



## **Emerald Lake Village District**

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### **Meeting Minutes**

Meeting Minutes Emerald Lake Village District (ELVD) Commissioners' Monthly Meeting  
Thursday Aug 17th, 2023

#### **Board Attendees:**

Brett Taber, Commissioner (Chair)

Sara Auger, Commissioner

Michael Carr Commissioner

Carolyn Renken, Treasurer

Marc Croatti, District Clerk

#### Meeting Visitors:

Melissa Taber

Collan Stuart

Wright Pierce

Joyce Bosse

William Porter

Meeting called to order by Chairman Taber at 6:30 PM

Pledge of Allegiance

Roll call of officials completed.

**Public Comment:** No comments at this time.

#### **Communication on the selection of the new Commissioner and swearing in:**

- Two applicants were interested. Commissioner Taber and Auger met with both last week and made a decision to offer the position to Michael Carr
- District Clerk to perform sworn in process of Michael Carr

## **Presentation on Water Meters: Presented by Darren Prince, Account Manager of FW Webb Company**

- Darren shared with the board his presentation about residential water meters and what opportunities they could bring to the district. Commissioner Auger is looking into several different models of meters that potentially work for the district.
- Darren represents Kamstrup meters through FW Webb Co.
- Kamstrup
  - Been in business for over 30 years
  - One of the first companies to develop and introduce ultrasonic metering
  - Core business is heating and cooling, water metering and electricity
  - Based out of Denmark
  - FW Webb purchases meters that are built here in the US
  - They've been in the states for approx. 7 years now
- Demo of the meters and literature was presented to the meeting attendees.
- About water meters
  - Old style magnetic - rotating disk displacement meter, water moves plate, there is a magnet and it spins an odometer dial and adds up how much water goes through the meter. This is old technology. Cons; moving parts, sediment in water that wears the parts.
  - Ultrasonic – sends a signal to plates in the meter in one direction and out the other and the time interval it takes for those two signals to cross is how it calculates the water usage. This eliminates the wear characteristics inherent in the old-style meters.
- Two meters were suggested:
  - Ami System – System that reads the meters automatically and would input the information into a computer system at a determined interval. Requires the install of antennas around the district. \$15/ea. How many antennas would need to be installed? This would need to be looked into. There is another option for cellular based system. This system can be used with any large cellular system. This system can be custom tailored to transmit up to 3 times a day.
  - AMR System - Requires the use of a tablet, a reading kit and an operator that would go around the district to collect the readings by means of drive by.
- Pro's and Con's with both
  - AMI Systems are more costly, AMR is less costly over time
- Meters come with a 20-year battery life expectancy
- Guaranteed for 20 years: 10 years 100% replacement, 10 years prorated after that
- The meter is rated for its accuracy for the full 20 years
- Meters can measure water temp
- Meters have built in freeze protection
- Meters have built in leak detection.
- Meters cannot read under water
- Meters have data logging capabilities - Tool connects meter to laptop or tablet and 460 days of data can be uploaded out of the meter.
- The data is hosted on a cloud site. Servers are in Denmark. Available on Website. Data set up is customizable, only meter information, readings, location of meter and alarms.
- Kamstrup meters are 25-year meter. After 25 years it is considered a throw away meter based on world results.
- Failure rate of meters is less than 1% fail rate
- Meters have tamper protection
- USB or Bluetooth configuration/device
- Flow rate starts detecting water .015 (11 tablespoons of water) Low flow is the key.
- No proprietary computer hardware needed. Android based. Simple to use.
- Kamstrup picks up the FCC licensing
- Reverse Flow – If there was a main break down the road, this meter can detect this reverse flow.
- Meters can be mounted in any direction. Cannot be installed backwards.

**Cost Matrix for Meters:**

BASED ON <b>100</b> CUSTOMERS					
	<u>AMR</u>		<u>CELLULAR</u>		<u>MATH</u>
Meter Cost:	\$ 245.00	\$ 24,500.00	\$ 190.00	\$ 19,000.00	TIMES 100
Transmitter Cost:	INCLUDED	INCLUDED	\$ 345.00	\$ 34,500.00	TIMES 100
Software Cost:	\$ 990.00	\$ 990.00	INCLUDED	\$ -	BASED ON 100 UNITS
Reading Kit Cost:	\$ 2,500.00	\$ 2,500.00	INCLUDED	\$ -	BASED ON 100 UNITS
Hosting Fee's:	\$ 980.00 (ANNUA	\$ 19,600.00	INCLUDED	\$ -	TIMES 20 YEARS
Training Cost:	\$ 3,995.00	\$ 3,995.00	\$ 1,200.00	\$ 1,200.00	ONE TIME FEE
		<b>\$ 51,585.00</b>		<b>\$ 54,700.00</b>	

**Update on Water Project Finances**

- Down to one additional road and we will be done and then we will concentrate on clean up and punch list items
- Commissioner Auger stated that she believes the Commissioners did not vote on change order # 10.

