

**MOUNTAIN LAKES DISTRICT  
COMMISSIONERS MEETING  
November 14, 2011**

**Call to Order:** Christopher Demers called the meeting to order at 6:08 P.M

**Roll Call:** Beverly Jacobs, Christopher Demers and Ed Rajsteter

**Residents in Attendance:** Annemarie Godston, Joel Godston, Mike Bonanno, Tony Salvucci, Ken King, and Fred Harris.

**Visitors:** None

**Minutes of the Previous Meeting (10 / 10 / 2011):**

Ed Rajsteter made a motion to accept the minutes of the October 10, 2011 Commissioners Meeting as written. Fred Harris seconded the motion. The motion passed unanimously.

**Old Business:**

**District:**

**a. District Report:** Marsha Luce, District Office Administrator, reports that the budget meetings have started and they are progressing smoothly and we await your input at the January and February budget hearings. The budget hearings are scheduled in conjunction with the Commissioners Meetings on January 9, 2012 and February 13, 2012. The Annual Meeting is currently scheduled for March 17, 2012.

Marsha Luce has filed all water liens as approved by the Commissioners.

Marsha Luce has added some explanations to certain accounts on the District Financials.

There is an attached sheet with costs from the Facilities Improvement Fund (Capital Reserve).

We have already paid for the initial scope of the project in 2010, so we did not exceed our Capital Reserve Fund. If there are any additional invoices for 2011, they will come from DuBois & King.

I would like to start the 2012 calendar, if all departments could give me their dates and times, it would be most appreciated.

Annemarie Godston requested that the District send out a reminder a few days before the Commissioners Meetings via the Mountain Lakes web-site. Perhaps more people would attend. Ken King suggested that the agenda and minutes be attached to the reminder.

**b. Financials:**

A budgeted statement of expenditures for the Facilities Improvement Fund - 2011 - was provided by Marsha Luce showing an expenditure so far of \$27,171.23. Mike Bonanno asked what the original amount was for the Spillway Project. Ed Rajsteter said it was earmarked for \$25,000. One of the issues causing the cost over-run involved moving the septic system. Ken King said that there still may be additional engineering costs.

**c. Vouchers for October Approval:**

Ed Rajsteter made a motion to approve the vouchers for October. Christopher Demers seconded the motion. The motion passed.

**d. Security Camera System Proposal:**

Prepared by Don Drew and Ken King.

**Background:**

The District of Mountain Lakes has just completed a major project – the re-grading and seeding of the upper lake spillway. Almost every morning there are tire tracks from cars spinning around in the parking lot. If that was done on the new grass, it would be a major cost to fix and no one to blame. Don and Ken decided to look at low cost ways to improve the security of the District Office area.

Recent advances in camera and digital recording technologies have lowered the cost of such systems while also making them much easier to setup and operate. Two quotations for security camera systems including setup and installation were reviewed. Woodsville Water & Light was also contacted regarding the system they installed and have used successfully for a number of years.

**Recommendation:** We can obtain a complete four camera system from the vendor used by WW&L at a cost of about \$1200. Don Drew and Ken King will do the initial setup and daily operation.

**Details:** The preferred system is the Pro Grade Video Surveillance System (Part # SY70604) offered by Super Circuits. It includes 4 long-range infrared cameras, a DVR System, 17” LCD monitor, cables to hook up the cameras, and power supplies. The only costs beyond the \$1200 base price will be shipping, \$80 to increase the resolution of all 4 cameras, and about \$20 for a power strip.

**Funding:** We request that this be done now using the \$3,000 that was set aside for security but not used to date in the 2011 budget.

**Note:** A great deal of money is being saved by the volunteer work of Ken King in setting up the system and teaching Don Drew and Marsha Luce how to operate the system.

Commissioner Ed Rajsteter made a motion to approve the expenditure. Christopher Demers seconded the motion. Beverly Jacobs moved that the money set aside for security in the 2011 budget be appropriated for the security system. All in favor.

Tony Salvucci asked if the system required someone to be present while the system is in use. Ken King said that the system is totally automatic and can be reviewed the following morning

Mike Bonnano suggested that if the system works out well, similar systems be proposed for the pool, lodge, and tennis areas. Mike Bonnano also reported two break-ins in the District recently. One at a home on Brookfield and the other on Goose Lane. Please report any suspicious activity to the Police Department including ATV use which is prohibited in the Mountain Lakes District.

**e. Maintenance:**

Don Drew reports that we have received the new Lodge signs from Anderson Signs and they will be installed by Valley Road and French Pond Road soon. We have been asked to put a railing on the back side of the mail boxes, this should be put up this week. Most of the items have been winterized and put away for the winter. We will be working over to the Lodge on insulating, heating up-grades and cleaning in the next couple of weeks. Other projects will be scheduled this winter as inside work.

