

**MOUNTAIN LAKES DISTRICT  
COMMISSIONERS MEETING June 13, 2016  
\*UNAPPROVED\***

**Call to Order:** Bob Long called the meeting to order at 6:00 pm.

**Roll Call:** Bob Long, Robert Roudebush and Laraine King

**In Attendance:** Ken King, Fred Garofalo, Dottie Long, Grete D'Hondt and Dan Brady.

**Approval of Minutes:**

- **May 9, 2016 Meeting:** Robert Roudebush moved to approve; Laraine King seconded and motion passed.

**District Business:**

- **Manifests:** Bob Long moved to approve May 10 to June 13 manifests; Laraine King seconded and motion passed.
- **Agenda Additions:** Robert Roudebush asked that "Motorized Watercraft" and Active Shooter Training" be added to the meeting agenda under New Business. All three commissioners agreed.
- **Financial Reports:** The commissioners reviewed the financials and the District Fund Report. Laraine King asked why line 5082-2 (Beach/Pool Maintenance) was running over budget. Kristi Garofalo explained the line included costs for the new beach sand and the plan was for the line to be reimbursed from the MLD Facility Maintenance, Improvement and Equipment Capital Reserve Fund. After discussion, Laraine King made a motion to reimburse \$3,000 of the beach sand cost from the MLD Facility MIE Capital Reserve Fund. Robert Roudebush seconded and the motion passed. The commissioners also discussed the Recreation Revolving Fund and how to fund and use it. The commissioners agreed t-shirt sales revenue should be used to fund the Recreation Revolving Fund and directed ***Kristi Garofalo to deposit t-shirt revenue from Snack Bar sales into the Rec Revolving checking account.*** The commissioners also discussed an email from the District's auditors recommending adjustments to Capital Reserve Fund accounts and signed paperwork approving the adjustments.
- **Water Bill Report:** The commissioners reviewed a report from Kristi Garofalo, Administrative Assistant, showing \$113,863.97 in water payments received since Apr. 1 with outstanding bills over \$72,898.02.

**Maintenance/Water Update:** The commissioners reviewed the monthly report from Don Drew, Water and Maintenance Supervisor. Maintenance highlights included: working on getting ready for season opening; raft to be moved to the north beach once the area is safe for swimming; cracks in the pool have been repaired; landscaping is looking good thanks to efforts by Robert Roudebush and the Wildlife & Beautification team. Water Department highlights included: water usage is still high, efforts to find the leak are on hold to get ready for season, but will resume soon; Lower Dam project almost complete, still working on a few items that need to be addressed by the contractors; the Water Committee is working with Nobis Engineering on water sourcing, the area at the base of the sliding hill has been tested and found not to exceed state minimums; finishing another round of copper/lead water tests and participants are reminded to call for pickup or drop off their samples as soon as possible. Laraine King expressed concerns about lifeguards cleaning the debris in the north lake swimming area and asked if divers could do it. Grete D'Hondt said she talked to Gary Gagnon, a diver who works for Woodsville Ambulance Service, who said he'd be willing to help. She said he would need volunteers to help pull the items to shore. ***Don Drew, Laraine King and Grete D'Hondt will coordinate the cleanup effort with Gary Gagnon.***

**Water Committee Update:** Bob Long reported usage is running about 40,000 to 50,000 gpd (about 10,000 to 15,000 gpd over normal usage). They still feel there is a leak on Rogers Road, but haven't located it yet and Don Drew is working on getting more experts in to help locate it. The lower dam project is complete except for seeding and loam; the Water Committee feels it wasn't done to specifications and has asked CCS and DuBois & King to correct it. Don Drew is getting quotes on having the work done properly and the Water Committee plans to deduct that cost from the retainage held against job completion.

**Planning Board Update:** Robert Roudebush reported he, Bob Long and Don Dubrule met with zoning officer Stan Borkowski about increasing the frequency of his meetings with the Board or touching bases in some other way. The

Board is looking at changing their meeting day and/or time, but want to make meetings convenient for applicants to attend. Kristi Garofalo is gathering feedback about changing to day-time meetings. Robert Roudebush will contact Stan Borkowski about the Board's willingness to change their meeting day/time and get his feedback. The Master Plan Committee finalized the survey and took steps toward distributing them; postcards will be sent out to encourage respondents to use online survey or request a hard copy by mail. Robert Roudebush also noted the use of the Observation/Incident Report has fallen off in the last few years and requested that its use be strongly encouraged to enable tracking of the complaints and actions taken in response. The commissioners agreed that ***Kristi Garofalo will encourage those who report incidents by phone or email to fill out an OIR***; they further agreed that ***Kristi Garofalo will post the OIR on the website for residents to complete and send to the office.***

**Forestry Update:** Mike Bonanno called from the Haverhill selectboard and suggested Mountain Lakes commissioners and Haverhill selectboard meet to walk the 22 acres where the ownership is under debate. The commissioners agreed to consider that option when more information is known.

**Recreation Update:** Laraine King reported they are getting ready for Opening Day on June 18 and the bonfires on the beach every other Friday night will start soon, too. Kristi Garofalo said the District has fire permits for District-sponsored events for both the Lodge and the beach for the season. The fire warden has advised that if other fires are seen on the beach, they should be reported to the non-emergency number of the North Haverhill Fire Department. Laraine King said they are still looking for volunteers interested in creating a float for the July 4th parade. ***Laraine King will get the Rec Committee minutes to Kristi Garofalo. Kristi Garofalo will make up a summer events flyer from the information; she will also ask Bev Jacobs about planned dates for the ice cream socials.***

Dan Brady said the Prouty may use French Pond Road as an optional route in July; ***Bob Long said he would get with Mike Bonanno regarding his idea for a non-official Prouty stop in the District.***

**Lodge Guidelines:** Laraine King presented suggested changes for the Lodge guidelines to be discussed at the July 9 meeting:

- 1) New rental period: start at 10:00 am, music/noise to end at midnight, Lodge cleaned and vacated by 2:00am.
- 2) Open rentals to non-District at a rate of \$250 per day plus \$150 security deposit.
- 3) Weekend "tented" events to be a three-day minimum rental fee at a reduced rate of \$650.
- 4) Develop a trash policy where renters can take trash with them or leave in a specified place for additional fee.

