

EMERALD LAKE VILLAGE DISTRICT MARCH 4, 2005 MONTHLY MEETING

The meeting was called to order at 6:00 PM with Commissioner Joe Statkus and Chairman Ray Stankunas present.

A presentation for municipal accounting software was given by a representative of MuniSmart Systems, LLC.

Chairman Stankunas updated progress of the water treatment project at Meetinghouse well. It is expected the initial start-up phase of the project will be on Tuesday, March 8th. Due to arsenic levels, the Mary Rowe well is being shut off when the Meetinghouse well is on line. Mary Rowe well will remain off line until the new main from Mary Rowe well to the treatment facility is completed.

The Board discussed a draft proposal given by Tata & Howard for the water main project connecting Mary Rowe well to the water system. Chairman Stankunas suggested the Board review the proposal, make any potential changes, and have Tata & Howard forward it to vendors for proposals. Commissioner Statkus agreed.

The Board discussed the issue of driveway permit requirements not being met by some builders. Chairman Stankunas suggested contacting District Counsel to establish a possible bond procedure for future new driveway construction. Commissioner Statkus agreed.

The Board discussed current and future potential problems with the lack of backfill inspections and improper pipe installations being done for new water connection work.. Chairman Stankunas discussed meeting with Mark Demaris of J.S.M.C. Homes, a property owner on Seminole Road. Mr. Demaris' contractor installed the incorrect size pipe for his water connection, and the required backfill inspection which would have noted the improper pipe installation, was never done. Mr. Demaris was to close on the property this date and needed water turned on despite the contractor errors. To avoid liability issues, the District agreed to authorize Water Systems Operators to turn on Mr. Demaris' water on condition that Mr. Demaris pay a \$1,000 surety bond, to be returned to him upon completion of proper pipe installation and backfill inspection. Mr. Demaris agreed and paid the bond. Chairman Stankunas recommended that, in order to avoid future similar problems, the Board will draft a new procedure for water connection work. The new policy will clearly define pipe size and backfill inspections requirements. Chairman Stankunas will draft the new procedure for review at next meeting.

Dr. Earl Lord was present at meeting regarding his permit for garage construction on Hemlock Street. The Board and Dr. Lord discussed water flow, setback issues, and ensuring the clearance of the 5 foot public right-of-way. Dr. Lord paid the permit fee due. Motion made by Commissioner Statkus to approve Dr. Lord's driveway permit, seconded by Chairman Stankunas, approved by 2-0 vote.

The Board discussed the pending water and driveway applications for Mr. Pelletier on Boulder Pass. The Board directed the Secretary to arrange a date to meet with Mr. Pelletier at the property to confirm the location of his culvert in the 5 foot right-of-way.

Motion made by Chairman Stankunas to unseal Non-Public Minutes of August 22, 1998, seconded by Commissioner Statkus, approved by 2-0 vote. Chairman Stankunas summarized contents of unsealed Minutes and directed the Secretary to convert to public.

The Minutes of 2/18/05 were reviewed and approved by a 2-0 vote on motion of Commissioner Statkus, seconded by Chairman Stankunas.

The Payment Manifest for week of 2/19 to 3/4 was reviewed and approved by a 2-0 vote on motion of Commissioner Statkus, seconded by Chairman Stankunas.

Chairman Stankunas updated progress of Water Warrant. Chairman Stankunas discussed the warrant with Tax Collector Debbie McDonald and advised that she wants the bills to go out on April 14th. Chairman Stankunas will complete the Water Warrant for delivery to the tax collector.

The Board discussed the Meridian proposal for the outlet bridge culvert project. Meridian's proposal is for \$5,200, to begin work in June or July. Motion made by Chairman Stankunas to accept Meridian's proposal and authorize the Chairman to sign contract on behalf of District, seconded by Commissioner Statkus, approved by 2-0 vote.

The Board reviewed an agreement with the Department of Administrative Service's Surplus Property Section. Motion made by Chairman Stankunas to accept agreement, seconded by Commissioner Statkus, approved by 2-0 vote.

The Board entered into discussion with Ed Gross regarding culvert issues at his properties on Beaver Glen and Rainbows End. Mr. Gross felt that culverts were not necessary at the locations. Mr. Gross suggested that a site review be done with himself and Skip Edwards present at the site review. Motion made by Chairman Stankunas to have site review of the properties with Mr. Gross and Skip Edwards present, seconded by Commissioner Statkus, approved by 2-0 vote. The Board instructed the Secretary to contact Mr. Gross to arrange a date and time.

Chairman Stankunas reviewed the Consumer Confidence report which is due July 1st.

Ben Molinari asked whether property owners could sue contractors who do not follow inspection or installation requirements for backfill and pipe installations. Discussion ensued on the need for contractor's surety bonds so that residents, the District and contractors are all protected.

Dr. Lord discussed with the Board alternate accounting software for the District. It was explained about the need to easily become converted to DRA forms.

Ed Gross and the Board discussed culvert issues at Red Fox Crossing. Mr. Gross wanted to know if it was the District's responsibility for culverts that run under the roads. Chairman Stankunas confirmed that it was the District's responsibility.

Chairman Stankunas moved at 7:30 PM to enter Non-Public Session pursuant to NH RSA 91-A:3, II, (d) seconded by Commissioner Statkus, approved by 2-0 vote.

Upon return to public session, the Board voted 2-0 to seal the Minutes of the Non-Public Session pursuant to NH RSA 91-A:3, III, on motion of Chairman Stankunas, seconded by Commissioner Statkus.

The Board adjourned at 7:50 PM.

Respectfully submitted,
Sharon Lindstrom, District Secretary