



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, August 8, 2024

In attendance:

Sara Auger, Commissioner/Chair
Brett Taber (Commissioner)
Michael Carr (Commissioner)

Lorinda Giarrusso (District Clerk)
Carolyn Renken (Treasurer)

Other people in attendance:

Melissa Taber
Deborah Kardaseski
Fiore Grassetti
Soren Willis

Pledge of Allegiance was said.

Roll call of officials completed. The meeting was called to order at 6:32 pm by Commissioner Auger. We had a quorum.

PUBLIC COMMENTS:

Resident Deborah Kardaseski stated she came to tonight's meeting to again discuss ditches and culverts. She is still not happy about the cleaning of her ditch/culvert and asked if maybe it would be cheaper, in the long run, to put pavement into the ditches.

Resident Fiore Grassetti spoke. He stated he lives on 23 Hemlock. I was not having an issue at my property, but a gentleman dug in front of his house at least three (3) feet from the curb stop at the front of my home, and now I'm having many problems. (Mr. Grassetti stated he did take measurements but could provide them, later, as he forgot them, tonight). Now, it has flooded that area with sand causing three (3) feet of sand to go up to my land and all my landscaping is now gone! It created a new culvert which is now missing my original culvert, and it dammed up the culvert, and now we have two (2) trenches towards the bottom of Hemlock. I spent about \$2,000.00 on my landscaping and now it is gone. You can barely get into the ditch and it is worse than I've ever seen in the twelve years I've lived here. It is a mess and needs to be cleaned up. Mr. Grassetti stated he has pictures he will provide, showing before and after the damage.

Commissioner Taber asked Mr. Grassetto to please send the pictures to him. Commissioner Taber stated he did not know what the Road Contractor had done, but he will find out. He will talk to the Road Contractor, look at the pictures and discuss how we can correct the problems. Commissioner Taber did state that recent rains have caused even more erosion. I'm not saying this is the root problem, and I understand what you are saying about your culvert, and I want to get a look at it, myself. I do say that had the Road Agent not done any of the recent cleaning and culvert work, I believe the erosion problems would be even worse.

Mr. Grassetto stated that the curb now goes down his entire property. The Road Agent made it four (4) feet wide. Why? My neighbor cannot even get into his driveway. In fact, it is so bad, every driveway is washed out. I respectfully ask that this mess be cleaned up and corrected. Mr. Grassetto stated he had already extended his property six (6) feet.

Deborah Kardaseski stated that when the ditch was first dug out, for the culvert in front of her house, it was working very well, but now we have had three (3) storms and now it is under three (3) feet of sand. (She lives at 30 Hummingbird). She stated that when the riprap was put in, it was not full of sand. "The road has too much sand". Commissioner Taber said he had noticed that, and that is why they put out orange cones.

Mr. Grassetto stated, we need to look at using a different product (not just sand-based). He stated he was willing to dig his out. It extended my property six (6) feet. He asked, do I need to get a permit Commissioner Taber stated he is probably further than the 250-foot requirement. Ms. Kardaseski stated, maybe doing something more permanent would help. Hemlock's condition is the worst I have ever seen. She also stated that Megan Street and Dawn Street were in tough condition, too.

Commissioner Taber stated we have made numerous efforts, over the years, to put in 2" and 6" stone in the eroded areas. This past springtime, none of the normal gravel mix was used, it was all plain stone to try and build up the stone base, so the ratio for sand to silt to stone is lower, but until you get 14 miles of roadways completed, you always get silt and once winter sanding starts, you get sand, again. Then, we have to put sand down on our roads during our winter cycle. I will go look at these streets this weekend.

Commissioner Auger thanked Mr. Grassetto and Ms. Kardaseski for their feedback. Mr. Grassetto will send the videos he took. Mr. Grassetto asked if he could grab some gravel which is at the staging area, to use to correct his property. Commissioner Taber stated, no, only because that gravel is slated for beach repair projects being done, right now.

CULVERTS/EROSION

Commissioner Auger stated she will be having a discussion with the Road Contractor. As you can see from our Agenda, tonight, we were already slated to discuss erosion. Commissioner Taber stated he is still out, doing gradings, today. Commissioner Auger asked why he had not done some proposed road grading? Commissioner Taber stated he cannot do it when it is dry and dusty. Also, several inches of rain were forecasted and then the cars driving over it just compact it. In short, the weather has not cooperated. Last weekend, they were anticipating five inches of rain.

