



## **Emerald Lake Village District**

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### **Meeting Minutes**

Meeting Minutes Emerald Lake Village District (ELVD) Commissioners' Meeting  
Thursday Oct 19th, 2023

#### **Board Attendees:**

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

#### **Meeting Visitors:**

Melissa Taber  
Deb Kardaseski  
Linda Caruso  
Michelle Flynn  
Rick Rose  
Collin Stuart  
Chris Berg

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.

#### **Review and Acceptance of meeting minutes from 10/5/2023 and 10/12/2023:**

- Commissioner Taber – Asked the board if they had a chance to review meeting minutes and are there any amendments to 10/5 or 10/12 minutes?
- Commissioner Auger – Oct. 5<sup>th</sup> spelling of Aercap; should be RCAP; Rural Community Assistance Partnership
- Commissioner Carr – Oct. 5<sup>th</sup> Page 7, 1<sup>st</sup> paragraph, Subject; Wright Pierce submittal completion, says cap file should be CAD file.

Commissioner Taber makes a motion to update the meeting minutes as amended for both Oct.5<sup>th</sup> and 12<sup>th</sup> 2023. Seconded by Commissioner Carr. All in favor, I. Motion has passed.

### **Review Pattenhill Treatment project and scope with Wright Pierce:**

Commissioner Taber – We have some guests here from Wright Pierce to go over the draft submittals from a couple of our projects. Commissioner Taber had some questions for clarity and the board has reviewed as well.

### ***Pattenhill Electrical Building and The Treatment Improvement Project.***

This project was a warrant article that has a total project scope cost approved of \$280K. Wright Pierce submitted some basis of designs for all the different elements and I would like to clarify some of the details as well as the initial cost estimates.

Abbreviations for Notes to follow:

Commissioner Taber = CT

Commissioner Auger = CA

Commissioner Carr = CC

Wright Pierce = WP

Questions:

CT – Looking at the containment. By code, do we need the area to be ventilated? WP - Yes. Is the ventilation going to be on all the time or off all the time? WP – On all the time. So that means that all the heat in the building will be lost? WP – Yes. The reason for the ventilation is for safety of the operator and reduction in corrosion. CT – Is there an inlet for this air or does it just seep through the cracks in the door gaps etc.? WP – I don't know specifically but it would be active ventilation. CT – So if it is just the cracks, we wouldn't lose the full heat of the room and the vent would not suck out the full heat that is in the room. WP – Correct. We are looking for a certain amount of air exchange per hour. CT – I did not see in the dwg. the desired interior height of this. Is it all the way to the ceiling? WP – No. The recommendation is to get rid of the existing heater and use that hole for ventilation as well. CT – Understanding to move the heating unit to the other side, is there any distance or code issues if the heater was left on that side? WP – There is not that much space. There is a big heater in that area now. CT – It mentions a continuous curb for the base. Is that just laying a cement curb in there somehow and chipping some of the current floor so it seals? Is there a chemical barrier that goes on the base? WP – The intention is, if one of the chemical barrels fails, the curb will contain the chemical in that area. Not sure what the depth is but it needs to be deep enough to hold the chemical + 10% of freeboard to effectively contain the chemical. We can add some clarity to how this will be installed. CT – I'm doing some initial pricing, the 2" grate material from one vendor is only sold in a 12' sheet, where the 1 1/2" is sold in 4 X 8 sheets, so is the grading at two 1/1/2" pieces, meet that requirement for the 4-barrel containment and can we use the grates that we already have? I'm trying to understand those differences. WP – We can look into this further. CT – Metal wall studs for sheetrock and Gypsum wall board? WP – Yes. CT- Shaft tee gliders, is that just a different type of metal framing for the ceiling? WP – Off hand, I don't know. We will need to find that out. CT – Removable ramp for getting items up that curb or a fix taper concrete ramp? WP – Removable ramp. CT – The exhaust ventilation is 110v? WP – Should be. CT – That space is still long enough to store three barrels. WP – Yes. CT – The dimensions for the containment area, (page 4) are those interior or exterior dimensions? WP – Not looking at it at this time, I can clarify that for you. CT – You have an older picture of the back of the bldg. to the 2<sup>nd</sup> floor. I was trying to read the codes for the rails, are they allowed to be horizontal or do they need to be vertical? WP – It is a tall staircase over 30" so you just need a handrail on it. Picture is old and doesn't show the handrail. I need to measure if there are any side openings to it. Do we need to invest any more funds in this? WP – We will look into it and let you know. CC – It appears from the print these are interior dimensions. CT- The initial chemical storage estimate was 20K and what were you estimating the biggest cost to that would be? WP – It was the material and the labor for someone installing it. CT – Do these types of projects accept labor in kind? WP – Because of the nature of funding, we would have to pass that through a representative of DES but the materials will

have to be AIS but how the labor is approved, there should be room for some in kind work? CT – I would recognize the electrical etc. would need to be licensed but the sheet rock and masonry work is a basic skill set so there would not be any certification required as long as we are using the right materials. WP – Yes.

