



Emerald Lake Village District
Office: 147 West Main Street, Hillsborough, NH 03244
Tel: 603-464-3128
Emerald Lake Village District (ELVD) **Commissioner Monthly Meeting**

Thursday, November 7, 2024

In attendance:

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

Carolyn Renken, Treasurer
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.

PUBLIC COMMENTS

No Public Comments.

ROAD WORK

Commissioner Auger stated the final grading is being done. We had one issue where there was a car parked on the road. After not being successful in finding the owner, the car was towed. Notice was put on the windshield for a few hours, but nobody responded. Commissioner Carr asked about our process when this happens. He felt it would be important to issue the offender with a verbal warning, first, if possible. Commissioner Auger said she looks it up to see if it is on a property line or right of way. We need to make sure that residents understand the Town's rule which is - as of November 1st, there is no parking on town roads. Commissioner Carr asked, does the Town share this information with residents? Commissioner Taber stated, yes. Commissioner Auger stated we can also put this information on our website. Commissioner Auger stated we usually do. Commissioner Carr asked, do we automatically adopt the Town's ordinance? Commissioner Taber stated that our rule for our roads, is all year round because of the size of the roadways. The rule is more prevalent in the winter due to plowing

concerns. Commissioner Carr asked, what do we do to people that keep offending and park on the road? Melissa Taber asked – do we send out a notice, again. Commissioner Carr stressed that he felt it was very important to have a documented history of non-compliance notices and all efforts for each and any offense. (being situation specific). Commissioner Auger stated that a vehicle can only be removed after Notice is given. It is under **our RULES, Section 5.3**. She also stated she will follow up tomorrow, dealing with this issue, giving further notice and trying to get in touch with the owner.

LEAK DETECTION

Commissioner Taber stated that currently we still have some leaks in the Patten Hill zone, and potentially at the Red Fox Crossing zone. Aquaman is doing leak detection. Although this is part of our budget, that adds an additional quick cost. Commissioner Taber spoke to Granite State Rural Water and their cost is \$100.00-\$150.00/day. They could come, using their own equipment, as early as next week if we choose to use them to utilize them for the leaks, we have not been able to identify. They would use their people and equipment using an Acoustic Correlator. They would then be able to pinpoint the leaks. Their cost is MUCH cheaper than Aquaman's. Once they find the leaks, Commissioner Taber will then discuss with Granite if it would have to be dug up to repair.

Commissioner Auger **MADE A MOTION** to bring in Granite State Rural Water for up to two (2) days for leak detection for the District. **MOTION SECONDED** by Commissioners Taber & Carr. **MOTION APPROVED.**

LEAD & COPPER MAILING & NOTICE OF VIOLATION MAILING

Commissioner Auger stated that Aquaman is taking care of this mailing. They are our Water Operator/Representatives for the District and they have told us this falls under their responsibility. Commissioner Taber stated she spoke to Tanya @ Aquaman. Tanya said she would be sending out this mailing this week. This saves the District money as we do not have to expend money for the mailing, ourselves. Commissioner Taber will follow up with Tanya tomorrow. I have asked for certification and evidence of what was mailed out and when they were sent out to the residents. The Notice of Violation stated that we were missing a sample for Q3. On November 4th, they took that sample, sent it to the lab, mailed it out to the Residents and sent it to the State. Once the State does their paperwork, that Notice of Violation should come off our listings. Q4 Test is not required for the test that was missed. We are now good for this year.

Commissioner Taber reported that at the end of January, the Lead and Copper updated sample sites are due. Commissioner Taber stated that the State will designate the sites, and all of those volumes based on the inventory. Commissioner Taber reminded the Board that this entire Lead & Copper project will be in place for the next ten (10) years.

INCOME SURVEY

Commissioner Auger stated she had spoken with Eric Toledo from the NHDES. Eric confirmed that the 2022 Survey results would be accepted. Commissioner Auger has now confirmed with the State that NHDES will accept 2022. We do not need one for 2025. If we do end up applying for something in 2025, they will accept the 2022 Survey completed March 2022. Any non-NHDES spending programs may have their own requirements. After 2025, we will need a new Survey.