Commissioner Taber stated that the Road Contractor is working on Pine Glen, today (Commissioner Taber stated he saw evidence of this work) and he is hoping to do Hummingbird, Hemlock and Dawn Street area, for the heavier erosion, to identify what it's going to take – regrading, stone, etc. We need to understand exactly what is needed. I will reach out to him. Melissa Taber stated she thought the Commissioners should go look.

Commissioner Auger stated that the Road Contractor has an obligation to keep the roads passable. She asked, would he be obligated to come back and fix this erosion? Would this qualify? Commissioner Taber stated that this would have to be a separate conversation. We still have maintenance in between gradings. We need to identify what materials would work wherein the roads continue to erode. Or maybe, we need to have a walk-through with him to work out a Plan? Commissioner Carr asked if we could do an Assessment and then schedule a meeting with the Road Contractor? Commissioner Taber stated we cannot wait for two (2) weeks due to the current condition of some roads. We can put some barriers out, to alert people, but some type of repair needs to be done now. Commissioner Auger stated she will call the Road Contractor tomorrow. She stated that the Road Contractor sends out his crew and he, himself, is not always here. Commissioner Carr stated, please tell him to be there. I would like to be there, especially if he is not comfortable with us talking to his crew. Commissioner Taber stated that all roads are passable. Commissioner Auger stated she agreed that what we have been doing is not working.

Melissa Taber asked, could we ask other Towns what they do? Commissioner Auger said she could do that. Ms. Kardaseski stated she was over in Webster, today, and their roads were in really good condition. She stated that Emmett Bean is the Road Agent there. Ms. Kardaseski stated that she thought it was hard pack. "I know it's expensive, but maybe it would work for problem areas".

Mr. Grassetti asked, does the Road Contractor have an obligation to make sure residents can get into their driveways? He stated his upper culvert has never been fixed, ever. He estimates it is going to cost him \$1,000.00 plus 14" piping which is an, estimated, total cost of \$1400.00. I cannot pull into my driveway and other neighbors should be able to go in. It should be done at least once a year. Is it a massive cost?

Commissioner Taber stated he respects his concerns. We will work on bringing the road back where it needs to be and I will look at it closer, this weekend, and then have a discussion with you and any other residents on what we can do short-term. Long-term it will have to be part of our Budget for culvert and ditch line clean-ups.

Mr. Grassetti asked, are residents responsible for cleaning out their own culverts on their property?

Commissioner Taber responded, the Road Agent's agreement with us is that if any culvert replacement is needed, it is above-and-beyond, and yes, every year we try to have funds put aside for culvert and contractor work. Due to the timing and the work that we had, in the winter, to get material on the roads, more than half of that line-item money was expended on just keeping the roads with material on them because of the condition they were in. So, there are limited funds left, this year, for culvert replacements. If we have any emergency, we have the right to use capital reserve funds for that type of repair. We're halfway through our budget, and we will be looking at our budget, YTD, to see where we stand with budget funds and if they are available, or not.

Ms. Kardaseski asked, are there any funds left in the Stormwater Grant? The amount of sand running off, now just ends up going into the lake. Commissioner Taber stated that we just finished this Project.

Now we are working on a full plan through Asset Management and the impact to the lake. It will identify where our assets are and what kind of impact it is to the Lake. You can apply for Grants, but it is competitively based and whether we qualify, or not, it could be a one (1) or two (2) year process for any of the programs to be approved. The District will continue to look for programs.

Resident Soren Willis spoke and stated that his disabled father had fallen at the Beach. He stated we have not fixed any of the beaches' erosion. He stated he was not happy with the ditch clean-out. He stated that the Road Contractor impeded on my land. My understanding is that there is grading done 24 times a year and after every storm. Why are the roads so flat? Now you will be pushing snow into my property. There are still potholes that have not been fixed. He stated, I am going to start charging the Commissioners \$50.00/scoop for any snow he, personally, has to remove. It will be "impeding the bus stop." "I had already hand-dug my ditch". He stated he wants to see all the maintenance records and all the money we are spending on these people that maintain the roads. He also stated he was formally asking for a Right to Know Request and that he wanted to see the checks we are writing. Commissioner Auger stated that our Manifests are all public and online on our website. She told

him she would email him the receipts, again. Commissioner Auger stated she has previously emailed him all receipts he has asked for. Mr. Willis also complained about there being too much dust during the grading process.

