



## **Emerald Lake Village District**

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

Thursday December 4, 2025 @ 6:30 PM

Location: Main Office

**Commissioner Workshop meeting**

### In attendance:

Sara Auger (Chair – Board of Commissioner)

Brett Taber (Board of Commissioner)

Mark Przybyla (Board of Commissioner)

Carolyn Renken (Treasurer)

### Public:

Melissa Taber

The Meeting was called to order by Commissioner Auger @ 6:30 PM. It was started with those present reciting the Pledge of Allegiance and followed by roll call from those officials listed above as: In Attendance. A quorum was present.

### Meeting began with public comments:

Melissa Taber shared comment regarding the lack of communication by the Board to residents that had previously volunteered to support with the LCCR mailing and had been communicated at the prior meeting that the details would be shared with the volunteers that were known.

A response was shared by Commissioner Auger that she understood the concern and further noted that due to the limited amount of time to respond and coordinate with others that she processed the mailing on her own.

Melissa Taber responded that she was frustrated with the response given due to the time offered and set aside from her schedule and that the Board needs to find ways of improving its overall communication efforts.

Commissioner Auger provided a response - that there was no argument needed and thank you for the feedback. Commissioner Taber added a comment that there is always an opportunity to improve and that some items are missing from time to time, however this could have been prevented with brief communication with known volunteers that were already expecting an update.

Commissioner Przybyla Offered additional feedback that he had previously suggested that the Board could work to find ways of improving on communications regarding Projects that are active or in Que by means of the webpage, Phone calls, Email, etc. He noted that it had seemed to work well when some of the basic tasks were split amongst the board members back in the early summer months before Commissioner Carr had resigned. All Board members agreed that is potential to improve on overall communications as well as noting it can never be perfect for all parties.

Commissioner Taber acknowledged he would be acceptable to the splitting up of responsibilities and the approaches mentioned in this meeting. Commissioner Przybyla noted that he would work to put together a list of tasks that would need split up as to who might be primarily responsible for a topic or duty.

Commissioner Auger noted that the LCCR required mailing and certification was completed on 12/1/25. Keep in mind that this mailing / public notice is a federal notification requirement for all ELVD locations (as well as Nationwide) as an EPA lead notice requirement. The primary reason for this notice to continually aid in the inventory efforts of all water connection points within the Districts responsibility as to if the connections at the Curb stop , residential inlet to their home and all vales within the public water system Comply with the Federal rule of not having leaded pipes, galvanized pipes or copper inlets as part of the water system. Any of these could lead to or aid in public lead poisoning.

The mailed out “Resident notice” contained details as to the reason for the mailing, how to inspect your own residence and how to report those findings to the ELVD Board of Commissioners. This effort is required to be completed as part of a 10-year program due to the potential cost impacts to communities across the nation. This annual mailing will be required to be sent out to residents, to all sites that have a status of unknown or known lead piping until fully replaced.

#### NOTES TO RESIDENTS:

To quickly and continually reduce the costs for any future inspections and mailings out to residents, the more properties that complete the informational requests, it will save future costs (MONEY) for all ELVD residents.

#### Next topic covered was related to leak detection:

Recently the board had worked with Wright Pierce to mark and acoustically check many of the SUR project curbs top connections due to several leaks that had been found in CY25. During this leak detection effort, to date an acoustic leak was detected at the curb stop area of 5 Birchtree. Prior to tonight’s meeting SUR had arrived on site, excavated, found a leaking connection and made the repairs accordingly, this was done at no cost to ELVD as part of the response to the leak detection efforts. Initial

readings on the Zone meters indicate an improvement of possibly a 15-20 GPH leak rate or (.33 GPM leak rate). This zone will be watched during its overnight flow rates to determine a more stable improvement on water use / loss.

Commissioner Auger noted that she would be seeking to have the water leak tracking log and water supplement from trucking logs updated as we near the end of the CY and prepare for CY budgeting process. She noted that the overall expenses were much higher this year than budgeted for last year, (IE. Water trucking costs and excavation costs).

Commissioner Auger also noted that during the winter months and the next couple of weeks of deep freeze temps for residents to watch for frozen pipes as well as when it warms up to watch for water leaks as well once frozen lines that may have cracked then thaw out.

#### Project updates:

Hummingbird well project - Last update was that cement pad was laid and is currently firming up in preparation of starting stick framing for treatment building. Once weather clears and material is delivered on site, framing will begin.

Hummingbird beach restoration project – Latest update from Engineers is that they provided a agreement draft for services to perform Hydrology study, survey area and prepare NHDES application for wetlands impact in the development of improved drainage for the culvert crossing and parking area for Hummingbird beach. The value of the engineering draft was more than any currently available funding ELVD has available to them. The board agreed that the project will need to go back out to bid again since all current costs / correction ideas are not feasible at this time. Additional review related to budget planning will also need to be considered. Commissioner Auger noted that due to the ground frozen now it is unlikely that the current planned work can be completed by springtime.

Commissioner Taber noted that waiting until springtime to start this process again is not realistic to ensure the work needed to restore the beach and parking area can be completed by the time the beaches would normally open for use. Commissioner Taber noted that all prep work, bidding, planning, permitting, budgeting, etc. would need to so that the physical work can begin as early as funding will allow in the springtime.

Patten hill well site (7,8,9) - A question was asked about the status of the heating system for the Patten Hill building that supports well 7,8,9. Commissioner Taber shared that currently the building is using an electrical heat source for the short term. He noted that he was waiting for a follow-up call from the Heating contractor as to when the actual start date of the installation will occur. He will update the Board once a date is known.

In regard to the installation and activation of the Chlorine Analyzers for Patten hill and Meetinghouse locations, the board has reached out to each respective contractor to seek any new dates as to when they will be completed and usable.

Generation of start of CY 2026 meeting dates and budget planning dates: -

Commissioner Auger started the discussion stating that it is now time to set up future meeting dates out into CY 26 and up through Annual meeting timeline. The board had an open discussion regarding availability and chose the following dates in the future:

December 18, 2025

January 8, 2026

January 22, 2026

February 5, 2026

February 19, 2026

March 5, 2026

March 19, 2026

April 2, 2026

April 16, 2026

Possible annual meeting dates TBD

April 18, 2026

April 25, 2026

The board moved onto proposing budget planning dates: Some discussion occurred as to if the budget planning should start now and then transition into CY26 as needed or to simply start in CY26. The discussion completed with the following initial dates being planned.

January 4, 2026 @ 9AM

January 15, 2026 @ 6:30 PM

January 18, 2026 @ 9:00 AM

January 29, 2026 @ 6:30 PM

Commissioner Taber noted he would not be available on January 4, 2026, due to other planned activities, however he would provide the other board members with his details and thoughts on budget proposal before that date so that they may move forward at that time.

After this discussion the floor was queried if there were any more items to discuss, Commissioner Taber shared that the Acoustic Hydrant detection would be installed starting the week of December 8, 2025 and that once installed and activated we would then seek to better understand any element of leaks on the areas not originally part of any of the other zone readers, no other topics were shared at this time.

Commissioner Auger made the motion to adjourn the meeting @ 7:12 PM and this was seconded by Commissioner Przybyla. The vote was asked and all three commissioners voted in the Yes. Motion passed.

Minutes drafted by:

Commissioner Taber \_\_\_\_\_ Date: \_\_\_\_\_

Approved by:

Commissioner Auger \_\_\_\_\_ Date: \_\_\_\_\_

Commissioner Przybyla \_\_\_\_\_ Date: \_\_\_\_\_

Commissioner Taber \_\_\_\_\_ Date: \_\_\_\_\_