



SEPTEMBER 7, 2007 MEETING MINUTES

Madame Chairperson Deborah Marshall-Gilbert called the Emerald Lake Village District September Monthly Meeting officially to order at 7:17 pm, Friday, September 7, 2007 at Hillsboro Town Hall, School Street, Hillsboro, NH.

Those in attendance: Deborah Marshall-Gilbert, Bob Hutchinson

1. Pledge of Allegiance
2. Moment of silence for service personnel

ADMINISTRATIVE

1. Minutes: read as taken by ELVD Volunteer Christina Barss,
 - a. Following corrections made: Emerald Lake Village District Board of Directors to Emerald Lake Village District Board of Commissioners; Paul Sirois to Paul Sylvia.
 - b. Accepted as corrected by Emerald Lake Village District Board of Commissioners.
2. Payroll Manifest:
 - a. A resident questioned the amount of approximately \$7,000 to past ELVD secretary Sharon Lindstrom. Chairperson Marshall-Gilbert explained it was part of a settlement for a pending lawsuit that ELVD and Ms. Lindstrom were parties to. Details about the lawsuit or settlement could not be discussed at this junction.
 - i. She went further to explain how the decision was made in conjunction with the NH Local Government Center, mitigating further financial risk to ELVD taxpayers. The New Hampshire Local Government Center (LGC) is home to the New Hampshire Municipal Association where legal support, legislative advocacy and risk management are provided to NH municipalities officers like ELVD.
 - b. Payroll reviewed and approved.
3. Payments Manifest: (duly noted: Chairperson Marshall-Gilbert apologized for the different format with the payment manifest- further explained below)
 - a. Chairperson Marshall-Gilbert explained ELVD had budgeted \$2700 for a secretary position in 2007. Claire McCarthy, former ELVD Treasurer Elect 2006, has been hired to help transfer records from Muni-Smart to Quicken Books. The rate of pay is \$45.00/hour. A check was cut for approximately \$300.00 for Ms. McCarthy.
 - i. The financial software transition is recommended by the Accountants auditing the district. It will also save the ELVD \$3,000 in annual software licensing fees. Chairperson Marshall-Gilbert has reviewed this change with the New Hampshire Department of Revenue Administration –

receiving support and approval.

- b. The remainder of the checks were read ranging from Water System Operators to Skip Edwards, each with a short explanation of subject matter
- c. Payments reviewed and approved.

OTHER BUSINESS:

1. Water Systems Contract: Phase I & II were discussed. Phase I was \$26,000 and Phase II was \$16,000. The contract required \$12,000 up front. This contract includes the 48 hour testing of the pump and temporary connection.
 - a. A copy of the contract was available for residents to review at the meeting.
 - b. WSO Contract was accepted.
2. Mark Megaw and Paul Mercier are the auditors for ELVD who are performing an audit of the accounting books from 2004 to present. The estimation of the contract is \$8,000 to \$9,000. The contract allows for communication and release of previous work done by past agencies.
 - a. Ben Molinari asked if this was a forensic audit. Chairperson Marshall-Gilbert affirmed that this was indeed a forensic audit.
 - b. Another resident asked didn't we already have a \$5,000 forensic audit? Chairperson Marshall-Gilbert explained that was a private investigation retained to perform a forensic audit on 2005 Annual Meeting tapes regarding Article 6 voting outcome.
 - i. Monies were issued for purchase of sanitary radius around Hummingbird Well against the will of the voting public, violating the 'no means no' legislation. The monies were taken from a general fund. The DRA is working with ELVD to assist in correcting this situation. The Forensic audit of the tapes was inconclusive.
 - c. Mark Megaw contract was accepted.
3. Bridge Status
 - a. Commissioner Hutchinson met with the state to clear up a problem regarding a July 2nd letter from a resident claiming a rare species of plant would be compromised if the bridge were to be built.
 - i. It was determined through a visit and investigation that there was no rare species.
 - ii. Resident David Stefanelli asked who the letter was from and if they would be liable for suit for stalling the bridge repair if his house went under water again?
 1. The BOC stated they would rather not release that person's name during the meeting.
 - b. Estimated 2 weeks to start building; 6 weeks to complete.
 - i. The bridge and dam can either be worked on together or separately. The bridge due to the time constraint of available funding is the priority.
 - c. \$42,000 FEMA money (2 year limitation with an extension filed by Paul Sylvia in 2006)
 - i. NH Office of Emergency Management should be contacted: Tammy Vallincourt.

OPEN FLOOR COMMENTS:

1. Statement Bob Hutchinson stated that he visited 14 Emerald Drive to check on their foul smelling water. He reported it was the plastic cups they were using and not the water itself. If you use a glass, there was no smell.
2. Statement Commissioner Hutchinson stated that the fire hydrants had been checked and pumped out, noting that Red Fox Crossing was full of sand.
 - a. Resident Troy Cornock (Commissioner Appointed) remarked that hydrant was a dug hydrant (I will need clarification on this one) and is just a pipe hole in the ground to put the hose
 - b. Commissioner Hutchinson agreed.

3. A resident asked about the status of the Bubble mirrors for road ways. Commissioner Hutchinson stated that Gould Pond road was not a District Road and it was the town's responsibility to install mirrors. A letter was sent to the Town from the ELVD BOC requesting assistance.
4. A resident pointed out that Alpine way has a culvert that is washed out. Can they rebuild the culvert? Commissioner Hutchinson asked if it was Dave's new construction and if there was a temporary culvert. He stated he would take a drive over and check it out.
5. Resident Susan Ireland presented her daughter Carley's project for Emerald Lake. Bi-annually Carley has organized the ELVD Road side Clean Up. Since everyone has been so great in keeping up the cleanliness of the Village District following Commissioner Hutchinson's example and Beverly of Spring Street who cleans Bog Road- Carley has offered to coordinate the volunteer listing for the Village District. Susan passed around a clip board for residents to put their name and address and possible interest in helping. Carley will be at the next meeting to present her findings.

MEETING CALLED TO A CLOSE AT 8:10 pm. September 7, 2007 Emerald Lake Village District Meeting
Minutes read and accepted:

Chair Commissioner Deborah Marshall-Gilbert Date

Commissioner Bob Hutchison Date

Commissioner Troy Cornock Date

[PUBLIC DOCUMENTS](#) [HOME](#)