Commissioner Auger stated the Board puts in 40-50 hours on budget lines to make sure they are what we need. She told Mr. Willis that our first Agenda item for tonight's meeting was culvert replacements and erosion projects. (Mr. Willis was late to the meeting and did not hear this discussion.) The Board has been very aware of these issues and has been working hard to address them and fix problems, as we can. Commissioner Auger asked Mr. Willis what else he would like to see. Mr. Willis stated he would like to see grading. Commissioner Auger stated that the Beaches are getting fixed, the Road Agent is brand new, we had no Road Agent for six (6) months and now we are playing catch-up. Mr. Willis left the meeting and yelled out he was going to the Secretary of State.

CULVERT REPLACEMENTS

Commissioner Auger stated these will be done on the roads we are already doing water main replacements. Bo Smith had provided a list showing thirteen (13) culverts / crossroads on the list for flushing purposes. This should cut down on some of our costs.

Ms. Kardaseski stated, "if they blow out my culvert, I will pay for it. Maybe the culvert is not big enough"? Mr. Grassetti stated if it is ground-level, it is going to fill up. It must be above. Commissioner Auger reminded us that the Road Agent is only on the beginning of his first year with us.

HUMMINGBIRD BEACH EROSION

Commissioner Auger stated we have the material; the permit has been approved and we now have the landscaping cloth. Commissioner Taber stated is looking to have about eight (8) volunteers. Commissioner Auger stated she will get out a Notice alerting residents/volunteers of the time and date. It will be this Thursday at 8 am. Melissa Taber said she would bring cold water and borrowed a gravel compactor from her son-in-law.

MEETING HOUSE BEACH EROSION

Commissioner Auger stated that our Plan has been approved. The work being done at Hummingbird will be good practice for the work to be done at Meeting House Beach, on a larger scale.

Commissioner Auger made a **MOTION** to approve material costs for the Meeting House Beach Erosion Project up to \$1500.00 towards costs for completion of the Project. **MOTION SECONDED** by Commissioner Taber. **MOTION APPROVED.**

The Board discussed when to do the work. The date picked was August 17th (material dependent and weather dependent). Commissioner Auger said she will include this information on the Notice she will be sending out for Hummingbird Beach.

TETHER BALL POLE

Commissioner Auger reported that the Pole was vandalized and is completely broken and non-repairable. Commissioner stated they could get a commercial-grade pole, and he will put in a new hole, new cement and new holes drilled for the bolts. Ms. Kardaseski stated she also had a sign pole in her flower garden that they could have, if it meets his needs. The Board decided that they will replace the pole on August 17th. Commissioner Taber said he will prep the pole. Clerk, Lorinda Giarrusso, offered to donate a new tether ball but Commissioner Taber stated we already have one.

SIGNAGE FOR BEACHES.

Commissioner Carr submitted a proof of a laminated sign he created for our Beaches. Commissioner Carr stated he followed ELVD's rules practically verbatim. He also added QR codes which will bring you right to the ELVD rules and the Fireworks' rules. Commissioner Auger and the entire Board stated he had done a really good job. Commissioner Auger told him to let us know how much for the laminating. Ms. Kardaseski suggested he could also get a price from Premier Printing. Commissioner Carr stated he would be able to do it on his laminating machine and that would help keep the cost down.

NEPTUNE WATER METER GATEWAY (potential sites for Propagation Study)

Commissioner Carr stated he spoke to TI Sales, and they are looking for recommendations from the Board, where they can put in a Gateway for signals. Commissioner Taber asked "what is a Gateway? Commissioner Carr explained it is the best place, in the District, to receive the most multiple signals. The Board discussed these possibilities. Commissioner Carr will reach out to TI, tomorrow, and he also reminded us that this Propagation is free to the District.

