



Emerald Lake Village District

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Meeting Minutes

**Meeting Minutes Emerald Lake Village District (ELVD) Commissioner Meeting
Thursday, July 20th, 2023**

Board Attendees:

Brett Taber, Commissioner (Chair)
Sara Auger, Commissioner
Carolyn Renken, Treasurer
Marc Croatti, District Clerk

Meeting called to order by Chairman Taber at 6:30 PM
Pledge of Allegiance
Roll call of officials completed.

Public Comment:

- Carolyn Renken – Asked about posting a notice on the Facebook page about jet skis and that they are not allowed on the lake. Commissioner Taber commented that yes, they could look into this as well as talk to the police and marine patrol about the issue.
- Sarah Taber – Would like to know when there will be an update on the Eastman wells? Is this going to be a useful well? If not, a lot of people would like the playground opened and the parking lot opened back up. Commissioner Taber responded saying, we will have some updates for you later in the meeting agenda that will answer some of these questions.
- Sarah Taber – Rules and regulations about parking on the district roads. We have the same issue year over year. It is usually the same people parking and it is not being enforced. Commissioner Taber – from my perspective we have towed vehicles. Rules are there as a supportive tool to be used as needed. Commissioners try to go the extra step to get people to move their vehicles on their own. If they don't, then we will enforce the rules. Commissioners are not out 24/7 enforcing rules. When it is a problem and we are not able to address, we will enforce. Commissioner Auger commented also and said we have taken different approaches with this in the past few years. One thing she has done, is post signs for those repeat offenders and remind them they are not to park on the roadside. That seemed to help temporarily. We can look at this again if there are repeat offenders parking on the road.
- Carolyn Renken – Commented that the basketball hoop was purchased for \$171. Commissioner Taber commented that this should get posted.

- Marc Croatti – Commented on the work that was done on Rabbit Path was done very well and was pleased to see the road was crowned and the many issues with water runoff addressed. Commissioner Taber commented. Thank you for that information. At the time SUR worked on Rabbit Path is when the high volume of rain started. That area has a lot of water shed and water table. The work they did with the fresh excavating and ditch lines, we will see how the rain does especially with no grass and fresh excavation.

Road Agent Report out:

- Two residents from Alpine came to the meeting last week and mentioned drainage issues. One issue was a culvert wasn't draining fast enough. Another issue was plowing and drainage issues. The residents mentioned possibly digging a trench across the property to divert the water from one neighbors' property. Bow explained that he would look at these issues. Bow thought the trenching would result in filling the neighbor's basement with water in his opinion. There is no resolution at this time.
- A lot of road area washouts:
 - Last week preventative installation of erosion control was done on Main House beach and Huntington beach. Blocked the entrance to Hummingbird with hay, when the culvert got overwhelmed and went across the road it stopped it from being washed out. It held up the erosion well.
 - **Spring St.** - Residential culverts are not able to handle the watershed coming off the hillside. Such as Hillside Rd and Meagan Rd. Pictures documented to show actual waterflow. Did some repairs at the end of spring St. the beginning of spring repairs did not hold up. Area was ditched and stone was added. The ditch line was increase twice the size it was before and it was still overwhelmed. Added rip rap and we are still rebuilding.
 - **Deerpoint** – Excavated out the ditch line. Poor material conditions as the grass kept sliding into the ditch line. Had to add stone and rip rap in multiple areas. Added catch dams. Culverts became overwhelmed. Cleaned out Culverts and they are working well now. Narrowed roadway because the grass was running off roadway. Sliding off like a landslide. Commission Taber asked, if the ground dries up, do you think those areas might be susceptible to placing some larger stone so the drain line can go in to widen the roadway a bit. Road agent thought that may be an option. The plan is to allow it to dry out and go back with the grader, regrade the road and bring back the width of the road.
 - Resident reached out to Road Agent saying SUR added too much material in front of the road and he asked if 4" of material could be removed to allow his dam at the end of his driveway to work correctly. Road agent could not do this in his current timeframe so the road agent used the grader to cut a ditch line in the front of the residence property so the water would stay in the ditch line and this would help the issue.
 - Lower the roadway was not an option either because the road has a bunch of ledge and rocks.
 - **Seminole** - Problem with culvert for two years now. It does not handle extreme rain loads. In high rain conditions eroded the road. Had to add some rip rap. It was working until this last rainstorm and washed out 20 X 20 section of the road approx. 16" down. As soon as the water recedes I will add stone gravel and pack.
 - Hillside on Seminole is eroding as it always has. We have been regrading it. Water has no place to go. Removed rocks to make grading easier to maintain
 - **Ellenbrook** – Personal driveways had some erosion issues. Top dressed them.
 - **Greenfield/Seminole** Intersection had some erosion.
 - **Huntington** – Had a wash out. Culvert is working. It is an old metal pipe # 38 got overwhelmed and added stone. Culvert needs repair. Causing issues with resident

