

**MOUNTAIN LAKES DISTRICT
COMMISSIONERS MEETING
September 14, 2015
*UNAPPROVED***

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

Roll Call: Chris Demers, Bob Long and Laraine King

In Attendance: Dottie Long, Ken King, David Martella, Fred Garofalo and Amy Baker, District Accountant.

Approval of Minutes:

Commissioners Meeting – Aug. 20: Chris Demers moved to approve; Bob Long seconded. Motion passed.

Commissioners Meeting – Sept. 11: Chris Demers moved to approve; Laraine King seconded. Motion passed.

District Business:

Manifests: Chris Demers moved to approve manifests from August 4, 2015 to September 14, 2015. Laraine King seconded; motion passed.

Financials: Financial reports for the period ending August 31, 2015 were reviewed and approved.

Water Bill Report: The commissioners reviewed and approved a report from Kristi Garofalo, Administrative Assistant, showing more than \$146,700 in water payments received and outstanding water bills totaling over \$45,800.

Revised Estimated Revenues Report: Amy Baker explained that at the beginning of the year the District's revenue estimate showed \$227,717 was needed from taxes; now that we are more than halfway through the year, actual revenues change the amount needed to \$223,067. The commissioners approved the DRA Revised Estimated Revenues Report (MS-434) and *Kristi Garofalo will submit it to the DRA.*

Project Checking Account: The commissioners discussed whether to open a checking account at Passumpsic Savings Bank specifically for the Lower Dam Project expenses. Amy Baker explained loan proceeds should not go through the general fund for auditing purposes. The commissioners discussed their options and agreed to pay project bills as wire transfers directly to the vendor's account.

Preliminary Budget: Amy Baker asked the commissioners if there were any projects to be aware of as the budget season starts. Bob Long said the outlet from the upper dam may need work in the next 5-7 years. Other items mentioned for discussion during the budget process are replacing the District truck and purchasing new accounting software.

Maintenance/Water Update: The commissioners reviewed the monthly report from Don Drew, Water and Maintenance Supervisor. Maintenance highlights included: the horseshoe pits are ready for use, the pool will be winterized and beach items stored for winter; the sliding hill has been mowed; joist hangers on the Lodge deck have been replaced; off season projects are being planned including a new roof on the pool house, some new windows and electrical work for emergency generator hook-up at the Lodge, and new lighting projects around the office. Water Department highlights included: water system is running well at around 25,000 gpd; the chambers have been mowed and brushhogged and the direct line area will be mowed soon; planned projects include adding outdoor lighting to the pump house and chambers and replacing rotted framing on the pump house.

Water Committee Update: Bob Long reported Nobis Engineering continues to work on the MtBE remediation and will start soon on the possible contaminated soil issue at the Lodge. He reported a change order for \$6,991 was submitted by CCS, the construction contractor for the Lower Dam Project. The District is disputing the change order. The lead time for a pre-cast outlet was longer than CCS wanted and a poured-in-place outlet was approved by the state instead. CCS wants to charge the District for the change and they are talking about going to arbitration. After discussion, the commissioners agreed to meet CCS halfway, but if CCS doesn't take the offer, they would go to arbitration. Bob Long said he would keep everyone posted.

Planning Board Update: Chris Demers reported the Board required the Pawtuckaway homeowner to have a survey done to locate the property boundaries and the permit application for a shed is on hold in the meantime. The

Deerfield permit application went to the ZBA and was put on hold pending a survey. The homeowner started work, but was told to stop until the permit is approved. The required survey is now done and zoning officer Stan Borkowski will investigate. ***Chris Demers will talk to Planning Board chairman Don Dubrule about a special meeting and/or an amended permit if Stan Borkowski recommends the permit application.***

Forestry Update: Bob Long reported there is a question about the ownership of the parcel being logged; the parcel may not have been transferred from the Town of Haverhill to MLD when the Town transferred other green belt parcels. Logging was temporarily stopped and the issue taken to the Haverhill select board to ask them to deed the property over to MLD. The select board wanted to investigate further and plans to discuss the issue at the Sept. 21 meeting. In the meantime, the select board moved to allow MLD to continue cutting and directed that any revenue be deposited into a separate account and remain untouched until the issue is settled. Bob Long said MLD attorney Bernie Waugh is looking for the original agreement between MLD and the Town and the commissioners plan to attend the select board meeting on Sept. 21.

Recreation Update: Laraine King reported the Block Party was very successful and well attended. October Fest is the next event and will be held the weekend of Oct. 3. The theme is Mountain Lakes' 50th anniversary; there will be horse-drawn hayrides and bounce houses, pumpkin carving and other children's activities. On Nov. 7, a Martini Night for adults only is scheduled and Dec. 5 will be the Holiday Party with crafts, Lodge decorating and potluck dinner. A New Year's Eve party is set for Dec. 31.

Action Items Review:

Bob Long: talked to Bernie Waugh about the replacement commissioner term question; at the annual meeting, there should be two elections for commissioner – a one year term to complete Jessica Brusseau's term and a regular three year term; Forestry Fund Committee first meeting is on hold due to the land ownership question; talked to Don Drew about the Lodge maintenance shed -Steve Robbins is not interested in taking it down, but Don Drew is looking into having Horne Excavating tear it down or the NHFD using it as a training burn; working with Stuart McDanolds on MLD street signage.

Chris Demers: discussed with the Planning Board guidelines for survey requirements when all lot pins are not clearly located and the Board decided to change the Construction Questionnaire form to require all pins located or a survey required; left another message for NHFD regarding slash pile on Killer Hill;

Laraine King: including the rules/regulations on the parking passes will be a spring project; will ask that the budget include having the snack bar open on weekends from Memorial Day to Opening Day for 2016; will investigate installing a "Snack Bar" sign on the upper beach.

Old Business:

- **Lodge Revenue and Policies** – Tabled

New Business:

- **Harrington Correspondence:** Ed Harrington sent a letter to the commissioners expressing an interest in purchasing the monkey bars. The commissioners agreed they did not want to sell and that ***Bob Long will talk to Don Drew about relocating the set to the Lodge.***
- **October Fire Department Training:** Joe McQueeney sent a request from the local fire departments to use the Lodge in October for training. Bob Long moved to approve the request; Chris Demers seconded and motion was approved. ***Kristi Garofalo will contact Joe McQueeney to set a date for the Lodge use.***
- **WHS Golf Team Donation:** A request was made for the District to donate to a fundraiser for the WHS golf team. The commissioners agreed individuals should have the opportunity to donate, but felt District money should not be used. The commissioners discussed the fact other groups were helped in the past and agreed to set as policy that the District does not make donations. ***Kristi Garofalo will send an email to residents to let them know about the opportunity to help the golf team. Chris Demers will notify the Lions Club the District cannot contribute to their golf fundraiser in the future.***

Chris Demers moved to adjourn and Bob Long seconded. Meeting was adjourned at 7:54 pm.

Respectfully submitted,
Kristi Garofalo