CT – Does the board have any other questions?

CA – Can we get this submitted to Aquaman as well to see what they think about it? We can come up with all the questions we want but they are in the field. CT – Yes.

### ***Electrical Patten Hill Water Treatment Plant; Both Locations***

CT – Facility Signage, what are the full requirements for the exit signs? Does it have to be electrically illuminated? WP – I will need to get that information for you. I don't have it with me. I think our intent is an illuminated light that is always on with battery backup. You need a light in case you lose power. CT – and that would be for all the buildings for the project? WP – Yes. CT – Emergency lighting? What is the minimum and how is this determined? Is it the size of the building? WP – In case of power failure, you need light for safety. CT – So in terms of the emergency exit sign they have emergency lighting built into them. There is one appliance instead of multiple and one electrical connection. WP – Yes. Given the size of the space that should be adequate.

CT – Does the board have any other questions on this portion?

CC – The estimate that was done for the emergency lighting now that we talked about the emergency lighting with the light on it does this change the estimate? WP – We will look at this.

CT – Page 7 talks about a corroded conduit. Where is this? Is this in the treatment bldg. or main water tank bldg.? WP – Yes. It leads to your electricity going up on the wall. Because of the chlorine present it tends to corrode piping. CC- Inside the bldg.? WP – Yes. Conduit coming up from the ground. CT – Exhaust fans modifications for the room, what size is needed and what is the frequency that needs to be running? WP- Open the door, the light will turn on. Then the fan comes on. CT – Flow volume? WP – I don't know at this time. I will need to get back to you on this. WP – It will be a minimum code requirement. CT – Generator improvements. The backing boards will be improved. Question on the exhaust and electrical, is that the distance from the exhaust port from an electrical panel or from the generator? WP – There are multiple layers to it. I believe it needs to be 3' from the generator so it needs to be extended about a foot. CT – Just trying to understand because when it was put in, they did this per code for the fuel portion and are there overlapping codes? WP – Yes. I think there is an overlaying code here. CT – Changing the backing board, there are options on how the electrical is plumbed and so the proximity of the vent and pipe are not in that proximity of each other. WP – The backing board. We were thinking of something that is more resistant to weather than using plywood and something that will support the cables. CT – Is this board Lexan? WP – We can get you the cut sheet on what the material is.

CT – Does the board have any other questions on this portion?

CT – Generator and plan load of the bldg. With the addition of the work, does the current generator still support this? What is the percentage load currently? WP – We would have to look into this. CT – Right now it is primarily well 11 but if 6 gets back online and both are operational, what load support are we at? CC – That is the generator for the plant? CT- That is for bldg. 11 and 6.

### ***7, 8, 9 Electrical Shed:***

CT – Is the scope of this project only to move electrical? WP – One of the things we were discussing and where can we get the most improvement for your dollar? You can do both. Put the electrical upstairs and the metering downstairs. CT – I was trying to understand this because the original plan 3-4 years ago, the way they built that bldg. was from the wells and the 3 test pits, all that would be underground, poured into the basement of that bldg. so that sampling could be done there. Then it would come back out and join into the main going over to the treatment bldg. and all the electrical would be up top. I did not see any of that here, so I wanted to get an understanding of this. CT – Your recommendation is to move the electrical equipment from the shack into the new bldg. upstairs through automatic transfer switches for

