

**MOUNTAIN LAKES DISTRICT  
COMMISSIONERS WORK SESSION  
February 6, 2017  
\*UNAPPROVED\***

**Call to Order:** Bob Long called the work session to order at 6:00 pm

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

**Residents in Attendance:** Ken King, Dan Brady and Cindy Williams were present as guests.

**Budget Discussion:** The commissioners reviewed the 2017 Budget as recommended by the Budget Committee. The following items were subjects of discussion:

**5009-1 Zoning Officer** – The commissioners discussed reasons for the line increase (the zoning officer's stipend has not been increased in years and the job description is currently being revised to include additional duties) and agreed on the amount recommended by the Budget Committee.

**5013-1 Maintenance Assistant** – The commissioners noted the increase in this line. Robert Roudebush said the plan was for the maintenance assistant to take on some of the landscaping duties previously done by the Beautification & Wildlife Committee. Administrative Assistant Kristi Garofalo said another plan for the increase in the line was to account for cleaning of the Lodge between rentals.

**5018-2 Lifeguards** – Laraine King asked if the past practice of increasing returning workers' hourly wage by .25 cents should be continued this season. After discussion, the commissioners agreed to plan to continue the practice. Laraine King said a parent had asked her if rehire letters could be sent early so that summer employees could make plans for the season. Kristi Garofalo said rehire letters usually go out in March after the budget has passed at the annual meeting; Laraine King agreed that would be early enough.

**Recreation Projects:** Laraine King asked about several Recreation projects that were previously recommended by the Recreation Committee; the commissioners' discussions were noted as follows:

**Electrical Work at the Pool Pavilion:** Laraine King said adding electrical outlets to the pavilion would save running extension cords for lights from the pool house when hosting poolside events. She said Maintenance Supervisor Don Drew priced the work at around \$1,500 and she would check with him for more information. After discussion, the commissioners agreed funds for this project could come from the Recreational Facilities Capital Reserve Fund.

**Lodge Basement Flooring and Updating:** Laraine King said the Rec Committee was asking for the status of coating/covering the Lodge basement floors. After reviewing minutes from the Budget Committee meetings, the commissioners determined the Committee had dropped a recommendation for \$9,000 for the basement floors and kept a recommendation for \$5,000 to be used for exterior Lodge repairs as they considered those repairs a priority. Bob Long said the basement floor project has been pushed back several times and infrastructure shouldn't be neglected because it will cost more in the end. Cindy Williams said the common room area is used

heavily for special events and winter activities, and updating the floors would be practical as well as more attractive. She said if the floors were done, the Rec Committee would volunteer to re-organize, paint, and clean the basement areas as well as search for furnishings. After further discussion, Laraine King suggested an additional warrant article be created for the amount of \$10,000, with \$9,000 to be used for the covering/coating the basement floors and \$1,000 to be used for renovating/painting/etc. of the basement rooms. The commissioners agreed to recommend the creation of such a warrant article.

**Lodge Exterior Repairs:** Needed Lodge exterior repairs include soffit and fascia work, staining, rebuilding lower exterior walls, and minor soil re-grading to avoid standing water in the basement. The estimated cost for these repairs is \$5,000 recommended to be funded by warrant article #10 in the current warrant. The commissioners agreed with the Budget Committee recommendation.

**Snack Bar Repairs:** Laraine King said Rec Committee asked for Snack Bar renovations including plumbing, cabinet work, and removal of the old exhaust hood. She said Don Drew estimated the cost at about \$1,900, but there was nothing specific in the budget to fund the repairs. After reviewing minutes from the Budget Committee meetings, the commissioners agreed to plan on using funds from the Facility Improvement, Maintenance and Equipment Capital Reserve Fund to fund the Snack Bar repairs.

**Raft/Diving Board:** Bob Long said research done on replacing the raft and diving board showed a cost estimate of \$5,000 to \$6,000. After consulting minutes from the Budget Committee meetings, the commissioners noted Committee discussions that the funds would come from the Facility Improvement, Maintenance and Equipment Capital Reserve Fund and agreed with those plans.

Dan Brady suggested that due to the amount of work and projects Don Drew currently has on his plate, the above projects should go out to bid and outside contractors hired to complete them with Don Drew serving as the supervisor. The commissioners agreed.

The commissioners reviewed the warrant as it currently stands and agreed no changes need to be made at this time other than the addition of a warrant article as noted above.

Bob Long moved to adjourn and Robert Roudebush seconded. The work session adjourned at 7:04 pm.

Respectfully submitted,  
Kristi Garofalo