

EMERALD LAKE VILLAGE DISTRICT BUSINESS MEETING APRIL 2, 2004

The meeting was called to order at 6:00 PM with Chairman Stankunas, Commissioners Adams and Sylvia present. There was confusion of actual meeting start time. Official time of meeting apparently was not posted for the public. On Friday, April 2 the meeting started at 6:00pm instead of the usual 7:00pm meeting time on the first Friday of each month. Treasurer Jerry Burnham made a motion that we move the meeting time to 7:00pm posted at the Post Office, by the mailboxes and on the meetinghouse bulletin board as well as publicized in a local newspaper. The treasurer was advised that he has no standing to make any motion, further, meeting notices are posted as required in two public places, those being: at the Meetinghouse & the mailbox facility.

ADMINISTRATIVE:

Red Fox Crossing

Identify Pins on corner of Red Fox to reconfigure Red Fox Crossing as well as the corner of Moccasin road and Gould Pond Road. The material on the road of Red Fox Crossing has been changed and holding up much better keeping the condition of the road more consistent. The construction on these roads will begin once the school year is over so there will be no interference with the current bus schedule. Skip will be invited to the May meeting to review the boards plans with Red Fox Crossing, culverts to be installed as well as culverts to be cleaned out. The board also wants to discuss with Skip upgrading the road material on Emerald Lake Drive at least up to the mailboxes to improve that roadway.

An advertisement for the secretary position has been created and was presented at the meeting prepared by Chairman Stankunas. This has been tabled until a job description has been created and approved by the board for Secretary position. The Job Description will be presented at the May 7th meeting.

Permit Applications:

Paul Kelley, Melody Lane Water/Driveway Water only Approved;
Robert Savoy, Hemlock Street Driveway Altercation Unclear Paperwork;
Kevin Phanuef, Beaver Glen Water/Driveway Approved
Randy Adams, Huntington Drive Water/Driveway Approved
(Commissioner Dick Adams recused himself from vote due to relationship)
Brent Clark, Autumn Road Water/Driveway Approved
Elsie Golding, Ellenbrook Road Water/Driveway Approved
(subject to septic approval from state)

Treasurer Jerry Burnham presented the treasurers report. Upon review, the checking account amount was negative (on the report, not at the bank). Treasurer Burnham requested clarification whether he could transfer money in from the general account to cover expenses. Chairman Stankunas explained when necessary the general fund money is the only money that the treasurer can move to the checking account cover expenses without approval from the board.

Payment Procedures

The board has adopted a new payment procedure policy. All payments are going to be approved by the board at the administrative portion of each monthly meeting.

:Computer use investigation

Co-Chairman Adams presented the findings from the computer investigation. The conclusion of that report is as follows for the record.

III. Conclusion

- a. The district security measures with regard to the office computer were inadequate during the period covered by the allegations. Anyone with access to the building could access the computer with no record being made as to what occurred. Moreover, the computer routinely had been left on for days on end.
- b. There was no anti-virus software on the computer leaving access via the Internet a possibility, noting the Trojan viruses and spy-ware found by PC Masters.
- c. The stated immediate assumption of guilt made by the accuser, the turbulent history between the two parties and the delay in reporting and method of raising the accusations and subsequent statements would lead one to question the motivations or at least the objectivity of an investigation not sanctioned by a majority of the board. It is worth noting that a member of any board acting without the approval of the majority of that body acts as a private individual.
- d. The district has taken steps through upgrading the operating system allowing passwords to ensure that any concerns in the future can be investigated with the responsible individuals readily identified.
- e. Additionally, there are several policy and procedure changes being considered to further address current weaknesses and future needs that will help minimize potential problems in the future assuming adoption.

Richard A. Adams, Co-Chairman
April 2, 2004

1. RSA 91-A status --- Tabled till next meeting. Party is not present.
2. Parks status--- Commissioners to walk through and assess what needs to be done at parks, as well as prioritize the jobs. Parks officially open May 1, 2004
3. Water test results --- Mary Rowe Well Arsenic level has gone down .0613. Also no bacteria found in wells.
4. MTBE testing grants - investigating into any gas additives found in well water.

Meeting adjourned at 9:15pm

Respectfully submitted,
Joyce Coidakis
Clerk