



Office: 147 West Main Street, Hillsborough, NH 03244

Meeting Minutes
Emerald Lake Village District (ELVD) Special workshop Meeting
Thursday, October 12, 2023 @ 12:00 PM
Location: Main office

Board Attendees

Brett Taber, Commissioner (Chair)
Sara Auger, Commissioner
Michael Carr, Commissioner

Residents - Melissa Taber

Linda Caruso

This meeting was called to order at 12:01 pm on October 12, 2023 by Commissioner Taber and roll call to confirm a quorum of commissioners. Commissioner Carr joined the meeting remotely (as allowed under RSA 91-A:2, III).

Review Driveway Permit Request

The first agenda item was to Review the Driveway permit request for Huntington/Melody driveway. There were no issues found from a drainage perspective and setbacks have been met.

A motion to approve the driveway application (permit # 2023-03) for Jacob Gaumont on Huntington Drive. Motion made by Commissioner Taber, seconded by Commissioner Auger. All in favor by roll call of Yes voice vote, motion passed.

Application signed by Commissioner Taber and Commissioner Auger.

Review water connection permit request

Next was to review a water connection permit request for Huntington/Melody property. The only suggested amendment is to remove the proposed well site from the application/plans due to being able to hook up to the district water.

A motion to approve water hookup, with amendment of removing proposed well on application, for property located at Map 13 Lot 001 on the corner of Melody Ln/Huntington Drive with water access coming off Huntington Dr. Motion made by Commissioner Taber, seconded by Commissioner Auger. All in favor by roll call of Yes voice vote, motion passed.

Application signed by Commissioner Taber and Commissioner Auger.

Review Road agent agreement review

The board had received new information this week that our current road agent, Bow Smith, will no longer be able to continue to support the district. We will need to move forward with advertising and looking at other options to support conditioning of the roads and winter plowing/sanding. The board will focus on advertising for bids for winter road/maintenance/plowing first as this is most important to get taken care of now with winter months approaching. The board usually advertises the summer maintenance of beaches 3-4 months in advance and at this time we could also put out for summer maintenance of roads.

The board will need to follow up on what final tasks Bow Smith will be completing. It has been mentioned that more roadside mowing will be done. The roadside mowing was a separate agreement. Commissioner Taber is in favor of holding monthly October payment until what work is known will be done this month if any and prior to closing out the books.

Resident Linda Caruso asked if we can reach out to town or state about borrowing equipment. The challenge of this is liability and depending on size of equipment, needing a CDL license.

Resident Melissa Taber asked if we can post both ads (for summer and winter road maintenance). The board could do many approaches. But, it is not a bad idea to get them out there, especially on the free sites such as NH Municipal classifieds. However, winter road maintenance is the most important right now to get taken care of.

Review any other business topics

In order to make payments to SUR the board needs to approve them (the district has received reimbursements from the state, so now we will pay SUR).

A motion to approve payments to SUR in the amounts of \$332,441.44 and \$363,455.24 with retains of \$35,824.60 and \$40,383.92. Motion made by Commissioner Taber, seconded by Commissioner Auger. All in favor by roll call of Yes voice vote, motion passed.

In other business, it is time for submitting to the Drinking Water Groundwater trust fund, to apply for an application for 25-30% grant money against our already pre approved \$1.3 water main replacement continuation (we already have loan forgiveness), however this application could lessen any potential loan amount. The board agrees any funds we can obtain and not have to pay back is positive.

A motion to authorize Wright Pierce to submit an application to the Drinking Water Groundwater trust fund against our water distribution replacement project for next year. Motion made by Commissioner Taber, seconded by Commissioner Auger. All in favor by roll call of Yes voice vote, motion passed.

A motion to authorize the Chairman to sign this agreement once provided by Wright Pierce. Motion made by Commissioner Taber, seconded by Commissioner Auger. All in favor by roll call of Yes voice vote, motion passed.

Adjourn Meeting

Motion to adjourn by Commissioner Taber at 12:30pm. Seconded by Commissioner Auger. All in favor by roll call of Yes voice vote, motion passed.

Respectfully submitted by: _____ Sara Auger, Commissioner

Approved by:

_____ Brett Taber, Commissioner (Chair)

_____ Sara Auger, Commissioner

_____ Michael Carr, Commissioner