



Emerald Lake Village District  
Office: 147 West Main Street, Hillsborough, NH 03244  
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Emerald Lake Village District (ELVD) **Commissioner Workshop Meeting**

Thursday, October 3, 2024

In attendance:

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

Lorinda Giarrusso (District Clerk)

Other people in attendance:

Melissa Taber

Pledge of Allegiance was said.

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

**ROAD WORK**

Commissioner Auger stated that she reached out to Steven Bouchard, our Road Contractor. He said he plans to come out next week. Commissioner Auger reminded him that Sunrise and Turtle Bridge appear to have been untouched. We should have the final road grading completed by the mid to the end of October. I will try to get a more exact date and will notify the residents not to park on the right-of-way, so it will not inhibit them to do their work.

I spoke with Bo Smith about the Hummingbird/Hemlock roadwork he would be doing. He told me he is a finishing a project in the next two weeks but promised to complete our ditch lines thereafter. He did share he needed:

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1. 36 yards of 3" of riprap
  2. 18 yards of 1 ½" gravel.
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Commissioner Auger asked if we had any of that material? Commissioner stated that we probably do not have that that size. Commissioner Taber stated this would represent two (2) truckloads of the smaller size gravel and four (4)+ truckloads of riprap. We should already have the money in our budget for materials. Commissioner Auger stated that we still have an **APPROVED MOTION** for 10 truckloads that we have not used, yet.

Commissioner Auger will order. Commissioner Carr suggested that we should message Mr. Bouchard in case Bo Smith and Mr. Bouchard cross paths when they are out working on different projects. That way, they will not be in the way of each other. Melissa Taber asked, are they going to shut down Hummingbird & Hemlock when they are performing their work? Commissioner Auger stated she will ask him to put up a sign at the end of the road while the work is being performed.

### **LEAK DETECTION GRANT**

Commissioner Auger reminded us that we have until October 15<sup>th</sup> @ 4 pm, when it is due. She had printed out a map showing the roads that she believed had not been done, yet. She took this information from Wright Pearce's map. Commissioner Taber stated that it needed to include Seminole Road. It also needs to include a portion of Melody and Huntington and Patten Hill and Bog, all the way to the end of the line (end of Bog). If we are not worried about the main loop around the lake, we need to do at least the section from Hummingbird to Gould up to Alpine Way (this is an old section) and part of the Hemlock zone. Commissioner Taber stated, "it looks like you've captured the rest of the roads".

Commissioner Taber stated that all of Patten Hill and all of Pine Glen is not necessarily new within the last ten (10) years. Whether we want to look at these, now, or wait on doing those, until the following year, we can have that discussion. Commissioner Auger stated I will get back on the GIS map and figure out the miles.

Commissioner Taber stated we should check for the size of piping. This information should be in the Asset Management report from Wright Pearce. We should add the phrase – "these are our final roads out of our entire system, and these are the potentially weakest points.

Melissa Taber asked, who does it? When? Thru the State? Commissioner Auger stated it is a different company, every year. It depends on who the State is contracting thru, and the timing is different every year, depending on availability. They are backlogged. They have not done 2024, yet because of the backlog.

### **SOURCE WATER PROTECTION GRANT**

Commissioner Auger stated she reviewed the 2021 Tank Report. "I'm still not quite sure on the size of the ladder which is needed". (The interior access ladder). There is no access ladder inside the tank. They also noted, there is no fence for the entire site even though we have a gate that locks. The State has said this allows unobstructed access to the tank. Commissioner Taber stated "unless you break through the gated area, there is no access for a vehicle to get in". In the past, they have been satisfied. If that is not adequate, they need to tell us what we need. We need to check prior to our Sanitary Survey to see if this would qualify.

Commissioner Carr stated he felt having another gate would be important because ladders can potentially create a new hazard with people going in on foot; possibly having teenagers climb up. We should have a gate around the access to the ladder. Commissioner Taber stated, if you have an access ladder to the top access point, mounted right up to the edge of the tank, that would enclose the ladder access and it could be padlocked, as well. The ladder would have an enclosure on it which would be buffered and padlocked. The gating portion would definitely qualify under the Source Water Protection Grant. We can check with the SWPG contacts to see if access ladders qualify, before making that decision. We should pose these questions. Commissioner Auger agreed.

Commissioner Taber stated, next year we can definitely apply for a SWPG for Hummingbird and Patten Hill, once the buildings are improved, to help to protect these areas.

Melissa Taber asked, is the ladder a fixed or pull-down ladder? Commissioner Auger responded that it is a "fixed" ladder. Commissioner Auger stated she will come back, next meeting, with more information.

## **PROJECT UPDATES**

### **Eastman Well**

Commissioner Auger stated, we received a semi-updated timeline. The pump and motor should be delivered in two (2) weeks. The control panel is being manufactured and should be delivered in two (2) weeks. The flushing hydrant is on order (2 weeks will be required once part(s) are here), pitless adaptor is at the well, and the transmission, main and electrical conduit have been installed. Once all equipment has been delivered (about 2 weeks), Eastman Well will be operational but we are still about four (4) weeks out. The Discharge Permit expires this month. Wright Pearce will reach out to NHDES to either modify the permit or re-file, so we stay in compliance.

