



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

Thursday, August 22, 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
Joanne Staples
Matthew Cook

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:

Resident Joanne Staples stated she first wanted to say thank you for the rock that was placed in her basin. She then asked questions regarding erosion issues and wanted clarification of whose responsibility it was for the culverts on District land versus a resident's driveway. She also asked why is the District against putting in a new culvert vs. having repair, after repair, after repair. She also asked why we are not addressing the Town where it is building up on Deepoint? She asked, could we maybe use cement? She also asked why money was not put into the budget and then have that money put aside as these erosion issues occur. We need a permanent repair that is much more cost-effective. Commissioner Auger stated that the end of a resident's driveway is their responsibility. Commissioner Taber spoke to her concerns and explained how the responsibility works. He stated that until we have paved roads, there will always be a collection of silt. The grass and riprap are all means of erosion control. We just finished our clean water, storm water asset management to help us determine where exactly the storm water flow issues are. From that information, it goes into the next years' information for programs. We have, in the past several years, replaced and plan on replacing some of the District's owned culverts based on our budget for new projects. Due to Mother Nature, sometimes those planned projects must

be delayed due to a bigger need somewhere else. When we have washouts, we work with the Road Agent to get them fixed, ASAP. If the washout is not deemed a FEMA emergency, the cost becomes out-of-pocket for the District. Joanne Staples asked, "how does a resident determine or identify their responsibility?" Commissioner Taber stated each resident can reach out to the Commissioners for clarification. The ditch lines are the responsibility of the District and the driveways are the resident's responsibility. We are always looking for any special funds that might become available, and always thinking of the future but we also have to stay within our approved fixed Budget. I would assume the Town will come out and clean their ditch lines, which are very full. We have to prioritize, every month, which repair/ project is more pressing. We'll have that conversation. Joanne stated, no one has come out to clean my culvert in seven years! Commissioner Taber stated that Bo Smith had gone out and had done a lot of clean-ups, previously.

BEACH EROSION

Commissioner Auger reported that this past Saturday and Sunday, the Commissioners, Melissa Taber and many volunteers worked on Meetinghouse Beach, adding the two (2) infiltration steps. The idea for these steps was to slow the erosion down and sand was placed around them and built up on the sides. This will also help the storm water to go down into the ground and not to the beach causing erosion. They were not able to complete the work, but we will set a new date to complete the work. Hummingbird Beach is completed with many of the same people participating. One set of infiltration steps was completed. Both aforementioned beaches have held up, even with the recent storms, which is a good sign that these erosion steps are working. Both beaches are looking 90-95% better.

Meeting House Beach

Commissioner Taber stated they ran out of time to do additional trenching or excavation. Some additional materials were staged. If the remaining work is done with equipment or by hand, will be dependent on what equipment is available, if any. The drainage is still being worked on and it is evident some areas still must be addressed. We will try to put something in place that supports a better flow. The two (2) deep erosions that were previously a problem have now stood up well with what was modified and changed. The infiltration steps are not meant to be pedestrian steps but rather were installed to slow the drainage and the flow of the rainwater and causing erosion deeper into the ground and slower to the lake line. We REALLY appreciated ALL the volunteers and people that helped with the beach projects. We could not have done it without you!

Melissa Taber suggested we find out if we have the equipment we need before we move forward. Commissioner Taber stated, therein lies the challenge. Do we have the equipment? Melissa Taber asked if we have money in our Budget. Commissioner Taber stated we do not have money in the budget to buy new equipment. Commissioner Taber stated that it could cost between \$25-50,000.00 to buy one piece of equipment. And, even if we could find something, we would also need something to tow it. We could still rent something, but it would have a cost associated with the rental. \$1100.00 a week plus transportation. Commissioner stated she will check with her husband about this coming Thursday. The Board will coordinate with each other to find a date that works for all of them. Melissa Taber asked, can we use capital reserves for this type of cost? Commissioner Taber stated he would have to investigate, and he will. Commissioner Taber reminded us that we were granted an extension until the end of 2027, granted by the State. ARPA funds expire 6/25/24.

