

**MOUNTAIN LAKES DISTRICT
COMMISSIONERS MEETING
July 9, 2016
*UNAPPROVED***

Call to Order: Bob Long called the meeting to order at 9:37 a.m.

Roll Call: Bob Long, Robert Roudebush and Laraine King

In Attendance: Tom Eighmy, David Martella, Mary Smith, Ken King, Barbara Keating, Don Keating, Mike Bonanno, Randy Berenson, Cindy Berenson, Charlotte Clark, Bill Clark, Don Vogt, Dottie Long, Patricia Brady, Mary Lou Thornburg and Chloe King.

Approval of Minutes:

- **June 13, 2016 Meeting:** Bob Long moved to approve; Laraine King seconded and motion passed.

District Business:

- **Manifests:** Bob Long moved to approve manifests from June 14 to July 9; Laraine King seconded and motion passed.
- **Financial Reports:** The commissioners reviewed the financials and the District Fund Report. There were no comments or further discussion.
- **Water Bill Report:** The commissioners reviewed a report from Kristi Garofalo, Administrative Assistant, showing \$118,444.63 in water payments received since Apr. 1 with outstanding bills over \$66,940.98.

Maintenance/Water Update: The commissioners reviewed the monthly report from Don Drew, Water and Maintenance Supervisor. Maintenance highlights included: summer recreation facilities are operational and ready for use; Rec Committee worked with local divers to clear the swimming area; rafts are in place in roped off swimming areas; and looking at replacing the large raft with the diving board for next year. Water Department highlights included: water usage is still high and an exploratory dig/repair on Rogers Road is scheduled for July 20; the annual Consumer Confidence Report is complete and available at the office, online or by mail; a required 20-site round of lead and copper tests has been completed with no problems to report; and all tests are available through the Office.

Randy Berenson asked if the beaches could be raked more often, possibly at the end of the lifeguard shifts as well as at the start. **Laraine King said she will talk to head lifeguard Julia Bowman and summer director Katie Beckley about adding that duty. Bob Long said he would talk to Don Drew about rototilling the beach sand as was done last year.** Randy Berenson said the trash cans on the beaches are often full, almost overflowing. Laraine King asked him to let the Snack Bar staff know when the can liners need to be changed. Mike Bonanno noted the basketball court had a lot of debris left over from fireworks displays for a few days, but it has been cleaned up now. Tom Eighmy asked where the attitude of volunteerism was – he felt residents should not expect the District to do everything, but that people should get together to take care of things like stump and tree branch debris in the lake from the recent lower dam project.

Water Committee Update: Bob Long reported water usage is high and exploration work will be done on Rogers Road to try to find the water leak(s). He asked everyone to watch for signs to let them know the dates the exploration work will be done.

Planning Board Update: Robert Roudebush reported efforts toward Observation/Incident Report (OIR) and Zoning Application awareness is starting to make progress. He said the Board considered one application at their meeting which was tabled for more information. The Board also discussed achieving consistency in the information required from applicants and clarifying the information needed in different situations. Robert Roudebush noted Mark Johanson recently moved to the District full-time and would like to serve as an alternate on the Planning Board but

could not be present at the commissioners meeting. For the Master Plan Committee, Robert Roudebush reported Tara Bamford of North Country Council is helping with the process and the survey will be available shortly via postcard mailing and the District website. Residents will also be able to get a hard copy to mail in if they wish. Robert Roudebush said Tara Bamford will be at the August commissioners meeting to give a presentation about the Master Plan and preliminary survey results. Bob Long said the commissioners have not regularly reviewed the current Master Plan and in the future, regular review should be required with emphasis on implementing the wishes of the entire community as reflected in the Master Plan. Mike Bonanno thanked Robert Roudebush for his efforts in opening communications with zoning officer Stan Borkowski. Robert Roudebush reported the district's legal counsel responded to the Planning Board's questions about excessive tree cutting incident by saying it would be a difficult case to pursue legally. Bob Long said the Board is now using a "Notice of Violation" form and the new procedure provides for faster response for zoning ordinance violations. After discussion about the zoning ordinance and the need for educating residents about the need for zoning permits, it was agreed ***Kristi Garofalo will include notes about the Observation/Incident Report and zoning permits in the next DMAIL (District e-mail). Kristi Garofalo will also make the OIR available on the District website.***

Forestry Update: Bob Long met with the Haverhill selectboard to walk the land whose ownership is under debate. He said Haverhill representatives agreed the 22 acre section should be turned over to the District and they plan to consult with their attorney about the best way to transfer and ensure ownership. Bob Long referred to the District turning over to Haverhill the forestry income previously received and submitting a request for reimbursement of expenses the District incurred for the forestry project. It was collectively agreed Bob Long will provide a detailed listing of District expenses incurred to the selectboard before their 7/25/16 meeting.

Recreation Update: Laraine King reported summer positions are fully staffed and she is very pleased with the group. They are looking into purchasing a commercial freezer to be able to offer ice cream products. ***Kristi Garofalo will check with Don Drew for information about how state licensing requirements define a commercial freezer.*** Laraine King said the July 4th weekend went well and the next event is the Luau Potluck at the pool on August 6. The Rec Committee is working with Don Vogt on their contribution to the Master Plan.

