

**MOUNTAIN LAKES DISTRICT  
COMMISSIONERS MEETING  
March 13, 2017  
\*UNAPPROVED\***

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

**Roll Call:** Bob Long, Laraine King and Mike Roberts were present. Bob Long and Laraine King welcomed newly elected commissioner Mike Roberts to the Board.

**Residents in Attendance:** Ken King and Robert Roudebush

**Approval of Minutes:**

- **Feb.13, 2017 Meeting:** Bob Long moved to approve; Laraine King seconded and motion passed.
- **Feb.13, 2017 Budget Hearing:** Bob Long moved to approve; Laraine King seconded and motion passed.

**District Business:**

- **Manifests:** Bob Long moved to approve manifests from February 14, 2017 to March 13, 2017; Laraine King seconded and motion passed.
- **Financial Reports:** The commissioners reviewed financial reports for the months ending Feb.28, 2017.
- **Water Bill Report:** The commissioners reviewed a report from Kristi Garofalo showing \$156,715.45 in water payments received since April 1 with outstanding bills at \$27,070.44. Kristi Garofalo reported she received a call from a new home owner requesting the water turned be turned on, but the old owner still owed their 2016 water bill. After discussion, the commissioners agreed the old account needed to be paid in full before the water could be turned back on. ***Kristi Garofalo will draft a letter and send to Bob Long for review before mailing to the new owners.***

**Maintenance/Water Update:** The commissioners reviewed the monthly report from Don Drew, Water and Maintenance Supervisor. Maintenance highlights included: projects ready to be started once approved at annual meeting; new signs for the Lodge are in place and plans are to work with Robert Roudebush on low maintenance landscaping around them. Water Department highlights included: found and repaired leak on Swiftwater Circle; electrical updates at pump house almost complete; continuing efforts on source development and MTBE remediation in the spring; received decals for District truck and will apply them as soon as weather warms up.

**Water Committee Update:** No report

**Planning Board Update:** Robert Roudebush said he contacted zoning officer Stan Borkowski who has been ill for the last several months. They agreed the District needs an active zoning officer and will move forward with the new zoning officer job description and finding a replacement. The commissioners reviewed the latest draft of the job description and agreed ***Kristi Garofalo will send it to Primex for review and put it on the commissioners' agenda for April.*** The commissioners also agreed to start the search for a zoning officer by listing the opening with governmental sites and advertising in area newspapers. ***Kristi Garofalo and Robert Roudebush will work on the ads to be placed.*** Robert Roudebush said the Planning Board recommended at least one member of the Board be present for interviews and the commissioners agreed.

Mike Roberts moved to appoint Robert Roudebush to the Planning Board for a three-year term. Bob Long seconded and the motion passed. Bob Long moved to appoint Mark Johanson as a full member (he was previously an alternate) of the Board for a three-year term. Mike Roberts seconded and the motion passed.

**Forestry Update:** Bob Long reported that legal and survey work continues on the 174 acre parcel on the west side of the District and should be done by April 1. The 22 acre parcel whose ownership was contested with the Town of Haverhill has been surveyed and pinned in preparation to be turned over to the District.

**Recreation Update:** Laraine King said this is a quiet time for Rec as they prepare to gear up for the summer season. Rehire letters will go out to summer employees this month and once the responses are in, ads will be placed for any remaining openings.

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

Bob Long: Letter mailed in response to water customer decision and attempts made to contact property owners personally; changes in water tariff/fees in progress; worked with Don Drew to have Lodge flooring choices available at annual meeting; work with Don Drew on purchase of new raft/diving board is in process; docs for spillway land purchase will be considered by Haverhill Planning Board on March 28; in the process of contacting resident regarding inappropriate emails.

Laraine King: No new action items.

Mike Roberts: No new action items.

#### **Old Business:**

- **Beach Smoking Policy:** The Office received an email asking the commissioners to re-consider the smoking policy for the south beach. After discussion, the commissioners agreed to a new approach to complaint issues, namely that **Laraine King will instruct summer staff to log all complaints with detailed information in order to track how much certain complaints affect the community.**

#### **New Business:**

- **Recreation Prizes:** Laraine King reported she contacted Tom O'Connor, the organizer of the Fishing Derbies. He plans one Derby for July 4<sup>th</sup> weekend and another one in August. The Rec Committee will set a dollar amount to be used for Derby trophies. Laraine King said the summer activity program will award ribbons this year instead of candy prizes as they are healthier.
- **Clean Up Day:** Mike Roberts suggested a District Clean-Up Day, with a bonfire and/or chili cook-off in May to clean up beaches, roads, etc. **Robert Roudebush will ask Grafton County Correctional to do their usual spring clean-up along French Pond Road.** After discussion, the commissioners agreed **Mike Roberts will head up organizing a District Clean-Up Day.**
- **Commissioner Roles:** Bob Long said Mike Roberts made a good fit as ex-officio for the Planning Board since he has been a member for two years; Laraine King is doing a great job as the commissioner liaison with the Rec Committee; and he would like to stay as representative to the Water Committee. The commissioners all agreed to their roles. Laraine King moved to name Bob Long as chair of the Board of Commissioners; Mike Roberts seconded and the motion passed.

The meeting adjourned at 6:48 pm.

Respectfully submitted,  
Kristi Garofalo