



## **Emerald Lake Village District**

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### **Meeting Minutes**

**Meeting Minutes Emerald Lake Village District (ELVD) Workshop Meeting**

**Thursday, July 6th, 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:

2 Residents attended meeting – Discussion topics

- Trees over the road, who takes those down?
  - Commissioner Taber, Main transmission line, Eversource takes care of these annually, residential service line – property owner- regular growth and trees property owners are supposed to maintain edge of the property line.
  - Resident – What happens if the property owner doesn't maintain their property? Low hanging trees, Commissioner Taber – This year with the rainfall, a lot of vegetation issues. – Road Agent has been dealing with some of these on an emergency basis as needed. Some residents have trimmed and cut things back and been supported. Commissioner Auger commented, agrees trees have been an issue this year more than other years, especially with the heavier snow.
- Water concerns, neighbor driveway is flooded. Culvert is back up and needs to be dug out. Needs to be problem solved. Commissioner Taber – We did get your message on that and passed it along to our road agent. Wanted him to take a look at it. Road agent feedback, this area is the low point. Resident made some suggestions on how to fix.
- Resident expressed concerns with snow plowing. People turning around in resident driveway. Needs to be pushed to end of the road. The dirt froze and was placed in resident property. Resident asked about getting a culvert put in. Commissioner Taber commented that the resident can put in a culvert under the driveway. Road Agent arrived to meeting and made comment on

residents water concern and culvert and district culvert. Road agent did a spring cleanup of all the inlets and outlets. Water table across the street from residence house is extremely high. Road agent can't trespass on another residence property. What is the solution? Culvert was clogging up. A new culvert was installed in their yard. Culvert overlay's district culvert sticks out pass the culvert. Culverts are prone to clogging. Nowhere for the water to displace. Commissioner Auger commented on the storm water asset management project. Would like to get more feedback on this. Resident made some more comments to try to suggest how to fix the issues. Road agent said they would investigate these issues further with the resident and see if there is anything that they can do to solve the issue.

- Resident concern about the roads not getting sanded in the wintertime. Road agent responded that the high traffic roads get sanded first and the flat back roads do not get sanded until after storms.

Commissioner Taber stated that the time for public comment is now up and need to move on to further business.

#### **Review of staffing support and associated tasks:**

- Commissioner Taber stated the board was made aware this week that commissioner Murphy has submitted her resignation, submittal letter read.

Motion by Commissioner Taber to accept commissioner Murphy's resignation? Seconded by Commissioner Auger. All in favor. motion approved.

#### **Review status of open tasks:**

- Commissioner Murphy's open tasks – Agreements she was drafting, nothing draft or ready to go on that except the first one she sent the board. Commissioner Auger did not receive this draft. Commissioner Taber to check on this. – Leak detection application. She did not start on this. Most of the application information is available. Commissioner Taber to put together. It is due at the end of this month. Another meeting will be set up for this. - Address the basketball hoop at Eastman beach. She was not able to address this. Murphy would be willing to volunteer for this if the board would like. Commissioner Taber's wife volunteered some information details on replacements. Commissioner Auger commented on if it would be repaired or replaced. Commissioner Taber commented that it would be replaced. Cost is between \$150 and \$200. Do we want to set a limit for costs and get one ordered? Clerk Croatti if we install a new basketball hoop is their concern with the hoop being damaged in a short time? Commissioner Taber commented that the one that was installed had been repaired once and in the last several years had not been a problem. Funds in the past a residence had donated funds for these types of items. The existing one has damaged Lexan. Cap the costs at \$250 purchase the best one for the price.

Motion by Commissioner Taber to purchase new basketball hoop at Eastman beach up to \$250. Funds come from the parks and req. donation. Seconded by Commissioner Auger. All in favor. motion approved.