the generator and move that over and electrical equipment, labor and materials. WP – Yes. CT – Trying to understand the layout of everything. The controllers and electrical once it is in the new building. for each well station, is that the same electrical wiring going all the way down to the pump or is there a junction box. WP – Junction box. CT – So we would have new wiring from the new bldg. back to the shack where the well heads come up right now. Should there be an exterior electrical cabinet? with 3 electrical junction boxes in there so you don't have to lay a new plumbing line for the wells? What is the safest way to do that? WP – That might be the right way to do it. Depending on the space there, it may mount right to the foundation with a pedestal type cabinet. CT – Right now you would have the current trenching from the shack to the new bldg. What is the current depth for electrical? WP – 18" CT – Electrical goes through PVC piping? WP – There are several ways of doing this but the electrical engineer will probably want it to be in metal conduit. But we will give you some recommendations. If you also are thinking of VFDs in the future, you may want to install some spare conduit for this. CT – laying the electrical piping, does it have to be a licensed person doing just this work? WP – The installation of the piping would need to be inspected by a licensed electrician. CT – Part of the new bldg. the interior walls are finished. Is this sheetrock or fire rated board? WP – We thought we put the specification in the proposal? CT – You got thickness for the plywood for hanging electrical panels but nothing about finishing the walls. WP – We will need to clarify this. We think it is regular sheetrock. CT – The plywood walls where most of the electrical will be hung, what is the height of the plywood wall? WP – Safest bet is to plywood from floor to ceiling or you can work with the electrician to plan the equipment install out and then he can plywood where needed. CT – Would most of the wiring for that electrical bldg. be interior to the walls. WP – No most is surface mounted. CT – You mention an exterior docking station for an exterior generator in case of anything happening. Is another junction box needed? WP – It is like an automatic transfer switch. CT – is that what they are calling an electrical bypass? WP – Likely. This is for during the construction, a bypass to keep the electrical online. So, if you don't need well 7,8,9 during this process, you can remove that cost. CT – So if most of the wiring is done ahead of time and you need a couple of days to do the transfer, would we only lose the wells for that short of time vs the entire time of the project? WP - Yes. It basically comes down to risk and downtime for those wells.

CT – Any other questions for this segment?

CC – Would having wells 7,8,9 down for 2-3 days be a large impact to the district?

CT - Right now 9 is down. 8 produces approx. 8,000 gals. per day and 7 is 2-4 thousand gals. per day. It would not be a large impact if it is not in the middle of the summer.

CC – Something to consider if it was an issue and considering the cost of trucking water, would that cost be compared to the 25K?

CT – It would be basically 5 days' worth of trucking at \$5k per day.

### ***Demolition:***

CT – You included the section on Demolition, was an asbestos survey done? It is a state rule. This survey permit cost 5K? WP – We would need to clarify that. CC – You will just be hiring someone who is licensed for asbestos? WP – Yes. The cost listed was a placeholder for this. CC- Is it the age that is triggering this permit? CT – No. From what I read, it is a requirement to get a permit and complete the survey when demoing a water system. CC- For a building that was constructed this year, do you still need a permit? CT – Yes. CT – Researching website on this 3-10 cu.ft/yds. was lower than the permit cost.

### ***Generator Improvements***

CT – Listed as 6K for the water treatment plant. Do you know what that is for? Currently you are saying the current generator will cover that load? Other than fixing the supporting board for the electrical boxes and the exhaust, I didn't see any more repairs. WP – It is more material costs and getting someone out there and doing the 5-6 repairs at that generator sight. It is just a markup for an electrician's time.

### ***Patten Hill Electrical Building***

CT- The utility provided coordination, are you anticipating a new pole? A split off the current service line to the new bldg.? WP - Our electrical engineer is saying that the pole is cut way behind the fence area

and it is hard to get to and it is not in the best shape. That price is to get someone out there, drill a new hole, set it in place, install a transformer and a drop connection to that facility. CT- so that transformer that is there now, they would just have to move it? WP – I don't know about that. It is probably to install a new one. CT – 150K is labor, trenching electrical and all the electrical supplies for one room and putting that into the new bldg.? WP – Yes. Most of the cost is trenching. We need to get clarity. If we don't need to put electrical in encased concrete, then that will cut back the price. WP - If there are some things we can confirm with the state and they say it can just be in conduit, then we can greatly reduce the cost. CT – You mention items cased in cement. What is your experience with this? WP - This is done in situations where you have risk of the conduit breaking and or have exposure. The idea is the concrete holds the conduits in place and spaced from each other. This is high end. We can check and see if this is needed. CT – Any other questions on this section? No.

CT - You talked about the space heater and moving that to the other side of the bldg. because of space restraints. That is moving to the other side of the bldg. In the same proximity? WP – Yes.

CT – Ventilation on one page the chemical storage was 3cfm and then on page 11 for the facility it says 1 cfm? WP – We will confirm this. It may be the cabinet vs the room.

CT – Emergency Shower. We had got a quote for 11K for the temper water and the installation. We already have the units from the last sanitary inspection. We also have the water heater. CC – Do they have a flow meter requirement for the water? WP – Yes CC- and that is what led to the 50gal. tank estimate? WP – Yes. CC – Do they base this off a flow rate or a recovery rate? WP – It is based on a flow rate. It needs at least 20 gals. per minute. CC - Can we go with a smaller tank? WP – I will get that answer for you.