driveway. Need to come up with a solution. Commissioner Taber – The resident had reached out to me as well. We had a conversation about working on some ideas in this area as well as other areas are seeing failures and then we can work on prioritizing the ones needing repair and get permits done. Commissioner Taber has some ideas that may work as we upgrade piping. Road Agent commented on the pipe size, at times this much water cannot handle this volume.

- **Winter St** – Resident's property had flooding coming off hillside into two properties. It went down the side of the road, washed out multiple yards, then got to the culvert and overwhelmed it and diverted itself down the road into a culvert at Gould Pond Rd. This culvert was able to handle the load but backed up the town culvert. Also a lot of flooding of residential culverts after the red districts culvert and that went into the district culverts as well. Is SUR done grading this road? We re-ditched the end of Winter this week where trees were removed and SUR did some excavation. The ditch line was damaged. Commissioner Taber mentioned that first house where the tree removal was done, straight out from the old curb stops is the new curb stops right in the ditch line. Please be careful when working in this area. We had it lowered. If we need to lower it more and put a curb box in we can do this.
- **Autumn** – Had some erosion at two residents houses because driveway culvert is very high in the driveway. Washed out roadway. Area repaired. Driveways repaired. Commissioner Taber asked if any grading will be done this week? Road Agent responded will be grading on Saturday morning. Commissioner Taber commented to the road agent that some of those residents we should reassure them and remind them about staying off the road. Commissioner Taber and Commissioner Auger spoke with residents at # 62 to look at their driveway, culvert and ditch line. Ongoing discussions about culvert size, what was there, what is there, ditch lines all the above. The resident parks their car there and changes the ditch line. Still working on addressing this. We also need to look at the upper portion of Autumn for erosion, do we now need to put some kind of ditch line in this area or plant grass? Road Agent asked; there are couple of water shut offs in the grass line correct? Commissioner Taber commented that everything is 5' off the right-a-way. We can look at adding a 1' trench and smaller ditch lines. Do we need grass seed so it has erosion protection? Road Agent says rip rap is not holding the water so he does not agree with adding grass to this area. Bow feels Autumn would be a good place to put in ditch line and check dams to reduce the water speed so it can be maintained.
- **Pine Glenn** – Hillside eroded. Put it back together with the loader. The residential drains off a couple of properties were flowing into the roads. Culvert lines were overwhelmed. Graded with the loader. A resident reached out to the road agent about a culvert that is separating. The culvert is exposed at the connection point and was separated. There was also a piece of cord wood stuck in the culvert. Road agent applied a road plate over the area and top coated it to make it safe for traffic. We can open this culvert up at a later time and look into it to determine the repair scope. We will need to post signs to divert traffic in from the other direction to this area.
- **Hillside** – Tremendous amount of water flow on the side of road. We added rip rap, 4" stone and gravel for traffic to continue. Road needs what was done to Deerpoint. Excavated. Installed a stone swale to keep the road open and passible. Natural spring is coming out of the hill 24/7. Agent has had issues in the past before with this but it is worse now.
- **Hummingbird** – Had some erosion on the side of the roads. Culvert installed. Had a lot of sediment reduce capacity of culvert and overflowed and went down the road to the next culvert. Cleaned out culverts and excavated a ditch line between culverts and added some rip rap stone at the entry way to the well site to allow it to have better drainage year-round. Added 3" stone along ditch line of the hill.
- **Hemlock** – Not handling the water flow at all. We regraded it and it went back to the way it was. Still needs repair. Including digging out the whole ditch line of sediment. Some culverts are handling well some are not. The beach culvert across the street got overwhelmed. Water flowing from the beach down to a wooden walkway bridge. Should be looked at. We put in some environmental control for areas that were eroding

excessively. Commissioner Taber – When I looked at this area, there was a lot of sediment buildup and the water had no place to go. We can reach out to the resident to see if sediment can be removed. Equipment cannot be brought close to the lake line.

