



Emerald Lake Village District  
Office: 147 West Main Street, Hillsborough, NH 03244  
Tel: 603-464-3128  
Emerald Lake Village District (ELVD) Commissioners' Workshop Meeting

Thursday, November 24, 2025

In attendance:

Sara Auger (Chairman/Commissioner)  
Brett Taber (Commissioner)  
Mark Przybyla, (Commissioner)  
Lorinda Giarrusso (District Clerk)  
Carolyn Renken, Treasurer

Other people in attendance:

Melissa Taber

Pledge of Allegiance was said.

Roll call of officials completed. The meeting was called to order at 6:30 pm by Commissioner Auger. We had a quorum.

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**Public Comments:**

None

**ROAD WORK**

Commissioner Auger reported that our Contractor was out yesterday doing some sanding due to the recent snow squall. Commissioner Przybyla reported that he has done some grading. He sent a text saying he finished up but that the ground was getting hard and "they did the best they could". It was decided that it is too late to try and do the calcium chloride treatment. The ground is too hard, and nothing would absorb. Commissioner Auger will reach out to the Contractor to let him know not to do the calcium chloride.

### **WATER INFRASTRUCTURE LOAN AGREEMENT:**

Commissioner Taber reported that the Governor's Counsel approved the application for the additional \$300,000.00 Loan/Grant - \$210,000.00 (Loan) / 9,000.00 (Grant) towards the Meetinghouse Project. It will now have to go before the voters, at the Annual Meeting because it's additional funding and it will have to be a Bond Article because it's over \$100,000.00. Meetinghouse is already at December 2027. The ARPA funds that are available are through June of 2026. We would have to go through the voters and then accept the loan from the State, so that would probably be July/August of next year before we have access to those funds. Anything on Meetinghouse would have to be done with the existing funds, complete the ARPA by June and then roll in the extra \$300,000.00 to carry it through to the end of fruition.

### **MAILING – LCCR UNKNOWNNS:**

Commissioner Auger reported that this mailing is due and has to be sent out by December 1<sup>st</sup>. There are 327 unknowns with 227 known. This is a yearly mailing that has to go out for every unknown status. Aquaman has said they sent in two (2) pages that have to be mailed out. Commissioner Taber stated that it needs to be in the mail by Saturday to meet the December 1<sup>st</sup> requirement.

Commissioner Taber reported that Aquaman said we are all set with the State, but it is still not cleared from NH One-Stop for the monitoring violation because the sample was not given in time. We still need to do a Notice for that. Tanya said to Commissioner Taber that it was taken off but he looked and it is still on. Commissioner Auger will check. She has a List of the unknowns. She will come in and make the copies. Melissa Taber offered to help.

Commissioner Auger **MADE A MOTION** to approve purchasing four (4) rolls of stamps needed for this mailing. Commissioner Przybyla **SECONDED THE MOTION. ALL IN FAVOR.**

### **APPLICATION TO DWGTF APPROVED:**

Commissioner Taber reported there were two things: (1) the swapping of ARPA funds from Meetinghouse Project to Hummingbird Project was approved and (2) the loan was approved. We have not heard back the Strategic Planning Grant Request for Wells 6 & 9. They have not heard back from NHDES yet, so they can't send out the documentation, but Commissioner Taber stated that they did say they would approve.

**EXPENSES FOR PROJECT 1141020-07 (Roadway) PROJECT:**

Commissioner Taber reported that he is trying to get time limits. I asked Wright Pierce for any open invoices, and I will see if Aquaman has submitted their final expenses for 7,8, & 9.

In order to use trust funds and SRF, they have to be dated before 12/1/25. The Trust Fund portion expires 12/1/25. SRF portion continues into next year.

Per my discussion with Randall – The amount of SRF funds, that you can seek out, is directly tied to Trust Fund. I have asked Wright Pierce to confirm the value and confirm the Split. As an example, if we extended the full \$10,000.00 this next week, then it's closed. Some funds will be left on the table but we're not taking out a loan so the amount we owe back will be less.

The Board, again, discussed the options and pricing available regarding water hydrant acoustical protection detectors. Commissioner Taber reiterated that having one significant leak would be paid for by this equipment; it will pay for itself in fixing just one (1) leak. Randall did say we can do this.

Commissioner Taber **MADE A MOTION** to enter into an Agreement to purchase acoustical equipment from TI Sales, for Hydrant Acoustic Protection for 20 units, for a five (5-year period) with an estimated price under \$5300.00. Commissioner Przybyla **SECONDED THE MOTION. ALL IN FAVOR.**

Commissioner Taber stated we had previously discussed various hand-held devices. All will be eligible through our program, with reimbursement, and also come with Adapters and Accessories. Commissioner Auger asked, "are they user friendly"? Commissioner Taber said "yes". The Aqua Test T10 would be the best. Commissioner Auger stated she would be in favor of purchasing these.