Laraine King said she received requests for late swims and will work with Julia Bowman to see if staff can provide coverage. She said she will also check on plans for holding a Fishing Derby this summer. Several residents commented about the number of boats stored on the beach and asked if more boat racks could be built. The suggestion was made that charging a small fee for storage on a boat rack could help pay for building more racks. ***Laraine King said she would check with Don Drew about additional boat storage.***

Lodge Guidelines: The commissioners reviewed the latest draft of Lodge guidelines. Laraine King noted the section about weekend "tented" events to be a three-day minimum rental fee at a reduced rate of \$650 was missing. ***Kristi Garofalo will add that section.*** Lodge capacity was discussed and it was agreed that the capacity limit should be added to the guidelines. Current capacity is listed as 75 people, but it is unclear as to whether that was for the entire building or just the main room upstairs. The suggestion was made that if there were more than 75 guests expected for an event, tent and portable toilet rentals should be required. ***Mike Bonanno said he will check with the Fire Department to get more information about the capacity designation. Bob Long will assume responsibility for this to ensure clarity.*** Laraine King moved to approve the guidelines with the two changes; Robert Roudebush seconded and the motion passed.

A suggestion was made to send a copy of the Lodge Rental Guidelines to the Haverhill Police for their reference if they are called to a disturbance at the Lodge. ***Kristi Garofalo will send a copy of the Guidelines to the Haverhill Police Department along with updated contact information for the commissioners.*** The suggestion was also made that the approved rental application and Lodge Guidelines should be required to be posted outside the Lodge for the duration of the rental event. The commissioners agreed to start using the Guidelines as approved above and consider other changes at future meetings.

Action Items Review:

Laraine King: reviewed and updated Lodge Guidelines; coordinated beach clean-up effort; and will continue to get the Rec Committee minutes to Kristi Garofalo for posting.

Robert Roudebush: proposed set of rules to be listed on new signage; working with Don Drew to get prices.

Bob Long: working on letter to the Monahans regarding land donation offer; contacted state for lifeguard chair minimum height requirements; talked with Mike Bonanno about non-official Prouty stop in the District; talked to Don Drew about pin locations and responded to Haverhill selectboard's invitation to walk 22-acre property with them; sent Town Manager Jo Lacaillade an invitation for the Haverhill selectboard member to come to future MLD commissioners meetings. **Bob Long requested that "training on Lodge stairlift operation" be added to his action item list.**

Old Business:

- **District Alcohol Policy:** Robert Roudebush presented a draft of a District alcohol policy. After discussion, the commissioners agreed to add a \$1 million insurance coverage minimum for Lodge rental where alcohol is consumed and make other minor wording changes. **Robert Roudebush will incorporate the suggested changes into the Alcohol Policy and bring a revised draft to the August 13th meeting.**
- **District Signage:** Robert Roudebush presented suggested wording for new District signage regarding District rules. After discussion, the commissioners agreed to make the following changes:
 - "No dogs on the beach" should be changed to "No dogs on the beach or grass areas"
 - Add "No household trash"
 - Use "16" as the upper age limit for those who must be accompanied by a responsible person.**Robert Roudebush will incorporate the suggested changes in the signage language and work with Don Drew to request quotes for the signs.**

New Business:

- **Voluntary Lake Assessment Project:** Tom Eighmy reported that Randy Berenson and an intern from the NH DES performed the VLAP testing on July 7 and results will be made available when received. Tom Eighmy said the main concerns are:
 - Invasive species – recommendation: continue boat washing efforts and resident education
 - Septic Tank Leakage/Failure – recommendation: continue vigilance in septic cleaning policy
 - Vegetative Cover – phosphorus and chlorophyll are increasing in both lakes – recommendation: educate residents and ask them to keep fifteen foot buffers of natural shoreline vegetation as much as possible to help filter road run-off, chemical fertilizers, etc. before they enter the lakes. Tom Eighmy requested the DES Shoreline Vegetation Maintenance Fact Sheet be made available to residents; **Kristi Garofalo will send the Fact Sheet out as an attachment to the next DMAIL.**
- **Summer Staff Key Control:** Bob Long suggested that summer staff members who are given keys to District facilities as part of their position should sign for the keys at the opening of the season and return those keys at the end of the season. All commissioners agreed to make the suggestion MLD policy.
- **Late Night Fireworks:** Laraine King asked if a gentle reminder could go out to the community again asking people to refrain from fireworks displays after 10:00 pm. **Kristi Garofalo will add a reminder to the next DMAIL.**
- **Lodge Ballfield Renovation:** Bob Long noted that materials have been delivered for the construction of dugouts on the ballfield and the plan is that the field will be brought up to Little League standards. He also said the District will apply for a zoning permit for the dugout construction.

Laraine King moved to adjourn and Robert Roudebush seconded. Meeting was adjourned at 12:15 pm.

Respectfully submitted,
Kristi Garofalo