



Office: 147 West Main Street, Hillsborough, NH 03244

Mail: P.O. Box 1753, Hillsborough, NH 03244

Tel: 603-464-3128

**Meeting Minutes**  
**Emerald Lake Village District (ELVD) Budget Workshop Meeting**  
**Monday, February 6, 2023**

**Board Attendees**

Brett Taber, Commissioner (Chair)

Debbie Kardaseski, Commissioner

Sarah Murphy, Commissioner

Sara Auger, Clerk

**Residents - None**

The meeting was called to order by Commissioner Taber at 6:30 pm on February 6, 2023. Roll call was done to confirm a quorum of Commissioners was present, followed by the pledge of allegiance.

The primary purpose of tonight's meeting is for budget preparation. The board has gone through each budget line previously. Tonight, the board again went through each General budget line one by one.

Discussions for General Budget included:

- Current Office lease ends in Oct. 2023
- Ideas for mailbox building maintenance for this year would be to purchase material for future repairs/upgrades such as roof shingles.
- We've had a gravel stockpile for years and have now run out, new material is budgeted to be purchased for road maintenance.
- Ideas for recreation fund include getting a commercial grade picnic table and new raft anchors.
- Meetinghouse Beach will need an erosion plan prior to applying for a permit to add new sand to this beach.
- Drainage at Hummingbird Beach will also be looked into before it becomes an issue.
- Porta Potties will once again include one accessible and 2 standards for summer use at Meetinghouse, Hummingbird and Emerald Beach.

- Both new computer systems, purchased with 2022 funds, come with total tech coverage, good up to 2 years. Commissioner Kardaseski has installed the security software on the computers, which was also included in the package price.
- Coordinate with the Road Agent to get a list of priority culverts/trouble areas in the district. From there, get costs and decide which projects to complete this year. There are a number of culvert replacements that would require a shoreland and/or wetland permit through the state, which is an added cost to the project.

**Current CIP (Capital Improvement Plan) Funds:**

**ELVD Roads and Bridges CIP** – \$116,054.82

**ELVD Water Meter** – \$73,534.07

**ELVD Matching Fund for Grants** – \$10,572.08

**ELVD Dam** – \$9,600 (approximate)

**ELVD Water Surplus** – \$1,000

As a future note, any ARPA funds need to be spent by the end of 2026, but allocated by the end of 2024.

The board briefly went over annual meeting preparation dates, these include dates to follow statutes for placing ads etc. Clerk will reserve the school for the Annual meeting.

A brief discussion on an invoice sent back by a resident took place followed by a motion:

Motion by Commissioner Taber to void internal invoice #2023-01 in the amount of \$45.00. Seconded by Commissioner Murphy, all in favor, motion passed. Commissioner Murphy will reach out to the resident.

Commissioner Taber made a motion to adjourn at 8:36 pm. Seconded by Commissioner Murphy, all in favor, motion passed.

Respectfully submitted by: \_\_\_\_\_ Sara Auger, ELVD Clerk

Approved by:

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

\_\_\_\_\_ Debbie Kardaseski, Commissioner

\_\_\_\_\_ Sarah Murphy, Commissioner