Commissioner Taber makes a motion to acknowledge change order # 10 for the 2022 water project focused on Lake Forest Terrace and the meter pit risers. Seconded by Commissioner Auger. All in favor. motion approved.

**Review and Acceptance of Manifests**

This month's manifests for water payments were \$804,665.29 and General was \$25,047.16

Commissioner Taber makes a motion to accept the manifests. Seconded by Commissioner Auger. All in favor. I. Motion approved.

**End of Summer Activities**

- Need to come up with dates for such items as
  - Porta Potti removals – Remove Sept 15<sup>th</sup> and 20<sup>th</sup>
  - Lake draw down and notification – Generally the commission communicates this one month in advance of final date. It takes about 3-4 weeks to draw down the lake. Last year it was done after Columbus Day. Board to make an announcement on the week of Sept. 21<sup>st</sup> to start the draw down and lake completion of Oct. 20. Gives 30-day notice.

Commissioner Taber makes a motion to coordinate the Porta Potti's from district areas sometime after mid-September. Seconded by Commissioner Auger. All in favor. I. Motion approved. Commissioner Auger will coordinate this.

**Fall Water Warrant Discussion**

- Need to finalize the value to the town and get it turned in ample time to process.
- Commissioner Taber reached out to the tax collector. She said we can have the due date of Oct. 26<sup>th</sup>. So, we would need all our information back to the town by Sept.25<sup>th</sup>. Check with Linda to see how soon she can provide a validation list for us so we can check to see what they have on

file matches our information list. Also allows us to verify any that we need for abatement in time so that is done before the invoices are issued.

- We have two meetings in Sept. to get the validation list and sign off on it and sign the water warrant to get it back to the down by Sept. 25<sup>th</sup>
- Commissioner Taber to see when the list can be provided and bring it to the next two meetings.

### **Review and Acceptance of Meeting Minutes from 8/3/23, 8/6/23; and 8/7/23**

- Several meeting minutes for approval. 8/3/23, 8/6/23; and 8/7/23 any amendments that you see for any of those? Commissioner Auger "No"

Commissioner Taber makes a motion to accept the meeting minutes for 8/3/23, 8/6/23; and 8/7/23 as written. Seconded by Commissioner Auger. All in favor. I. Motion approved.

### **Selection of future meeting dates through the fall period**

#### **ELVD MEETINGS SCHEDULE**

#### **Notice of Emerald Lake Village District Workshop and Special Meetings**

**Date:** Thursday, September 21, 2023

**Time:** 6:30pm

**Date:** Thursday, October 19, 2023

**Time:** 6:30pm

**Date:** Thursday, November 16, 2023

**Time:** 6:30pm

**Date:** Thursday, December 21, 2023

**Time:** 6:30pm

#### **Notice of Emerald Lake Village District Monthly Commissioners' Meetings**

**Date:** Thursday, August 17, 2023

**Time:** 6:30pm

**Date:** Thursday, September 7, 2023

**Time:** 6:30pm

**Date:** Thursday, October 5, 2023

**Time:** 6:30pm

**Date:** Thursday, November 2, 2023

**Time:** 6:30pm

**Date:** Thursday, December 7, 2023

**Time:** 6:30pm

### **Discussion any other misc. open tasks:**

- Final beach testing results came back today. All beaches were in the acceptable levels lowest Emerald Beach at 1 and the highest was at Hummingbird Beach at 16. This year we did 4 testing's
- Eastman basketball court, we were able to remove the backboard and hoop and installed the new. At that time, the small hoop outside the court was found broken and removed. We will look into rebuilding this fall.
- The board is still working with the auditor, communications this week and looking to make an office presence probably the 30<sup>th</sup> or 31<sup>st</sup> of this month to get whatever he can to finalize things.

The support team he is working with is evaluating all our initial documents that were sent electronically. Need to get this closed to write the MS535 to go along with tax setting.

