

**MOUNTAIN LAKES DISTRICT
COMMISSIONERS MEETING**

August 11, 2018

UNAPPROVED

Call to Order: Bob Long called the meeting to order at 9:30 am.

Roll Call: Commissioners Bob Long, Mary Houde and Mike Roberts were present.

Residents in Attendance: Fred Garofalo, Jan Merrill, Dan Merrill, Laraine King, Ken King, Randy Berenson, William Joyce, Charlotte Clark, Katelind Beckley, Bill Clark, Mike Bonanno, David Martella, Barbara Keating and Paula Flaherty.

Approval of Minutes:

- **July 14, 2018:** Mike Roberts moved to approve; Mary Houde seconded, motion passed.
- **July 19, 2018:** Mary Houde moved to amend the minutes; the Commissioners agreed the requested amendment should be made to the June 14 minutes, and the motion died for lack of second. Bob Long moved to approve the June 19 minutes; Mike Roberts seconded, motion passed.
- Bob Long moved to reconsider the July 14, 2018 minutes; Mike Roberts seconded, motion passed. Bob Long moved to amend the July 14 minutes under the "Monteau Rope Tow Committee" heading with the following as requested by Mary Houde: "Mary Houde submitted her resignation from the Committee and the Commissioners accepted her resignation with regret. The Commissioners agreed that after becoming a Commissioner it posed a conflict of interest since Mike Roberts was already the ex-officio on that project." Mike Roberts seconded, motion to amend passed. Bob Long moved to approve the minutes as amended; Mike Roberts seconded, motion passed.

District Business:

- **Manifests:** Mike Roberts moved to approve manifests from July 15 to August 11, 2018. Bob Long seconded, motion passed.
- **Financial Reports:** The Commissioners reviewed financial reports for the months ending July 31, 2018. Bob Long moved to transfer \$5,000 from line 5011-1 (Maint. Tech) to line 5013-1 (Maint. Asst.) because of staffing changes. Mary Houde seconded, motion passed. Bob Long moved to use the Facility Maintenance, Improvement and Equipment Capital Reserve Fund to pay for the recent unexpected replacement of the Upper Lake raft; Mary Houde seconded, motion passed.
- **Water Bill Report:** The Commissioners reviewed Administrative Assistant Kristi Garofalo's report showing \$151,893.79 in water payments received since April 1 and outstanding bills at \$56,487.71
- **District Credit Card Credit Limit:** The Commissioners discussed recent events where an emergency purchase was compromised due to the District credit card limit. Bob Long moved to request a limit increase to \$10,000; Mary Houde seconded, motion passed. Bob Long noted resident Philip Mirchin put his experience and time into helping the District with the recent computer emergency and all the Commissioners expressed their thanks.
- **Annual Fireworks Display:** The Commissioners discussed correspondence received from North Haverhill Fire Department Chief Phil Blanchard regarding new state rules about fire department coverage for fireworks displays. Chief Blanchard noted he will have a fire department representative present for the District display at no cost to the District. The Commissioners also reviewed a "permission to fire" letter from fireworks provider Hell's Gate, LLC, and Bob Long signed it on behalf of the Board.
- **Lifeguard/Pool Attendant Duties:** Mary Houde read a draft job description for Pool Attendant, and the Commissioners considered the question of who would be responsible in the case of a "sanitary accident" in the pool. Bob Long recommended that for the rest of the 2018 season, Maintenance be contacted if the accident happens during office hours; otherwise, Katie Beckley as the Program Director would make the call on handling the situation. All the Commissioners agreed.

Maintenance/Water Update: The Commissioners reviewed the monthly report from Don Drew, District Project Manager. Maintenance highlights included: pool heater repair is in process; speed bumps and signage are in place; boat storage areas are being cleaned/organized; old play structures were removed; all four beach areas were tilled and are checked regularly. Water Department highlights included: water system is at 44,000 gpd; SCADA system is installed and being fine-tuned; Nobis Engineering and drilling contractor will be on-site this week to work at MtBE site; efforts continue to install new meters near the chambers; meeting with state rep to go over possible project funding sources. Discussion was held about decking in the pool area and when it would be repaired since it is a potential safety hazard. **Bob Long will work with Don Drew to get the area repaired.**

Water Committee Update: Ken King said the Committee continues work on general water projects and the Upper Lake Dam repair project.

