

**MOUNTAIN LAKES DISTRICT
COMMISSIONERS MEETING
April 10, 2017
*UNAPPROVED***

Call to Order: Bob Long called the meeting to order at 6:04 pm

Roll Call: Bob Long and Laraine King were present. Mike Roberts was absent.

Residents in Attendance: Don Dubrulle, Ken King, Dan Brady, Robert Roudebush, Mark Johanson, David Martella, Dottie Long and Darlene Simboli.

Approval of Minutes:

- **Mar.13, 2017 Meeting:** Bob Long moved to approve; Laraine King seconded and motion passed.

District Business:

- **Manifests:** Bob Long moved to approve manifests from March 14, 2017 to April 10, 2017; Laraine King seconded and motion passed.
- **Financial Reports:** The commissioners reviewed financial reports for months ending Mar. 31, 2017.
- **Water Bill Report:** The commissioners reviewed a report from Administrative Assistant Kristi Garofalo showing \$9,174.99 in water payments received since April 1 and outstanding bills at \$176,827.29.
- **Fuel Purchases** – District Treasurer Dan Brady presented information on the Cumberland Farms SmartPay program which offers a discounted per gallon price. The program links to a checking account and provides email receipts at the time of purchase plus monthly statements. Dan Brady said he felt the Cumberland program should be used for District gasoline purchases, instead of the current program through Jock Oil, because it would save money. After discussion, Bob Long said he would like to look at Cumberland vs. Jock Oil price comparisons over time. ***He will work with Kristi Garofalo and Water/Maintenance Supervisor Don Drew to develop a comparison. Kristi Garofalo will put the matter on the agenda for the May meeting.***
- **Online Banking Policy** – Kristi Garofalo said Woodsville Guaranty Savings Bank recently began charging for paper statements. To avoid charges on District accounts, the decision was made to sign up for online access. However, several services in the online banking package could cause security and authorization concerns if utilized. The commissioners reviewed an email sent by Kristi Garofalo listing the services and suggestions for each. After discussion, the commissioners directed ***Kristi Garofalo to draft an online banking policy as represented by the email suggestions for the commissioners to consider at their next meeting.***

Maintenance/Water Update: The commissioners reviewed the monthly report from Don Drew, Water/ Maintenance Supervisor. Maintenance highlights included: Snack Bar remodel is ongoing – vent hood, sink and base are gone, plumbing is being redone, ceiling and walls will be repaired/painted; new diving board and raft is ordered; basement flooring project to start once type and color is chosen, ***Laraine King to work with Don Drew to choose a color,*** exterior Lodge projects to start next week. Water Department highlights included: electrical updates at pump house done; Bear Road water break was found and repaired quickly; monthly and quarterly tests came back favorable; in contact with Nobis Engineering and plan to take next steps in MTBE remediation soon.

Water Committee Update: Ken King reported the Committee did not meet on April 6, but will meet on April 13 at 8:00 am. He also noted work on the MTBE remediation should start soon.

Planning Board Update: Don Dubrulle reported the master plan is coming along. He said Tara Bamford from North Country Council recommended including parts of the Haverhill hazard mitigation plan; Don Dubrulle plans to attend the monthly meetings to gather information. Don Dubrulle said the number of zoning incidents has been reduced and

permit applications are low due to the off season. He reported a recent permit application fell through because the applicant didn't feel the response was quick enough and explained the state requires a minimum of 21 days from date of application to the meeting of consideration. Bob Long said he contacted the applicant to follow-up; he was under pressure to find a housing solution and could not wait for Board review and approval.

Zoning Officer job description – Primex representatives were asked to review the latest draft of the job description and strongly suggested the position be made a District employee rather than an independent contractor because it meets several conditions from the NH Department of Labor. Bob Long asked the Planning Board to look at the description again in light of Primex's recommendation. Don Dubrule will put it on the agenda. Robert Roudebush asked if it would be good to double check Primex's recommendation with the District's attorney; **Bob Long said he will check with the District's legal counsel.**

Forestry Update: Bob Long reported the 22-acre parcel whose ownership was contested with the Town of Haverhill has been broken out on paper from the 174-acre parcel recently purchased by FHL. He said the surveyor should finish his work next week and then transfer of the 22 acres to the District can take place.

Recreation Update: Laraine King reported the Rec Committee met Mar. 28. Highlights included: plans to work with Fishing Derby organizer regarding prizes to be offered; Rec will award ribbons (not candy) for future activities; Snack Bar is under construction and rehire letters have gone out - will need a new head lifeguard. Concerns included: Second lifeguard on beach? Laraine King said during busy times on the beach, they may try the idea. Buoys around raft for diving? **Bob Long will talk to Don Drew to arrange.** More trash containers on the beaches and more/new umbrellas? **Laraine King will talk to Don Drew.** New Rec equipment (badminton net, pool volleyballs, etc.)? **Darlene Simboli and Laraine King will sort and inventory existing equipment during Memorial Day weekend. Laraine King will look at the budget to see what can be bought.** Laraine King and Ken King said the new grass on top of the lower dam has plastic matting in it that doesn't look biodegradable. Ken King strongly urged investigating lawn maintenance methods used by the current lawn service. **Bob Long will investigate his concerns.**

Action Items Review:

Bob Long: will follow up with Water Committee on water fees and tariff changes at their next meeting; new raft/diving board has been ordered; paperwork for spillway land purchase delivered to the Haverhill Planning Board and scheduled to be considered at their Apr. 25 meeting; no further inappropriate emails from a specific resident so the action item has been removed

Laraine King: Beach smoking complaints will be added to the tracking reports from summer staff.

Mike Roberts: No new action items.

Old Business: None

New Business:

- **Dog Barking:** Mark Johanson reported a neighbor's dog barks constantly when the owner is away. Discussion led to recommendations that he notify the Haverhill dog catcher and also the Haverhill Police Department if the problem persists.
- **Derelict Home – Swiftwater Circle:** Robert Roudebush reported the heir of a run-down home on Swiftwater Circle was recently served with a Notice of Violation for the property's condition. The owner has contacted a local contractor and once details are worked out, work on the house should start.

Bob Long moved to adjourn; Laraine King seconded. The meeting adjourned at 7:23 pm.

Respectfully submitted,
Kristi Garofalo