- **Dam** – was overwhelmed by this past storm. Legality of adding any stone?
Commissioner Taber responded. Yes and no. When we had our last dam inspection, the feedback they had was we can build material up close to the same height to the head walls. We had put in about 8" of gravel to raise the ground and give it some support as well as some 8" to 1' boulders we found as well to allow water to flow. Nothing can be done when the lake comes up 3' in one day. A lot of the 1" stone has been washed out. We have wheel barreled more material in to build back up again. That is an option. No permitting required for this. Road Agent can assist with this. They would just need a document signed so everyone is aware of the situation and the scope of work submitted. Commissioner Taber – Is working with the state on guidelines/rules that allow emergency repairs during these storms. Waiting for information on this. When we have this information, we can then work under these rules during this time.
- **Birch tree** – Slight erosion. Installed some environmental control. Culvert needs to be cleaned out.
- **Dawn St.** – Intersection of Emerald Drive erosion that was exposing a shallow water shutoff that is on top of the hill. Regraded the area and added stone. Dumped Rip rap.
- **Boulder** - Needs some work. Sur is doing work there and hook up's. Road Agent's efforts are not focused here because of this work currently being done.
- **Beaver Glen** – SUR is replacing a culvert in this area and doing tie in's.
- **Emerald Drive** – Slight erosion around guard rail. Excavated out. Seems to be a water crack. Water penetrated the ground and followed the area of rock. We excavated this out. Added stone and repacked area. Similar wash out down the road at the intersection of Chipmunk. Added some stone and culvert needs to be cleaned out again.
- **Inner loop** - Had some flooding. Water flows in a couple of residents yards and displaces material. We added material to increase the crown without doing ditch lines because residents want to protect their property line.
- **Sunrise** – New culvert that was installed is working well
- Rip rap was brought in today. Gravel was brought in earlier in the week.
- Marc Croatti asked who owns the paved road coming down the hill from Gould's Pond Rd? The road is all washed out on the right side as you come down the hill. There is a sharp corner and motorists need to stay close to the side of the road in this area and there are large ditch lines on the side of the road where cars can go off the road. Commissioner Taber – Town owns this road. Spoke to Ernie Butler. They have about 1 month of work priority ahead of them from these recent storms.
- Road Agent brought up a lot of residence are coming to him about their personal yards having too much water flow entering their yards and the amount of material being left on roads.
- Road Agent asks Commissioner Taber – Did you talk to resident about house lot situation? Commissioner Taber commented yes. I talked to him today about the private driveway new purchase. He is aware that it is a town road and they need to address the permitting from where Patten Hill passed district's tank parking lot. He considers this a class 6 and it is not maintained. They stop plowing at that point. When we reach out to the new property owner, this will be explained and if they are expecting this to be maintained, then they will be responsible for it themselves. The district getting up there to open up the well heads is not the same timing as getting the roadways open.
- Road Agent asked question – Class 6 roads; does it make me liable as a maintainer to the well sight, if a fire truck can't make it up there. We discussed about this that the town stops plowing 150' before that lot. We should ask the question about do we need a waiver so the District or I are not liable? Commissioner Taber – We can reach out to legal to ask that question and we will get back to you.

Beach Warning and Updates:

- Commissioner Auger reported on doing the testing for E. coli for July. The tests came back elevated for all beaches. The lowest testing was at 111 at Emerald beach and the highest was 387 at Dog beach/Meeting House beach and state's suggested is 88. We will retest based on the level of lake. Either Friday or Monday depending on the availability to take samples.
- All beaches have visual signage for the warnings installed. It is not recommended to go in the water and the signs will remain posted until we get a good sample. Carolyn asked a question. Does lowering the dam boards help the inlet/outlet so water is continually moving and not settling in one area? Commissioner Taber – over the recent years, we've come up with a good height for the lake. The inlet properties are higher than the outlet properties. When we lower the dam boards, the inlet area gets too shallow and the vegetation grows. If it is too high, then everyone at the dam end gets to the threshold of flooding. So it is a happy medium. Over the years, we keep it optimal and monitor rain fall and this determines when we take boards out. Too much rain at once inundated the dam and culvert outfalls quickly.

Manifest Approvals

For the Month of July, initial invoices paid for general \$14,758.54 and for water \$29,417,11
Commissioner Taber made a motion to accept the manifests as noted? Commissioner Auger 2nd , all in favor I.

Meeting minutes approval

Commissioner Taber commented he did not have time to review the minutes and asked Commissioner Auger if she had time to review. Commissioner Auger commented that she did. Any questions or amendments needed? There were a couple of punctuation errors where there should be periods when there were question marks. Commissioner Taber commented that this will be captured in the next minutes. I think we are good? Commissioner Auger replied Yes.

Commissioner Taber made a motion to accept the July 6th meeting minutes with comments noted for punctuation of question marks. Commissioner Auger 2nd the motion. All in favor I.