Commissioner Taber made a **MOTION** to approve additional restoration costs, in the amount of \$1500.00, to go towards the completion of the work being done on Meeting House Beach. **MOTION was SECONDED** by Commissioner Auger. **MOTION APPROVED.**

OTHER ITEM

Commissioner Taber stated that everybody enjoys the use of the beaches. RESIDENTS, please make sure and fill in ANY holes that are made by yourself and or your dog(s). Any time there is an additional change to the elevation, it changes the erosion. We are limited to how much the State allows us to order for sand for a five-year period and holes can waste sand and make erosion worse. It also adds to our costs. We do have control over man-made erosion versus nature's erosion. We appreciate any support from our residents. It's a very simple way to help maintain our beaches.

ROAD EROSION

Commissioner Auger stated that our last meeting was about various areas of washouts, and I have received a couple more emails about it in the last two weeks. Commissioner Taber stated that he did have a meeting with our Road Contractor. He said he was going to check out the areas that had the most severe areas. Commissioner Auger asked did he do a full review of all roads? He had said he would do that the day before your meeting with him. Commissioner Taber said no, he was not able to complete that prior to that discussion time. Commissioner Taber stated he has started focusing on the following areas – Boulder, Dawn and Emerald opened up again and I know he is doing some additional material add-ons and grading, today, in the Hemlock and Hummingbird area. So there's some of that starting to occur now that the brunt of the rain is behind us for this week, and I know for the additional ditch digging, he has given us an additional quote for that to be able to get that work done but the pothole and refilling of the roadway ditch lines with the material to be able to get the road back to good shape definitely needs to occur. I expect we will have to authorize some additional materials to be brought in as our materials are basically gone, again, and many of the roads need some. With SUR starting, piling up one, two, and three loads of material will be a little more difficult.

Joanne Staples asked, did our Road Contractor finish the road gradings? Commissioner Taber stated he did do some, and was going to complete them, all, but was stopped by the rains we received. There will be one more full grading, before winter.

Commissioner Auger made a **MOTION** to authorize more material (up to three (3) truckloads; 30-45 yards of material) needed to complete road repair. If we need to do more, we can have a special meeting. Commissioner Taber **SECONDED the MOTION. MOTION APPROVED.**

Commissioner Auger made **an AMENDMENT TO THE ABOVE MOTION** to authorize more material (up to ten 10 truckloads of material) needed to complete road repair. Commissioner Taber **SECONDED the MOTION. MOTION APPROVED.**

Commissioner Auger asked, is our Road Contractor leaving a "crown" on the roads? Commissioner Taber stated "yes" in the summertime but "no" in the wintertime, only so ice does not build up.

Commissioner Auger stated that I have a quote from the Road Contractor to restructure the guardrail at Hummingbird and clean out the ditch line on Hemlock. I would prefer to wait for this work to be completed as I am awaiting another quote. Melissa Taber stated she saw the Road Contractor working on the guardrail at Hummingbird Beach, today. Commissioner Taber stated, I have not seen it. It might have been simple road work. Whatever it is, we definitely need it addressed sooner than later. Commissioner Taber reported that he put up some more barriers at Emerald and Dawn so nobody will fall into the hole.

AUGUST 24, 2004, BEACH WATER TESTINGS

Commissioner Auger reported that all the beach testings were a little bit high due to all the heavy rains, but only one beach (Meeting House Beach) exceeded the allowed levels. The beach was immediately closed on 8/13/24 and all residents were notified. It was tested, again, and the test showed the beach was back to acceptable levels and the beach was re-opened on 8/ 21/24. Commissioner Taber stated the August testings were the last testings for the summer.