- Commissioner Auger discussed to Commissioner Taber about Murphy's dealings with the energy audit. Commissioner Taber did not talk to her specifically about this. The energy audit was completed and it was shared with the state. Commissioner Taber thought this was completed.
- Sunrise culvert, Commissioner Murphy was not aware of anything that needs to be turned into the state to acknowledge completion of that project. Commissioner Taber when submitting the other culvert applications will ask the question.

### **Review and acceptance of meeting minutes from 6/22/23:**

Motion by Commissioner Taber to accept meeting minutes from 6/22/23? Seconded by Commissioner Auger. All in favor. motion approved.

Motion by Commissioner Taber to accept non-public meeting minutes from 6/22/23? Seconded by Commissioner Auger. All in favor. motion approved.

Discussion on how long those meeting minutes will be sealed for? Commissioner Taber make a motion to keep sealed 1 year from the date 6/22/23? Seconded by Commissioner Auger. All in favor. motion approved.

### **Vote of acceptance for Hummingbird well project loan agreement:**

- The state sent documents book of items for governor's council to approve the loan. Brief summary project costs \$700,000 dollars. Loan agreement would be sum of \$385,000 at 2.536% interest and needs to be completed by 12/1/2025. \$315K grants is maximum, \$140K of that would be arbor grant and \$175K trust fund grant. Project will qualify for % of loan forgiveness with the state that would come off the 385K. Board needs authority to sign and enter into the state and a vote of authority basically revisions that was missing names the way it was written being submitted the Chairman and Treasurer we've done in the past. Treasure submitting the document as a three person contact that the board voted on "X" day for the chairman or commissioner who would be the authorized signature to enter into the agreement.

Motion by Commissioner Taber to board to accept into the loan agreement with the NH DES and appoint the sitting chairperson at this time commissioner Taber as the authorized signature for these agreements. Seconded by Commissioner Auger. All in favor. motion has passed.

Governor's council depending how quickly we get the application in they meet the second to third week of each month if we can get it in timely they may get it signed in July and project could be active as early as August if not the following month.

### **Discussion and vote on Culvert permit applications:**

- As part of the water project, the district I.D. initially 10 additional roads to do an environmental review on so if funding remained available we were going to continue the road infrastructure replacements above and beyond what the original project scope was. The included culverts that need replaced as well. There is a total of 9 culverts that were I.D. as needing the work of the permitting done. Since these were part of the project and as the permit becomes active valid for 3 years that will allow us as part of our regular culvert replacement frequency each year have these be in que over the next 3 years short of what we complete this year.

Make a motion to approve the submission of the 9 culvert permits to the DES as we move fwd. noted by Commissioner Taber. Seconded by Commissioner Auger, all in favor, motion approved.

### **Discussion of change order # 7 and # 8 for 2022 water infrastructure project:**

- Change order # 7, adjusted monetary values, credit issued ELVD based on the scope of work done on the Turtle bridge/Moccasin Trail area and then the addition of the residential meter pit blank spools to keep the line installed. That concluded the 2022 project scope of work. SUR still needs to complete the punch list for everything else. This completes the 7/8 roads for the warrant article and as they submit the pay req. into the state and closes this out.
- Change order # 8 increases the completion time to Oct. 13<sup>th</sup> and it addresses the additional scope of work, Rabbit Path, Boulder Pass and Beaver Glenn while funds are still available to continue that effort. This will bump up that price for all the approved change orders to \$3,624,740.85 which still has some funding left but now down to ballpark figure of \$100/200K. We continue to monitor this as to whether we can do anything else or there will be no funding left.

Make a motion to accept change order # 7 and # 8 on project 20715 noted by Commissioner Taber. Seconded by Commissioner Auger, all in favor, motion approved.

