional administrative costs that they did not realize had to be included in the Program. He should have that back to us by this weekend. He's going to add in a bid for the small portion of plumbing, as well. Because the State wants a list of the Bidders, their bids and our choice/preference as to who we want to go with. As long as we meet all those agreements, they will say you can enter into an Agreement with them, short of having to have another meeting with them. We may have to have a small meeting or make a

decision, now as long as there are eligible bidders. Commissioner Taber stated he received a quote from SCADA. He has asked them to revise the quote to list each well site, separately. It is funded by separate projects, so each site has to be separate. He is waiting for this. The cement work is all done. Next will be building the containment walls and waiting for the other Contractors. Aquaman is working on treatment system installation probably within the next 30-40 days.

Commissioner Auger asked, which quote are you thinking we should use.

Commissioner Taber stated, "I am inclined to go with a single contractor doing all the work. For admin purposes, and communication purposes, it would be more effective and easier. Whether the State recognizes them as eligible bidder, that remains to be determined.

Commissioner Auger **MADE A MOTION** to enter into an Agreement with Twin Oaks Electric for the electrical and plumbing work contingent upon a new quote and State approval. **MOTION SECONDED** by Commissioner Taber. **MOTION APPROVED.**

Commissioner Taber stated that the most recent quote is considerably less than the first. As long as I get all the information I need, I expect him to get this updated over the weekend. "I am inclined to go with the recent quote" for those services than the original quote from Wright Pearce. We'll wait and get the breakout and see how it impacts all the Projects.

YTD REVIEW BUDGET

Commissioner Taber stated he is continuing to work with our CPA, Robert and Carolyn, on any items that we are investigating. There are only a couple of minor things as to where they are applied. Over the next two months, we will figure everything out so all will align properly. "We are coming along, well, with the Audit and the questions the Auditor had".

Commissioner Auger asked, is the same company going to do the Federal Audit? Commissioner Taber stated "yes" and that the State has sent in a new Agreement totaling \$15,750.00. (As previously discussed, this new Federal Audit will cost an additional \$4,500. The reason for this Audit being required was fully explained in last week's Minutes). We had originally budgeted for \$13,000. The extra cost of \$2700. will be split between General and Water. Commissioner Auger stated she will investigate putting this cost to a Project Cost.

Commissioner Taber **MADE A MOTION** to accept and enter into an Agreement with the Auditor for a single-source Audit in the total amount of \$15,750. **MOTION SECONDED** by Commissioner Auger. **MOTION APPROVED.**

TRUNK OR TREAT

Commissioner Auger said we are making plans for our 8th Annual Trunk-or-Treat Event, and we need to set a date. She suggested having two (2) pinatas. She said she will be donating one (1) of the pinatas. We will have a small pinata for the smaller, younger kids and a bigger pinata for the older children. There will be prizes for 1st, 2nd and 3rd place for the best trunk decoration. The winners will be selected by the people that will be there participating. There will be a voting station set up. Melissa Taber stated she has a friend that will donate fifteen (15) pumpkins for decorating, and she has a friend that will donate one of the prizes for best trunk. Attendees are encouraged to bring a pumpkin so we will have plenty for the children to decorate. Lorinda Giarrusso stated she will donate stickers and markers. Melissa Taber volunteered to prepare and post a Flyer. Below are the details:

DATE: October 26, 2024
TIME: 5 pm – 7 pm
WHERE: Dog Beach (on the grass)

APPROVAL OF 9/5/2024 MINUTES:

Approval will take place when Commissioner Carr is at the next meeting.

OTHER BUSINESS

Melissa Taber reminded everyone that the swimming rafts are coming in. Commissioner Taber stated that he would be pulling the rafts within the next 7-10 days. He also reminded us that they have begun the lake drawdowns and by mid-October, after Columbus Day, the drawdowns will be completed and at winter operating level.

Commissioner Taber stated that the Water Warrant was signed and submitted electronically. The original, hard copy will be delivered tomorrow along with the documents we are signing tonight.

Commissioner Auger stated that the Porta Potts are being picked up tomorrow.

Commissioner Taber stated that he received an email from Justin (our Attorney). It is regarding a public utility - Aquarion (owned by Eversource). They wanted to know if the District is interested in selling our water system. We can plan for a non-public meeting. I had an initial discussion with them about this possibility. There would be a lot more legal and financial information that would need to be provided if we go further but wanted to make it known that the District has been asked.

Commissioner Taber stated that last week, Commissioner Carr and I voted to approve the Water Warrant and submission of the Abatement for the dormant curb stops. He stated he needed to get signatures from Commissioner Auger. Commissioner Auger signed them.

Commissioner Auger **MADE A MOTION** to adjourn the meeting at 7:54 pm. **MOTION SECONDED** by Commissioner Taber. **MOTION APPROVED.**

TIME MEETING ADJOURNED: 7:54 PM.

NAME OF PERSON TAKING MINUTES: Lorinda Giarrusso

Sara Auger, Chairman/Commissioner

Date

Brett Taber, Commissioner

Date

Michael Carr, Commissioner

Date

Respectfully submitted by Lorinda Giarrusso, District Clerk.