



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 6, 2025

In attendance:

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 Przybyla. We had a quorum.

Public Comments:

Melissa Taber stated she sent an email to the Board on November 3rd regarding parking on the roads. She has not received an email back. "We changed the rules for no parking, but why is no one enforcing it? "The Grader has to go around cars and can't do the grading correctly. I feel the Commissioners should enforce this rule not the Contractor/Grader.

Commissioner Przybyla stated that Commissioner Auger had given him a warning violation to put on cars and if he sees it, he will put the violation on the cars, stating if you don't move your car, it will be towed. Melissa Taber stated she sees Residents parking on the road every single day and night. Commissioner Przybyla stated, I will try my best and can call Mike's Towing. We are now also in a town-wide parking ban which became effective November 1, 2025. Commissioner Taber stated, I'm not going to be able to drive around the entire District, but I am encouraging Residents to please follow the rules. They are jeopardizing the condition of the roads and if the Contractor has to come back, to grade, again, it costs the District money. Commissioner Przybyla stated he

will send Melissa the form to put on cars. Commissioner Taber reminded Residents, especially in the wintertime, to NOT park over Right-of-Ways or ditches. Commissioner Taber reminded our Residents that any damage to a car, on the road, is at their expense.

ROAD WORK

Commissioner Przybyla stated that the Road Contractor has finally been grading the roads which is always dependent on weather. “One item I wanted to discuss was how long a time it took to get his attention, and I am not pleased with the very long turnaround to get an answer”. Do we even have time for the calcium chloride treatment, now? We are expecting storms all next week.

Commissioner Taber stated that the recent rain has firmed up the roads, some. He has about 1/3rd of the roads completed. He still has 2/3rd of the main loop left to complete. Part of that is Project construction that is in the way – both on Emerald Drive and Hummingbird. But, he has the back-side of the lake to finish. He is expected to finish tomorrow, hopefully before Sunday. Regarding calcium chloride – if we are able to make contact, we’ll have him watch the daytime temps and if it meets the requirement for completing grading, and he completes the grading, he can look at doing the calcium chloride. Commissioner Przybyla will reach out to the Contractor to get a timeline to see when he will be done.

MONITOR ONLY METERS INSTALLED (5) HOMES:

Commissioner Taber reported that five (5) residential master meters that we have on a Pilot Program had been installed. We are waiting for the antenna portions to arrive. The Rep will assist in installing them and activating them and then we will be able to capture approximately two (2) months of operational flow data on those five (5) locations. We’ll be able to see and understand how the bows and sensors work, as well as so the Board understands the software that comes with that. At the end of the pilot period, we may or may not make a decision as to what we want to do or whether we want to buy them outright and keep them on. We will continue monitoring. We have seven (7) other locations that we could do future testing on if we own them at that time. We need to evaluate which source of residential meters we lean towards. Commissioner Przybyla asked if we got the cellular piece figured out yet? The cellular drop as to how we would monitor them. Commissioner Taber stated that the systems that they dropped off to us had the wrong antenna but they will connect them up so we can utilize them properly because of being underground. It is for a two-month trial period. The Board understands that at the end of the trial period, we will have to decide what source we are going to lean towards. Melissa Taber asked, “how much are the meters”? Commissioner Taber stated, \$300.00-\$600.00 a piece, per unit. For the Pilot that we have here, we currently have five (5), for sixty (60) days, for free to analyze and see what we like or dislike about it. Technology is improving every year. It’s not just having the meters, it’s also the other hardware needed to install them, the labor to install them, materials, and excavation. These are all of the elements that go into residential metering. And then, being able

to read them and being able to build, so there is a lot more to do. We would have to cut piping and the challenge becomes, which software do you use, how do we collect the data – manually or drive-by or automatically collect it. All of these choices have different costs.