Commissioner Taber stated that the summer of next year (2025), we would want to start prepping for the new Income Survey so we would be prepared and wrapped up prior to our Budget planning and we will know where we stand going into Warrant Articles.

UPCOMING BUDGET PREP MEETINGS

Commissioner Auger stated that in the past, we usually started these discussions in December. Commissioner Auger passed out a November meetings' date sheet and gave it to the Commissioners for their review. Commissioner Taber stated that we definitely need to wrap up 2024; prior to the December 5th meeting, and anything we are going to vote on, must be addressed by December 15, 2024, when the final payment runs are done. We need to look at any withdrawals that need to be made from the Capital Reserve accounts and those withdrawals should be done by November 21, 2024, so we can get them submitted into our bank accounts for this year. Commissioner Auger stated that we need to start discussing on the 21st meeting.

SANITARY SURVEY

Commissioners Auger and Taber stated that the SANITARY SURVEY will be started on December 5, 2025, and Aquaman has acknowledged they can support that.

PROJECT UPDATES

Eastman Well

Commissioner Auger stated that pilot testing was supposed to be started in early November. Commissioner Taber had a conversation with Harold @ Aquaman to reach out to Eversource to get a power drop. He followed up with an email to Aquaman about what the outcome was with Eversource, and at the same time, I asked does it make more sense to move the power drop from the pole next to the basketball court over to the entry gate so we have the same account, instead of having to have another account. I am waiting for that answer and that may dictate if we use the existing pole or have to put a new pole in. Part of the ruling involves moving the source. If moving the source 100-150 feet (like we did at Patten Hill) happens, we believe there would be no charge to the District or the property owner, as we were not charged when done at Patten Hill; it is just relocating the access point. Commissioner Taber said he will get that answer from Aquaman

Regarding the testing parameters that NHDES has asked for. I have not seen them yet. I reached out to Wright Pearce, by email, today. Initially, they had said they would be done by the 3rd or 4th October. We need that. It is three weeks late. We need this to keep the momentum going! I also asked Wright Pearce for a schedule. They had told us, previously, they wanted to set up bi-weekly phone calls to discuss plans and progress, which was previously discussed. Commissioner Auger said we definitely have to have this follow-up BEFORE the Sanitary Survey.

Patten Hill Treatment

Commissioner Taber stated he has set up a meeting with Twin Oaks Electric LLC next Monday. We will set up a project kick-off meeting and notify NHDES, before the work begins, so everyone is on the same page and has the same requirements. He wants to start the week of Thanksgiving, if supplies are available, or the first week of December.

Commissioner Taber reported he is working on putting up the chemical room walls. I have been working on what is required to put up the doors. I have received two (2) quotes for the fire-suppressant doors. \$2146.00 from Salem Door and Hardware and from CDF (online) they quoted \$2532.00. Overall sizing for a double hung door, and so we can see into the space, are comparable. It comes down to a \$400.00 difference – delivery, size

and delivery charge (in-town or not). Commissioner Carr asked – what is the differentiation between an active door and an inactive door. Commissioner Taber said “overlap”. Commissioner Taber stated our deliveries come once a year or twice a year. Commissioner Auger stated, if the prices are comparable, I would do local. Commissioner Carr agreed.

Commissioner Taber **MADE A MOTION** to purchase a chemical room storage door from Salem Door and Hardware not to exceed \$2200.00. **MOTION SECONDED** by Commissioner Carr. **MOTION APPROVED.**

Water Main Replacements

Commissioner Auger stated they have completed the Gould Pond portion. They are currently working on Midnight Walk. Today and tomorrow, they will be doing the final tie-ins and chemical bacteria tests. If they pass, we should be back on the permanent lines by Tuesday. They will be off on Veteran’s Day and then they will begin clean-up. Tuesday, will be a wrap-up of further, moving equipment and cleaning up temporary lines. Wednesday through Friday all their employees are off for hunting season. Anything left will be started approximately on the 18th. Wright Pearce will be on site, next Wed through Friday of next week, to take new GIS value readings for all the infrastructure locations so everything can be uploaded into the system and updated upon completion. Flushing-hydrants are on back-order.