CT – You are recommending the gas fired so that would be propane. The difference between electrical vs propane? WP – There is propane on-site and replace gas with electrical you don't need to do this.

Any other questions on these improvement costs? No.

### ***Process and Water Treatment:***

CT – The flow from the three active wells currently being supported into that bldg. area, talks about the different media and the process for removing arsenic. It talks about backwashing once per month which posed some questions for me. You said in the report, the environmental review was a certain line or a position on a property. I am not clear where that was at? WP- In the environmental review, we have the PRV and water main locations along Meetinghouse. We cut out the JIS footprint at Patten Hill to the edge of the driveway CT – Towards the next property up the hill? WP – Not just the driveway to the treatment facility. CT – So from the gate to the bldg. WP – If you are walking out of the plant, straight, that hillside edge of the driveway. That was the limit. We were looking at dry well locations. We talked to DES, no one would do the environmental review to extend these 10 feet and they don't have a process to amend. They said whatever you recommend, they would make an exception on a case-by-case basis. CT – What about if you come out of the door and go left towards well # 11, how far down there is the environmental review covering? WP – Not far. CT – So the only other place is up towards the little “T” turnaround next to the generator. WP – We did a 30' radius outside the bldg. You are discharging 1800 gals per month. So, if you discharge water to a dry well, we would also have to look at volume. We don't know if the soil will handle this. These are things we would need to investigate. Anything done outside the 30' radius is not funded by the grant but you can do the work yourself. CT – In discussion about this once-a-month backwash, the current bldg. system was designed for the backwash water to be reclaimed. This is not? Will it be ground discharged? WP – Yes. CT – Ok. So, I can look down the driveway, pass the generator, in the grass area and this could be a catch point there? WP – Yes. We can look at that. CT – That way it is not constantly driven over.

CT – It states two media vessels? WP – Yes. CT – Is this in series or parallel? WP – It is in parallel. CT – So one will be primary and the other secondary in operation? WP – It pulls off and splits and reverts into one tank. Two vessels treating 50% of the volume so if one is down for maintenance, you still have the other to use, correct? WP – Yes.

CT – Is there an assumption based on the 55gal. per minute flow rate, what the media life will be? WP – Depends on the concentration of assortment. CT – Right now it is a blended 6 parts per billion.  
CT - It states each vessel is 22 cu ft. and that is what is currently there now for the fluoride vessels. Is there any concern with floor loading? WP – Good question. We did not do any structural analysis for floor loading. We can look at the existing plan and get back to you.  
CT – The groundwater discharge permit is \$5K WP – No \$1K this is just a placeholder. CT – Ok and how long is this good for? WP – I'm not sure there is a renewal on that. CT – I'm assuming the operators will need to fill out documents for discharge and compliance? WP – Yes.

CT- Any other questions on the water treatment portion?

CC – Is the Patten Hill a big contributor to the arsenic? CT – 11,7,8, contribute.

CT – The placeholder and overall costs draft was listed at just over \$338K and the scope of the project that was approved financially was by the voters and others \$280K. This does not include engineering costs yet. We will need to take the next step to get actual costs and then those items we cannot reduce we will have to look at other means of financials if necessary. WP – There are opportunities here to go back to the trust fund, especially now that prices have increased and ask for more funds to cover this gap. Also look at what portion of the project is more important and complete this portion first. CT – Does the board need to look at which part of this project would be a priority? WP – That would be helpful. CT – I would say the treatment portion would be the priority and the electrical changes for 7,8,9 would be 2<sup>nd</sup> priority if we can't pay for the whole thing. We will need to discuss this further. WP – I would agree with this assessment.

CT- We have already submitted an initial reimbursement (6-month) request agreement so that is locked in. Have we done that for the other approvals? WP – Yes. CT – In terms of the Hummingbird, we haven't gotten the signed governor's notice even though we got the email communication that this has been approved by the Governor's council. So, we will have 6 months for that initial submission.

CT – Any other questions on this portion of the proposal:

### ***Hummingbird:***

WP – We put a proposal together and the board was still putting their thoughts together. Has this been executed? CT – No. What I recall was you were going to submit a proposal on looking at the prefab. building and prefab plant and I haven't seen anything else on that. WP – I do have a proposal and I thought I sent it to you but if not, I will send it out to you in an email tomorrow. CT – Similar treatment as Pattenhill with discharge of water? WP – Yes. CT – The permit will be different because of the proximity of the lake and infrastructure for absorption? WP – Yes. CT - Will that need a wetland permit for proximity to the lake? WP -Yes. Any other permits you see that might be necessary. WP – No. CT – Will we be able to reuse the generator systems and transducers systems that we already have? WP – Potentially. It will depend on what electrical loads we will have in the bldg. We will likely have a booster pump installed going out of the well. If the electrical loads do not exceed what is existing, we will be ok. CT – We also need to look at the pump running 24/7 and the improvement of that as well.

