

**MOUNTAIN LAKES DISTRICT
COMMISSIONERS MEETING
December 11, 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.

Residents in Attendance: Robert Roudebush and Ken King.

Approval of Minutes:

- **Nov. 13, 2017 Meeting:** Laraine King moved to approve; Mike Roberts seconded, motion passed.

District Business:

- **Manifests:** Laraine King moved to approve manifests from Nov. 14, 2017 to Dec. 11, 2017; Mike Roberts seconded, motion passed.
- **Financial Reports:** The commissioners reviewed financial reports for months ending Nov. 30, 2017.
- **Water Bill Report:** The commissioners reviewed a report from Administrative Assistant Kristi Garofalo showing \$157,742.92 in water payments received since April 1 with outstanding bills at \$32,644.66.
- **FEMA Claim Update:** Kristi Garofalo reported most of the FEMA claim documentation has been submitted and they are waiting on one final invoice to submit the rest. Once all invoices are in, the process for DRA approval for flood related spending can begin.

Maintenance/Water Update: The commissioners reviewed the monthly report from Don Drew, Water and Maintenance Supervisor. Maintenance highlights included: summer items are stored for the winter; work on the skating rink and sliding hill has started; Lodge projects are continuing, including enlarging the Rec storage area and adding a mop sink and supply room off the Annex in the old kitchen; and Killer Hill has been closed for the season. Water Department highlights included: the water system is running about 20,000-25,000 gpd; seasonal shut offs continue; Horne Excavating and Harold Clough responded quickly to two water main breaks and helped make repairs in a timely manner; working with engineering firm regarding the Lower Dam Spillway and also to look at the future needs of the Upper Dam outlet barrel (looking at some outside funding to help pay for some of the work); water samples were taken from the MTBE site and engineering firm is working with NH DES on details to fund a new well for testing and then as a District water source if deemed okay for potable water.

Water Committee Update: Ken King reported water meters have been installed in a few homes on a volunteer basis in order to test the installation process and equipment.

Planning Board Update: Robert Roudebush reported one application was approved for a new home to be built on Kinsman Road. Mike Roberts reported the Board is working on changes to the zoning ordinance. Bob Long reported he will recommend to the Budget Committee that the "5095-1 Planning Admin" budget line be eliminated and that the "5010-1 Administrative Assistant" budget line be used to show all administrative assistant payroll expenses for Gen Op since there is no longer a need for tracking the respective expenses separately. Robert Roudebush reported the Board plans to ask for increased funding for the zoning officer as well as an additional deposit to the Planning Board Legal Expenses Capital Reserve Fund in the 2018 budget. Discussion of legal expenses paid in 2017 led to questions regarding an invoice received from Gardner, Fulton & Waugh in June. ***Kristi Garofalo will contact the District legal***

counsel with the Board's questions and forward the response to Robert Roudebush and the commissioners.

Forestry Update: NONE

Recreation Update: Laraine King reported Ladies Night Fondue Party was a success and the challenge has gone out for the men to create an event. She reported the date for WinterFest is still being decided as there are conflicts in the schedule for organizers and volunteers. After discussion, the commissioners agreed Jan. 20 or Jan. 28 would be good dates if others didn't work. **Laraine King will talk to organizers and bring back more information.** Discussion was held about the Recreation Facebook page and whether administration of the page should be done by the District office. The commissioners agreed Kristi Garofalo will take over administration of the page; **Bob Long will contact the previous administrator and arrange the transfer.**

Action Items Review:

Bob Long: working with Don Drew on the July storm debrief and District signage; working with legal counsel re: District alcohol policy (specifically alcohol consumption on the beach); worked with French Pond Road homeowner re: barking dog issue, homeowner is now working with Haverhill animal control officer; waiting on EPA response for Killer Hill tree/catchment basin project.

Laraine King: continuing research on a pool keycard system (has another lead in Bradford, VT); working with Kristi Garofalo on the community info welcome letter; recruiting Scout troop help for District projects is tabled until spring.

Mike Roberts: working with the NH Wetlands Bureau to find out more about catchment basins for Killer Hill project.

Old Business: NONE

New Business:

- **District Website:** Mike Roberts noted the current District website seems "antiquated" and updating information on it can be a complicated process. Bob Long said a resident recently offered to help update the website; after discussion the commissioners agreed **Bob Long will contact the resident/web designer who offered his services for more information.**
- **Land Sale:** Bob Long reported a resident has expressed interest in purchasing a lot on Kinsman Road currently owned by the District. He said his research shows that in order to sell District land, the commissioners need to be given the authority to do so by a vote at the annual meeting. Bob Long suggested getting an appraisal to determine the fair market value of the property. Laraine King said she would like information on how/why the District came to own the lot originally. Mike Roberts said he had no objection to the sale as long as the lot is not green belt property. **Bob Long will get more information on the lot and send it out to the other commissioners.**

Mike Roberts moved to adjourn; Laraine King seconded. The meeting adjourned at 7:00 pm.

Respectfully submitted,
Kristi Garofalo