

**MOUNTAIN LAKES DISTRICT
WATER COMMITTEE SPECIAL MEETING
May 9, 2019
*UNAPPROVED***

Present: Ken King (Chair), Robert Roudebush, Ed Rajsteter, Bob Long, Patricia Brady, Peter Olander and Don Drew (Maintenance/Water Project Manager). Mark Johanson was present via conference call.

Call to Order: The meeting was called to order at 8:00 am.

Minutes Approval:

May 2, 2019 – Robert Roudebush moved to approve; Ed Rajsteter seconded and motion passed.

Bear Road Water Main Project:

Don Drew reviewed the project – replacing 300 feet of water main along Bear Road, an area that has been the site of several problems/breaks in the past. He noted the goal of the project is to replace the old, patched line with new product to reduce the risk of future breaks.

The Committee reviewed three quotes received ranging from \$13,950 to \$21,452. Don Drew said the pipe and wire needed for the project is in District inventory, so the quotes were basically for excavation, installation, and fill. He gave the contractors general specifications and directed them to contact Haverhill Street Department for their road restoration standards to use in the quotes. Detailed specifications will be included and spelled out in the final contract.

Project Funding:

The Committee discussed project funding possibilities. The Water Department Capital Improvement Fund has \$5,000 and up to \$5,000 could be taken from the Facility Maintenance line in the water budget, but that would deplete both sources. Don Drew noted projects over \$10,000 require an RFP by District policy which means newspaper publication and more time before the project could be started.

The Committee discussed the possibility of doing a partial repair – 100 to 150 feet of the line instead of the original 300 – or giving the contractor a set limit and directing them to do what they could within that limit. Don Drew suggested if the District bought materials (sand, fill, etc.) directly, it would save the contractor's markup. The Committee discussed holding a special District meeting to vote on taking out a loan for the project, and the possibility of adding other projects (Gateway Drive, chambers meters, and Kearsarge Drive) to the loan request if they go that route. They also discussed the alternative of putting together a Capital Improvement Plan with all the projects included to be presented at the 2020 annual meeting. ***Kristi Garofalo and Bob Long will research the requirements for a special District meeting for a loan request. Don Drew will get estimates for Bear Road, Gateway, Kearsarge and chambers meters projects for the June meeting, and ask contractors about their markup on materials.***

The Committee agreed to put the project on hold pending more information, and to discuss it further at their June 6 meeting.

VLAP Conference: Mark Johanson reported this year's state VLAP conference has been cancelled.

Robert Roudebush moved to adjourn; Patricia Brady seconded. The meeting adjourned at 9:22 am.

Respectfully submitted by,
Kristi Garofalo