Planning Board Update: Mike Bonanno reported the next Board meeting will be at 3:30 pm on Thursday, Aug. 16 and the Board is continuing to work with consultant Tara Bamford on the MLD zoning ordinance revision project.

Forestry Update: NONE

Recreation Update: Barbara Keating reported the Rec Committee is sponsoring a Kids Swim on Aug. 11 and an adult pool party on Aug. 18. The Committee will send thank you notes to Shaw's, Slick's and Tom O'Connor for their donations to recent Rec events. She said the tie-dye event went well and Katie Beckley and Kiara Reagan were a big help. Labor Day weekend is coming and info about activities will be available soon. She thanked all volunteers for their help and asked that the chain on the tennis court be checked as it is difficult to unlock – **Kristi Garofalo will ask Don Drew to check it.** Mike Bonanno said the District has fire permits for Rec events at the main beaches and the Lodge; but not for fires on the small beaches. The Commissioners agreed only Rec-sponsored fires were allowed at the main beaches and the Lodge; and no fires were allowed on the small beaches.

Monteau Rope Tow Committee: Mike Roberts reported the Committee met to go over the business plan information requested and doesn't have a date for returning the information to the Commissioners. Randy Berenson suggested creating a history display with the old tow lift engine; **Bob Long will work with Don Drew on the possibility.**

Action Items Review:

Bob Long: Completed: Lower dam bench, new life rings, lower dam grass, signage changes, Monteau Rope Tow business plan outline, report on HPD Chief meeting, DMAIL request for grant writer, and talk with Diane Rappa and Francine Bowman about Mt. Eustis examples. In process: working with NH Fish & Game on beaver dam issue; working on Water Department job descriptions
Mike Roberts: In process: talked to road agent re: DES recommendations, meeting on 8/22; talked to Town about grant applications (Town can apply on District's behalf but not required); contacted Dick Guy re: Airport Beacon Committee, no response; working on Coast Guard recommendations for children's lifejackets; waiting for response from Finn Finnegan (MLD Zoning Officer) re: Scout troop interest in District projects; working on Wetlands Bureau recommendations for catchment basins.
Mary Houde: In process: working on Pool Attendant job description (see above discussion in District Business); working on community info letter, may bring for review/approval to next Commissioner meeting.

Old Business: NONE

New Business:

- **Valley Road Culvert:** Mary Houde reported residents raised concerns with her about a culvert flooding on Valley Road and she referred them to Mike Roberts because he has knowledge of drainage issues. Mike Roberts reported he contacted NH DES about the culvert. After discussion, the Commissioners agreed they had no jurisdiction in the issue and could take no action other than notifying DES.
- **Killer Hill:** Randy Berenson suggested Google be notified Killer Hill is one-way so GPS doesn't give wrong information to visitors; **Bob Long will look into doing that.**
- **ATVs:** Discussion was held about legality of ATVs driving District roads; **Bob Long will check on local regulations and bring info to next Commissioners meeting.**
- **Upper Lake Rules Sign:** The suggestion was made to post the District rules as displayed on the lifeguard chair on the South Beach as well; **Bob Long will check on posting rules signage both places.**
- **Snack Bar Signs:** Charlotte Clark suggested the Snack Bar should have more signs so it could be more easily identified by visitors; **Mary Houde will work on Snack Bar signage.**
- **2018 VLAP Results:** Mike Roberts reported preliminary results from the Voluntary Lake Assessment Program showed improvement in the health of both Lakes – E Coli was down and clarity was improved – with a full report to come this winter.
- **School Funding Meeting:** Laraine King encouraged residents to attend a meeting Aug. 13 at 6:30 pm at HCMS about a tax increase for school funding.

Bob Long moved to adjourn; Mike Roberts seconded. The meeting adjourned at 11:34 am.

Respectfully submitted,
Kristi Garofalo