

**MOUNTAIN LAKES DISTRICT
COMMISSIONERS MEETING
September 10, 2018
*UNAPPROVED***

Call to Order: Bob Long called the meeting to order at 6:01 pm.

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

Residents in Attendance: Robert Roudebush, David Martella, Ken King, Fred Garofalo, Walter Hunt, Dan Brady, Barbara Keating, Bill Clark and Charlotte Clark.

Approval of Minutes:

- **August 11, 2018:** Mary Houde moved to approve; Mike Roberts seconded, motion passed.

District Business:

- **Manifests:** Bob Long moved to approve manifests from August 12 to September 10, 2018. Mary Houde seconded, motion passed.
- **Financial Reports:** The Commissioners reviewed financial reports for the months ending August 31, 2018. Discussion was held about repair of the pool heater and decking in the pool area. Mary Houde spoke about the need for a spreadsheet or report to track maintenance projects and give them a projected due date. Bill Clark mentioned several exterior projects at the Lodge that needed attention. **Bob Long will work with Don Drew on pool and Lodge maintenance items.**
- **Water Bill Report:** The Commissioners reviewed Administrative Assistant Kristi Garofalo's report showing \$154,071.15 in water payments received since April 1 and outstanding bills at \$53,343.46. Disconnect notices were recommended for two accounts with past due balances. Bob Long moved to serve disconnect notices on both accounts; Mary Houde seconded, and the motion passed.
- **Welcome Letter:** The Commissioners discussed the draft of a Welcome Letter with community info and guidelines for new residents and renters. The Commissioners made several changes and tabled approval of the Welcome Letter. **Barbara Keating will make changes for the next meeting; she will also check on the minimum age of children allowed on the beaches unaccompanied by an adult.**
- **2019 Annual Meeting Date:** Kristi Garofalo explained the Planning Board would like to know the date for the 2019 Annual Meeting as they are planning public hearings on the zoning ordinance revisions. The Commissioners agreed they would like to check with the school and Town to see when they planned their meetings before setting the District meeting. **Fred Garofalo will ask the Haverhill Selectboard at their next meeting and give their response to Bob Long.**

Maintenance/Water Update: The Commissioners reviewed the monthly report from Don Drew, District Project Manager. Maintenance highlights included: cleaning up, storing and winterizing items – rafts, docks, and buoys will be out until Oct.; monitoring lake levels and working with NH Fish & Game on the beaver issue – information sent to the Commissioners for their decision. Water Department highlights included: water system is at 22,000 gpd; a leak on Belknap was found and repair is scheduled; work continues at the MtBE site-recent tests are good; SCADA system is up and running; getting quotes to install new meters near the chambers.

Water Committee Update: Ken King said he had no further updates.

Planning Board Update: Mike Roberts reported the Board discussed changing their meeting day and time due to chair Mike Bonanno's new work schedule but decided to continue evening meetings so zoning officer Finnegan could attend. Mike Bonanno resigned from the Board due to his new schedule and a new chair will be chosen at the Sept. 20 meeting. Mike Roberts said three people came forward in response to the request for Board members and asked the Commissioners to appoint them to the Board. Mike Roberts made a motion to appoint Walter Hunt as a full member of the Board; Bob Long seconded and the motion passed. Mike Roberts made a motion to appoint Robert Roudebush as a full member of the Board; Mary Houde seconded, and the motion passed. Mike Roberts made a

motion to appoint Anna Ostrander as an alternate member of the Board; Bob Long seconded and the motion passed. Mike Roberts will administer the Oaths of Office to the new Board members.

Forestry Update: NONE

Recreation Update: Barbara Keating reported the Rec Committee is looking to sponsor an adult dance in November (***Kristi Garofalo will give Barbara Keating contact info for a resident who is also a DJ***) and hoping to have pumpkin carving, tailgate trick-or-treat, and New Year's Party activities with more information to come later. Kristi Garofalo said Sherri Sargent of Haverhill Recreation asked for permission to hold the 2018 Cold Turkey Plunge at MLD on Sunday, Nov. 18. After discussion, Bob Long moved to give permission for the event to be held on Nov. 18; Mary Houde seconded, and the motion passed. ***Kristi Garofalo will notify Sherri Sargent that permission was granted; she will also give Sherri Sargent's contact info to Barbara Keating so they can discuss a date for WinterFest.***

Monteau Rope Tow Committee: Mike Roberts reported the Committee did not meet.

Action Items Review:

Bob Long: Completed: In process: working with Don Drew on maintenance items - ***will talk to Don Drew about tennis court locks*** – and history/placement of old rope tow motor and beaver dam issue; contacted Google Maps re: Killer Hill as one-way, waiting on confirmation of change; spoke to HPD and will talk to state re: ATVs on District roads.

Mike Roberts: In process: looked at Coast Guard lifejacket recommendations, recommended the District buy Category 2 Personal Flotation Devices for District boat rentals, but not any other use; working on contacting Finn Finnegan (MLD Zoning Officer) re: Scout troop interest in District projects; working on setting up meeting with DES Wetlands Bureau re: catchment basins.

Mary Houde: In process: working on Pool Attendant job description (***Kristi Garofalo will put the latest draft on the October meeting agenda and copies in Commissioner packets for that meeting***); working on community Welcome letter (see above discussion in District Business)

Old Business: NONE

New Business:

- **Tax Auction Proceeds:** Bob Long shared a report from the Town of Haverhill showing all properties were sold at the June tax auction with proceeds totaling over \$329,950.
- **Snack Bar/Pool Attendant Retro Pay:** Kristi Garofalo said one summer employee was hired as a Snack Bar attendant but ended up working as a Pool Attendant most of the time and asked if the Commissioners were in favor of adjusting her pay rate on a retroactive basis. After discussion, Bob Long moved to adjust the employee's pay rate from \$8.00/hour to \$9.50/hour and pay it retroactively for the entire season. Mary Houde seconded, and the motion passed. Kristi Garofalo asked if the adjustment could be made to the entire number of hours worked since there was no record kept of which position was worked on the employee's timecards. The Commissioners agreed that the pay rate change would apply to all the hours the employee worked in the 2018 season.
- **Outdoor Lighting:** Mike Roberts noted a resident has complaints about the District's outdoor lighting at the pool; ***Mike Roberts will contact Eversource re: different styles and/or shielding for the lights.***
- **Ladder Outside Monadnock Drive Home:** Discussion was held about a ladder propped up against a house on Monadnock Drive all summer; ***Mike Roberts will take the issue to the Planning Board.***
- **District Landscaping:** Bill Clark volunteered to help with District landscaping projects in the 2019 season.

Bob Long moved to adjourn; Mary Houde seconded. The meeting adjourned at 7:30 pm.

Respectfully submitted,
Kristi Garofalo