

**MOUNTAIN LAKES DISTRICT
COMMISSIONERS MEETING
October 16, 2017
*UNAPPROVED***

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

Roll Call: Bob Long, Mike Roberts and Laraine King were present.

Residents in Attendance: David Martella, Robert Roudebush and Ken King.

Approval of Minutes:

- **September 11, 2017 Meeting:** Laraine King moved to approve; Mike Roberts seconded, motion passed.
- **August 29, 2017 Work Session:** Laraine King moved to approve; Mike Roberts seconded, motion passed.

District Business:

- **Manifests:** Laraine King moved to approve manifests Sept. 12 to Oct. 16, 2017. Mike Roberts seconded, motion passed.
- **Financial Reports:** The commissioners reviewed financial reports as of September 30, 2017 and considered a spreadsheet showing the District's projected cash flow needs through the end of the year. Bob Long made a motion to ask District treasurer Dan Brady to transfer funds from the Water Department's money market account to the main checking accounts to assist with cash flow effective October 2017. Laraine King seconded and the motion passed.
- **Water Bill Report:** The commissioners reviewed a report from Kristi Garofalo showing \$149,298.53 in water payments received since April 1 and outstanding bills at \$38,994.98. Disconnect notices were served on six properties and one homeowner has made a partial payment on their account. Kristi Garofalo asked the commissioners for direction in handling that account. After discussion, the commissioners agreed the full amount should be paid to avoid disconnection and directed ***Kristi Garofalo to send a letter to the customer (after sending the draft to the commissioners for approval) stating payment in full or a signed payment agreement must be received by Oct. 31 in order to avoid disconnection.***

Maintenance/Water Update: The commissioners reviewed the monthly report from Maintenance/Water Supervisor Don Drew. Maintenance highlights included: Summer items are winterized/stored away; flood damage in Lodge area has been repaired and office area damage repairs should be completed soon; bush hog work around the Lodge and sliding hill is done. Water Department highlights included: water system is running normally at 30,000 gpd; water service in a few homes has been shut down for the winter season; working on flow direction and water main replacement projects; Bear Road meter pit project is complete; some residential meters for leak detection will be installed in mid-to-late November; met with NH Dam Safety Inspector and will receive his report soon.

Water Committee Update: Ken King said the inspector from the Dam Bureau will get back to them about when the Upper Dam work needs to be done and different methods that could be used. ***Bob Long will check with Don Drew to see if the permit for work on the dams is still open.*** Mike Roberts noted he met with the inspector as well regarding the proposed catchment basin off Killer Hill and was told the Dam Bureau is concerned with berms 6 feet or higher so the proposed structure doesn't qualify, but the Wetlands Bureau should be contacted to see about a permit. ***Mike Roberts will contact the Wetlands Bureau and set up a meeting to find out more.***

Planning Board Update: Robert Roudebush reported the Board is meeting in a few days and has one permit application to consider. Two Notices of Violation approved at the last meeting were served and both issues have been resolved. Bob Long said he received a call from one of the homeowners who received an NOV and wondered why he didn't receive a phone call before it was served. Robert Roudebush said he had no problem with attempting to contact homeowners personally before issuing a NOV and would suggest the Board make that a policy. The commissioners directed ***Kristi Garofalo to send a copy of each NOV to them in case they receive questions.*** Robert Roudebush reported the Board is starting to look at possible zoning ordinance changes and the Master Plan has been sent to the printer for pricing. Kristi Garofalo noted the quote came back as \$156 for b/w pages with color cover or \$496 for all in color. After discussion, the commissioners agreed to go with all-color booklets. ***Kristi Garofalo will place the order; Robert Roudebush will help review the final proof when received.***

Recreation Update: Laraine King reported the next event is the Paint & Sip on November 4 at the Lodge. Space is still available – ***Kristi Garofalo will attach the event flyer to the next DMAIL.***

Action Items Review:

Bob Long: still working with Don Drew on District signs; contacted homeowner on Killer Hill and gave update on catchment basin plans; sent email to homeowner re: surveyor's visit, also had personal conversation-issue seems to be resolved; contacted Haverhill Town Manager Jo Lacaillade re: lots on Kearsarge-and was told the lots have been combined and the Town will have a list of properties for tax sale in the next 2-4 weeks

Laraine King: contacted MLD Zoning Officer "Fin" Finnegan to see if his Scout troop might be interested in trail projects or other activities in the District-he's checking with other leaders to gauge interest-and Laraine King also working on a plan for possible projects. Laraine King noted she checked with Primex re: the key card entry for pool (she said Primex is okay with the idea) and Ken King has contacted vendors to get quotes on a key card system, but he is having a hard time getting estimates. Laraine King asked the other commissioners for their opinion on whether they should continue to research the project. Mike Roberts said he was willing to consider the key card system depending on pricing. Bob Long said he is concerned about liability and maintenance, and feels more research is needed. ***Laraine King will continue to research key card system.***

Mike Roberts: met with the representative from the Dam Bureau regarding the proposed catchment basin for Killer Hill and received the suggestion to contact NH Wetlands Bureau-***Mike Roberts will contact them and set up a meeting for more information.***

Old Business:

- **Previous Correspondence** – Laraine King asked the status of a previously received email complaining about a barking dog on French Pond Road. Bob Long said he spoke to the individual who sent the email and the Haverhill animal control officer. Several people reported the dog has not been an issue lately. ***Bob Long will follow up with the animal control officer.***

New Business: NONE

Mike Roberts moved to adjourn; Laraine King seconded. The meeting adjourned at 7:21 pm.

Respectfully submitted,
Kristi Garofalo