Commissioner Auger stated Randall @ NHDES wants to be involved. He wants to schedule the Sanitary Survey based on Eastman Well being operational. Commissioner Taber stated Randall has reached out to Wright Pearce to get the timeline, and potentially, to find out if the Pilot Testing is starting in November.

### **PATTEN HILL**

Commissioner Taber stated that the State responded back to him. They had a question if Twin Oaks Electric's bid as to whether or not the bid would be modified for the electrical portion. They were questioning if they did not receive ALL three (3) elements of the work, because the electric quote is higher. If the quote change is greater than that, the State would recommend going with the lower bid. Commissioner Taber said he is waiting to hear back from the Electrical Contractor and will then provide their feedback to the State. A Contract would be required for each portion, for specific bids. Commissioner Auger stated that we are obligated to go with the lowest bid.

Commissioner Taber stated, in order to move forward, depending on the responses from the Contractor, I would like to be able to draft up a Contractor Agreement for each element that the State deems we should formulate with, once those decisions are made. We should hit the ground running. If necessary, once we get the feedback from the State, we can make a decision, now, or hold a special meeting to do signatures and fill out with the Contractor. Commissioner Auger stated, "she was fine, either way".

Commissioner Taber **MADE A MOTION** to allow Commissioner Taber to draft an Agreement to the respective Contractor for electric plumbing and heating of the Patten Hill Project, once confirmation is received from the State as to their preference and choice of Contractor. **MOTION SECONDED** by Commissioner Auger. **MOTION APPROVED.**

Commissioner Auger stated that Aquaman has all materials for the treatment, on order. In thirty (30) days, they should be able to start depending on Eastman and their timing. It may not fit in November, but he will continue to have conversations with them. Commissioner Auger asked, would you agree that Eastman Well is a priority? Commissioner Taber said "yes".

## Water Main Replacements

Commissioner Auger stated we received the updated pricings for each road and are we are still waiting for final approval. Commissioner Taber responded that we just received, approval, today! The document and design, the State signed off on, today, and it is OK to move forward with the Project. Wright Pearce drafted Change Order #13. (SUR has finished and are doing clean-up tasks on the five roads on the back side of the lake. They've started installing temp lines from Sandbrook up to Bog Road and the Huntington zone, and starting tomorrow, the next three (3) roads, per Change Order #13) are Greenfield Drive, Bog Road (between Deerpoint and Greenfield), and Gould Pond Road (from Sandbrook where it intersects with Bog). The estimate for these three roads is \$516,438.50.

Commissioner Taber **MADE A MOTION** to approve Change Order #13 so they can begin work on that tomorrow. Commissioner Taber stated he will get this approval to them, tomorrow. **MOTION SECONDED** by Commissioner Carr. **MOTION APPROVED**.

Depending on funding of expenses incurred for the first five (5) roads, the next three roads, they will make every effort to work on, is the portion of Ravenhead, and Midnite Walk, (to where they connect), and Rainbow's End as the final two (2) roads, of the environmental Review in the project that have currently been identified. This is conditioned as long as funding remains available, to do that. There will be another Change Order created once they finish working on the current three (3) roads. SUR, Wright Pearce and Commissioner Taber will be coordinating with the Town of Hillsboro with reference to the work being done on Bog and Gould Pond Road because excavation needs to be completed by November 1, 2024, to meet town rules. We will make sure the Town is satisfied with the conditions of the roadways once the work is done. Once they begin work on Gould Pond Road, speed and caution will be necessary because that is a highly traveled road and there will be heavy, big equipment working on excavating, so it will be **one-way traffic** for much of that portion. There will be alternate means around, be it Mary Rowe or in the other roads, such as Melody Lane, which might be a benefit to the residents.

Melissa Taber asked, do they expect to be done by November 1<sup>st</sup>? Commissioner Taber responded, "yes" They are planning to have two (2) crews. One (1) crew can work on each road, respectively - Gould Pond to Huntington Drive to Bog Road.

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Commissioner Auger stated she received a letter from Wright Pearce. SUR is willing to extend the Warranty for Turtle Bridge. If acceptable, I can let them know.

Commissioner Taber stated, the last three or four months, there was a resident section that had leaks and now knowing if we would have additional in those areas, I asked about excavation and checking possibilities of leaks or extending the warranty. Maybe we can extend six (6) months or one (1) year. Wright Pearce will need to draft. All three (3) Commissioners said YES to extending the Warranty.

Commissioner Taber stated we had already had some costs for leaks, so we incurred expenses. He stated that cost coverage will come out of retainage for our reimbursement. Wright Pearce is drafting.

