



EMERALD LAKE VILLAGE DISTRICT MINUTES FROM FEBRUARY 17, 2006, MONTHLY MEETING

The meeting was called to order at 7:07 pm, with Commissioner Fred Sanborn and Co-Chairs Joseph Statkus and Deborah Gilbert present.

ADMINISTRATIVE BUSINESS:

1. Payroll Manifest: Commissioner Statkus made a motion that the payment manifest be approved as presented; seconded by Commissioner Sanborn. There being no further discussion, it was approved 3-0.
2. Minutes: December 2, 2005, regular meeting and non-public meeting, and the January 6, 2006, regular meeting. Commissioner Statkus made a motion that all minutes be accepted as presented, seconded by Commissioner Gilbert. Upon discussion, Commissioner Sanborn stated that he would abstain from voting, as he was not a member of the Board at that time. Commissioner Gilbert stated the same. The motion passed, 1 - 0 with Commissioners Sanborn and Gilbert abstaining.
3. Water / Driveway Permit Policy Revisions: Commissioner Statkus reported the text needs to be changed from "secretary," to "Commissioner or designee," due to the fact that the District does not currently have a secretary. Commissioner Statkus made a motion that the changes be accepted; seconded by Commissioner Sanborn. Approved 3 - 0.
4. Mailbox Procedure: Commissioner Statkus met with the Hillsborough postmaster, who suggested the following procedure; that a form made up by the District would be supplied to the Hillsborough Post Office. Upon written completion of the form by an ELVD resident, the post office would assign the box and stamp the form to validate its authenticity. The resident would then present the form to the District office, along with a ten dollar deposit, to obtain keys to the mailbox. The ten dollar deposit would be deposited into a District escrow account and would be fully refundable upon return of the two keys, after notification of giving up the mailbox. There was discussion regarding the feasibility of the procedure. Commissioner Statkus then made a motion that the new procedure be accepted. Approved 3 - 0.
5. District Office Hours: Coverage at the District office, since the resignation of the secretary, was discussed. The Commissioners will each take a block of time on a volunteer basis, as follows:
 - A. Commissioner Statkus Monday, 9 - 11 am
 - B. Commissioner Sanborn Wednesday, 5 - 7 pm
 - C. Commissioner Gilbert First Saturday each month, 9 - 11 am
 Commissioner Statkus made a motion that the schedule be accepted; seconded by Commissioner Sanborn.

Approved 3 – 0.

6. Letter from Hillsboro Selectmen: Commissioner Statkus announced that he had received a letter from Jim Coffey, inviting the Commissioners to attend the Selectmen's meeting on February 22, 2006, at 7:30 pm. Commissioners Statkus and Gilbert will attend; Commissioner Sanborn will be out of town and unable to attend.

AGENDA:

1. Parks & Recreation:

A. Fireworks: Commissioner Statkus received an e-mail from Paula Mello asking that a \$2,000 expenditure for fireworks be approved. There was discussion regarding who will do the fireworks display. It was decided that the issue of fireworks could be resolved at a later date.

B. Dale Roy was sworn in as a member by Commissioner Sanborn.

2. Kevin Grey: The letter he was given regarding water hookup, which was signed by the former District secretary and former Commissioner Stankunas, was turned down by the Town of Hillsborough because there was no date on the letter and only one Commissioner signed it. Commissioner Statkus will discuss the issue of permits with the Selectmen. He will also speak with the District attorney regarding a legal way to approve water permits, but not permit the actual hookups until the Board of Commissioners revisit the imposed Water Moratorium.

OTHER BUSINESS:

1. Commissioner Statkus announced that Water System Operators will take over the inspection of new water hookups, which had been done in the past by the Commissioners.

2. Barry McFarland asked about hiring a new secretary. Commissioner Gilbert said that hiring a person from a temp agency has been discussed.

3. Sue Ireland asked about getting the locks changed on the District office. Commissioner Gilbert is going to purchase the locks at Home Depot and change them herself to save the District money.

4. Sue Ireland asked about the status of former Commissioner Stankunas' cell phone. Commissioner Statkus reported that the cell phone has not been turned in. He is planning to have the Hillsborough Police Department go to Mr. Stankunas' to obtain it.

5. Commissioner Sanborn brought up the problem of not being able to access all of the District's files. Commissioner Statkus stated that he is finishing up going through the files for the purpose of locating pending tasks and projects and that all files will be returned to the office very soon.

6. Sue Ireland asked about having the monthly minutes on the website. Commissioner Gilbert is working with the Town on an official ELVD website.

7. A resident asked about the time and location of meetings and how they will be publicized. Meetings will be held at the Community Hall behind the Town office building. Times and dates will be posted as was normally done in the past.

8. A resident asked about the lease on the ELPOA building. The lease ends August 15. Commissioner Gilbert is working with a local realtor to find office space.

9. The computer "lockdown" was brought up. According to Commissioner Statkus, this was done as a security measure in light of the 'not so smooth' transition of the new Board of Commissioners, since the District's check printer is operated by the computer, with a box of blank checks underneath.

10. The District received two sealed quotes for the water tank project, which Commissioner Statkus opened at the meeting. The estimate for the 180,000-gallon, pre-stressed concrete tank, plus site work and access road:

A. National Concrete Tanks, Concord MA; \$489,375.

B. Natgun Corp., Wakefield MA; \$438,200.

Discussion followed. A resident asked how much was budgeted for the tank; it was \$375,000. This amount was arrived at based on figures from Tata & Howard, who will also be involved in the selection and negotiation process for the new tank. Barry McFarland inquired about references from the companies. Ben Molinari asked about looking for State and Federal grants to help cover the cost.

There being no further business, Commissioner Statkus made a motion that the meeting be adjourned; seconded by Commissioner Gilbert. 3 – 0 vote to adjourn at 8:30 P.M.

Respectfully submitted,
Nan McCarthy, District Clerk

Approved:
Deborah Gilbert, Co-Chair
(signature on original)

Joseph Statkus, Co Chair
(signature on original)

Fred Sanborn, Commissioner
(signature on original)