Question was asked about the list of residents attending? Commissioner Taber commented to Marc Croatti about adding to the notes about attending residence. Marc forgot to get the attendance sheet during this meeting.

Misc. Projects Updates and Additional Road Discussion

- Commissioner Taber commented that the 10 additional roads that we had the environmental review on, SUR has finished Rabbit Path. They are nearing the finish on Beaver Glenn and moving over to Boulder Pass. They need to know if we are going to select any additional roads as they were finishing Beaver Glenn so that they have time to stage and make sure they have materials and are not static. Roadway's that are left are Chipmunk Ln, Dawn St., Firefly Lane, Forest Lake Dr., King's Rd, Lake Shore Terrance, and Rainbow's End. In conversation I had with Ray Pierce, rough estimates still outstanding is about \$150,000. So at this point, we need to choose additional roads or are we done? I will work on getting clarity from Ray in getting the financial # of what is left but need to give SUR some guidance on what roads to do next? Commissioner Auger – Yes. 2020 asset management, top 3 failed roads were Beaver Glenn, which that one was done. Then Firefly and Rainbow's end. However, I feel those would be too much and beyond what funding we have left. The next thing I looked at was the 2021 to 2022 week logs. The top 2 roads from this list were Dawn St. or King's Row. Dawn St. is above what we have left. So, I would suggest King's Row. The state mentioned they were cautious about dead end roads and would like to see us get some of these done. King's Row would be my vote. Commissioner Taber – Would a good suggestion be, King's Row is est. 83 -84K and suspect to hit ledge so there is a potential of going higher on costs. There are 3 residences on that road. Lake Shore Terrance, there are close to 10 properties there and that one is in the same zone as

King's Row. It is estimated to be around \$58k to 59K est. so I would possibly look toward' s that one and then possibly Forest Hill Dr. as a final choice at \$27K. They all total about \$160K. So these are some ideas as potentials and it puts 3 more roads in the Emerald zone to tighten up that zone. Does this make sense to approach in this manner, making King's Row the first priority. Commissioner Auger – Yes, I would agree with that and then make Forest Lake Dr. as an alternative in case it does go over.

Commissioner Taber makes a motion to communicate to Ray Pierce and SUR to move fwd. with King's Row and Lake Shore Terrance with a final alternate of Forest Lake Dr. for additional roadways. Commissioner Auger 2nd All in favor I.

- Rabbit Path was \$5-10K under budget. Beaver Glenn probably about the same. At a minimum, we may have an extra \$10K to work with but Commissioner Taber will get this verified.
- Commissioner Taber asked Commissioner Auger if she has any additional updates: Yes.
 - Commissioner Auger spoke with New England Water Distribution. They are doing our leak detection that we were approved for. We got a free grant through the state. They would like to schedule this Aug. 21st. He needs a plan showing the system survey and some support from our water operators. Is Commissioner Taber ok with giving them Auquamen's phone number to directly coordinate this? Commissioner Taber is ok with this.
 - Stormwater Asset Management. I talked about doing a survey through Survey Monkey. I completed the survey and sent it to Commissioner Taber. The survey has 3 questions. Address? I.D. storm water assets residents have? What is your biggest storm water concern on your property? Commissioner Taber do you want to add anything to this? Commissioner Taber said no. When I read through these questions, it covered most things for continuous improvement. We can continue to look at this as time permits and to get another 10% of feedback will be helpful. Commissioner Auger asks Commissioner Taber if it is ok to go live with this survey? Commissioner Taber commented yes. Commissioner Auger said she will get this to the website and the Facebook page.
 - Notes from the Eastman Well phone call. They said that they would be getting Patten Hill information by the end of the month. But now they are saying mid Aug. The Hummingbird Well, update is in Aug. as well. Boulder Pass is being worked on next. We are submitting for the July disbursement request. Asset Management, they talked about getting a representative in to discuss water meters. Commissioner Taber commented that they were going to have a contract rep. come in to share an example of a water meter and show to the board so they can see them before we decide on what is needed to purchase for testing or sample volumes, as well as understand the financial impact moving fwd. with the project for future residential metering. I know Commissioner Auger was checking on getting quotes or operational assistance of other types of meters. Commissioner Auger – Yes. Neptune was another one. Ok. Are we looking into ones that can be read remotely. Commissioner Taber. Yes.
 - Water project that has the 12 residential metering pits district are installed, they were a foot below grade. So every time having to do that work or make a repair, we have to excavate the ground by a foot. Commissioner Taber reached out to Ray Pierce and they followed up to the representative of the supplier and there is an extension. SUR is working on those extensions and will put them in so it is now to grade. At the same time the insulation pads will be put in for the frost protection because along with the depth and the 4" to 6" insulation pad is what is supposed to protect them from frost
 - Eastman Well - Had a discussion with Ray Pierce on that and asked for timing. They, are working on piloting and financial modeling for us. They discussed with NH DES. They seem amendable to allow water from the Eastman Wells, instead of discharging to ground to be used after it is treated to the distribution system at a lower rate of 10gal./min. with Marry Rowe and Eastmen Wells only seeing about 10gal. right now. Even though the Eastman volume is going to be rated at a higher volume than that. The initial discussions are they will be acceptable to that. They were not going to have the cost available to us but they continue to work on our permit for timing as well as NH DES

