



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

DISTRICT MEETING ON; July 6, 2009

Meeting came to order at: 7:00pm
Moment of Silence for Military Personnel

Minutes read and accepted.
Payment and Payroll Manifest read and accepted.

Jim Coffey read the administrators report and said the auditors have everything they need. Ocean Bank will now be sending us copies of all our checks. The auditors do a routine test on the checking account. Jim said for instance if a check is written to "Joe" the auditors check to see if the check was actually written to "Joe" and to make sure things are done right. He said the budget is in good shape. Jim explained the two District funds (water and general) to the newcomers to the meetings. The 12% water bill interest owed to us was also discussed.

Jenna Rzasa from Tata and Howard, our water engineers attended the meeting to explain the progress on the water plans. Jenna is helping to put together a grant proposal for \$20,000.00 for a leak detection system. This is through the American Recovery and Investment Act. The importance is to identify leaks and breaks and to determine which lines need to be repaired and which ones need to be replaced. She said there has been a positive response from DES. Flow meters may not be allowed to be included in the grant. If this is the case we do have the \$35,000.00 that was approved at this past year's annual meeting that can be used for this. At this point we don't know how much water usage is demand or lost to leakage. Jenna said the audit plays an important part in us applying for grants and loans. The USDA (Rural Development Program) also has funds we can apply for. They cover up to 45% of a project and offer low interest loans. Commissioner Denise DeForest asked if we have to go through the town of Hillsboro selectmen for these grants and loans. The answer was no. Jim and Jenna said we should have a clear cut plan by the next District annual meeting. Kristen Welch asked how the loans are paid back. Jenna said grants require no payback and the loans we consider applying for will have to be voted on at the next District annual meeting and must have a 2/3 vote to pass.

Commissioner Bob Hutchinson discussed the water meters needed for leak detection, not on individual houses but around the District. They cost about \$2600.00 each. Again, we can use money appropriated at the annual meeting this past year. Meters would be placed in the Red Fox Crossing, Moccasin Trail area and the Huntington Drive area. Bob thanked everyone for calling when they suspect a leak. Kristen Welch asked what the water bill money goes towards. Jim Coffey answered \$500.00 goes towards the actual water and \$30.00 goes towards fixing the system. Bob explained although our water bill seems high broken down its \$1.45 a day. Jenna explained we have a seven year estimated plan for installing water meters on all homes.

Paula Jones said on a positive note she has noticed changes such as cleanliness around the District since Bob came into office.

The District was granted a \$4500.00 labor grant for installing security fences around the wells. The job must be completed by Sept. 30, 2009. The pay will be \$17.50 an hour. All interested please contact Bob. David Stefanelli suggested the work "stay in house" especially for District residents who are out of work.

A few residents have expressed interest in a District Yard Sale and Pot Luck Dinner. It was suggested maps be made up with dots to indicate the addresses and locations of participants in the sale. David Stefanelli said he will put the info up on the website once the plans are made.

Kristen Welch asked if the seasonal residents are notified about shutting off their water when they leave. Bob said he does have a "To Do" list that he will start handing out to these residents. David Stefanelli said this issue has come up in the last three meetings and maybe a letter should be sent out to all residents and or put the information on the website.

Bob would like to get two generators for the wells now and have another warrant article at the next annual meeting asking for funds for two more. \$8500.00 passed at the last annual meeting.

Commissioner Bob Hutchinson motioned to adjourn the meeting at 8:25pm. Commissioner Denise DeForest seconded.

Respectfully submitted,
Patricia Stefanelli
District Clerk

Approved By:

Bob Hutchinson

Troy Cornock

Denise DeForest