

**MOUNTAIN LAKES DISTRICT
COMMISSIONERS MEETING
April 16, 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: Robert Roudebush, Ken King, Dan Brady, Dottie Long, David Martella, Don Bowman, Francine Bowman and Donny Bowman, Jr.

Approval of Minutes:

- **Mar. 12, 2018 Meeting:** Mike Roberts moved to approve; Laraine King seconded, motion passed.
- **Mar. 24, 2018 Annual Meeting:** Laraine King moved to approve; Mike Roberts seconded, motion passed.

District Business:

- **Manifests:** Bob Long moved to approve manifests from Mar. 13 to Apr. 16, 2018. Mike Roberts seconded, motion passed.
- **Board Officer Election:** Laraine King moved to name Bob Long as chair for the Board of Commissioners; Mike Roberts seconded and the motion passed.
- **Board Appointments/Re-Appointments:** Mike Roberts moved the following people be re-appointed to the Planning Board for a three year term: Don Dubrulle and Mike Bonanno as regular members and Tom Eighmy as an alternate member. Laraine King seconded and motion passed. Bob Long moved the following people be appointed to the Zoning Board of Adjustment as regular members for a three year term: Karen Rajsteter, Peter Olander, Rosie Farr, Robert Roudebush and Marcia Selent. Mike Roberts seconded and motion passed. Bob Long moved David Selent, Joe McQueeney, and Roger Warren be appointed to the ZBA as alternate members for a three year term; Laraine King seconded and motion passed.
- **Financial Reports:** The Commissioners reviewed financial reports for the month ending Mar. 31, 2018.
- **Water Bill Report:** The Commissioners reviewed a report from Administrative Assistant Kristi Garofalo showing \$23,129.45 in water payments received since April 1 with outstanding bills at \$183,097.48. The Commissioners discussed recommendations for disconnect notices. Bob Long moved to serve the recommended notices; Mike Roberts seconded and the motion passed. Kristi Garofalo asked for clarification of the disconnect notice guideline taking into account the new water rates. The Commissioners agreed on a \$550 account balance guideline.
- **FEMA Claim/DRA Request Update:** Bob Long reported he recently answered follow-up questions on the FEMA claim and was told it was put back into the pool for action. No other response has been received to date from FEMA or DRA.
- **District Financial Policy Review/New Procurement Policy:** The Commissioners reviewed a proposed District Procurement Policy. After suggesting changes, they agreed ***Kristi Garofalo will make the changes and insert the new policy into the overall Financial Policy*** so all can be reviewed and approved together at the next meeting.

Maintenance/Water Update: The Commissioners reviewed the monthly report from Don Drew, District Project Manager. Maintenance highlights included: starting prep for summer projects, will have Snack Bar, beach area and north raft in for Memorial Day weekend. Water Department highlights included: water system is at 20,000 gpd; SCADA project (electronic monitoring) continues; and work on Kearsarge Drive is planned for the week of April 23.

Water Committee Update: Bob Long reported the Water Committee recommended moving forward with the SCADA project as proposed by EOS Systems. After discussion about the EOS proposal, Bob Long moved to approve the proposal as written and sign off on the agreement when it is provided by EOS. Mike Roberts seconded and the motion passed.

Bob Long reported an agreement was reached with Chris Dellinger, owner of Hood's Plumbing, for the company to take over most of the daily water monitoring and all of the emergency call-outs for the District. After discussion of the contract as

recently revised by legal counsel, Bob Long moved to sign the contract and make it effective as of the date when it is signed by Chris Dellinger. Mike Roberts seconded and the motion passed.

Monteau Rope Tow Committee: Mike Roberts reported the Committee is working on a USDA Rural Development grant application due April 30. Francine Bowman said the application needs a letter from the Commissioners giving permission to apply for the grant. The Commissioners discussed the progress of the Committee's plans and expressed a desire to see the completed application before signing the permission letter. After discussion, the Commissioners agreed to call a special meeting when the application is complete, review it at that time, and then come to an agreement about signing the letter. Francine Bowman also said she was meeting with Don Drew about repairing a leaking well on the ski hill. **Bob Long will talk to Don Drew about repair plans.**

Planning Board Update: Robert Roudebush said the Board will conduct officer elections at their upcoming meeting and discuss a proposed agreement from Tara Bamford for consultant work on the MLD zoning ordinance. The Commissioners acknowledged receipt of the proposed agreement for their review and agreed the Board will return their recommendation to the Commissioners for discussion and approval at the May Commissioners meeting.

Forestry Update: NONE

Recreation Update: Laraine King said limited services (Snack Bar, boat rental, restrooms) will be available on Memorial Day weekend and Opening Day will be June 24. Planning for the Pancake Breakfast is going well, but the Sip & Paint event may be cancelled. **Laraine King will contact artist Linda Johanson for the decision.** The next Committee meeting date will be announced when set.

Action Items Review:

Bob Long: working on job descriptions for Water Dept. changes; contacted legal counsel regarding alcohol policies & candidate letters; will work with Don Drew to debrief July storm events; signage project is in process; provided a drawing of homeowner's request to remove a 30' x 45' area of District trees along Killer Hill for view purposes and in turn will merge four of his lots into two. **Bob Long** made a motion to accept the homeowners' proposal and **will draft a written agreement for Commissioner approval.** Mike Roberts seconded and the motion passed.

Laraine King: community info welcome letter in process; will contact zoning officer "Finn" Finnegan in the spring regarding Scout troop involvement in District projects.

Mike Roberts: waiting for ice to melt for a meeting/tour with NH Wetlands Bureau regarding catchment basin project.

Old Business:

- **Candidate Letters:** Bob Long reported he received feedback from legal counsel regarding whether the District should send out candidate letters, and if so, how to provide equal access to all candidates. The Commissioners agreed to table the subject until the next meeting.

New Business:

- **Beach Alcohol Policy:** Bob Long said he received feedback from legal counsel on how to handle a beach alcohol policy and asked **Kristi Garofalo to put the subject to the agenda for the next meeting.**
- **Haverhill Unification:** After a brief discussion of the recent Vision to Action program, Dan Brady suggested changing Mountain Lakes District to Mountain Lakes Village to reflect more connection with the Town of Haverhill. The Commissioners agreed the unification subject needed further discussion and tabled it until the next meeting.
- **Firearm Discharge in the District:** David Martella reported a neighbor often target shoots into a green space area where people may be hiking. The Commissioners agreed such shooting is a police matter. **Bob Long said he will research the NH required distance from occupied homes for shooting and report back.**

Laraine King moved to adjourn; Mike Roberts seconded. The meeting adjourned at 8:03 pm.

Respectfully submitted,
Kristi Garofalo