on approaching this as the information board in Aug. We are having discussions with them weekly and looking fwd. to information in Aug. Commissioner Auger did ask about parking at the beach while it is still offline and they stated it is not worth the contamination. Sarah Taber asked why does Ray Pierce keep putting off what it is going to cost? They keep saying they will have it, but they do not. This well has been inoperable for two years. Commissioner Taber replies; "that is correct". So why don't we put effort into deepening the other wells we have instead of waiting for one that is already piped into the tank? Commissioner Taber replies, it doesn't work as simple as that. Right now, we have loan agreements and state agreements that we are working through to prove it out one way or the other. It has been approved by town voters. Until we prove that it is not financially viable, this is the direction we need to go in.

Discussion on Submission of Leak detection grant

- Commission Taber said a rough draft of the application is ready. Are there any add on's that you would like to see that are needed for the application Commissioner Auger? Commission Auger responds No. Then I would like to go and submit the application this week before the deadline at the end of the month.

Open Commissioner Position

- Commissioner Taber commented that there were 2 or 3 people that expressed interest and asked questions. Commissioner Auger replied yes. position is still open till July 31st. Commissioner Taber commented that Commissioner Auger was able to answer some of these questions for them. We will continue to answer questions and when the ad closes, we should start setting up interview times to see who we would like to choose. Commissioner Auger. Agrees.

Basketball Court Update

- Basketball backboard has been purchased. We will get the old one taken down and the new one installed over the next week or so.

Review of Culvert Concerns

- Talked to Bow and discussed numerous culvert concerns. We are adding to that list from the environmental review and additional roadways. This covers 9-13 culverts that permits have been submitted to the state for. Once we get these back towards the end of this month, we can plan those over the next 2-3 years as replacements as financing and time permit. The ones that are coming up as issues this year, we will add those to the list and prioritize.
- Culverts that will require flushing this fall, we can prioritize those and when we reach out to the contractor, give them a list of 15 or 20 culverts that they can complete in a 1-to-2-day period based on funding. Road Agent asked, do you know the timing? Commissioner Taber said if we could get the list to them by Aug., we would be looking at Sept. or Oct.

Contract Agreements Review

- Commissioner Taber says we have been slowly working on some of the various agreements. This week, I have not been able to review the one that Commissioner Auger shared but is there any status of anything else that we need to address? Commissioner Auger said the bookkeeper contract is complete. I will be able to get that over to the webmaster next week. Commissioner Taber said he should be able to review it next week.

Are there any other miscellaneous Topics?

- Commissioner Auger – I sent an email to NHNA who is launching a new portal. They want just one main contact from each organization. I don't know if you want the chair to be the main contact? Commissioner Taber suggested Commissioner Auger to be the main contact. Commissioner Auger agreed.
- Commissioner Auger said there was a resident who reached out about a pavilion at the beaches. I shared feedback to them that we had that idea a few years ago and had it engineered and it was voted down at the annual meeting. If they wanted it to be an article for next year that may not be a bad idea. Commissioner Taber – I think we had a variety of ideas of how to improve the beach areas. Some are challenging though due to the shoreline and permitting that exists for these areas. Specifically to the Meeting House Beach is the sanitary protection zone and the more we build that area up, it violates the variance. We would have to work cautiously with NH DES on implementing anything like that. Commissioner Auger – During the sanitary survey, they are going to all the beaches. This is occurring next year. We would have to put together a plan.

A motion to adjourn the meeting was made by Commissioner Taber and seconded by Commissioner Auger. All in favor. Meeting was adjourned at 8:10 PM

Respectfully submitted by: _____ Marc Croatti District Clerk Date: _____

Approved by:

Brett Taber, Commissioner (Chair) _____ Date: _____

Sara Auger, Commissioner _____ Date: _____