PROJECT UPDATES:

Eastman Well:

Per Commissioner Auger's email, Commissioner Przybyla stated - Next steps: A history was posted on the website. The questions are – where are we with the Scada completion start date? Has it been sent and approved by NHDES? Where are we on the chlorine analyzers? Commissioner Taber stated, Eastman Well had a start date of early October and that has been resent to NHDES. Pilot Testing has begun, initially. It is already active and has had several days of running and discharging. The chlorine analyzer portion is there and, in the building, and the electrical and communication line and the calibration are in progress. This week, most of the communication and electric are all wired in, then they have to coordinate with the vendor of the analyzers to calibrate them and get them initiated. Once those are active, they can run 24/7 to the Distribution System. Currently, it only runs on the days that they are testing and taking water samples. They have taken half-a dozen water samples – all are meeting requirements specifically towards iron, manganese, and organics. The only variable that was low was PH on one of the tests. That is always adjusted by the chemical feed pumps and once the chlorine analyzers are working, they should adjust it appropriately.

PATTEN HILL:

Wright Pierce drafted the Certificate of Substantial Completion, and it has been received by the Board. Commissioner Taber reported that this Project is not at substantial completion. Wright Pierce said the completion date should be the date we are trading water and sending it through the distribution through the new treatment vessels on Patten Hill. That is not happening yet, because in order to do that, 24 hours a day, the chlorine analyzers have to be online. They are still not installed. As soon as they are done at Meeting House for the Pilot, the following 2-3 weeks later, they are supposed to shift to Patten Hill and do the installation for that location. My best estimate is, based on workload, that it will be by the end of November/December.

Commissioner Taber stated he does not know yet, when they will complete arsenic switch.

7, 8, 9 Heat Source Shed:

Commissioner Taber reported that he reached out to a third Contractor as the second Contractor did not get back to him. He made the effort to get multiple quotes. By the end of next week, hopefully I can make a selection and get it on the schedule.

MEETING HOUSE – WTP APPLICATION FOR THE \$90,000.00 GRANT:

Commissioner Taber reported that this was submitted, two or three weeks ago. It goes to Governor Counsel next week. If they approve and NHDES approves, then it will go to the voters at Annual Meeting.

2024 WATER MAIN – USE OF MAIN FUNDS:

Commissioner Taber stated that there is roughly \$110,000.00 to 130,000.00 left that is left from the fund (loan.) Instead of leaving it on the table, we've discussed, many times, various ideas about how we can use it. The State has authorized that it can be used for many things such as Roadway Infrastructure replacement, and most of that construction is done. Some of that work on Patten Hill (the excavation of the ground for 7,8,9) will come from that. We've talked about leak detection or acoustic or ultrasonic leak detection (on hydrants or hand-held) ideally that would be very beneficial as a second source for us. We can definitely contract our Water Operators. For anyone else, who does valve identifications and listens for leaks. It's also a benefit because we are right in the District. If we see any signs of a leak ourselves, we can do the work ourselves. – save some of the time and effort. The frequency of leaks on old roads, where we've had leaks and residents' leaks, we could easily offset the costs of those leaks, within one (1) to two (2) years by not having to have the Water Operators come do the work. The hand-held (only 1 type) Global is \$2300.00. AquaTest 10 (T10) is \$4500.00, and easy to use. You don't need specialized training. It's more like a hand wand. They are both visual and audible. We are looking in to do the Pilot Program on sensors on hydrants, which is already approved We'd be able to listen on the main loop which is not on any of our zones so that way, we'd have almost the entire District measured with some sort of water loss effort or attention to it, at the same time, that Pilot is for two (2) months so that's going to take us into 2026. Where we could look at next year's Budget or knowing we need something, we can definitely get started, this year, with these funds so they don't expire. It's low money because it's a five (5) year subscription at about \$250 each, 10 of them, for a one-time payment of \$ 5500.00 and you have the subscription for five (5) years. They would own the sensors and would fix or replace them if they broke. One (1) leak could cost \$5200.00. By identifying and fixing ourselves, it would pay for itself after one leak. Commissioner Przybyla asked if Commissioner Taber could prepare an Excel Sheet with some costs. He said, "yes".

LEAK ON SPRING STREET:

Commissioner Taber reported that the leak was caused by a rock that had gone into the line and sliced it open. Rocks travel underground and with all of the new construction that we just had, basically everything was a two-foot channel of sand, and you have a considerable amount of time before any debris goes there. "Back in the day, when they installed the piping, the line was not necessarily straight-line; they ran into ledge or boulders, and they were doing "S" shapes in the ground to work around everything. As the pipes ebb and flow and flux, they are going to hit and rub on rocks so that is what happened".