### ***Meeting House:***

CT – WP submitted an initial proposal from Aquaman on the long-term treatment and estimated values how they are looking to test, One question. We have many residents that voiced their concern that Eastman cannot be treated. I need to understand where we are going with this. We continue to spend large sums of money on this. What is the real opportunity for what we have seen for the contaminants that are there and the short-term pilot testing that has been done and the long term proposed testing that needs to be done. Any insight? WP – To start, any water can be treated. How cost effective is it? The opportunity between what we have seen is that we can treat the water there but the question here is how long media can last and how often will the media need to be changed out. These are the questions we are trying to answer. If GAC doesn't work, there are other opportunities we can try. We are currently walking through some of the lower cost options available first for the district. CT – This ionic solution costs? WP – You are on the lower end but we will need to get you some costs on these systems.  
CC – Is the GAC the carbon filter? WP – Yes.

CT – One of your emails stated that you are reviewing the operator’s proposal and you have questions on it. So, what they are proposing for this test system and associated costs, is this equipment something they retain or is this now the district? Is any of this usable in future applications of our system? WP – That is a good question. I would think all this equipment would be owned by the district.

CT – It refers to one or two vessels used and the different costs. What are the benefits of only using one vessel vs. two because it is an extra \$13k difference in using the 2<sup>nd</sup> vessel vs the one and I am trying to understand the benefits of this? WP – Some of this is in discussion of running it through a series system. You’re talking about the JAC system? CT – Yes. WP – We can get more information on this.

CT – Meeting House treatment is currently Mary Rowe and the Meeting House well and this is designed for Eastman, Mary Rowe and Eastman are about 12 gals per minute and Eastman is going to be rated up to 28,000 per day; 12-15 gals per minute WP- That well has the capability to push 40 gals. per minute, so we can go higher if we need to.

CT – With this test, have we achieved any additional headway and will this water be able to be used or will it be discharged? We will need to have this discussion with DES. There will be value for you folks to push this water to distribution. CT – Agree. As we are doing this test whether it is a week, 1 month or 3 months, we don’t have those 10 gallons a minute coming from the other wells. But if it is discharging and depending how the plumbing is done, we still in theory will have Meeting House well supplying at the 4-5 gal/min. and we just don’t have Mary Rowe. So, I will need to know what that flow plan is going to be and I’m assuming if it is going to be a discharge, it is going to be another permit? We would need to have a permit to connect to the existing distribution line to the well and do we know what a reasonable flow is going to be to discuss with DES and for permitting? WP – We need to get with DES and Aquaman and develop a pilot protocol that shows these flows and prove this out.

CT – What do we need to fast track this approach because one, the length of time we have been working on this and two, if we are losing any water to the system, it is better that we do it over the winter months. Which means doing all this testing and the evaluation needs to be done by March. Also understanding this timeline is critical and is needed before we allocate funds.

CC – So Aquaman sends the plan. Then WP and Aquaman meet with DES? WP – Yes. and then you determine whether the plan proposal will be sufficient. WP – Correct.

CC- So we are saying we will do the testing this winter? WP – There are some things we need to get through such as construction. We also have an existing permit. We will need to see if we can extend it. If this is good, we have the potential here to do this.

CT – So you and Aquaman will be meeting the first week in Nov.? WP – Yes, I will set this up.

### ***Misc. Questions for Wright Pierce:***

CT – Any other questions for Wright Pierce?

CA – Did you have a conversation about environmental review for the water main projects with Chris?  
CT - Costs for the next roads. The cost estimate for the existing roads were \$25K and we were looking at what roads could be done with the remaining funds? We were looking at 2-3 roads and what would be the estimates? The feedback I got would be that the estimates would drop considerably. The estimates we were working off of were from the 2019 estimated construction costs. At this point, we have roughly \$700K out of the roads that were left over from the latest environmental review. Considering engineering costs, we were between \$300k and 350K open that we needed to I.D. additional roads and get these environmental reviews done.

CA – The money has to be spent by Dec. 1<sup>st</sup>

CT - That was the question that I had for Collin. Is it the 2021 project that closes Dec. 2024? WP – All 2022 funds need to be closed by Dec. 1<sup>st</sup> of 2024. So, we have another year? WP – Yes.