Commissioner Taber **MADE A MOTION** to enter into an Agreement with AquaTest for their T10 Acoustic Detection equipment up to \$6,000.00 approval for said purchase. Commissioner Auger **SECONDED THE MOTION. ALL IN FAVOR.**

Commissioner Taber stated that Randall did say, if we needed to, on a limited basis, he's looking for us to have the ability to install them relatively quickly, if we need to use some of the funds for the residential water meter system that I've previously shared my notes on. We currently have two (2) quotes for a Residential Water System and I'm waiting for a 3<sup>rd</sup> quote. If they can't install it quickly, it will have to wait until Springtime. Meter pit quotes for 20-meter pits would take all the funds based on the quote we have now.

Commissioner Auger stated she thought we should "hold off".

Commissioner Taber also asked Randall – where everything is being sent in for GIS data, for our storm water and all our Water Infrastructure Projects, I asked if we could have a rover unit, (GPS

Unit) as part of covered costs. He said, “that would not be covered”. I also asked about spare parts such as the HVAC piping and saddles. He had some concerns between Road Contractor and Private Operator for the work and the install, but he said if we needed to, we could have a percentage ( 5 to 10 percent) but that would add to additional loan payments so we probably don’t want to do that. We are waiting for invoices from Aquaman and Wright Pierce. Commissioner Auger asked if leak detection would be covered under this? Commissioner Taber stated” that’s what they said in the beginning”.

#### **LEAK DETECTION:**

Commissioner Taber reported that they are not on site, yet. He is expected on Wednesday. I will chase Aquaman to get the invoices.

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#### **NEW WATER HOOKUPS AND NEW DRIVEWAY PERMITS:**

Commissioner Auger reported she received, by email, a request for a water hookup. No payment was received with the request, so the request was rejected. “Normally, installs are not done in the winter due to frozen ground”. If they apply again and pay, and it is issued, this year, it may not get done until next year.

#### **Driveway Permit**

Commissioner Taber stated we received a permit request for Tax Lot 117, Map 14. He reminded the Board that the Permits are only good for ninety (90) days. Commissioner Taber also reminded the Board that whatever work the Resident has done, it **MUST** protect the roadway. If there is any damage, erosion or runoff from the driveway, the Resident is responsible.

Commissioner Przybyla stated that his concern would be erosion to the roadway and fall-out to the ditch line especially with such a steep grade because water will come in and cause a huge erosion problem. Although the Resident wanted to start now, he may have lost his window, to do so, because of the weather and the ground being frozen. Commissioner Taber asked, “do we need the Contractor to get a Bond in case there is any damage to the roadway? .....

Commissioner Auger stated it’s “within our rules, so we can’t change them”. Commissioner Taber stated it would probably be easier if we have a Bond in case, we have to put an insurance claim in. “Let’s reach out to Primex Insurance to get specifics and if they think a Bond is needed or not”. Commissioner Przybyla stated he felt it was important to confirm a start date because ninety days will go by quickly. Commissioner Taber stated if this Permit is approved, he will have to do it after mud season vs. now, with a hard freeze which could be two (2) feet deep. Commissioner Taber said he would reach out to Primex tonight. We can add Primex’s comments as a note upon issuance of the Permit.

Commissioner Auger **MADE A MOTION** to approve a Driveway Permit for Tax Lot 117, Map 14 with stipulations and recommendations discussed. Commissioner Taber **SECONDED THE MOTION.**  
**ALL IN FAVOR.**

### **PROJECT UPDATES:**

#### **Hummingbird Treatment:**

Commissioner Taber reported that we have obtained the permit for the pump house.

#### **HUMMINGBIRD BEACH:**

Commissioner Taber stated that we were supposed to reach out by last Friday whether the estimate for the engineering work has been completed. I will reach out to them, again, tonight and tell them I need it by tomorrow. Carolyn Renken reminded the Board that we still need a snow fence. Commissioner Taber stated he did look to see what we already have. He stated that we do have some barricades that we would be able to put up on the roadway side. The thought was to have a snow fence on the lake side, so people aren't coming up there and it caving in. We need to put up some snow fence or barriers on the driveway side and the lake side to prevent access in the winter. He did look online for snow fencing that we need. Commissioner Auger stated that she thought we had some construction grade fencing or caution tape. Commissioner Taber confirmed that we have 50-100 feet of rolled metal green wire fencing that we could probably put up along with highway barriers that we have. Carolyn Renken suggested putting plastic, colored streamers on the fencing so it would blow in the wind and people will see it and know the fencing is there.