HUMMINGBIRD BEACH:

Melissa Taber asked, "how long is the Beach going to be closed off"? Commissioner Taber stated it is intermittently closed off until they can get the equipment off the roads. It is safer if people don't travel on the road, unless they live on that road, because you'll get halfway down and you may or may not be able to get by. The trees have all been cut down on the site. They have leveled off most of the work area. They started digging the trenches for footers today and they hope to finish that tomorrow and early next week. There is a potential that the forms will be laid next week for the footer foundation area to the building. They want to get that down, as early as possible, before frost so it sets into the ground. It would be 4-6 weeks from the start date (middle of December). Once winter sets in they may or may not be right on site; it depends what exactly they will be working on and if they are able to build. If the foundation is down, they will be able to work through the winter, but I don't know what that schedule is, yet. Commissioner Taber stated that the Contractor has set all the cut trees aside. I will follow up with the Contractor about the 8-20 foot ones and see what they plan on doing with them. They could store them at the landing. These could become resources for the District. I am cautious to have any Resident come over and start cutting up firewood due to liability if someone gets hurt. Another opportunity for savings, short of paying to get a rock-breaker, is - I have learned recently that because of seacoast washouts, seacoast companies and towns are always looking for boulders, and they sell for a high price. This could go towards our Budget or as a buffer.

Commissioner Przybyla asked if we had any current updates about the Application for a Wetland Permit that Commissioner Auger had submitted. Was it agreed to, or not? Commissioner Taber stated that the Wright Pierce's Engineer was looking for what passed and what failed? I don't know if that has been completed yet. Commissioner Przybyla said Commissioner Auger did send it.

Commissioner Taber stated, "short of that, for full engineering support, we would have to authorize that". If we have to have them re-do the Permit, it will probably need a Hydrology Study. We need to identify what failed and what passed under our original submission. Did the Engineer ask for it to get a possible permit? Is it \$1,000.00-\$2,000.00 for a permit? Commissioner Taber stated it would probably cost \$1,000.00-\$2,000.00 to do a new permit and get a Hydrology Study. The State has recognized that any changes to the culvert and any work changing the drainage is a wetland (drainage) issue. "This is most likely why it was denied. It will probably be sixty (60) days,

after it's submitted, before we would know anything. Commissioner Taber stated that we may have to put additional barriers up before it freezes up, and snow comes, and we can't see. Commissioner Przybyla asked, "do we have any"? Both the lake and the road area need to be blocked off. Commissioner Taber stated we have some snow fencing or buy some for safety. He stated, we need to fix the current drainage issues, now. If we don't, we are not fixing the root cause, and it will happen again and wash into the lake.

Melissa Taber asked, "why does it take so long? It seems like we're not even going to have a beach by summer"?

Commissioner Taber responded that he understands her concerns and will be making decisions on what is next and how best to move forward.

LCCR:

Commissioner Taber stated we have passed our deadline. He reported that Hazen & Sawyer has submitted the final inventory to the State. We are responsible, solely now, and it will now be due every year. Developing a Plan on how we are going to complete the 200-300 unknowns (out of over 1400) around the District (mostly on the residents' sides). As we continue to work with Residents, we might solicit some engineering or do it ourselves to check people's homes, with their permission, so we can get that information or we end up hiring it out and it basically becomes another Loan Project. It would be excavated at the curb stop as well as inspecting people's connections inside of their homes. That is all the variables that need to happen, starting now into 2037. (we have 10 years).

Commissioner Taber stated that every valve of the distribution system, every curb stop and every internal home, we already have 546 home locations and then you double that, not even counting the valves, so it adds up quickly.

WELLS 6 AND 9.

Commissioner Przybyla stated these wells are not producing. Commissioner Taber stated that the Application that was submitted to the State and will go in front of the Governor's Counsel next week is a 50% Grant match so the District would have to match 50% of what the Grant is, and that supports to inspect and develop an Improvement Plan, for 6 & 9 (, if they can be revitalized and if not, develop a Plan and assist in the abandonment of these two wells. The State requires wells to be abandoned and there is a financial cost to do so if they no longer are used or produceable. Using this Grant will help offset considerable costs to the District even if we are forced to abandon these wells.

