

**MOUNTAIN LAKES DISTRICT WATER COMMITTEE MEETING**  
**At District Office and Via Zoom Video Conferencing**  
**December 7, 2023**  
**\*UNAPPROVED\***

**Call to Order:** Chair Ed Rajsteter called the meeting to order at 8:05 am.

**Roll Call:**

--**Committee:** Ed Rajsteter, Stuart Schreiber, