



Emerald Lake Village District

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Meeting Minutes

Emerald Lake Village District (ELVD) Commissioner Meeting

Thursday, June 22, 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:

Resident Richard Boudreau of 24 Autumn shared a letter with concerns of road erosion and a neighbor driveway erosion concern. The letter was given to the Board of Commissioners at the start of the meeting. Commissioner Taber advised that he could stop by the location to visually check the area to see what part of the roadway may be impacted. A follow up review with the road agent may be necessary depending on what is observed during the site review.

Resident Don Johnson of 19 Autumn Road shared his thoughts on the road grading of Autumn Road and that in his opinion the roadway has shifted over by about 2-3 feet towards his property. He felt that the District Road agent has made this happen. The Road Agent – (Bow Smith), shared his thoughts on this by noting that when he first started working for the district, he actually had a conversation with Mr. Johnson about the road alignment and trying to reduce any impact to his property with the plowing/grading efforts.

Commissioner Auger inquired if Gale Associates had discussed any of the roadway drainage concerns with the Road agent. As of this meeting date, he indicated he has not had any conversation with them about storm water run-off.

Resident Richard Boudreau asked about the potential to install more signage near the area of Moccasin trail/ Red Fox Crossing / Gould Pond Road. Commissioner Taber advised that the stop sign that is present is for residents to stop when coming off of Moccasin Trail and onto the intersection of Red Fox Crossing/ Gould Pond road. Commissioner Taber further shared that a follow up conversation can be had

with the town of Hillsboro Road Agent to see if they might have any advice for signage placement in this area.

Public comment was closed by Commissioner Taber addressed the topic of the vacant District clerk position. Resident Marc Croatti had expressed an interest in supporting this role. The Board briefly discussed this since some prior individual conversations had occurred with Mr. Croatti about the position and its responsibilities. Mr. Croatti shared that he is still interested in supporting in the role of District Clerk. Commissioner Taber Made a motion to appoint Mr. Croatti as the interim District Clerk until 4/30/2024; The Motion was seconded by Commissioner Auger. Both Commissioners voted with a yes vote.

Commissioner Taber swore in Mr. Croatti and he took his seat at the table and commenced with taking the meeting minutes for the night.

Updates from Road Agent:

- Drainage work and clean up done on Winter St.
- Pine Glenn, 75ft ditch line clean up
- Touch up grading, washouts done on many streets. Hummingbird, Emerald Dr., Boulder Pass
- Many culverts were cleaned out
- Road washouts
 - Hummingbird 24ft of road washed out, added stone and packed
 - Spring Street culverts clogged, culvert no good. Re-dug ditch line, added stone.
 - Commissioner Taber I.D. properties
- Top of Spring St., a lot of leaves cleaned out. Commissioner Taber asked about residence driveways/culverts. Road agent commented on not installing culverts in this area and using stone.
- Other small areas of erosion. Skyview minor touchups
- Culvert Beaver Glenn, Emerald clogging issues. Excavated. Road agent suggested this should be replaced. Commissioner Taber said plans are to replace this year.
- Sink hole around guard rail post Emerald Drive/Beaver Glenn from erosion.
- Commissioner Auger asked about contract for raking Eastman parking lot
- Road agent commented that the low hanging trees, overgrown trees should be addressed.
 - Immediate down trees were removed during storms to clear roads
 - Commissioner Taber commented that if any resident has concern with trees near power lines they can call Eversource
- Resident concerned with water drainage. Having issues with water in driveways and land is below road grade height.
- Resident concern with water shed going into neighboring residence property. Resident submitted letter to Commissioner Taber. Letter accepted by Commissioner Taber for further review.

Summer Lake Testing Results:

- All tests below limits
- Tests have to be conducted each month – Next test is in July
- Tests are posted online

A discussion was held seeking any adjustment for meeting minutes covering the following dates. (May 6, May 11, June 4, June 8, and June 11) Commissioner Auger suggested that the following topics be adjusted: June 8th minutes on page 2 in the section identified as “discuss project Status”; in the second to the last sentence where Commissioner Taber made a statement regarding meters not needed to capture a “date”. It should read that the meters were not fully needed to capture specific “data”.

Commissioner Auger noted that in the section for the Sanitary Survey notices: that surveys were due to be mailed out by June 15, 2023. This should read that the “annual residential notification letters” were to be mailed out by June 15, 2023. A failure to complete this could result in a subsequent violation with NH DES.

With no further amendments suggested, a motion to accept the following meeting minutes was made by Commissioner Taber with the suggested amendments for June 8 and the other minutes as written covering May 6, May 11, June 4, and June 11. Commissioner Auger seconded the motion. Both Commissioners voted with a yes vote, motion approved.

Water system Update:

- SUR finished original scope of work
- 3 roads upgrade; Rabbit Path, Beaver Glenn, Boulder Pass
- Week delay in getting documents to continue work
- Project done – Sept. barring any issues
- Commissioner Auger commented some estimates for work were received pre-covid and we were still able to come in under budget which is allowing more roadways to be completed.

2022 Asset Management:

- Moving forward
- Clean Water Storm water Asset Management – Needs to slow down to get a better understanding of infrastructure and our needs.
- Question from Resident about water meters installed. Commissioner Taber commented that zone meters have been installed to detect leaks in zones. Currently 9 zones are in the District

Manifests:

June 1-10 General \$17,617.58

June 1-10 Water \$44,919.99

Motion to accept the manifests as noted was made by Commissioner Taber. Seconded by Commissioner Auger, all in favor, motion approved.

Commissioner Auger discussed the enforcement of fireworks and the signage. Commissioner Taber commented that signage and post to be installed at the final locations this coming weekend.

Motion for purchasing and installation of signage and post as noted by Commissioner Taber. Seconded by Commissioner Auger, all in favor, motion approved.

Commissioner Auger commented on the wording and policy about RV's.

- Permits – How to enforce rule, Commissioner Taber explained residence need to follow ordinance. Commissioner Auger said wording is confusing. Referencing R.V. water hook ups and R.V. storage; Commissioner Auger was planning to review the policy to see if any questions may still need clarity.

Commissioner Auger commented about residence advertising on Air BnB

- Advertising water access
- Commissioner Taber commented that the policy would have to be looked into further.

Commissioner Taber commented on pressure reducing valves (PRV's)

- Parts are on order by Aquamen
- Schedule work to be done on Back side of lake covering from Lake outlet to Lake inlet by having reducing valves installed and allowing the system to be under less pressure. This could aid in leak prevention and water loss volume
- Complete work by 2023

Commissioner Taber discussed the concern about fishing from public beach land.

- Fishing from the beach land and within 30ft and off swimming rafts is not allowed
- Residence docks, and from boats is allowed
- Policy is currently being reviewed for more adequate wording on this subject matter

Storm Water/ misc. items

- Meeting each month with NHDES as follow up
- Town vs residence vs district infrastructure needs clarity
- DES Quarterly report for water sampling, Due send out to state. Commissioner Taber will send out this week.
- Lead/Copper
 - Kick off meeting Monday next week. Support areas around the state.
 - Potential concerns of runoff

Motion was made by Commissioner Taber to go into a non-Public session under NH RSA 91-A:3;II,C for reputation. Motion was 2nd by Commissioner Auger. Voice vote was held to reflect the vote. Brett Taber- yes vote; Sara Auger- yes vote. The board entered a non-public session at 8:09 PM.

The board came out of a non-public session at 8:40 PM. The board agreed to seal the minutes for a period of 1 year from 6/22/23.

When back in public session, the board reviewed some base costs for residential meters, Neptune Brand (approx.\$480.00 plus misc. connections, etc.). It was shared that Wright Pierce was still waiting to share some details on a variety of residential meters. Further discussion on the desired quantity, model, how to read, etc. occurred and was felt further discussion was needed at a later meeting.

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 8:52 PM

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

Approved by:

Brett Taber, Commissioner (Chair) _____ Date: _____

Sara Auger, Commissioner _____ Date: _____