



Emerald Lake Village District
Hillsboro, New Hampshire, 03244
Official Meeting Minutes

From District Meeting on: March 7, 2008

Meeting called to order at 7pm.

Pledge of Allegiance

Moment of Silence for Military Personnel

ADMINISTRATIVE

Reading of Minutes for December 14, 2007, January 05, 2008, January 27, 2008, February 01, 2008 and February 06, 2008.

Payroll and Payment Manifest read by Sue Hutchinson.

Sue Hutchinson stated that a Water Operations account had been recently opened. It was discussed at the last meeting that this was a good idea so we wouldn't be paying bills for water from the general account. Efforts to start a check register on Quicken Software failed. For some reason it wouldn't allow a start check number. Iris, from the Hillsborough Town Offices who is working with Sue on the software said it was alright to handwrite checks for the water bills at this time.

NEW BUSINESS

1. Water Meters: The water meter issue was discussed. Residents had been told a portion of our water payments would be going into a fund to cover the costs of the water meters needed in the near future. Unfortunately, water bills had to be paid with this money. After a meeting with WSO, DES, Tata and Howard and town officials Bob and Sue Hutchinson learned the state requires we install 75 residential meters each year. Bob suggested putting distribution lines in sections. This would make it easier to track water main breaks. For instance, if you had a distribution line on 4 or 5 seasonal homes and the meter spikes, you know there's a leak somewhere in that particular area. There will be no meters installed this year. Bob suggested setting up a CD account or trust to hold the water meter money. We can apply for grants to cover or at least help cover the costs of the meters once the audit is complete. It is not recommended we interconnect with the Hillsborough town water system. We had only one violation so far this year, (the high fluoride count) and the town has had 11. Bob Hutchinson expressed frustration over the confusion of District and Town water notices. He suggested marking the outside of the District envelopes with a red mark so people don't confuse the two. The four families in the Patten Hill area who had their own wells installed were required to also install blowback valves. This will safeguard us if any of their wells becomes contaminated.
2. The Board would like to have a financial meeting in the middle of the month. The reason is some of our bills are due the first of the month. The monthly meeting doesn't always coincide with the due dates. We would like to be in good standing with our vendors and pay our bills when they're due.
3. The Water Systems Pump Test will take place once the weather improves, most likely May or June. The deadline is August, 2008.
4. Because of the recent possibility of us" joining "the town of Hillsborough, town officials hired LC Engineering out of Concord to do a road assessment. This was discussed at the Attorney General meeting in February, 2008.

5. Dissolve the District: The proposal to dissolve the ELVD will be Article 5 at the Hillsborough Town Meeting on March 11, 2008. It will also be a Warrant Article at the annual ELVD meeting. The exact Article number not available at this time.

6. Bridge Update: Commissioner Troy Cornock, who works for Lexington Excavation obtained a bid from said company. The cost from start to finish would be \$215,000.00. This includes delivery, installation, crane service and all materials. Troy himself, if we accept this bid would not be working on the project so as not to create a conflict of interest.

7. Colleen Walker: The next order of business was to have Colleen Walker sign the boundary papers concerning Megan Lane and Spring Street. She had not arrived yet so we moved on.

8. Audit: Former Commissioner Deborah Marshall-Gilbert and CPA Mark Megaw were each sent handwritten and certified letters with no response from either party. The reason for the letters was a request for the return of all financial statements and District information that was supplied to Mr. Megaw for the ELVD forensic audit. Due to the fact that Mr. Megaw could not be located and Deborah Marshall – Gilbert not co-operating the Attorney Generals office, with the recommendation from DRA was called in to take over the task Resident Sue Ireland asked why original documents were given to Mr. Megaw instead of copies. Also, a check to Mr. Megaw for \$6,000 to \$8,000 cannot be found at this time. So it's uncertain as to whether he was paid or not. We cannot file for any Grants until the audit is complete as any state and federal agency requires all financial business to be up to date. Jim Coffey said if these documents cannot be found, we can go back as far as 2005 to apply for Grants.

9. Elections: The annual Elections and Meeting will be held on April 25, 2008. Candidacy forms and Absentee ballot forms were available at the meeting and explained. They can also be downloaded on the ELVD website. Petition Articles were discussed and anyone interested in filing one could meet with members of DRA and Commissioners. The bond hearing has to be held before April 3, 2008.

10. In a general discussion at the end of the meeting a suggestion by the board was to hire an administrator part time to help us write Warrant Articles, Grant Proposals and Bonds. Jim Coffey was recommended as he is working with Sue Hutchinson now. He's working on getting us up and running on the new Software.

11. Colleen Walker signed the necessary papers to resolve the Boundary dispute on Megan Lane and Spring Street.

Meeting adjourned with applause at 8:35pm.

Respectfully submitted,
Patricia Stefanelli
District Clerk

Approved By: (Signatures on original)

Bob Hutchinson

Troy Cornock

Denise DeForest