Village District of Eastman
Commissioners' Meeting, April 16, 2026
9:00 AM, VDE Office/Zoom

In attendance: Commissioner Terry Large, Commissioner Brad Moses, Commissioner John Tomasz, Clerk Bill Weeks, Deputy Clerk Lin Hill, Treasurer Bill Samuels, Dave Cole, Moderator, General Manager Amy Lewis and Executive Assistant Sherrill Zani.

Guests: Chester Bankowski – 49 Greensward (Zoom)

Commissioner Large called the meeting to order at 9:01 AM.

Commissioner Large made a motion to re-appoint Lin Hill as Deputy Clerk for 2026. Commissioner Moses seconded the motion. All were in favor. Lin accepted the appointment.

GM Lewis swore in Lin Hill as Deputy Clerk, and Bill Samuels as Treasurer.

Commissioner Large welcomed Mr. Bankowski to the meeting and asked if he had any discussion or feedback. Mr. Bankowski asked about the results of the flushing that has been performed thus far. GM Lewis responded that typical results have been seen in these flushings; water is discolored for 5 to 10 minutes when flushing starts and then runs clear. EA Zani commented that there has been no negative feedback from customers about discolored water after the flushing.

Commissioner Large made a motion to approve the minutes from March 19, 2026, as revised. Commissioner Moses seconded the motion. All were in favor.

Field/Operations:

GM Lewis informed the Commissions that NHDES quarterly compliance reports are due at the end of this month and are completed. MOR's are due at the beginning of April. PFAS sampling is under review to be updated by the EPA. The EPA has not yet confirmed if they will be changing the samples collected to be sent to the NHDES. A decision is expected to be made by April 26th.

GM Lewis updated Commissioners on the status of the current NH drought levels. Sullivan County is still considered to be in moderate/severe drought. The Commissioners agreed to keep the water restrictions in place at this time.

GM Lewis has received no comment from the state on the Correction Action Plan submitted to and accepted by NHDES. A progress report will be developed for the May board meeting and submitted to NHDES.

Quarter 1 billing has been completed, and payments are starting to come in. GM Lewis explained the extremely long duration of discolored water on Moore Run and asked the commissioners to consider an abatement for those 6 customers. The road has now been flushed, and water quality has improved. Commissioner Tomasz made a motion to abate the quarter 1 water usage on the 6 customers on Moose

run due to issues with discolored water. Commissioner Moses seconded the motion. All were in favor. GM Lewis will send correspondence to the 6 customers and explain the billing adjustments.

GM Lewis stated that the turbidity meter, an instrument that measures the cloudiness or haziness of a liquid caused by suspended particles, has been installed in the lab at the water treatment plant, and that the operators have been trained on its use. This measurement is a new requirement under the Corrective Action Plan submitted to and accepted by NHDES. A progress report will be developed for the April board meeting and submitted to NHDES.

Drinking Water:

GM Lewis shared the water discoloration, low pressure, water quality complaint/issues report. There were none so far in the month of April.

GM Lewis shared that the flushing plan is currently 3 days a week - Monday, Tuesday, and Wednesday – and will continue as such provided the supply allows. An updated flushing schedule will be on the website and emailed out weekly.

VDE will research answering services for after-hours calls to relieve some of the burden on ECA Security.

<u>In Construction</u>

- Glenwood Wells:
    - NHDES has not given full approval yet on the permit application. Horizons will respond to comments from NHDES on permit application. Horizons has been provided with drawdown data on the proposed wells and how the pumping tests of the new wells affected the existing wells.
    - GM Lewis will reach out to the Connellys to ask for an easement for an additional ½ acre which was miscalculated when Horizons originally mapped out the area needed for the well protection area.
    - KA Stevens is working with Eversource to finalize the power requirements.
    - KA Stevens is waiting for the road ban to be lifted to bring in equipment to start the project.
- Commission Large made a motion for GM Lewis to contact the Connellys to grant the VDE with an easement with an option to purchase a ½ acre due to an error made by the engineer for the well project. Commissioner Moses seconded the motion. All were in favor.

