

**MOUNTAIN LAKES DISTRICT
COMMISSIONERS MEETING
May 13, 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, and Robert Roudebush.

Approval of Minutes:

- **Apr. 8, 2019:** Mark Johanson moved to approve; Mike Roberts seconded, and motion passed.

District Business:

- **Manifests:** Mike Roberts moved to approve manifests from Apr. 9 to May 13, 2019. Mark Johanson seconded; motion passed.
- **Water Bill Report:** The Commissioners reviewed District Administrator Kristi Garofalo's report showing \$108,634.21 in water payments received since April 1 and outstanding bills at \$97,177.20.
- **Financials:** The Commissioners reviewed financial reports for months ending April 30, 2019.
- **District Financial Policies & Procedures:** The Commissioners annually review the District Financial Policies & Procedures and they briefly discussed the document for the 2019 review. Mike Roberts moved to approve the document without changes; Mark Johanson seconded and the motion passed.
- **Water Bill Collection Procedures:** Kristi Garofalo asked the Commissioners to review and approve changes to the MLD Water Bill Payment and Collection Procedure since it has not been updated for several years. She provided draft copies with recommended changes for discussion. Mark Johanson made a motion to change the date finance charges are added to past due accounts from March 25 to January 1 each year. Mike Roberts seconded and the motion passed. Bob Long moved to accept the recommended changes to the Procedure along with the finance charge date amendment. Mark Johanson seconded and the motion passed.
- **District Borrowing:** Bob Long reported the Water Committee briefly considered borrowing money to finance one or more special water projects this year, but found they needed a special meeting with a majority of MLD registered voters present and voting to approve borrowing OR they could petition Superior Court for permission to hold an emergency meeting for borrowing approval, but the project(s) would have to be an emergency. Bob Long said the projects are urgent, but not emergencies and the Water Committee will work on a presentation at the annual meeting for project funds.
- **NHRS:** Bob Long gave information about the New Hampshire Retirement System to the other Commissioners to review for discussion at the June meeting.

Maintenance/Water Update: The Commissioners reviewed the monthly report from Don Drew, District Project Manager. Maintenance highlights included: The information board by the flagpole is getting a major overhaul; starting on cabana and pool area this week; rafts and docks should be out soon; pool heater repair is scheduled for June 5; winter plowing berms and District lawns are raked and ready to be mowed; new picnic tables are in and will be assembled soon. Water Department highlights included: system is running well, no issues; gathering info and prices for multiple projects; doing spring cleanup of winter water break sites; the Consumer Confidence Report (CCR) will be out in June. The Commissioners discussed the road condition in front of the mailbox cluster and asked ***Kristi Garofalo to ask Don Drew about putting gravel down in the area.***

Water Committee Update: Chair Ken King said he had nothing to add to the above report. Bob Long said the system was doing well with usage between 16,000 to 20,000 gpd. Bob Long led a discussion on renewing Hood's Plumbing Service/On-Call agreement for two years. The Commissioners discussed a couple of minor changes to the original agreement and then Bob Long moved to approve the contract for two years as of April 20, 2019; Mike Roberts seconded and the motion passed.

Planning Board Update: Robert Roudebush said spring is a busy time for permits and the number of applications has increased. He said he talked to a potential Board member who would join the Board if meeting times could be changed slightly; he will consult the Board at the next meeting. Robert Roudebush also reported the Board is working on implementing changes from the recent zoning ordinance revisions, and a troublesome zoning incident was resolved.

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

Recreation Update: Bob Long reported many applications were received for Snack Attendants, but they still need lifeguards – they have two so far – and may have to use pool attendants again. The Snack Bar will be open (weather permitting) over Memorial Day weekend with limited services. The next Rec meeting was originally scheduled for May 25 after the Pancake Breakfast (about 11:30 am at the Lodge); **Bob Long will confirm that date and time.**

Monteau Rope Tow Committee: *Committee suspended 2/11/19*

Action Items Review: *No report available – tabled until June meeting*

Old Business:

- **Welcome Letter:** The Commissioners reviewed the latest draft of the Welcome Letter/Brochure and discussed Mark Johanson's suggestion of adding a note about finding MLD short-term rentals on Airbnb, VRBO, etc. but decided not to mention specific businesses. ***Kristi Garofalo will add a general statement about contacting local realtors or online services for available MLD rentals; the Commissioners agreed once that change is made, brochure copies could be made and distributed.***

New Business:

- **Grafton County Nursing Home:** GCNH asked if small groups of seniors could make use of District facilities once a month during the summer as they did last year. The Commissioners agreed to okay the visits on the same conditions as last year a) a parking pass is obtained for the GCNH vehicle and b) standard safety warnings be made before any visit.
- **Town Employee Access to MLD:** Kristi Garofalo shared an email from a Haverhill Town employee asking if there was truth to the rumor that Town employees could use MLD facilities. The Commissioners talked about employees who helped with diving on a dam project a few years back; they were given a single season pass as a thank you. The Commissioners agreed Town employees do not regularly get free passes to MLD. ***Kristi Garofalo will contact the Haverhill employee with that answer.***
- **Acceptance of ZBA Resignation:** Bob Long moved to accept the resignation of Rosie Farr from the ZBA; Mark Johanson seconded and the motion passed.
- **Wessman Correspondence:** Bob Wessman sent an email with photos of a wagon load of trash his family gathered from the Bear Road area. Bob Long disposed of the gathered trash in the Lodge dumpster. The Commissioners discussed ways to help clean up MLD roadsides – ***Bob Long will contact Haverhill's Town Manager to ask for help; Mark Johanson will contact the Grafton County Corrections clean up crew to see if they could work in the Bear Road/Kearsarge area.***
- **June Meeting Date:** Mike Roberts asked if the June meeting could be moved from the second Monday to the first Monday because he has a scheduling conflict. The Commissioners agreed to change the meeting to the first Monday, June 3. ***Kristi Garofalo will post notices on the date change.***

Mike Roberts moved to adjourn; Mark Johanson seconded, and motion passed. The meeting adjourned at 7:17 pm.

Respectfully submitted,
Kristi Garofalo