CT – Based on that, we need to choose another 3-4 roads and as a group, we were going to look at the leak rates and some of the zones and decide. What do you need from us? WP – We would need to take some pictures and put the paperwork together and submit. CT - We have a meeting in April. We should get this prepared so that this can be presented and if it passes we are ready to go.

CA – Additional PRV’s that we need, you were going to go back to the state and request additional valves. The state was asking if we actually need them or not? Brad had mentioned that spare parts would be an option. WP – I will need to confirm that but yes, they were willing to support buying PRV’s.

They would be looking for why we want to install them? So, if you have this information and data then we can look into this further. We would need some pressure data.

WP – Darren Prince came and did the presentation on the meters? CT – Yes. He has offered to take the board on a data collection field trip so you can see how this works. It is on Nov. 1<sup>st</sup> in Ashland NH.

CT – The trust fund. You guys filed it with the state. I didn't realize it was coming back to us in the manner that it did. So where does this stand? Has it been actually submitted? WP – It is submitted. There is a form I fwd. to you CT – Yes. The authority to vote. WP – That needs to be voted on and signed.

CA – We did vote on it. CT – Yes, we did vote on it and I just need to draft it up. WP- and the meeting minutes. CT Yes. Which we just approved tonight. WP- any changes you need us to address? CT – Yes. All the timelines were wrong. WP – We will adjust those.

### ***Review Misc. Options for Winter Road Maintenance Support:***

CT – We received the information that Bow Smith was not going to continue with future support and we were looking at different options that we might have and advertise for a new road agent and contract. Where do we stand with any of that?

CA – We need to put an ad in the Messenger and I make a motion to submit an ad to the Messenger for the winter road maintenance. CT – I second that. All in favor I. motion passed.

This will be in next week's Messenger. We are accepting bids through Oct. 26<sup>th</sup>. So, we will need to have a meeting on Oct. 26<sup>th</sup> CT – Agree.

CA – Do you want to discuss the timing of the meeting?

CT - Let's see if we can figure this out by tomorrow night and plan it from there.

### **Question from Visitor:**

Rick Rose - I did notice through the Facebook page, that the two notices went out about the bid. How come no notice went out that Bow was no longer going to be with us at all?

Commissioner Auger – It puts us in a tough position. We were in limbo last week with the information we got from Bow and we did not have a final conversation with him yet. I did have a conversation with him last night and this morning and he is not signing a contract. So we now can get the information out. I wanted to hear from him first. I'm also going to say that residence calling contractors needs to stop. We are a board that is elected or appointed to deal with the contractors. The contractors are only doing what the board is telling them to do. If any residents have suggestions or comments, please send them to the board first and then we can send them along to the contractor. The workload these contractors have and need to get done, then having to answer residents, needs to stop.

Rick Rose – Didn't his contract end in Sept.? No one had any idea if he was going to continue his contract or not to this point?

Commissioner Auger – We thought he was going to sign the contract again this year.

Commissioner Carr – Up to two weeks ago, Bow submitted his contract to the board for approval and we assumed everything was moving fwd. up to this point.

Deb Kardaseski – Can I suggest you advertise in other places besides the Messenger?

Commissioner Auger – It is also advertised on NH Municipal. We also did research on many places we could advertise and they were expensive.

Rick Rose – In which direction do we move fwd.?

Commissioner Taber – We had this discussion last week and right now the biggest priority is to prepare for winter. Get that under our belt and whether or not the person who comes on board is full season or not but we want to focus on winter support. In terms of the communication piece and as Commissioner



Auger pointed out, the rest of the board had no validation that Bow was not coming back other than we are not going to ratify a new agreement.

Commissioner Taber – We also reached out to the town to see if they have any ability or equipment to support the district. All of their equipment is fully used. We haven't checked with the state because I'm not sure about this. Most likely we will hear the same thing as the town. No resources or equipment. We've reached out to Gary Edwards about doing some road grading. He has agreed to do some of that. Board will discuss this tonight about this. His schedule is full and is not able to support the district on a full-time basis.

Melissa Taber – What is the cost to put it in the different papers? Discussion amongst attendees stating around \$110 - \$140 per ad.

Commissioner Taber – Some options for advertising. For the short term, the Messenger is a weekly paper. The Concord Monitor is a daily paper. So, if you meet their deadline for next days print, you could get it out and still have the same opening bid by Oct. 26<sup>th</sup>. If we don't get anything, we can address again. I would be in favor of getting the ad out in the Concord Monitor once you find out the cost. Do we want to set a limit? Also, if we get it out for the Sunday paper, we have the potential of more people looking at it. I'm not anticipating it to be more than \$300.

Commissioner Taber makes a motion to put an ad in this Sunday's Concord Monitor. Seconded by Commissioner Auger. All in favor. I. Motion has passed.