WINTER ROAD CULVERT REPLACEMENT:

The culvert replacement is 100% done.

MAILBOX REPAIRS:

The repairs are nearly 100% done. "Great job to everyone who helped".

MARY ROWE PUMP:

Commissioner Taber reported that the pump has been replaced. Although we had an initial failure, on the first day (one of the main power lines was pinched by the well and shorted out the first day) it was repaired and it has been operating fine since then.

Commissioner Przybyla asked, "Did Aquaman do the repair"? Commissioner Taber responded, "yes, Aquaman did the repair". Commissioner Przybyla asked, "did we contact Capital Well about the installation and what they are going to do about the cost for Aquaman having to fix the short"? Commissioner Taber stated that Capital Well is aware that Aquaman fixed as they did not have a team that was available to come over and fix it. I haven't seen the Aquaman bill yet or the final bill yet from Capital Well. We'll have to prepare a letter discussing financial options before we pay the bill and discuss them before the bills are paid.

OTHER:

Commissioner Taber worked with the Auditor regarding his follow-up validation request this weekend.

Commissioner Taber stated we have received a Testing Notice violation from the State of NH. Aquaman followed up with the State. It is all clear now.

Commissioner Taber stated he will be working on updating and cleaning up our website and making it easier for people to be able to get around it and find things.

DIVISION OF TASKS:

Commissioner Przybyla discussed dividing up tasks for responding to phone calls, and mail and email requests from Residents. They decided as follows:

Commissioner Taber stated it would be a big benefit if Commissioner Przybyla took over the revitalization or abandonment of Wells 6 & 9 that would be a big benefit to the District. At least understanding from the General Counsel if they accept that Program. Having a discussion with Wright Pierce and asking, how do we initiate that, and we need to understand that we are going to be using matching funds out of the water system. Before we can act on that, we'll need a Public Hearing because it will be over \$10,000.00 for our match. We won't need a Bond Article, but it will need a Warrant Article. There's a lot of prep work and pieces necessary, now, to prepare. We won't even be able to act on it, other than some pre-engineering work, before next July or August. A lot of the prep work is necessary to understand the condition of the wells and history and what goes into that.

Commissioner Przybyla stated that he felt that sometimes emails or phone messages get lost in the cracks because maybe we assume that someone else is going to handle it. He asked, “do we have a Log”? I know there is a Phone Log. It’s an Excel, and I know how to share it. He will work on major Projects and itemize everything. Having a division of tasks will help with communication and not having just one (1) person handling everything or thinking one person is handling an issue and that person thinks someone else is handling it. Commissioner Taber stated - whether its calls that are specific to Projects, we are working on, or Improvement opportunities, next year, it will be helpful to know what we need to respond to. If it’s a generic question, does it go to the Chair, as a lead voice from the Board? No matter who’s on the Board’s, it would help identify these roles and whose responsibilities they are. Commissioner Przybyla stated that we currently don’t have anything written down, for example – “this is who you contact at Aquaman, and this is who you contact at Wright Pierce, the Building Planners, etc..... so, he suggested – I will work on all the major Projects coming in and try to itemize them, I’ll work on other tasks and put them in to present them at the next meeting. That way we’ll not have just one person doing it.

Melissa Taber stated that this should help everyone have better communication, on emails and texts because no one answers me. Commissioner Przybyla said it is hard for him to answer them between 9-5 because I am working.

RESIDENT CONCERNS:

Commissioner Taber stated that residents have sent in emails about the following concerns:

1. **Parking on the roadways. (remedies have been discussed above)**
2. **Winter Drive** – reimbursement for damage to the road because of the time it took to get the State Permit approved to repair the culvert – “time it took damaged his yard and it’s our fault. Commissioner Taber disagreed. Commissioner Auger had stated she was going to go by and look at it but didn’t make any promises. Commissioner Taber stated we need to fully understand what their concerns are so we can make an evaluation. Commissioner Przybyla stated he believed there were several of these concerns that tie into together:
3. **Erosion on Pine Glen** – water going down a resident’s driveway and possibly into their basement. They don’t like that water goes down their driveway. Commissioner Przybyla stated he agrees with Commissioner Taber on all three concerns. Commissioner Taber stated that there are a lot of variables regarding these concerns. Until we understand it, and see what can or cannot be done, as a mutual agreement for it. If the Resident has made modifications to their properties, that may or may not affect the flow of water or snow off the road, and they complain that it is damaging my home because the road is flooding, but they have damaged or changed the original purpose and set-up of their property to improve their property. For example, if the Resident created a level surface, where it used to be a low spot that held the water, and now it’s our fault because they filled in their holes. It would not be the District’s fault. Commissioner Przybyla stated