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#### **HUMMINGBIRD WELL PROJECT:**

Commissioner Taber reported that the tree work and excavation work is completed. The footer and foundation walls are all in, the back fill started, today, and compaction. They are hoping to lay the lot pad on Wednesday or next Tuesday. They have to have two days of no rain otherwise it will be pitted. They are working with Wright Pierce. They have adjusted the discharge location for the backwash so it's not crossing the roadway. Eversource is dropping the pole this week, or next week, for the underground electrical conduit - all the underground lines from under the building or into the building up to the base of the well pad and out to the edge of the roadway. They'll connect the water system in the Springtime. Once they get the pad down and secure it, they'll be able to start building the structure in December. We should see the pay req. request on the 1<sup>st</sup> of December, from Wright Pierce, once they review it.

Commissioner Auger asked, “are we going to have a violation for Arsenic”? Commissioner Taber stated, “No for Meetinghouse (it was a non-detect). Yes for Patten Hill”. We will need to mail out a violation.

#### **PATTEN HILL:**

Commissioner Taber stated, “The Arsenic Test will still be an annual average and needs to be listed as an annual average, and then we should be “OK”. The Arsenic Treatment is not finished yet. They have not been able to run it for 24 hours because the chlorine analyzer is not fully installed yet.

#### **Chemical Monitoring Reporting Violation:**

Commissioner Auger will reach out to the State tomorrow and double-check if it’s still on One-Stop.

#### **Patten Hill -7,8, 9 Site.**

Commissioner Taber reported that the piping is in the ground – new flow from the well site into the building and back out. There have been no issues. There is no heat source, yet. They expect to start the install next week. There is a space heater, for now, which appears to be working well and is just fine for what they need, right now. He reported that he has been able to put up some of the posts in and hopes to do the rest before the ground is frozen.

#### **APPROVE MEETING MINUTES: NOVEMBER 6, 2025:**

Commissioner Auger abstained from comments as she was not in attendance at the meeting. Commissioner Taber stated the following changes (Amendments) are needed:

1. On page 2, where it said “will send in a form for the cars, you put in Melissa Taber’s name, and it should have been Brett Taber’s name.
2. On page 2, Section labeled, on the Monitor only – 5 homes, on the 5<sup>th</sup> sentence, it says how the bows and sensors work, it should read “valves” not “bows”.
3. On page 8, under Resident Concerns, 2, it should read Winter ROAD not Winter DRIVE. One the next page, 3rd paragraph, it should also read Winter ROAD NOT Drive.
4. Remove the Section titled Unsealing Meeting Minutes. The Board tabled this.
5. On the Last Section – Main Body of the meeting. It stated that Commissioner Auger **MADE A MOTION**. She did not. The **MOTION** was made by Commissioner Przybyla and Commissioner Taber **SECONDED THE MOTION**.
6. **Remove MOTION TO ADJOURN. ADD: Commissioner Przybyla voted YES to go into a Non-Public and Commissioner Taber voted YES to go into a Non-Public.**
7. At 8:04 pm, the Commissioners went back into a **PUBLIC** session.

Commissioner MADE **A MOTION** to accept November 6, 2025, Meeting Minutes with Changes (Amendments). Commissioner Przybyla **SECONDED THE MOTION. ALL IN FAVOR.**

Commissioner Taber **MADE A MOTION** to accept November 6, 2025, Non-Public Meeting Minutes as per the Draft submitted by the Commissioners. **MOTION SECONDED** by Commissioner Przybyla. **ALL IN FAVOR.**

**OTHER:**

Commissioner Taber reported that both Patten Hill and Meetinghouse’s Temporary Discharge Permits have expired. Wright Pierce has reached out to get those resubmitted to the State. I signed off on those and submitted to Wright Pierce, today.

**ROAD INFRASTRUCTURE PROJECT: 1141-020-07.**

Commissioner Taber stated they reached out to Aquaman for their Certificate of Substantial Completion for completing the piping install at Wellheads for 7,8,9. Aquaman signed off on it today and I will collect the Board’s signatures tonight which acknowledges that Certificate of Completion because that sets the date for the loan a year from now with the State of NH.

Commissioner Taber **MADE A MOTION** to authorize and sign the Certificate of Substantial Completion for the 2024 Water Main Replacement Project with connection at the wellhead sites, 7,8 & 9 to the new control building. Commissioner Auger **SECONDED THE MOTION. ALL IN FAVOR.**

Commissioner Auger **MADE A MOTION** to adjourn the meeting at 7:33 pm. Commissioner Przybyla **SECONDED THE MOTION. ALL IN FAVOR.**

TIME MEETING ADJOURNED: 7:33 PM.

Sara Auger, Chairman/Commissioner

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Date

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Brett Taber, Commissioner

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Date

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Mark Przybyla, Commissioner

\_\_\_\_\_  
Date

Respectfully submitted by Lorinda Giarrusso, District Clerk.

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Lorinda Giarrusso, District Clerk