PROJECT UPDATES

Water Main Project

Commissioner Auger stated that the earliest a crew could be available is between 8/19 & 8/26. Hopefully, it will be this month. She will stay in touch with SUR Construction on the timing. Commissioner Taber stated that we have a Change Order to sign, for the new roads that we added for potential replacement, Chipmunk Lane, Dawn Street, Firefly Lane, Forest Lake Drive and Rainbow's End. Commissioner Taber stated that these roads are the leftovers, and we already have Environmental Reviews completed on them. The State approved it, just today, and told us that The Governor's Council approved the loan request, for this year, for \$1.69 million. \$390,000 of this is Trust funds, the balance is SRF funds with the balance having 80% loan forgiveness. They are working on getting new docs to us, for signature, for the Loan Agreement, as well as new roads that they are completing environment reviews, on, right now. Public comments end on August 19, 2024. Once that is done, Wright Pearce can complete their documentation and make that proposal to SUR for their completion. As soon as we get the Loan Agreement signed from the Governor's Council, we can start these five (5) roads immediately. We still have \$45,000 left in the prior loan program which would cover mobilization and allow us to be able to start on one of the roads with SUR, in August, if we get the Loan Agreement and Change Order, signed, and then we would have until, October – November before the roads freeze. Depending how quickly they go, we may get five (5) done, now, this Fall. If not, the balance would be finished next Summer. This is the timeline for this project. A total of 8-10 roads. We have all the funding between the Trust Fund and Loan forgiveness.

Commissioner Auger made a **MOTION** for Commissioner Taber to sign the Change Order #12 for the 2022 Water Main Replacements. Commissioner Carr **SECONDED THE MOTION. MOTION APPROVED.**

PATTEN HILL

Commissioner Auger stated that Aquaman ordered parts, last week, for the approved quotes of the treatment upgrades. Commissioner Taber received the quote from Twin Oaks Electric and Dumais Plumbing & Heating. He asked, should we decide, tonight, which portions to review. We should try and make a decision. Commissioner Auger and Taber stated that Dumais' quote for Storm Water Project was very high and only one type. The second one is broken up to reflect the heating system move and for plumbing and eye wash. Regarding Twin Oaks, I think that prior to making a decision, we need more time to look at these quotes, thoroughly and separately and we can discuss them at another meeting before making any decisions. Commissioner Auger stated that we will put this item on our next Agenda.

Commissioner Taber stated that the State has reached out giving guidance for the 2022 Warrant Article which is due to expire 12/1/24. Due to numerous delays and challenges, **they have offered the ability for us to get an extension to June 1, 2025.** Commissioner Taber stated he has filled out the Application, but he needs the ability to be able to sign it and submit it. This is the only change. There is no financial cost. It changes the Loan Agreement from the current expiration date of 12/1/24 to 6/1/25. Treasurer, Carolyn Renken, and I will have to sign. I will also need a New Certificate – Vote of Authorization, showing it was discussed, today and keeping the same Annual Meeting Date. I have obtained a new copy of our insurance certificate.

Commissioner Taber made a **MOTION** to complete the Application for Extension with NHDES for the Patten Hill Water Treatment Project with an expiration date of 6/1/25. Commissioner Auger **SECONDED THE MOTION.**
MOTION APPROVED.

PATTEN HILL PROJECT SIGNAGE

Commissioner Taber stated that the sign has been obtained and the materials, to frame it and hang it, have been obtained and it just needs to be put up.

MEETING HOUSE

Commissioner Taber stated that because of unforeseen delays – Eastman testing, pilot testing, the permits being issued by the State for Eastman, and the design of a treatment system are all items that are still pending. This Water Treatment Improvement Project started in 2022 and expires 12/1/2024. Due to these reasons, **the State has agreed to offer us an extension to June 1, 2027. ARPA funds must be expended by June 1, 2025.** These funds are 50% of this project and approximately \$504,000 needs to be consumed by 6/1/25 or we lose that funding. Similarly, I have filled out an Extension Form. This project is made up of ARPA Funds of \$504,000, Trust Funds of \$378,000 and SRF Funding of \$378,000.

Commissioner Taber made a **MOTION** to accept and approve the Extension for the Meeting House Project. Commissioners Auger and Carr **SECONDED THE MOTION. MOTION APPROVED.**

Treasurer, Carolyn Renken, will get the Application notarized.