<u>In Planning</u>

- GM Lewis announced that West Cove A & D water main replacement bids were reviewed by Weston & Sampson. Acceptance of the bid provided by SUR Construction is the recommendation by Weston & Sampson.
- Commissioner Large moved to accept the award letter for the West Cove A & D water main replacement to SUR as recommended. Commission Moses seconded and all were in favor.
- Weston & Sampson is still researching their recommendation of "point of entry" whole house filtration systems for VDE to consider/recommend to customers consistent with Corrective Action Plan.
- GM Lewis will be in contact with Andy Sharpe at Underwood to check on the status of:

- Design/bid/on-site supervision of "north end chlorine injection system" to be considered in concert with Hilltop Tank cleaning,
- Plan/bid/on-site supervision of Hilltop Tank cleaning consistent with the Corrective Action Plan,
- ESR #27 for the Road Round the Lake main flushing valves and bypass hydrants was signed and returned to Dave Mercier, of Underwood.
- The approval for geotechnical survey of three proposed water main replacements in Underwood's ESR #28 for the "southern tier" consistent with Corrective Action Plan,
- Bid/on-site supervision of "Pothole" inspections of VDE side of service lines to satisfy LSLI requirements; 72 sites proposed by Hayzen and Sawyer. Underwood will be onsite construction management for this project.

- Operations reports spreadsheets and MNR data were reviewed.

Wastewater Projects:

In Construction

- David Mercier of Underwood Engineers prepared a state-aid grant (SAG) application on behalf of the VDE for the West Cove A & B Lift Station Improvement Project. The SAG was submitted to DES by Underwood potentially getting the VDE up to $100,000 in grant funds.
- Leaching field construction will begin once the road ban is lifted, and KA Stevens can move equipment onto site. Champlin Associates will process proposal approval and initial procurement; programming and implementation is underway. ECA connection at 14th fairway pond is still to be developed.

In Planning

- The sludge removal plan (ESR #31) for aeration lagoons has been signed and sent to Underwood to execute.
- Andy Sharpe of Underwood Engineers will set up a meeting to determine how the Trail 6 Force Main investigation work will be divided between Underwood Engineers, VDE, and Champlin.
  - Air relief valves have been purchased by Champlin.
- Bill Weeks, Clerk, commented that the WCB pump station fence landscaping needs fixing. Daniels pulled the bushes out and did not put them back when the project was completed. The bushes are now dead and need to be replaced.

The operations reports were reviewed. Everything is operating as it should.

Financial:

- The 2025 MS535 is at the Auditors.
- The Draft 2024 audited financial statements were provided for review. GM Lewis had several edits to send back to Roberts & Greene before the statements are finalized.
- Cash Flow & Balance Sheets were reviewed.
- Year-to-date financials will be available by the end of the month.

- The review of the current drinking water CIP/MPP will begin in April and will be led by Commissioner Large. Once updated, the plan will be posted on the website.
- GM Lewis presented the Commissioners with a spreadsheet, Exhibit A, which summarizes the total reimbursement request for the Trustees of the Trust Funds. Commissioner Large moved that the Board request the Trustees reimburse the VDE as outlined in Exhibit A, dated April 15, 2026, for capital funds expended in the amount of $218,829.97. The motion was seconded by Commissioner Moses and was unanimously approved. The reimbursement requests from each account are shown below:

    - Account 587, General Wastewater: $5,895.00
    - Account 596, Computer/S'Ware/Tech Upgrades: $6,186.00
    - Account 555, Water Treatment: $32,849.48
    - Account 534, Water Mains, Meters, Valves: $151,974.49
    - Account 564, Well Development/Exploration/Maintenance: $21,925.00

    Corresponding invoice copies for each request will be submitted to the Trustees.

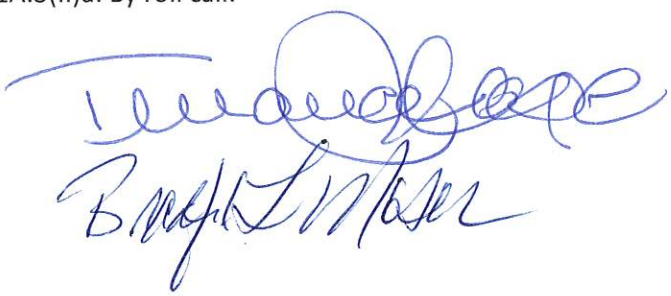
- Disbursement #20 from KA Stevens for $184,350.65 was signed by Commissioner Large. This request includes the final payment for Hummingbird and Barn Owl and the first pay application from KA Stevens for the Glenwood wellsite.

Other:

- Further upgrades to the VDE website are underway. Commissioner Moses shared a draft document addressing discolored water that will be reviewed and added to the website.

A non-public session was requested at 11:19AM per RSA 91A:3(II)a. By roll call:

Large: Aye
Moses: Aye
Tomasz: Aye



The board returned to public session at 12:00PM.

With nothing further, the meeting closed at 12:01PM.

Respectfully submitted,

Sherrill Zani
Executive Assistant
Village District of Eastman