WATER CONNECTION

Commissioner Taber reported that when we did all infrastructure on Winter Road, later in the year, a Realtor reached out to him regarding the connection on 16 Winter Street and if it had an active water connection. At that time, we had not done a curb stop and we did not have any information about it. There is a whip line coming out of the ground. Commissioner Taber could not find a curb stop. Aquaman found the whip but did not do any excavation, so it is currently unknown. We never heard back from the Realtor. Commissioner Taber sent an overnight letter to the owner asking what they are planning on doing and outlining how and what their choices are and how they can proceed, or not. We have not received an answer back. A long discussion was had by all Commissioners regarding this property. They will do more historical research on the status, or lack thereof, of the original installation permit, any costs, etc. and/or do we have to disconnect the line. Commissioner Taber did state that any costs would come off the project cost not the Operating Budget. Commissioner Auger suggested we have SUR here, now, working. If needed, we should use them to get this done before they leave this area. We’ll need a Work Change Order from Wright Pearce so SUR can do it before they leave. We will need a quote from SUR. Commissioner Carr asked if we knew what it might cost? Commissioner Taber stated that when they originally did 62 Winter, it was between \$3000.00 to \$3500.00 so Commissioner Taber said he did not believe it would exceed \$5,000.00. All Commissioners agreed to move forward and not wait.

Commissioner Taber **MADE A MOTION** to coordinate with Wright Pearce to make efforts to install a resident curb stop at 16 Winter Road with a cost impact up to \$5,000.00. **MOTION SECONDED** by Commissioner Carr. **MOTION APPROVED.**

Commissioner Taber will continue to work on this and thanked the Commissioners for allowing him to move forward.

SOURCE WATER PROTECTION GRANT

Commissioner Auger reported that she had submitted the first quarterly report and submitted it for reimbursement. She stated she received the approval for the reimbursement in the amount of \$476.00. She also reached out to get our Grant Number.

**** THE OFFICIAL NUMBER OF THIS GRANT IS SWP-372.**

Commissioner Taber asked if anyone had an idea to be submitted for this Grant, as the deadline is the 15th. The Commissioners agreed to wait until next year.

TOILET FLAPPER PROJECT:

Commissioner Auger stated she is finalizing communication of this project. She wanted to give one more push for residents to do this. She will update the Board at our next meeting and expects to have an update.

OTHER

Commissioner Taber wanted to talk about Capital Reserve Withdraw Requests for the Beach Project so we can recover those costs from the new capital reserve account. Depending on where we finish or where we assume we are going to finish for the General Budget, we may have to generate a capital reserve request. We may need it for Contractor costs or Sub-Contractor costs. It's undetermined, right now, but we'll see where that falls in the next month, month-in-a-half.

APPROVE 10/17/2024 MEETING MINUTES

Commissioner Auger **MADE A MOTION** to Approve the 10/17/24 Minutes with Clarification. **MOTION SECONDED** by Commissioner Carr. **MOTION APPROVED.**

The Clarification is as follows:

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- Under Final Road Grading/Communication/Resident Contact. It stated, "anytime someone joins our Facebook page, we see their email information". The correct clarification is we only see email or Facebook information if the writer of the email voluntarily gives it to us. They also must answer security questions before entering the group as an added security protection.
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PROPANE LEVELS

Commissioner Taber explained to the Board how this works. He mentioned it might be a good idea to top off the levels before the end of the year.

BEACH TOYS

Commissioner Auger will collect the beach toys and bring them to Patten Hill for the winter.

TRUNK OR TREAT

Commissioner Auger reported that the Trunk or Treat was a great success and a wonderful community event. She thanked everyone involved.

OTHER

Melissa Taber mentioned she had received a call from a resident about a house on Winter Street and that the resident has left and may be gone for quite a while. She was concerned about pipes bursting. Melissa told Commissioner Taber. He has contacted the police to see if we can have communication with our resident which will then lead to if we need to make a decision to turn off the curb stop, or not. Some systems have forced hot water, so if you turn off the water, it could fail. We want to make the right decision. Commissioner Taber is hoping he has a comment, this week, from the Police Department as far as any possibility of communication.

MOTION MADE TO ADJOURN MEETING AT 7:32. MOTION SECONDED BY COMMISSIONERS. MOTION APPROVED.

TIME MEETING ADJOURNED: 7:32 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.