



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

Thursday, January 2, 2025

In attendance:

Sara Auger (Chairman/Commissioner)  
Brett Taber (Commissioner)  
Michael Carr (Commissioner)  
Carolyn Renken (District Treasurer)

Other people in attendance:

Stephen Bouchard – Road Contractor

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**

None from the ELVD general public.

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Commissioner Auger moved into allowing the road contractor to share his updates on the current road conditions. He shared that he has some concerns about road safety. The motor vehicles are travelling way too fast for conditions while the contractors' trucks are in the district working to plow and sand. He stated that there have been some close calls / near accidents due to people unable to stop since they are traveling too fast. The road contractor also noted that due to the extreme weather / temperature changes we have seen, there are several pothole areas developing. He had hoped to make some road repairs when we had some warm days so that the material would blend into the existing material. Now that it is cold again the repair will be more topical but is still needed in the short term.

He noted that the dull district repair work normally takes about 3 full days, so if he focuses on the worst segments around the main loop and any other areas that are severe, it may only take a portion of that and a then leave more time for some future work. The Board agreed that some repair is needed and asked him to proceed. He believed the work could start near the early portion of the week of January 6, 2025.

After that discussion was completed, Commissioner Taber asked if there was any flexibility in the current agreement that if less work was performed on Ditch clean outs, could those comparable hours be moved to some culvert replacements? The road contractor agreed that it could be worked out but that it would not be a one-for-one swap due to the types of equipment that might be needed. He agreed to provide an estimate for us for how the swap could work and then the board could advise what direction they wish to move forward in. The road contractor left the meeting at approximately 6:56 PM.

The Board moved onto the next topic which was to discuss/ review Media replacement needs and any quote submissions. Commissioner Auger stated that she received one documented quote and only had an email communication of another. The latter one was non-specific and only noted a total sum via email as of this date. She further asked if a third quote should be obtained.

Commissioner Taber responded that he was not aware of too many other vendors that could support this type of service. The only suggestions shared was that of our prior water operators WSO+, or possibly Pennichuck water works. If the board chooses to only review the two current options, Commissioner Taber noted that the work / materials needed should be quoted equally. Commissioner Taber shared with the board that currently 1 Arsenic treatment vessel is already empty, and the other one is full. Before just going through with filling both vessels, we should understand the future sequence that may be needed relative to any configuration changes in the meetinghouse treatment system. These possible changes shall depend on what configuration is deemed needed once the full-scale pilot testing is performed and completed so that we do not fill a vessel now and then in 6 months we throw it away.

Commissioner Taber suggested that the quotes be viewed for the following:

Ensure the empty vessel is empty and ready to receive material

Complete the bedding process with materials included

Complete the soak and flush process of the new media

Place this completed vessel in service

Depending on what other details and sequence is determined for the second vessel, we address its media replacement at that time. Commissioner Auger was going to follow up with both contractors regarding this approach.

The next topic was regarding the status of the Hummingbird well site. Commissioner Taber shared that WP owed the draft to the board of the potential plan for the well site of Hummingbird well treatment. The draft was originally noted as planning to be available by the end of December, now it is assumed we should see it by the end of January.

Commissioner Auger noted that NHDES is asking for an update as to our intent on seeking to utilize the strategic planning grant that we were noted as being qualified for. This is a 50% grant match program, and the original intent was to define more clearly what a residential water metering system would look like financially. Commissioner Taber suggested that the Board further review what the true scope of the agreement with WP would be so that we can ensure we are getting what is needed since we would be responsible for 50% of the \$30,000 cost. It appears the State would like a response before the end of January. The board should have some feedback by the 1/9/25 meeting date so it can be reviewed further.

Commissioner Carr shared an update relative to the research of Neptune residential meters and the desire for TI sales to provide a presentation of the research of ELVD surrounding area and its ability to use various types of communications for residential metering. It seems that 1/23/25 was available by TI sales representative. The Board agreed to set that date for their presentation and a bad weather date of 1/30/25 in case.

Carolyn, the treasurer, shared an update regarding this stating that it is due to the end of the CY and the normal tight timing of revenue that comes into ELVD through the Town. Due to the late distribution of the tax invoices, the town is slowly receiving tax revenues from escrow companies and mortgage companies, etc. As the revenues begin to come in, the town will be forwarding ELVD share of the taxes so that our bills can also be paid.

A new agenda item was that of a driveway permit and water connection permit. Commissioner Taber noted that he had contacted the person applying for the permits and advised them that the board would not fully review the applications until all permit fees were received. This was due to an initial submission error on payment with the applications. As of the meeting time, a new payment had not yet been received. The application would be tabled until the payment arrives and then the next scheduled meeting.

The next topic discussed was that of the prior meeting minutes being discussed or approved. **After discussion, Commissioner Auger made the motion to accept meeting minutes for 12/12/2024 and 12/19/2024 to be accepted as written, Commissioner Carr seconded the motion. All commissioners voted in the yes, Motion passed.**

After the discussion on the 12/23/24 meeting minutes, it was noted that some clarity was needed to make the minutes more accurate. The adjustments are noted below:

The Meeting was opened by Commissioner Taber, not "Commissioner Auger: due to her not being present at the meeting.

The calendar day of the week for the meeting was actually "Monday-December 23, 2024" not "Thursday-December 23, 2024". It seemed to be a cut / paste error due to normal meeting days are usually held on Thursdays.

There was a brief discussion to ensure the flow of the comments about the mailbox budget line were captured accurately. It seems that Commissioner Carr had made a comment that he believed the budget line value was \$400.00, while Commissioner Taber noted that it was established for \$500.00. The annual report book was reviewed to reflect the budget line was for \$500.00

Due to this acknowledgement, it was affirmed that the previously approved amount that would be covered as an expense was the amount of up to \$500.00 for materials that would be needed for the mailbox building repairs.

The next discussion was to affirm the approved amount towards the purchase of a Picnic table out of Parks and Recreation maintenance budget line, and the amount would not exceed the sum of \$610.00. The main reason for this end of year purchase was that the item was on sale for 20% off and that there appeared to be funds still available while not exceeding the overall General Budget

The topic of our website annual fee is due in February and that we need to ensure this payment is made on time to retain our Web Domain name and address. Commissioner Auger will reach out to the vendor and address this item.

As a follow-up from the last Bi-week cycle, Commissioner Carr noted that the follow up with phone calls went well although during the period the call volume was low. Commissioner Auger asked who would like to cover the next two-week cycle even though we have a meeting scheduled for every week In January and February. Commissioner Taber advised he would cover the next cycle of callbacks until 1/16/25.

Commissioner Auger reminded the Board that we still needed to address / identify the Annual meeting date and that we needed to have the Moderator attend a meeting to select the date since the Moderator is the authority to assign the Annual meeting date with the Boards assistance in setting things up for said meeting. Commissioner Taber advised that he could follow up with the Moderator – James Riddle to see what meeting date he might be able to attend.

**Commissioner Auger made a motion to adjourn the meeting at 7:52 PM; with the second coming from Commissioner Carr. All commissioners answered with a yes vote. Motion passed.**

NAME OF PERSON TAKING MINUTES: Brett Taber

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Sara Auger, Chairman/Commissioner

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Date

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Brett Taber, Commissioner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Michael Carr, Commissioner

\_\_\_\_\_  
Date

Respectfully submitted by Brett Taber, Commissioner

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Brett Taber, Commissioner

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Date