

**MOUNTAIN LAKES DISTRICT  
COMMISSIONERS MEETING  
January 15, 2018  
\*UNAPPROVED\***

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

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

**Residents in Attendance:** Fred Garofalo, Darlene Simboli, Mike Bonanno, Robert Roudebush, Ken King, Francine Bowman, Mary Houde, Antonio Houde, Donny Bowman, Dorothy Long, Patricia Brady, Dan Brady and Mark Johanson.

**Budget Presentation:** Budget Committee Chairman Dan Brady presented the proposed 2018 Budget for General Operations and Water Department. He said the Committee did a thorough review of proposals from District groups with the result that the General Operating Budget has a slight (.06%) increase while the Water Department Budget has a larger increase. He asked Bob Long to explain the proposed Water Department Budget changes. Bob Long said there were more water breaks in 2017 than in the last several years; three major breaks in the last week alone. He said the system needs serious work and chasing water breaks is keeping planned improvement projects from happening. The proposed plan is to add another full-time employee (FTE) to take some of the workload and make Don Drew Project Manager to work on water system improvement, water sourcing, dam projects, etc. The proposed Water Budget shows a \$75 rate increase (\$6/mo.) to cover the new FTE position and an increased amount for emergency water breaks. **Bob Long will create job descriptions for both positions and a means of tracking benefits to the District from the personnel changes.** He also thanked the Budget Committee for their time and efforts in creating the proposed budgets.

**Pool Key Card Proposal:** Mike Bonanno said he had quotes for a key card system he proposes be installed for pool access and asked for a warrant article to raise money be used for such a system. After discussion, it was agreed **Mike Bonanno will submit a petitioned warrant article with proper signatures.** It was also agreed **Laraine King will clarify the position of the District liability carrier (Primex) on installing and using a key card system for pool access.**

**Monteau Rope Tow Project:** Francine Bowman said she is working with a group of residents who want to see a rope tow on Monteau again; she requested permission from the Commissioners to form a committee with a goal of presenting a proposal at the 2019 annual meeting. After discussion, Laraine King moved to create an MLD Rope Tow Committee; Mike Roberts seconded and the motion passed. **Francine Bowman said she will create a flyer for distribution at the 2018 Annual Meeting and invite people to join the committee.** Mike Roberts said he spoke to Primex about coverage for rope tow activity and was told they did not cover it; they suggested Kemper Insurance as an alternative. Bob Long moved that Mike Roberts be named ex-officio for the MLD Rope Tow Committee; Laraine King seconded and the motion passed.

**Approval of Minutes:**

- **Dec. 26, 2017 Meeting:** Laraine King moved to approve; Mike Roberts seconded, motion passed.
- **Jan. 11, 2018 Meeting:** Laraine King moved to approve; Mike Roberts seconded, motion passed.

**District Business:**

- **Manifests:** Laraine King moved to approve manifests from Dec. 12, 2017 to Jan. 15, 2018; Mike Roberts seconded, motion passed.
- **Financial Reports:** None – Budget in process
- **Water Bill Report:** The commissioners reviewed a report from Administrative Assistant Kristi Garofalo showing \$161,822.64 in water payments received since April 1 with outstanding bills at \$28,312.19
- **Annual Meeting Date:** Bob Long reported he has been in contact with the Town Moderator and it looks like the Supervisors of the Checklist will not be available for the MLD Annual Meeting on March 10 because the school meeting will be held that day (Town meeting is set for March 17). **Bob Long will work with the Moderator and Supervisors to find a different date if March 10 will not work.**

- **FEMA Claim/DRA Request Update:** Bob Long opened a public hearing to consider whether the Commissioners should request approval from the NH DRA to over expend 2017 appropriations due to the July 1 rainstorm damage repairs. After a brief discussion and opportunity for public comment, Bob Long made the following motion: *“To request approval from the NH Commissioner of Revenue Administration to expend funds during fiscal year Jan. 1, 2017 – December 31, 2017 in excess of the appropriation authorized at the Mountain Lakes March 11, 2017 District Meeting. This request is necessary because of the unexpected nature of a severe rainstorm on July 1, 2017 which resulted in unanticipated costs to clear and repair damaged roads totaling \$13,846.98. We propose to fund these costs from our unassigned fund balance as of December 31, 2016 with partial reimbursement expected from our claim filed with New Hampshire Homeland Security and Emergency Management and FEMA.”* Laraine King seconded and the motion passed. Bob Long signed the request letter to the DRA; ***Kristi Garofalo will send the letter to the DRA along with the other documentation.***
- **Master Plan Utilization:** Bob Long said the Commissioners agree the recently updated Master Plan should be a working document and part of their monthly meetings. He asked ***Robert Roudebush and the Planning Board to create a prioritized list of the top five things/suggestions/goals gleaned from the Master Plan to be recommended to the Commissioners in February as a place to start.***

**Maintenance/Water Update:** No Report – Water/Maintenance Supervisor Don Drew on vacation.

**Water Committee Update:** Bob Long reported there were three major system breaks in the last week and after the last one was repaired, water usage dropped to 42,900 gpd, and then to 32,000 gpd. Dan Brady suggested consideration of a special thank-you to the water team for all their hard work.

**Planning Board Update:** Robert Roudebush reported winter is a slow time for zoning permits. The Board didn’t see any new permit applications at the last meeting and is monitoring tracking reports.

**Forestry Update: NONE**

**Recreation Update:** Laraine King reported the Lodge “Cocoa Bar” is open weekends 11am to 3pm and the skating rink is now open. She said the Paint & Sip was a success; another event is planned for spring and a similar event for children is being considered. WinterFest is February 11 and plans are in process.

**Action Items Review:**

Bob Long: *Kristi Garofalo made “admin” for the Haverhill Rec Facebook page; working with web designer on new District site; getting info for resident interested in purchasing a District lot; working with legal counsel on District policy re: alcohol on the beach; working with Don Drew on July storm debrief and District signage; waiting on EPA response for Killer Hill tree/catchment basin project.*

Laraine King: *WinterFest date is set; will contact Primex re: key card system; working on the community info welcome letter; recruiting Scout troop help for District projects on hold until spring.*

Mike Roberts: *working with the NH Wetlands Bureau about catchment basins for Killer Hill project.*

**Old Business: NONE**

**New Business:**

- **Alerts & DMAILS:** Patricia Brady complimented the recent water alerts and DMAILS as a good way to communicate timely information to residents.
- **Budget Work:** Robert Roudebush offered his appreciation to the Budget Committee members for all their hard work preparing the 2018 proposed budgets.

Mike Roberts moved to adjourn; Laraine King seconded. The meeting adjourned at 7:20 pm.

Respectfully submitted,  
Kristi Garofalo