Commissioner Taber – The other option is the district hires an employee and starts purchasing their own equipment. I haven't got a call back from our insurance carrier yet as to the types of insurance that would be necessary for this. The cost for a newer/used 1-ton plow truck, sander and dump body is between \$40K and \$120K

Commissioner Auger – This is not going to happen this winter.

Melissa Taber – Worst case scenario if we don't find anyone. Can the state step in?

Commissioner Taber – Unknown at this time. Residents made a comment that once the state starts maintaining a class 6 road, they own it. Commissioner Taber – That is why there has been hesitancy and challenges over the years for the state to take over. Municipality and mutual aid, just because one town goes and supports another town, they don't own the road. We are considered a district municipality; I don't know the extent of that law and how this works. There are a lot of legal elements to this. A lot of unknowns and a short amount of time.

Commissioner Auger – Are they going to be able to get sand that quick?

Commissioner Taber – That is going to depend on what we are going to do. CA – Do we wait till we hire someone to get sand. CT – Those are the questions. CA – I spoke to Bow today about this. CT – Bow is not continuing and he is taking his sand. CA – I did ask him if we could buy the sand if he didn't want it. But he said he does want it and will be hauling it out. CT- At this point, his plan is not to do any other work. CA – It wasn't a complete no but my understanding is you don't want to wait any further for an answer. I can reach out to him tomorrow. The roadside mowing, he has 9.5hrs into now. There is another 10hrs. left as well as filling in pothole work for winter prep but was still undecided about moving fwd. with that. As stated, I can give him a call tonight but if you don't want to move fwd. let me know. CT – We will discuss later. CT – That was his feedback that he provided today? CA – Yes. CT – So at this point we are hoping that we have someone submit a bid for next week. CT – Any other discussion on the road agent

Resident Question: How about assigning roads to maintain to contractors who can handle the whole district?

CT – Until we see what comes in for bids, we are not at the point on discussing other options at this time yet.

Resident Question: When is Bow going to remove his sand so that we can get our sand in.

CT – That is what we are discussing now.

Resident Question: If we go the route to purchase our own equipment, there is a state auction where you can purchase equipment.

***Review Potential for Added Mtg. Dates To Support Road Work Process:***

CT – We have already discussed the portion about placing ads in the newspapers. The ads say bids need to be received by Thursday Oct. 26th. We need to finalize a time to meet to review bids. Moving fwd., if we need to schedule additional meetings we will do so.

***Misc. Project Status Discussion:***

Commissioner Auger –

- Leak detection will be continuing tonight on all of Moccasin Trail Zone, Hemlock and Alpine.
- Culvert flushing in the Fall are we still doing that? CT – I have reached out and have not heard back. Our Road Agent was going to open up the ends of the culverts and now we don't have that. We need to look to see if any are plugged up and won't flow this winter. I don't know if we will be able to complete that this year though.
- The Hilltop heating fuel line repair – CT – He is going to look at it on Tuesday, Oct. 24<sup>th</sup> to make sure he has all the materials that he needs and then probably schedule that next week. At the same time while he is here in the district, I'm going to have him go up to Patten Hill and provide a quote for moving the heating unit for the Patten Hill project so we can get a real cost on this vs what the engineering estimate gave us. Then I will bring this information to the next meeting and discuss further.
- I reached out to Eric Toledo, we had a discussion about the toilet flapper outreach program. He said it would reduce water leaks and we would be eligible. I asked him if he would help us with the application. I will coordinate with him moving further. This one is due Nov. 1<sup>st</sup>. 2023. I also reached out to him about doing another income survey for 2024. I believe we had a Grant for his services CT – Yes. So, I was asking what we could do to start prepping for that. I will follow up next week on these items.
- CT- Quick question on leak detection comment. It is not just Aquaman, it is the state and they were supposed to finish by the end of this month. CA – The person doing it I'm sure is overwhelmed with everyone reaching out to him. I got through to his voicemail yesterday. It says if we don't hear from him to reach out to the rep. of the state and they will make sure to get back to us. So, I'm going to wait to hear back from him on Monday Oct.30<sup>th</sup>.
- I do have a resident water fine question. Can we talk about that? As long as it doesn't talk to the person or resident. It is a \$45 bill. You had asked for an invoice from his plumber. He got back to me. They couldn't find an invoice from the plumber because he did it at no cost and overcharged them in the repair portion of the bill, so there is no invoice from the plumber. CT - So if there is no invoice for that, the resident is not out any money for that. CA – But it was our fault for why he had to fix it is my understanding. CT – That was the one initial explanation but at the same time, if this is an outside curb stop, we did not touch the main inlet water and so shutting off water to the house on the main inlet to that home doesn't require a curb stop shut off. So that is the part that I don't understand why there was a need for a curb stop shut off in the first place. Unless it was because of SUR? So, the sequencing of all of it is still confusing to me. CA – They have the invoice from Aquaman to shut off the water so the plumber could repair it but the plumber never sent an invoice CT – We had a discussion a while back and we said we were going to waive our fee to the resident. CA – Yes, that is what I'm asking. CT – I did not have any concern with that. I didn't understand if the temp water was in or not. If temp water wasn't in and the main inlet to

