

**MOUNTAIN LAKES DISTRICT
COMMISSIONERS MEETING
October 8, 2012**

Call to Order: Christopher Demers called the meeting to order at 6:00 pm

Roll Call: Beverly Jacobs, Christopher Demers, and Bob Long.

Residents in Attendance:

Laraine King, Ken King, Patricia Brady, Daniel J. Brady Jr., Mike Bonanno, Dottie Long, Grete D'Hondt, David R. Martella, Antaretta Salvucci, Tony Salvucci, Robert Roudebush and Francine Bowman.

Minutes of the Previous Meeting:

There were some questions regarding the Statement of Cash Account Register for the month ending September 30, 2012. Future meetings we will be using the standard form that has been used in the past.

There are questions concerning some of the line item figures. Amy Baker, the accountant is identifying and correcting. Bob Long stated that this will be an ongoing process. Discussion followed that in time with Amy working on these issues, they will be corrected and future data inputted will result in more accurate reports.

Chris Demers made a motion to approve the September minutes (9/10/12) with budget inquiries, Bob Long seconded the motion and they were approved.

1. District

- ***Financials:*** Reviewed

- ***Vouchers:*** Chris Demers made a motion to approve vouchers for the month of September. Bob Long seconded and they were approved.

- ***Pest Control:*** Beverly Jacobs met with JP Pest Services who said treating is more effective in September or in the spring, as well as treatments every 3 months. JP said there are certain chemicals they will not use on the district office because it is too close to the lake. Beverly will compile the quotes and have all paperwork soon to be reviewed. Discussion followed: Tony Salvucci uses electronic control sound waves to disrupt the pests.

- ***Action Item List:***
List was reviewed noting which items were complete, and which were still in the process. Incomplete items will be updated and added to the next action list.

- ***District Administrative Assistant (DAA) Job description:***
An extensive discussion regarding the office position followed. Bob Long stated that the position would be split between an accountant and an office person, and that there is a draft in progress describing the office position. We will set clear expectations and hold to it. Bob asked for input from everyone. Comments: Robert liked the hard work that went into the job description. The DAA should have scheduled acquaintance time with key people from the

town of Haverhill as well as a complete orientation. DAA should do website and calendar. No benefits will be offered because it is part time. Some agree Monday through Friday coverage would be nice, with some Saturday coverage. Some thought 20 hours would be better than 12 hour per week. Budget for this job will be about 15,000. A visitor log should be put in place for follow up. Advertisement for the position will be through the Bridge Weekly. Bob Long asked for feedback and final recommendations from the committee by Wednesday, October 10. Chris Demers said we will schedule a special meeting for next week to finalize the discussion and position description.

2. Water Committee Update:

- ***Water Usage:***

The water system is running smoothly and usage is around 22,000 gallons per day. The Water Committee is continuing the negotiation process with WW&L. Both Horne Excavation and Harold Clough are looking at staying on as contractors with the Water Department. The contracts have been provided and the Commissioners will review and consider. We have had a couple of homeowners use the FREE seasonal shut off service that we have.

- ***Maintenance:***

The pool is closed and winterized, the rafts, docks, and buoys will be in very soon. We will move and organize the items on the beach areas so they will be out of the way for sliding and winter activities. Mowing and some fall maintenance projects are ongoing. We will be winterizing misc. buildings and getting equipment ready for this winter. The heating systems are back up and running and will be serviced before the cold weather sets in. We should be doing the tree cutting and grading on the Emergency Spillway for the lower lake dam soon. Starting this month we will be working with the Budget Committee again to help ensure a sound fiscal direction for the Maintenance and Water Departments.

- ***Dry Hydrant:***

The dry hydrant by the mailboxes has been reconfigured to provide all local fire department pump trucks the ability to draw water from the lake. This has been tested by the local fire departments and the feedback has been positive.

3. Planning Board Update:

One application for a log home on Wildcat has been approved.

Dan Brady asked about the foundation on Kearsarge. Mike Bonanno replied that it is the town's responsibility as a wetlands violation. Discussion followed to ask if we could knock off the edges of the foundation, because it is naturally reverting back to its original intention with root bushes and brush growing in and around it... Robert Roudebush said the town will say "it's not ours," but Robert will check into it, and Bob Long will call the owner to touch base.

- ***Zoning Officer Report:***

Mike Bonanno stated that Stan Borkowski is doing a good job.

4. Recreation Update:

Beverly reported that the Octoberfest pumpkin carving was quiet, but the potluck was very well

attended and a nice evening. The next event is the Adult Holiday Party on December 8th.

- **Playground and Permit Update:**

Permit for playground is approved. We are required to wait 30 days prior to beginning work. The Army Corps of Engineers reviews these types of projects and if we have not heard from them within the 30 day timeframe, we can begin the work.

5. *New Business:*

A correction regarding trash drop off locations and times was mentioned. Francine will call Timberwolf Rubbish to follow up and redistribute the flyers with the updated information. Swing set at lodge needs maintenance. Bob will bring this to the attention of Don Drew.

Bob Long made a motion to adjourn the meeting. Christopher Demers seconded the motion. The motion passed unanimously. The meeting adjourned at 7:25 pm.

Respectfully Submitted, Francine Bowman