OTHER

Melissa Taber offered to paint/stain the kiosks on her own dollar and time. Commissioner Auger thanked her for her very generous offer and agreed to let her do that. Melissa said she would do it in the Fall.

AUDITOR MEETING DATE

The Board agreed that they had August 28th and August 29th available. Commissioner Taber will follow up, tonight, with our Auditor to confirm what time he will be available. He will let the Board and Treasurer know when he hears back.

YTD REVIEW BUDGET

Commissioner Taber stated that Robert had sent in the most recent YTD and Profit and Loss sheets, dated 8/14. Treasurer Carolyn Renken stated that he forgot to put in the rent (on the Water side) for August. Commissioner Taber has asked him to provide a more itemized, detailed YTD so we can have up-to-date review by the end of the month – for both the General Budget and the Water Budget.

Commissioner Auger stated she will put this on the Agenda for the first meeting in September.

PROJECT UPDATES

Commissioner Auger stated she had a meeting with the State – Reps from NH Dept. of Environment Sciences and Craig from Aquaman were on there and Commissioner Taber, going over the kick-off of the continuation of the Water Main construction. We touched on, earlier, having one or two crews on site. They are anticipating up to two months of work. The completion will be dependent on how quickly they move and how much ledge they hit and the ability to have one or two crews. They've already started mobilization of equipment onsite. She reminded the Board that our **1-year warranty, for the work they did prior, expires on 9/13/24.**

Commissioner Taber stated that the two (2) leak repairs we had can now be claimed under our Warranty and we had one more leak repair, today. The work was done by Aquaman with the support of Wright Pearce. That can also be claimed under our Warranty coverage.

A Notice was sent out alerting residents that SUR and Aquaman people will be walking around and, on their property, and will be asking for access to their homes so they can turn off the main water inlet. Please see a copy of the Notice, below:

Resident Notice of Project Work Preparation

Posted 8/22/24.

Once again we begin the preparation of the roadway construction for the replacement of the water distribution system for ELVD. Beginning Thursday, August 22, 2024 and over the next week of two for preparation work; Representatives of our Contractor (SUR construction) and our water operators (Aquamen) will be in the district performing preparation steps for the water line replacement that is being planned to be conducted now through this fall time frame.

Some of these steps will include:

- ☒ Walking around your home to locate an outside spigot.
- ☒ Introduction of temporary water service. This may include the need to enter your home and shut off the main supply line to prevent back feeding the system to allow for temporary water connection to your home.
- ☒ Intermittent water supply interruption.
- ☒ Excavation in the right of way to your property to allow for the installation of the new line and new curb stops sources.

The following roads are known project areas being identified for this fall period: Chipmunk Lane, Dawn Street, Firefly Lane, Forest Lake Drive, and Rainbows End. They are already approved.

We appreciate your patience and support in advance of this project moving forward this Calendar year. If you have any issues with water supply, connections, water loss, in general issues with the project, please contact the commissioners for support at: info@ELVDNH.COM

Thank you for your understanding in advance,
ELVD Board of Commissioners

The expected work hours will be 7-5.

Commissioner Taber stated that residents will be given at least 24 hours notice if water will not be available during these repairs.

Melissa Taber asked the Board if SUR could put up a sign to alert all residents to beware of trucks coming and going, a lot. Commissioner Taber stated that has already been done.

Sanitary Survey

Commissioner Auger stated that this survey is required every three years in NH. The State is hoping to coordinate with us to get this done by the first part of October, however, he would also like to coordinate that meeting with the Pilot Testing review and Craig from Aquaman has said he's hoping to have the pilot testing in the next 2-3 weeks and get water flowing in to it by that time.

Patten Hill Project

Commissioner Taber stated that the State will provide an Acknowledgement Letter that everything is acceptable, (before we can follow through with Agreements). Commissioner Taber stated, we have two bids with some overlap project parts and a single bid for electrical. Commissioner Auger asked, should we work with Twin Oaks for ALL of the work? Commissioner Taber responded that Twin Oaks did not provide quotes for the plumbing work.

