



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 Public Hearing Meeting

Tuesday, March 21, 2023

Board Attendees

Brett Taber, Commissioner (Chair)

Debbie Kardaseski, Commissioner

Sara Auger, Clerk

Residents - None

Other - Bow Smith (Road Agent)

The meeting was called to order by Commissioner Taber at 6:30pm on March 21, 2023. Followed by the Pledge of Allegiance and roll call to confirm a quorum of Commissioners.

The primary purpose of this meeting is for a public hearing for budget review. Since there was no public present, the board moved the floor first to our Road Agent, Bow Smith, to give an update on road work.

Bow Smith explained over the weekend 2 holes were found in the district, one notified 10pm by Hillsboro Police and the other found while scraping the road on Ravenhead, residents had also reached out, settlement of material caused these sinkholes. They were excavated the next day.

The culvert on Ravenhead is about 12" to the top of grade, and the culvert was found to be separated about 3" from the other piece. The "culvert" is an industrial piece, an old boiler being used and about 6 feet in diameter. The culvert has a high flow rate and is the main inlet from Old Henniker side with wetlands to Emerald Dr. to the inlet of the lake. A wetlands permit will be required to replace this. Ravenhead is now blocked off as this portion is not safe to pass. This culvert has been a known problem area for sometime. The board agrees with keeping the roadway blocked until this area is figured out. There are temporary road closed signs now. Commissioner Taber will reach out to Concord fire, who dispatches for Hillsboro, that this portion of Ravenhead (between Beaver Glen and Firefly) is closed.

Motion made by Commissioner Taber to allow Bow Smith to purchase 3 waste blocks for each end of the roadway, so entire roadway is blocked. Seconded by Commissioner Kardaseski, all in favor, motion passed.

Our road agent estimates they are approx. \$80 each with a \$100 pickup fee.

Other road work has included: 3 loads of stone this week, putting roads back together prior to storm so it can be plowed such as Winter Rd., noting settling where SUR work was done on Winter, Autumn and Ellen Brook seeming to be a lack of compaction issue. Removal of trees, did ½ day today and took out 7 loads, with another day of work for tree and debris removal still needed. Would like to start grading all roads, but not all roads are ready yet. Snow removal work has been ongoing. Trying not to buy anymore material this month if we don't have to. Has been scraping the roads at night, reasons for this is scraping after the days thaw and no traffic.

Commissioner Taber then moved back to the budget hearing, summarizing the general and water budget summary lines as follows:

Proposed General Budget

Line Summary Category Total	Total
General Government Total	\$13,935
Government Admin Total	\$27,070
Financial Admin Total	\$11,401
Legal, Workers Comp, Liability Total	\$7,029.67
WA#10 Y19 Distribution Flow Meter	\$1,000
Highways & Streets Total	\$163,102
Bridge Repairs	\$3,101
Culture & recreation	\$14,000
General Bonded Debt	\$27,605
Capital Reserve Funds	\$22,500
Total General Government	\$290,743.67

Proposed Water Budget

Line Summary Category Total	Total
Administrative Expenses	\$18,276
Maintain & Repair Water System	\$155,401
Leak Repair	\$135,000
Non-Leak Repair	\$54,501
Misc.	\$1
Water treatment costs	\$10,702
Water Conservation	\$1
Engineering & Permits	\$5,000
Water Bonded Debt	\$213,625.28
Water Capital Reserve Fund Deposits	\$34,000
Total Water	\$626,507.28

The general government total is down -1.59% from last year.

The water budget is up +2.52% from last year.

A motion was made by Commissioner Taber to add the proposed water budget and general budget to the district's Warrant Articles. Seconded by Commissioner Kardaseski, all in favor, motion passed.

Commissioner Kardaseski noted that since the board are agents to expand, we can add account lines but have to be from the main list (chart of accounts), so we could add a line for trucking in water and revenue from fines.

Now the MS 636 will be started, the MS 535 cannot be done because auditors have not yet started.

Upcoming Important Date: March 31, 2023 will be the loan hearing and review of Warrant Articles.

Motion by Commissioner Taber to have the loan/bond hearing at 6:30pm on March 31, 2023 at the office and to include the review of the Warrant Articles. Seconded by Commissioner Kardaseski, all in favor, motion passed.

The period has closed for filing for elected officials and filing of petitioned warrant articles.

Filings for candidacy received were:

Treasurer - 1 Year: Carolyn Renken

Commissioner - 3 Years: Sara Auger and Sarah Murphy

Clerk & Moderator: None

No petitioned warrant articles were received.

Still outstanding is to sign the Summer Maintenance contract and contacting potential Moderator, being followed up by Commissioner Murphy. The final Fireworks draft is being worked on by Commissioner Kardaseski, the wording in current rules will also need to be changed. An email late in the day from Wright Pierce will be reviewed further and discussed at the 3/23 meeting to give an answer on the pressure reducing valves.

The water warrant to the town is being drafted this week by Commissioner Taber, with a total of \$305,553 and due date of May 2nd. If the commitment list is received by the first week of April and once town checks value.

Motion by Commissioner Taber to authorize the submission of the spring water warrant to the town of Hillsboro for Emerald Lake Village District in the amount of \$305,553, with a due date of 5/2/2023. Seconded by Commissioner Kardaseski, all in favor, motion passed.

A motion to adjourn at 7:59pm was made by Commissioner Kardaseski, seconded by Commissioner Taber, all in favor, motion passed.

Respectfully submitted by: _____ Sara Auger, ELVD Clerk

Approved by:

_____ Brett Taber, Commissioner (Chair)

_____ Debbie Kardaseski, Commissioner

_____ Sarah Murphy, Commissioner