- Public comment about a petition that was posted at the beaches for the desire to open Eastman parking for parents and children to enjoy. Signatures that were collected were 20 signatures from district residences. This was submitted to the board for review. They would also like to change the dog beach areas to somewhere else because of different parasites. Board will review and understand the needs of those submitting the petition and working with NH DES and Wright Pierce.
- Commissioner Taber started putting together a draft to qualify for emergency action with the DES for any of the beach repairs. He will get this formalized and submitted by next week. We then will need to develop a full plan about erosion control moving fwd.
- Following the question that Bow had for Plastic's road potential sale of property above Patten Hill property, water tank treatment area, Commissioner Taber reached out to legal. There is more to this than Bow's initial question. Looking to consult with the town legal to understand Class 6 roads not being maintained. Legal will get back to the Commissioners with feedback on this. Commissioner Auger commented that Antrim just reclassified one of their roads from a Class 6 to an emergency lane and that allowed them not to change it to a class 5. The article may be of interest. Commissioner Taber commented that this is a town road. So, the town should institute this request to change the status of this roadway and get approval for it. The issue is if there is a driveway going into this property, the town would have to issue the permit. The question is if Bow is plowing it, where does the liability lie?
- Commissioner Auger asked Commissioner Taber that we received the quarter three lab report and if this was going to generate a notice. Commissioner Taber answered yes, as the results were .001 over. This was fluoride 2nd violation. Commissioner Taber stated that they would have to look at the report again. We are already on an annual notification for the annual average. So the fluoride notice, unless we go into a level four, we should be covered by the June and July CCR mailing. Depending on how the state reviews the quarterly levels on the arsenic for Patten Hill, is to whether we are going to have that as a quarterly report based on the annual average. The annual average they still think is above, so likely within the next 30 days we will have to get that mailing out.
- Commissioner Auger will have a list of culvert clean ups next week. An excavator can be available on standby if needed? Not sure if this will be needed. Commissioner Taber commented that most of the annual culverts that are on the schedule are ready to go. The board will have to have that follow up discussion with Bow.
- Commissioner Auger – The roadside mowing is wrapping up. Excessive storm damage completed. They sent over invoices? How does this fall in the budget if we want them to still move fwd. with the roadside mowing? Commissioner Taber stated we can see where we are financially. Commissioner Taber asked if there was anything else that Bow had updates on? Commissioner Auger stated a resident had emailed her about the culvert on Midnight Walk, they think that this will need replacement but we would have to look into permitting for that. Commissioner Taber commented that we would have to flush that culvert out as much as we can now and then work on permitting for this. Commissioner Auger – Deerpoint, rip rap was added. Repacked Hillside. Commissioner Taber added that even though he minimized any future erosion, it took away a lot of the roadway because the sides were caving in on him. Specifically, Deerpoint. So this will need to be addressed so we can get the road width back again.
- Commissioner Taber commented that we got the approval for the 10-12 additional culverts for the additional roads. Knowing that the Beaver Glenn culvert at Emerald Drive was in 3 segments and had collapsed and does not flow, Commissioner Taber suggested that the commissioners look at the budget or capital reserves and if we have any funds left, we should replace that culvert for this year.

Commissioner Taber makes a motion to replace that Beaver Glenn/Emerald Drive culvert if costs are under \$5k and the board would agree on where the funds would come from by the next business meeting. Seconded by Commissioner Auger. All in favor. I. Motion approved.

- Commissioner Auger asked Commissioner Taber about having a discussion with SUR about the Culvert on Autumn? Commissioner Taber commented yes. SUR's feedback was it was not as large as the resident believes. Commissioner Auger asked if this was the 1<sup>st</sup> one or 2<sup>nd</sup> one? SUR put back in a sewer pipe 4' or 6" pipe. SUR thought it was 8" originally. We do have culvert pipe that was taken out and saved. While they are doing the maintenance list for the roads, we have SUR replace this piece of pipe and then there is no added costs. Commissioner Taber will discuss this with SUR. If there are any added costs, he will bring this to the board as well.
- Melissa Taber asked, referring back to the ditching on the roads, why aren't we using the 5' of right- a-way instead of taking the width of the road? Commissioner Taber commented; to his understanding at this point, most of the areas that Bow has done is off of the roadway. There are a couple of roads where there was an embankment; specifically, Deerpoint that was located right at the edge of the road. Bow tried to ditch this area and the hillside was collapsing into the roadway. So he had to stay on the roadway to stiffen this area up. During the fall clean up, Bow will be going back to address this area again. Sarah Taber stated so going fwd. will we not be taking away from any of the roadways and use the right-a-ways? Commissioner Taber stated, that is the intent.
- Melissa Taber – When is grating going to be done? Some roads are still washed out. Commissioner Auger said some of the roads are still too wet to start grading at the moment. What about Hemlock? Commissioner Taber said yes, they've seen it and we need to have conversation with Bow on when this is going to be completed. He also went on to say that the fall grading includes the calcium chloride treatment to help stiffen the roadways as well.
- Melissa Taber - Are we going to jump on the beaches and repair them before the winter? Commissioner Taber stated we will do what we can according to what DES dictates. Correct, but are we going to push the emergency act so that these repairs can be done? Yes, it was mentioned earlier that the application was going to be submitted next week. Then it is up to the state from there. Will this money be taken out of the accounts. Commissioner Taber stated there is no money for this.  
Unless we are able to get funding for this, it would have to come out of the annual budget. Do we know if there are any grants for these types of things? There are some strategic planning grants that may cover for these types of issues and that is where we follow up with the clean water group and what are the timelines?

A motion to adjourn was made by Commissioner Taber and seconded by Commissioner Auger. All in favor I. Meeting was adjourned at 9:15 PM

Respectfully submitted by: \_\_\_\_\_ Marc Croatti District Clerk Date: \_\_\_\_\_

Approved by:

Brett Taber, Commissioner (Chair) \_\_\_\_\_ Date: \_\_\_\_\_

Sara Auger, Commissioner \_\_\_\_\_ Date: \_\_\_\_\_

Michael Carr Commissioner \_\_\_\_\_ Date: \_\_\_\_\_