We have electrical at two (2) sites and plumbing and heating at the tank site and the plumbing and safety that goes with all the safety showers. The heating portion, both Contractors bid on. The plumbing, we have from a single Contractor and the electrical we have from a single Contractor. One concern I have is the heating portion; now you would have to coordinate with both Contractors vs. dealing with one person. On all three (3) bids, bid reviews and site visits were done. Commissioner Carr asked, should we ask Twin Oaks to give us a new quote for just electrical? The Board debated the pros and cons of how to move forward with Twin Oaks and/or Dumais. Commissioner Taber stated he will ask what the breakdown of just the heating portion is.

Commissioner Auger stated that the project sign is in and will be put up. Commissioner Taber stated it just needs holes dug and installed. The cement is ready to be poured. Aquaman said they are ready to go with the installation of the treatment system. I expect the work to be done in September and October. Commissioner Taber reminded the Board that we were granted an Extension until June of next year. If things progress the way they are, I do not think we will need it past December, but it is available should we need it.

Source Water Protection Grant

Commissioner Auger started moving forward to the people that had reached out to us. I need to reach out to the Plumber to still see what their availability is. When I first reached out, Hilltop Plumbing was the most reasonably priced and those are the figures I based the Grant off of. I also spoke to Christianson Plumbing. It was very high and they charge \$300.00 just to go into someone's home and some other local plumbers also had a fee for entering the house. Hilltop Plumbing seemed very willing to work with us. Commissioner Taber stated that the initial quote for supplies seemed to come across for just one brand, which may not fit each home. Commissioner Auger said that was correct. Commissioner Taber suggested asking the plumber to reach out to 5 or 10 residences. Commissioner Auger said she has the Questionnaires the residents completed, also. Commissioner Auger stated she will ask those questions and come up with a plan. Commissioner Taber stated that if we are looking to solicit any project funds, or at least get on the list, we need to do it before November 2nd. The Application Process closes. There are two diff fund levels. One is for fencing, or securities and the other is for property, zone and source protection. We would need to get it drafted, soon. One suggestion would be modifying the gate area at Patten Hill (7,8 and 9) for the new building. And, for any modifications at the Hummingbird site.

OTHER

Commissioner Taber said he will be submitting invoices from last year for the PRV (Pressure Reducing Valves) which can be included now. We can move them to expenses or leave them where they are. There is a new PRV which will be going into the Moccasin Zone. Commissioner Auger stated she was OK putting these invoices towards Project Costs. Commissioner Taber stated he will get them submitted to Wright Pearce.

Commissioner Taber stated he wasn't sure if this information would make it for the September meeting, but I have a query out to the Tax Collector for the timing of the Water Warrant issue and what dates they have available, as to when the Warrant is due, We'll have to have it drafted and we'll have to vote on that before approval to issue those invoices.

Water Trucking – Well 8 failed. It is back online. We have been getting \$65,000/gallons a week. The wells are now holding, and we are not having to truck in any water.

APPROVE 8/8/24 MEETING MINUTES

Commissioner Auger stated that it read “Hummingbird Beach would be occurring this Thursday at 8 am”. It should have read this SATURDAY at 8 am. She also requested that we remove the sentence “why the Road Contractor had not done some proposed road grading”. She was actually referring to why had he done the road grading before the storms, and it was just because it wasn’t predicted. The Clerk will remove that sentence.

Commissioner Auger made a **MOTION** to accept and approve the Minutes with Amendments. **MOTION SECONDED** by Commissioner Taber. **MOTION APPROVED.**

Commissioner Auger made a **MOTION** to adjourn the meeting at 7:59 pm. **MOTION SECONDED** by Commissioner Carr. **MOTION APPROVED.**

TIME MEETING ADJOURNED: 7:59 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