

**MOUNTAIN LAKES DISTRICT  
COMMISSIONERS MEETING  
October 8, 2018  
\*UNAPPROVED\***

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

**Roll Call:** Commissioners Bob Long, Mary Houde and Mike Roberts were present.

**Residents in Attendance:** Robert Roudebush, Fred Garofalo, Randy Berenson, Cindy Berenson, Barbara Keating, Dottie Long, Francine Bowman, Antonio Houde and Ann Edson.

**Approval of Minutes:**

- **September 10, 2018:** Mary Houde made a motion to amend the minutes under the "District Business" heading. Instead of "Bob Long will work with Don Drew on pool and Lodge maintenance items", she felt it should be changed as follows: "Bob Long will work with Don Drew to populate the "assigned to" column and the "target completion date" column of the Maintenance Task Plan Mary sent." Mike Roberts seconded. After lengthy discussion, the commissioners voted 2-1 against the amendment and it did not pass. Mike Roberts moved to approve the minutes as originally written, Bob Long seconded and the motion passed.

**District Business:**

- **Manifests:** Mike Roberts moved to approve manifests from Sept. 11 to Oct. 8, 2018. Bob Long seconded, motion passed.
- **Financial Reports:** The Commissioners reviewed financial reports for the months ending September 30, 2018.
- **Water Bill Report:** The Commissioners reviewed Administrative Assistant Kristi Garofalo's report showing \$161,621.33 in water payments received since April 1 and outstanding bills at \$46,075.96.
- **Pool Attendant Job Description:** Mary Houde shared the latest draft of the Pool Attendant job description. After discussion, Bob Long moved to approve the job description; Mary Houde seconded and the motion passed.
- **Lodge Use Policy:** Bob Long explained District employees and officials have three free Lodge uses per year and the question came up about contract employees having similar benefits. After discussion, Bob Long moved to give the contract employee company owner one free Lodge use per year, provided the Lodge use follows current guidelines. Mike Roberts seconded. Bob Long and Mike Roberts voted in favor and motion passed. Mary Houde did not cast a vote.
- **Lodge Fire Permits:** Kristi Garofalo asked the commissioners to re-visit their recent decision not to allow outdoor fires at the Lodge unless they were for Rec sponsored events and noted many renters enjoy bonfires for their events. After discussion, Bob Long moved to allow Lodge renters to have fires at the Lodge if they provide the proper fire permit. Mike Roberts seconded, and the motion passed. Mike Roberts asked if a fire permit question could be added to the Lodge application; ***Kristi Garofalo will revise the form to add the question.***
- **Effective Public Meeting Workshop:** Bob Long said the Town of Haverhill asked if Mountain Lakes would be interested in a NHMA "Effective Public Meetings" workshop and share in the cost. After discussion, Bob Long moved to participate in the workshop with the Town; Mike Roberts seconded, and motion passed. ***Kristi Garofalo will let the Town know the commissioners' decision.***
- **Summer End-of-Season Report:** Mary Houde read the report from Katie Beckley, Recreation Program Director. The commissioners reviewed the report and noted the equipment she recommended purchasing should be considered in the upcoming budget process.

**Maintenance/Water Update:** The Commissioners reviewed the monthly report from Don Drew, District Project Manager. Maintenance highlights included: most recreation items are cleaned and stored; rafts and docks will be removed in next week or two; lake levels improved slightly, monitoring continues; new dam valve cover created and installed; mowing on dams, spillways, chambers and direct line areas is completed. Water Department highlights included: water system is around 20,000 gpd; Belknap leak was repaired; will soon excavate Haverhill and Bear Road intersection to confirm water main configuration; planning a pump test at MtBE site; ordered new meters for pump house; new water service installed on Kinsman Road; meeting with D & K Engineering and NH Dam Safety to discuss Lower Emergency Spillway options and Upper Lake maintenance schedules.

**Water Committee Update:** See above - no additional updates.

**Planning Board Update:** Mike Roberts reported the Board met twice last month; once as a regular meeting and another as a zoning ordinance work session. He said the Board plans a public hearing on the revised zoning ordinance in November and to have the ordinance ready for voters at the March annual meeting. He also reported Mark Johanson was named new Board chair and Robert Roudebush was named vice chair. The commissioners made the following Board memberships changes: Bob Long moved to accept Mike Bonanno's resignation from the Planning Board; Mike Roberts seconded, and motion passed. Bob Long moved to accept Robert Roudebush's resignation from the Zoning Board of Adjustment; Mike Roberts seconded, and motion passed. Bob Long moved to appoint Laraine King to the ZBA for a term of three years; Mike Roberts seconded, and motion passed.

**Forestry Update: NONE**

**Recreation Update:** Barbara Keating reported the pumpkin carving event was held Oct. 6, but turnout was disappointing. Discussion was held about the best way to get the word out about Rec events and it was agreed **Kristi Garofalo will post the weekly DMAIL on the District's Facebook page each week.** Barbara Keating said upcoming Rec events include the Tailgate Trick or Treat on Oct. 20 and an Adult Dance on Nov. 10. **Kristi Garofalo said she would help with flyers for the events; Barbara Keating will send her the event details.**

**Monteau Rope Tow Committee:** Francine Bowman reported the Committee did not meet recently but was regrouping and working on budget numbers to present for consideration at the next commissioners meeting.

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

Bob Long: Completed: rope tow motor stored in pump house area for future historical display; contacted Google Maps re: Killer Hill as one way, waiting on change confirmation; contacted Haverhill Police about ATV travel on District roads-MLD cannot enforce, but HPD will respond to complaints. In process: working with Don Drew on maintenance items – different latches to be installed at tennis courts, pool heater and Lodge maintenance items to be considered for warrant articles, new poly cabana deck to be installed in spring.

Mike Roberts: Completed: ladder on Monadnock is gone, meeting with DES Wetlands Bureau re: catchment basins was held, moving forward on their recommendations. In process: contacted Finn Finnegan re: Scout troop interest in District projects-no response; contacting Eversource re: different lighting and/or shielding for District street lights.

Mary Houde: Completed: Pool Attendant job description approved (see above under District Business), additional Snack Bar signage on Don Drew's list for spring. In process: The Commissioners discussed the latest draft of a Welcome Letter and compared it to the Community Info Guide, noting inconsistencies between the two. The Commissioners agreed both documents should state the minimum age as 16 to rent a boat or for children allowed on the beaches unaccompanied by an adult. **Mary Houde will make changes for consideration at the next meeting.**

#### **Old Business:**

- **2019 Annual Meeting Date:** Kristi Garofalo sent an email to the Town and school asking about their 2019 Annual Meeting date and shared the Town's response stating the issue is on the selectboard's Oct. 15 agenda.

#### **New Business:**

- **Life Resources Brochure:** Kristi Garofalo gave the group a Healthtrust Employee Assistance Program brochure for legal, financial planning and counseling services. The services are available to District employees, officials and volunteers even if the District doesn't participate in their healthcare plans.

Bob Long moved to adjourn; Mary Houde seconded. The meeting adjourned at 8:11 pm.

Respectfully submitted,  
Kristi Garofalo