

**MOUNTAIN LAKES DISTRICT  
COMMISSIONERS MEETING  
March 12, 2018  
\*UNAPPROVED\***

**Call to Order:** Bob Long called the meeting to order at 6:02 pm

**Roll Call:** Commissioners Bob Long, Laraine King and Mike Roberts were present.

**Residents in Attendance:** Robert Roudebush, Ken King, Dorothy Long, Ed Rajsteter and Fred Garofalo.

**Approval of Minutes:**

- **Feb. 12, 2018 Meeting:** Mike Roberts moved to approve; Laraine King seconded, motion passed.
- **Feb. 12, 2018 Budget Hearing:** Mike Roberts moved to approve; Laraine King seconded, motion passed.

**District Business:**

- **Manifests:** Laraine King moved to approve manifests from Feb. 13, 2018 to Mar. 12, 2018; Mike Roberts seconded, motion passed.
- **Financial Reports:** The Commissioners reviewed draft financial reports for the month ending Feb. 28, 2018, noting budgets have not been approved. Administrative Assistant Kristi Garofalo noted the Water Department checking account needs funds for expenses until April payments begin. The Commissioners directed Kristi Garofalo to transfer funds from the Gen Op checking account into the WD account temporarily.
- **Water Bill Report:** The Commissioners reviewed a report from Kristi Garofalo showing \$168,716.96 in water payments received since April 1 with outstanding bills at \$24,561.83.
- **FEMA Claim/DRA Request Update:** Kristi Garofalo reported no response has been received to date on either the FEMA claim or DRA request (both are expected to take 60-90 days minimum).
- **District Website:** The Commissioners discussed a preliminary version of an updated District website. Kristi Garofalo said District resident Patrick Hetherton did a great job setting up the site and transferring documents to it. Kristi Garofalo said she wants to make some suggested organizational changes, including adding a page for the new Monteau Rope Tow Committee; Mike Roberts asked if descriptions of individual boards and committees could be added to their pages. ***Kristi Garofalo will make changes after the Annual Meeting for Commissioner approval, then contact Patrick Hetherton to change to the new site.***
- **Political Candidate Letters Policy:** Bob Long said recent requests from political candidates show a need for a policy regarding political letters. After discussing whether mentioning a candidate could be considered an endorsement even with a disclaimer statement, the Commissioners agreed ***Bob Long will contact the District's legal counsel for an opinion on the suitability of sending out candidate letters.*** The Commissioners tabled discussion until the next meeting. They also asked ***Kristi Garofalo to contact District counsel Christine Fillmore to set up the annual legal updates visit.***

**Maintenance/Water Update:** The Commissioners reviewed the monthly report from Don Drew, Maintenance Supervisor. Maintenance highlights included: cleaning and organizing the Lodge and office basement; skating rink is done for the season and the sledding hill is rough with bare spots; other projects will be planned after the Annual meeting. Water Department highlights included: water system is running about 20,000 gpd; a resident is getting a service line leak repaired; working on inventory and organizing storage areas and tools; looking at electronic monitoring equipment (SCADA) and hope to have a direction this spring; working on details for a system operator with no decision made yet.

**Water Committee Update:** Ken King said he didn't have anything to add to the above report.

**Planning Board Update:** Robert Roudebush said the Board has one permit application for their next meeting. The Board responded to the Commissioners' request to consider whether signage should be allowed for the upcoming Town tax sale with a letter of recommendation. After discussion, Bob Long made the following motion: "The Commissioners have the authority under Mountain Lakes zoning ordinance Section 406.5 to accept the recommendation of the Planning Board to allow Mr. Richard Sager of New Hampshire Tax Deed and Property Auctions to post for sale signs on the lots designated by the Town. The signs will be allowed for a period of up to 45 days prior to the sale/auction on June 23, 2018. Mr. Sager will be required to remove all signs at the completion of the sale/auction." Mike Roberts seconded and the motion passed.

**Forestry Update: NONE**

**Recreation Update:** Laraine King reported the Committee did not meet last month and the Pot Luck on March 10 was very nice with 21 people attending. The next Rec event is the Paint & Sip on April 8. One application has been received for summer employment and Laraine King is working on advertising for other summer staff in various locations. Laraine King said the Committee will hold a Rec Committee meeting before the Annual Meeting on Saturday, March 24 starting at 9:30 am. ***Kristi Garofalo will post notices for the meeting.***

**Monteau Rope Tow Committee:** Mike Roberts reported the March 7 meeting was re-scheduled to Friday, March 16 at 6:00 pm and said he anticipates active involvement according to feedback he's received so far.

**Action Items Review:**

Bob Long: commissioner letter for Monteau Rope Tow Committee completed; alternate date for Annual Meeting is set; working on job descriptions for Water Dept. changes; contacted legal counsel regarding alcohol policies, ***Kristi Garofalo to put the issue on the April agenda for discussion***; working with Don Drew to debrief July storm events; signage project is in process; shared homeowner letter regarding removal of District trees along Killer Hill – Laraine King asked for a drawing of the homeowner's plans– ***Bob Long will contact homeowner for information.***  
Laraine King: decision made to hold Rec Committee meeting prior to Annual Meeting; clarified position of District's liability carrier regarding pool key card system; research on key card system done; community info welcome letter in process; will contact zoning officer "Finn" Finnegan regarding Scout troop involvement in District projects.  
Mike Roberts: working on setting up a meeting with the NH Wetlands Bureau regarding setting up catchment basins for our lakes, waiting for the weather to break so they can tour MLD.

**Old Business: NONE**

**New Business:**

- **Water Department Contractor:** Bob Long reported negotiations are in process for a contractor to take over most of the daily water checks and be on 24-hour call for emergencies so that Don Drew can concentrate on water projects. Once negotiated, the contract will be brought to the Board for approval.

Motion to enter Non-public Session made by Laraine King, seconded by Mike Roberts. Motion passed by unanimous roll call vote and the Commissioners entered Non-Public Session at 7:15 pm.

Motion to leave Non-Public Session and return to Public Session by Bob Long, seconded by Laraine King. Motion passed and the Commissioners re-entered Public Session at 7:34 pm. Motion made to seal the minutes by Bob Long, seconded by Mike Roberts, and passed by unanimous roll call vote.

Bob Long moved to adjourn; Laraine King seconded. The meeting adjourned at 7:35 pm.

Respectfully submitted,  
Kristi Garofalo