that a driveway should be sloped in a manner that it does not actually slope into your house. You are actually disturbing the flow of water and drainage patterns down our roads and that could actually damage our roads. We need to look at both sides. Some Residents are requesting culvert crossings, material on the road, driveway slope, etc.... Roads can become higher because of material being added, over time, which causes flow changes, which can be from Mother Nature or an Act of God.

Commissioner Taber stated that it is important to resolve these issues. On Pine Glen, we must come to a remedy. We understand that it is important to come up with fair remedies. If not, and it becomes a part of this year's Budget, it could be one (1) or two (2) years later before we can do any of those things, with no funds being allocated and then we are chewing up funds from other areas; we have to do our best to stay within our Budget and those are the challenges.

Commissioner Przybyla stated that in the next few weeks, the Commissioners should get working on going to these three (3) properties (Winter Drive, Pine Glen and Deerpoint) and seeing for ourselves, exactly what the issues are so we can make a plan to get them resolved.

APPROVE MEETING MINUTES: OCTOBER 16, 2025:

Commissioner Przybyla MADE **A MOTION** to approve October 16, 2025, Meeting Minutes as Written. Commissioner Taber **SECONDED THE MOTION. ALL IN FAVOR.**

UNSEALING MEETING MINUTES:

It was decided by the Board that this would be done in a Non-Public Meeting. Commissioner Taber **MADE A MOTION** to have a Non-Public Meeting following the guidelines of RSA per **RSA 91-A:33II(c)** so as to not adversely affect reputation Commissioner Przybyla **SECONDED THE MOTION. ALL IN FAVOR.**

WATER FINES:

It was decided by the Board that this would be done in a Non-Public Meeting following the guidelines of RSA per **RSA 91-A:33II(c)** so as to not adversely affect reputation.

Commissioner Taber and Commissioner both voted yes to move into a Non-Public Meeting.

Commissioner Auger **MADE A MOTION** to adjourn the meeting at 7:46 PM. Commissioner Przybyla **SECONDED THE MOTION. ALL IN FAVOR.**

TIME MEETING ADJOURNED: 7:46 PM.

Brett Taber, Commissioner

Date

Mark Przybyla, Commissioner

Date

Respectfully submitted by Lorinda Giarrusso, District Clerk.

Lorinda Giarrusso, District Clerk

POST MEETING

Emerald Lake Village District

Office: 147 West Main Street, Hillsborough, NH
Mail: PO Box 1753, Hillsborough, NH 03244
Tel: 603-464-3128

Thursday November 6, 2025 @ 7:47 PM

Back into Public session

Location: Main Office

In attendance:

Brett Taber (Commissioner)

Mark Przybyla (Commissioner)

The board moved back into public session at 7:47 PM after a brief non-public session regarding water leaks and potential fees due to the district.

Commissioner Taber made a motion to seal the minutes until the fees for each of the invoices that were being issued have been paid and their status can be reviewed quarterly to not leave them sealed indefinitely. Commissioner Przybyla 2nd the motion, motion passed with yes vote from both commissioners.

Commissioner Taber made a second motion as noted: Motion to delay listing the invoice amounts until the 1st scheduled meeting of December 2025, so that the property owners may see the invoiced amounts before the minutes are published. Commissioner Przybyla 2nd the motion, both Commissioners voted with a yes, the motion passed.

A motion was made by Commissioner Przybyla to adjourn the meeting at 8:06 PM. The motion was seconded by Commissioner Taber. All commissioners voted with a yes vote. Motion passed.

Meeting was closed at 8:06 PM

This portion submitted by:

Brett Taber _____ Date: _____

Approved by:

Commissioner Taber _____ Date: _____

Commissioner Przybyla _____ Date: _____