

**MOUNTAIN LAKES DISTRICT  
COMMISSIONERS MEETING  
April 8, 2019  
\*UNAPPROVED\***

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

**Roll Call:** Commissioners Bob Long, Mike Roberts and Mark Johanson were present.

**Residents in Attendance:** Ken King, David Martella, Fred Garofalo, Robert Roudebush and Brian Loutrel.

**Approval of Minutes:**

- **Mar. 9, 2019 Annual Meeting:** Mark Johanson moved to approve; Mike Roberts seconded, and motion passed.
- **Mar. 11, 2019 Meeting:** Mark Johanson moved to approve; Mike Roberts seconded, and motion passed.
- **July 14, 2018 Meeting:** Kristi Garofalo said the officially approved minutes were found to be an inaccurate draft version and were approved in error. She asked the Commissioners to review and approve the correct final version. Mike Roberts moved to approve the new version; Bob Long seconded and the motion passed.

**District Business:**

- **Manifests:** Mark Johanson moved to approve manifests from Mar. 12 to Apr. 8, 2019. Mike Roberts seconded; motion passed.
- **Water Bill Report:** The Commissioners reviewed Administrative Assistant Kristi Garofalo's report showing \$10,203.74 in water payments received since April 1 and outstanding bills at \$211,739.16. The Commissioners discussed the disconnect recommendation for past due accounts. Bob Long moved to send disconnect notices to customers no.1-7, 9, and 11-13 as listed on the report. Mark Johanson seconded and the motion passed.
- **Financials:** The Commissioners reviewed financial reports for months ending March 31, 2019.
- **District Financial Policies & Procedures:** The Commissioners received copies of the District Financial Policies and Procedures to review for discussion at their May meeting.
- **Bank Account Signers:** The Commissioners discussed necessary changes to District account signers. Bob Long made the following motion to: a) direct the following name be removed as Signer on all of the Mountain Lakes District accounts at Woodsville Guaranty Savings Bank: Daniel J. Brady, Jr.; b) direct WGSB to show the following people authorized as Signers on the Mountain Lakes District checking accounts and to make changes to WGSB records to reflect these authorizations as needed: Robert Roudebush, District Treasurer (current Signer, new title); Darlene Simboli, Assistant District Treasurer (current Signer); Laraine M. King, Assistant District Treasurer (new Signer); and c) direct WGSB to show the following people authorized as signers on the Mountain Lakes District ICS Sweep account and to make changes to WGSB records to reflect these authorizations as needed: Robert Roudebush, District Treasurer (new Signer); Darlene Simboli, Assistant District Treasurer (current Signer.) Mike Roberts seconded and the motion passed. The Commissioners signed a letter to WGSB requesting the changes.

Bob Long also made the following motion to: a) direct the following name be removed as Signer on Mountain Lakes District accounts at Passumpsic Savings Bank: Daniel J. Brady, Jr.; b) direct Passumpsic Savings Bank to recognize the following people as authorized Signers on the Mountain Lakes District money market account and to make changes to Passumpsic Savings Bank records to reflect these authorizations: Robert Roudebush, District Treasurer (current Signer, new title); Darlene Simboli, Assistant District Treasurer (current Signer); Laraine M. King, Assistant District Treasurer (new Signer). Mike Roberts seconded and the motion passed. The Commissioners signed a letter to Passumpsic Savings Bank requesting the changes.

**Maintenance/Water Update:** The Commissioners reviewed the monthly report from Don Drew, District Project Manager. Maintenance highlights included: Lodge basement ceiling project completed; starting work on utility court; decking purchased for pool cabana; new beach tables are on order; prep work on pump house; fire danger signs are up; pool heater repair to be done as soon as pool system is up and running. Water Department highlights included:

water usage is at around 20,000 gpd, no issues; working on info for project on Bear Road to replace 300 ft of water main; working with DuBois & King on details for the Lower Dam Project and with Nobis on the water sourcing project.

**Water Committee Update:** Chair Ken King said he had nothing to add to the above report.

**Planning Board Update:** Robert Roudebush reported he was elected as the new Board chair and Don Dubrule was elected vice chair. The Board had one permit application tabled at the last meeting. David Martella said the Board needs more members and the Commissioners agreed ***Kristi Garofalo will take last year's recruitment letter and update it to send out in the DMAIL.*** Mike Roberts gave a short summary of the final results for the 2018 VLAP and said both Lakes look better than last year. The next VLAP testing will be July 3 and the state biologist will be testing the Lakes on the same day. ***Kristi Garofalo will put the VLAP link in the DMAIL and post it on the website.*** Mike Roberts said the VLAP annual workshop is coming up. He and Mark Johanson said they would like to attend. ***Mike Roberts will get cost and registration information for the workshop.***

**Forestry Update:** *Committee suspended 2/11/19*

**Recreation Update:** Bob Long reported Donny Bowman accepted the position of head lifeguard for the summer, and Katie Beckley will return as Activity Director. Ads for summer help start this week; will look for 5-6 lifeguards for the season. The April 13 Rec Committee meeting was changed to April 23 at 6:00 pm at the District Office.

**Monteau Rope Tow Committee:** Mike Roberts shared an email from co-chair Francine Bowman which showed the Committee's future plans were uncertain. Mike Roberts recommended disbanding the Committee; Bob Long suggested suspending it temporarily instead to see if others might be interested in moving forward. After discussion, Bob Long moved to suspend the committee until further notice and Mark Johanson seconded. The motion passed.

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

Bob Long: *working on letter to Haverhill re: District roads, waiting until new Town manager is settled, will have letter for next meeting; see below for Welcome Letter action item update*

Mike Roberts: *see above for Monteau Rope Tow Committee action item; no progress made yet on a trail clean-up day; Planning Board monitoring Hilltop View home with yard debris.*

#### **Old Business:**

- **Welcome Letter:** The Commissioners received copies of the Welcome Letter/Brochure to review and proofread for discussion at their next meeting.

#### **New Business:**

- **District Questionnaire:** Ken King said a group in Haverhill is sending a questionnaire to all the Town districts to gather information and hopes to make the info available to all in one place.

#### **Non-Public Session:**

Bob Long moved to enter non-public session according to RSA 91-A:3, II (a). Mark Johanson seconded and the motion passed. The commissioners entered non-public session at 6:49 pm.

Bob Long moved to leave non-public session; Mike Roberts seconded and the motion passed. The Commissioners returned to public session at 7:10 pm. Bob Long moved to seal the minutes of the non-public session. Mark Johanson seconded, the motion passed and minutes were sealed.

Bob Long moved to adjourn; Mike Roberts seconded, and motion passed. The meeting adjourned at 7:10 pm.

Respectfully submitted,  
Kristi Garofalo