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**LCRR (Lead and Copper Rule Revisions)**

The Lead and Copper Rule Revisions (LCRR) are a set of requirements that public water systems must comply with by October 16, 2024. The LCRR was created to protect communities from lead in drinking water. All public water systems must now have and maintain an inventory of their service lines and we must develop a plan to replace lead service lines.

Commissioner Taber stated he had a meeting, this week. We are coming down to the October 16<sup>th</sup> deadline from the EPA for submitting inventories, however we must find out what was submitted by us thru Aquaman or the Project Rep. We must make sure that something was submitted, already. Otherwise, it is an immediate violation for not submitting that. Secondly, within the next thirty (30) days, there will be a nationwide mailing. All Residents will receive notification of the lead and copper rule and whether your property has lead or galvanized piping in it and what you should do and what testing is required. Because the testing is mandatory, the State is offering every Municipality, to every resident, the ability to have a lead test performed on their drinking water. ELVD will need to do testing and a FULL mailing. The mailing will have to be done by the middle of November. Any residents that want to do the test, we can provide them with the bottles to collect the test and then it goes thru the State Lab OR we provide their tests, and our Lab does the testing. The test, thru the State, thru their LAB, is at no cost.

Future options to SUR, for this funding, for this work (condition/replacement of piping is 71-79% loan forgiveness) but you have to apply for loans. Commissioner Taber stated that this must be our BIGGEST ATTENTION ITEM. New inventory needs to be done EVERY year. We cannot have unknowns. We will require mailings, all the time. We need to set up a good process so future Board Members can be able to continue this important issue. If the levels are above the limit, we are **required to give Notice within 24 HOURS**.

Commissioner Taber stated, every connection needs to have an inspection to make sure what apparatuses we have in our system. He will find out, from NHDES, if anything been submitted on our behalf and who is responsible for what pieces? We've got the next three (3) months to get all the "pieces" done, put on warrant articles, etc.... because we will need that information if we are going to ask for a loan. These items, alone, can take three (3) months. The funding runs out in 2026. Commissioner Auger said she will find out what was submitted and where we stand.

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**OTHER BUSINESS**

Commissioner Auger asked, are we going to approve leak detection for the Huntington zone?

Commissioner Taber stated that currently, water deliveries are being made by Aquaman on Thursdays as needed, for the next month. We do have a leak and/or high water use in the Huntington zone – (Gould Pond Road from Sandbrook Road, the Bog Road section from between Greenfield to Deerpoint, Deerpoint to Seminole, Ellen Brook and Greenfield Drive). I have asked Aquaman to coordinate with SUR to set up temporary water (starting tomorrow) to see if we can identify or trouble shoot some separate roads to get that data. If Aquaman cannot do it while they are setting up the temporary water, Aquaman needs to tell us when we can schedule leak detection in that zone so we can find the leak. It is 20,000 gallons/week - 2-3 gallons a minute leak. It has not showed up above ground, yet. If anyone sees anything, let us know. Short of communication with SUR, we need to be able to watch and find out where the leak is at or just identifying the road it is on. I will watch as to where did water volume change. Commissioner Taber stated he will continue to work with SUR and watch water volumes in the next 24 hours. More information will be provided when we know more.

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**APPROVAL OF 9/5/2024 and 9/19/24 MEETING MINUTES:**

Commissioner Auger **MADE A MOTION** that both the 9/5/24 & 9/19/24 Minutes be accepted as written. **MOTION SECONDED** by Commissioner Taber & Carr. **MOTION APPROVED.**

**CALCIUM CHLORIDE DEPLOYMENT**

All Commissioners discussed this item. It is still undecided, at this time and/or if the budget can support this cost. Commissioner Taber stated that my assumption is “no”. I sent some line items, about our budget YTD review, that Carolyn and Robert still need to look at it. Next week, we should have a good understanding of how to proceed.

Commissioner Auger discussed that we budgeted to have the mailbox fix-up. She stated we will put this item on the 10/17/24 Agenda. We need to determine and discuss what funds would be used and what the impact would be.

**TRUNK OR TREAT**

Melissa Taber stated that there is a sign-up sheet, online. Please sign up, if you are going to do a trunk, and she encouraged residents, which will be attending, to sign up so we will have enough supplies for everyone. Residents are also encouraged to bring a pumpkin for your little one to decorate. Some pumpkins are being donated. Lori Giarrusso stated she will donate markers and Melissa stated she already had stick-on faces. There will also be two (2) pinatas provided for the kids. One for the little ones and one for the bigger kids.

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Commissioner Auger **MADE A MOTION** to adjourn the meeting at 7:37 pm. **MOTION SECONDED** by Commissioner Taber. **MOTION APPROVED.**

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TIME MEETING ADJOURNED: 7:37 PM.

NAME OF PERSON TAKING MINUTES: Lorinda Giarrusso

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Sara Auger, Chairman/Commissioner

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Date

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Brett Taber, Commissioner

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Date

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Michael Carr, Commissioner

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Date

Respectfully submitted by Lorinda Giarrusso, District Clerk.