### **Discussion of Open Tasks:**

- Commissioner Taber asks Commissioner Auber if she has anything specific?
- Lake testing was done this morning. 8 samples taken dropped off to the lab in Concord. 2 tests for all 4 of the beaches, should get those results back early next week. Last month's samples were good. Commissioner Auger will do the August samples.
- Commissioner Taber mentioned that there will be water disruption on Moccasin Tail zone which consists of Sunrise, Moccasin Trail and Turtle Bridge do to connect of the new line Rabbit Path into Sunrise. So they will need to shut off that four inch main to make that connection
- Proceed to make the residence connection. Then proceed to Beaver Glenn and start the work there. Beaver Glenn is currently on temp. water. Depending on work load and balance, hooking up to Boulder pass temp water possibly this week or next week so it is ready to proceed as well. Expect to be working on these 3 roads into August and then completing at the end of August.
- Question on Eastman Well project and status. Continue to work. Project funding available. Meeting scheduled next week. Contractor meeting to discuss current status and what to move fwd. Commissioner Taber noted they are missing a critical part of the report. Commissioner Taber noted this is one of the reasons for having the meeting. Pilot testing wasn't adequate enough for full volume usage to show failure media. They have suggestions on testing for full media, one being offsite lab testing and the cost and as well as in the treatment building a small modified treatment setup and running full volume through that. Questions will be cost for both of those approaches Does that take Marry Roe and Meeting House offline, heavy part of the season and water is at a premium. Meeting house project has a deadline for completion of that project for the loan. Review project loans.
- Commissioner Auger asked if it would be worthwhile to send out another survey to residence? Use Survey Monkey?
- Air BnB update: Hillsborough zoning ordinance, sight was outdated. Farms are allowed in the district, Bed and Breakfast are allowed in the district. Should be review with the town at some point? How can they be limited to the water? Some ideas tossing around. Commissioner Taber asked, would it be beneficial to attend one of the planning board meetings to ask the questions? Get a general knowledge.
- Commissioner Taber mentioned the approach and sever erosion on Meeting house beach and this year and last storm we lost part of the parking lot and beach entrance Hummingbird, meeting next week, Tuesday next week and reached out to the conservation committee, what kind of work can be done in terms of emergency repairs or simple beach sand replenishment. Commissioner Auger says it is a safety hazard at this point not cosmetic. Attend the meeting and see what their involvement will be as well as the state.
- Dam boards are back in. Back to operating level. Continue monitoring
- Question for process culvert permitting. It is not as simple as fill out the application and send it in. If the district has a certified culvert maintainer, one step cutting down red tape of submitting. Several elements, final submission into DES. NH Heritage needs to be approved. No wildlife impact or endangered species. As well as NH Fish and Game, State I.D. all materials. Work with Engineers, once submitted to state, they have a 5-10 day turn time. Wet lands additional permits. Similar is the beach sand replacement. Board worked on this last year. Emerald Beach. Permitting all the same elements. Limited to 10 cu. Yards every 6 yards. Looking at full scale projects. Due to erosion issues and controls. Asking questions.
- Commissioner Auger submitted one project NH municipal program CTAP. Submit a project and help you find grants. Used engineers in the past which cost money. Discussed beach erosion projects. Investigate 6 and 9 abandoned wells projects.
- Commissioner Auger suggested us to focus on the projects that are do this year.
- Commissioner Auger says we need to start looking for an new Commissioner. Commissioner Taber. We will need to advertise on our FB and website page. Commissioner Auger. Yes. See if anyone is interested by the end of July and review in Aug.

- Resident Question – Any volunteering this year? Organizing patten hill. Getting gravel around the tank. Work with Road Agent to dig around the tank and add gravel. Keep run off from eroding and splashing up on tank.
- Look to see if any stone is needed around the dam.
- Resident Question – Signs around the lake “water from lake” Commissioner Taber states cannot use water from spigots. Water can come from lake as long as a sign is posted as a cursory communication.

A motion to adjourn was made by Commissioner Taber and seconded by Commissioner Auger. A voice vote in the yes was made by both commissioners. Meeting was adjourned at 7:45 PM

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

Approved by:

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

Sara Murphy, Commissioner \_\_\_\_\_ Date: \_\_\_\_\_