EASTMAN WELL

Commissioner Auger stated she reached out to Tanya @ Aquaman for a quote on pump and electrical costs. She was hoping to have it tonight, but it has not arrived yet. Commissioner Taber stated he had reached out to Tanya last week because I am trying to understand the schedule of installations and repairs. I did ask for, once we have the quote, to have priority shifted to the Moccasin Trail zone for the installation of the pressure-reducing valve. That will help us reduce water loss. I am waiting to hear back from Tanya.

OTHER – CAPITAL RESERVE DEPOSITS.

Commissioner Taber stated that we are in the last half of the year. Regarding Capital Reserve Deposits, I believe there are adequate funds, on the water side, to make that deposit. I would like to hold off on the General, a little longer, as we have other expenses coming up and we do not have a lot of flow coming in yet until the new tax bill goes out. This will be a challenge for the rest of the year.

Commissioner Taber made **MOTION** to submit a check for \$25,000 TO THE Water System Capital Reserve Fund Account, (CR Fund 154), a check for \$2,000 to the Matching Funds for Grants Capital Reserve Fund (CR Fund 126) and a check for \$13,000 into the ELVD Water Meter Capital Reserve Fund (CR Fund 112). These checks would be for a total of \$40,000. Commissioner Auger **SECONDED THE MOTION. MOTION APPROVED.**

Commissioner Taber reminded that a letter needs to go to the Hillsboro Trustees and copies of each check, referencing Capital Reserve deposits and requests. Treasurer, Carolyn Renken, said she will make these copies and put them in the folder for Robert. We will also need a copy of everything for our records in the office.

OTHER – FALL WATER COMMITMENT TO HILLSBORO

Commissioner Taber stated we need to add to our next meeting, that we need to draft and submit our Fall Water Commitment Letter to the Town of Hillsboro. I'll talk to the Tax Collector and find out what date(s) are to apply by so we can have it done in plenty of time and not be late. Hopefully it will be mid-October. That way, we will have revenue coming in before the end of the calendar year.

OTHER – YTD BUDGET

Commissioner Auger stated to remind Robert, when he comes in, that we need an updated YTD on our Budget. Commissioner Taber stated that his preference is to see one every month. The Budget is going to get tighter as we approach the end of the year.

SOURCE WATER GRANT

Commissioner Auger stated that the NHDES has asked for a quarterly report. The full report is due by October 2024. NHDES said they would like a brief summary, now, and Commissioner Auger stated she will send that to her.

WATER SAMPLING SCHEDULE

Commissioner Taber stated that the NHDES is adding a "blended tank water sample test" to our Water Sampling Schedule. It will be added to the District's List.

SANITARY SURVEY

Commissioner Taber stated that Randy Suozzo has indicated after summer vacations, he will be working to schedule a survey. He will reach out to all of us, and Aquaman, so we can be present during the survey.

OTHER

Melissa Taber asked if the water tanks have been holding? Commissioner Taber stated that we had 24-30,000 gallons, each day, in the last three (3) days. He anticipates a delivery tomorrow. He stated that well input is being reduced, even running 24/7, and the zones have not spiked up.

OPEN QUOTES

Commissioner Taber asked the other Commissioners if they had received the quotes, he sent them, from Dumais and Twin Oaks? If not, he said he would resend them. Commissioner Carr said he did not receive Twin Oaks'.

PATTEN HILL

Commissioner Taber stated that Eversource/Dig Safe is on the List to install a new pole at the Patten Hill Project. They are moving the line back 100 feet, for safety. The NHDES approved the rebar American Iron & Steel Certificate. This work is now reimbursable.

BEACH WATER SAMPLING

Commissioner Auger asked if Beach Testing was done? Commissioner Carr stated, yes, this morning. He also did the drop off to the Lab.

APPROVE 7/25/24 MEETING MINUTES

Commissioner Auger made a **MOTION** to accept and approve the Minutes as written. **MOTION SECONDED** by Commissioner Carr. **MOTION APPROVED.**

TIME MEETING ADJOURNED: 8:18 PM.

NAME OF PERSON TAKING MINUTES: Lorinda Giarrusso

Sara Auger, Commissioner, Chair

Date

Brett Taber, Commissioner

Date

Michael Carr, Commissioner

Date

Respectfully submitted by Lorinda Giarrusso, District Clerk