Bob Long reported that after further investigation it was found the District did not need additional liability coverage for District events, but a Tenant Users Liability Insurance Policy (TULIP) was strongly recommended for Lodge rental events where alcohol was consumed. The commissioners agreed to add the following question to the Lodge rental application: "Will alcohol be consumed at this event?" along with the note "If so, proof of liability insurance binder is required." The commissioners agreed non-profit groups would also be required to show proof of liability coverage if consuming alcohol at their events. They agreed to add "The District reserves the right to do on-site inspections during the event" to the application. ***Kristi Garofalo will make the changes and send to the commissioners for review.***

#### **Action Items Review:**

Laraine King: review of the Lodge guidelines is in process; beach rules have been added to parking passes; gave Rec summer meeting dates/times to Kristi Garofalo

Robert Roudebush: talked with homeowner requesting help with cleanup from the Lower Dam project, no further requests; checked with legal counsel about cease and desist orders who recommended changing to "Notice of Violation" which can be issued by commissioners or zoning officer; scheduling is in process for pest control treatments; Lodge bathroom renovations are complete.

Bob Long: talked with Don Drew about underlayment for Lodge floor project; will talk with Don Drew again about using divers to clean up north beach swimming area.

**Old Business: NONE**

## New Business:

- **District Alcohol Policy:** Robert Roudebush presented a draft of a District alcohol policy. After discussion, Robert Roudebush agreed to incorporate the suggested changes and bring a revised draft to the July 9 meeting.
- **Haverhill Lot Question:** Mike Bonanno repeated his phone offer to meet with the Haverhill selectboard and walk the property in question and come up with a solution. After discussion, it was agreed that **Bob Long will talk to Don Drew about the boundary pin locations and respond to the Haverhill selectboard about their invitation.**
- **Prouty Water Stop:** Mike Bonanno reported he contacted the Prouty organizers – they didn't feel they needed a water stop in Mountain Lakes, but they did need volunteers to help direct traffic. Mike Bonanno will recruit helpers.
- **Haverhill Selectboard/MLD Commissioners Meet & Greet Day:** Mike Bonanno said he invited members of the Haverhill Selectboard for an informal beach get together from 1:00 – 5:00 pm at Mountain Lakes on August 13 (rain date August 20). Mike Bonanno said the MLD commissioners were definitely invited as the goal was to bring the two groups together in an informal “fun” environment. Mike Bonanno said the selectboard was also considering attending a MLD commissioners meeting; the commissioners agreed **Bob Long will send Jo Lacaille an invitation for the selectboard to come to their next meeting.**
- **Indemnification of Officials:** The commissioners discussed an email from NHMA Legal Services Counsel Stephen Buckley that the commissioners are immune for liability arising out of a vote or decision made by them in good faith. He also recommended the commissioners should vote on the following resolution as well as standard protection: “Pursuant to RSA 31:105 to indemnify and hold all District commissioners harmless for all claims arising out of negligent actions.” Bob Long moved in favor of the resolution; Robert Roudebush seconded and the resolution passed unanimously.
- **July 4th Bake Sale:** The commissioners reviewed an email request to hold a bake sale near the mailboxes during July 4th weekend. After discussion about safety concerns, they directed **Kristi Garofalo to contact the resident and ask if the sale was for personal gain or for a fundraiser. If for personal gain, the response would be against use of the mailbox area. If the sale is a fund-raiser, they directed Kristi Garofalo to offer a safe location on MLD property (exact location to be decided).**
- **Monahan Land Donation:** The commissioners discussed an email offering to donate land to the District. Bob Long said they discussed this offer before; **he will research the previous decision and draft a letter to the Monahans.**
- **Motorized Watercraft:** Robert Roudebush said he made the rounds of all the posted MLD signs; none say motorized watercraft isn't allowed. After discussion, the commissioners agreed that rather than adding yet another sign, they'd like new signs that will combine all the beach/lake/District rules in one place with all the signs to be identical for consistency. **Robert Roudebush will research what the existing signs say and create a draft version of a new one, then work with Don Drew to get prices.**
- **Lifeguard Chair:** Grete D'Hondt asked if the lifeguard chair could be shortened as some of the lifeguards don't feel it's safe to jump down from that height if a rescue is needed so they sit or stand next to the chair. **Bob Long said he would talk to Don Drew to see if the change can be done.**
- **Active Shooter Training:** Robert Roudebush reported that he, Don Drew, and Kristi Garofalo attend the Active Shooter Training put on recently by the Haverhill Police Department and found it very thought-provoking. He said Haverhill plans to offer more classes in the future for town employees and the general public.

## Non-Public Session:

- Bob Long moved to go to a non-public session and Robert Roudebush seconded. The roll call vote was unanimous in favor and the Board went into non-public session at 8:55 pm.
- Bob Long moved to leave non-public session and return to public session; Robert Roudebush seconded. The roll call vote was unanimous in favor of and the Board returned to public session at 9:17 pm.
- Bob Long moved to seal the minutes of the non-public session; Robert Roudebush seconded and the roll call vote was unanimous in favor. The minutes were sealed.

Bob Long moved to adjourn and Laraine King seconded. Meeting was adjourned at 9:20 pm.

Respectfully submitted,  
Kristi Garofalo