**3. Water Committee Update:**

**a. Water Usage:** The Water Usage for the month of October was:

<b>Artesian Well</b>	<b>3,532 gallons</b>
<b>Gravel Well</b>	<b>12,597 gallons</b>
<b>WW&amp;L</b>	<b>14,022 gallons</b>
<b>October 2011 Total</b>	<b>30,151 gallons</b>

**b. Water Report:**

We had a substantial break on an 8 inch Ductile Iron pipe on Swiftwater Circle. This caused air saturation to form in the lines and we apologize for any issue it created for the homeowners in that area. The break was located and repaired within 5 hours after the alarm sounded on a Saturday morning at 5:45 A.M. Thanks go out to Harold Clough and Kevin Horne and crew for a job well done. We have shut 5 services down for the winter and have more scheduled for later in the month. The system is using an average of 20,000 gallons of water per day (gpd) and is running well.

We have been working with the Budget Committee on our 2012 budgets.

**c. Update on Emergency Spillway:**

Ed Rajsteter reported that the construction part of the spillway project is now complete. Don drew will work with Shawn Patenaude (DeBois & King) to get the as-built drawings done and with Jeff Blaney (NH DES) for the final state approval. Everyone agreed that the area looked very good.

When Shawn Patenaude was here, he also looked at the riser pipe for the lower dam outlet. This was possible as the lake had been lowered for the spillway project. He said that although the pipe is old, it is still in good condition. Jeff Blaney who had done an inspection of it in 2006 disagrees with Shawn Patenaude. We need to develop a plan and a timeframe. This will be a major project and we need to start allocating a yearly amount of money to get ready for it. This project will also impact what we do with the infiltration well.

Also on the lower dam, the culvert was replaced on the access road and some grading was done on the spillway. There is still an issue of tree removal on the lower spillway. Legal issues were discussed.

Ed Rajsteter said that the Budget Committee has created two new accounts, one dealing with converting the linkage with WW&L from a 2" line to a 4" line with a recommendation of \$5,000

to start the engineering process. The other account is to work with the State of NH to see if there is anything we can do to upgrade the infiltration well.

Tony Salvucci said that the original design drawings, which we can assume were approved because they were used in an inspection, called for 3 infiltration chambers, we only have 1. It also called for a 3 pump system and the total capacity was planned with that design.

Ed Rajsteter said that we are at the beginning stages of putting together questions for our engineering firm as to the best solution for the District of Mountain Lakes.

Ken King said that we are in the process of meeting with Woodsville Water & Light as the contract with WW&L is due to be renewed. Everyone agreed that even if we improve our system we still need a backup plan.

**Other:** Mike Bonanno asked if Don Drew had responded to his question regarding canoes left on the canoe rack. Ed Rajsteter said that the canoes can be left on the rack, but at your own risk.

Mike Bonanno asked if Don Drew had spoken with Kevin Horn regarding Dry Hydrants as discussed at the October meeting. Ed Rajsteter answered that it is still on the agenda.

Joel Godston said that the Water Committee minutes are a month old. Christopher Demers replied that the Planning Board minutes are also. The minutes from the current meetings have to be approved before including them in the packet.

Tony Salvucci asked if the 911 addresses are the same as the mailing addresses. Christopher Demers replied yes.

### **3. Recreation Update:**

#### **a. Recreation Report:**

Beverly Jacobs reported that the Recreation Committee requested that the Commissioners ask Don Drew if the beach and pool could be open by Memorial Day Weekend. Christopher Demers asked if it was just for the weekend and with lifeguards? Beverly Jacobs said no lifeguards. Ken King said that once you open the pool you have to clean it every day. Christopher Demers said that at that time buds are coming off the trees and it is an extra month of work. Ed Rajsteter said that he would talk to Don Drew regarding the request.

Beverly Jacobs said that the Recreation Committee has planned a Holiday Brunch and cookie swap for December 10, 2011. The Recreation Committee is also making a request of residents to donate either a toy, clothing or gas/gift card for the family of Danny Jock to make a Merry Christmas. Information will be available on the web-site, as well as by contacting the office, Karen Rajsteter or Cynthia Harris.

Joel Godston asked if the letters of Commendation for the Summer Staff had been sent out yet.

Ed Rajsteter read the letter that was written by Barbara Keating to be sent out to the Summer Staff to the residents in attendance to the meeting.

Mike Bonanno asked the location of the defibulator that the District currently has. Mike suggested that it should be encased in a case that is also accessible in an emergency.

At a function at the Mountain Lakes Lodge, Mike Bonanno reported that a person was only saved due to the school nurse immediately doing CPR, the fast response of the ambulance and the courage of EMT Greg Gagnon. Mike Bonanno made a recommendation that a letter of recognition be sent to the Woodsville Ambulance and to Gary Gagnon thanking them for their fast response. It was suggested that a letter be sent also to the School Nurse for her response.

Ed Rajsteter announced that since the incident at the lodge, a defibulator which is encased has been approved for purchase. At the same time, a case will be looked into for the defibulator at the Community Building.

Additional discussion revolved around the lack of cell phone coverage for the District of Mountain Lakes.

**4. Planning Board Update:**

**a. Planning Board Update:**

Mike Bonanno reported that the Planning Board would like an additional alternate, especially someone who is interested in the future of the District of Mountain Lakes.

**b. Zoning Officer Report:**

Mike Bonanno reported that there were no new permits or incidents reported.

Ed Rajsteter made a motion to adjourn the meeting. Christopher Demers seconded the motion. The motion passed unanimously. The meeting adjourned at 6:55 P.M.

Respectfully Submitted,

Cynthia Harris