the house would have been shut off, then it wouldn't have needed to be shut off by Aquaman. So there were things that I did not understand. CA – I think I have a different understanding.

Commissioner Auger would like to make a motion to waive the \$45 fee from the Emerald village district to Donald Johnson. Commissioner Taber I 2<sup>nd</sup> that motion. All in favor I. Motion has passed.

- I did have a note to fix the fencing at Meeting house before the winter. CT – It will be a winter or spring project at this point.

### ***Approval of Manifest:***

Commissioner Taber – The manifest this month's payments General \$37,562.67; Water \$916,262.66

Commissioner Taber would like to make a motion to accept the manifest as stated. Commissioner Carr 2<sup>nd</sup> that motion. All in favor I. Motion has passed.

### ***Other Business:***

Commissioner Taber – Update on the dam boards. Most are out but not all. We are waiting to see as the lake lowers, if we have one more board or not. Then we will pull the center boards and the lake will be at operating level.

Mr. Garmon on the corner of Huntington and Melony, dropped off his deposit for the installation for a water curb stop. So, I will work with Aquaman to schedule that installation because their rates are changing at the end of Nov. and get this installed in the next week or two at the current rate. All in favor I. Motion has passed.

Carolyn Renken – How much are they charging now? CT – This is a deposit est. for \$1,200. Depending on the cost later and when we get the invoice, all the material costs are the districts and the installation costs will be his. The revenue will come under water revenue and get moved to that particular account.

Resident Question – I know you listed Bow's phone # on the website. Is that a good idea to list the road agents # on the website that way residents can't call the road agent and they have to go through the board

Commissioner Taber – We can make that change.

Resident Question: Does Sara need any help with the decoration for the trunk or treat? CA –Honestly, I haven't had time yet. I would like to put together a little game for the kids and obviously will be decorating a trunk. Anything residents are willing to help with that would be great. Trunk or Treat Oct. 28<sup>th</sup>.

Commissioner Taber – My term is up on April 24'. So, I will be willing to start the transition next month moving the chairman position to someone else. Is either party interested? If not, I will continue to do it but we should start the transition so it will be an easier flow at the end of the April meeting. Thoughts?

Commissioner Auger – I've done it before and would be willing to do it again. Commissioner Carr – Not at this time.

Commissioner Taber makes a motion effective Nov. 1<sup>st</sup>, 2023, the chair position will shift to Commissioner Auger for the balance of this term until the annual meeting at which the Commissioner Chair position will be voted on at that point, Commissioner Carr 2<sup>nd</sup> the motion, All in favor I.

Chairman Taber makes a motion to go into nonpublic session 91A:B section L, Commissioner Auger 2<sup>nd</sup>, all in favor by roll call vote; Commissioner Carr Yes. Commissioner Auger: Yes; Chairman Taber - Yes. We are now in non-public session at 9:19pm

The Board came out of the non-public session at 9:40 PM. A motion to seal the minutes for a period of 1 year was made by Commissioner Auger. The motion was seconded by Commissioner Carr. A voice vote was held on the motion: Commissioner Taber - yes; Commissioner Auger - yes; Commissioner Carr - yes. Motion passed.

A quick review of the prior discussion of road grading being needed to prepare the roads for winter no matter who we hire for the winter maintenance motion was made to hire Gary Edwards and sons for roadway grading. An estimate of 40 hours work @ \$150.00 was the net sum being sought to be covered. A motion was made by CT to hire Gary Edwards company for the road grading. The motion was seconded by CC. All commissioners voted with a yes vote. Motion passed

Due to our recent loss of the road agent, CT requested that the board approve the expenses of up to \$2,000 for the rental of a tractor and dump trailer to allow CT to complete some needed work around the district. The motion was made by CT and seconded by CC. All commissioners voted with a yes vote. Motion passed.

A motion was made by CT to adjourn the meeting at 9:59 PM. A second was made by CC. All commissioners voted with a yes. Motion passed.

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

Approved by:

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

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

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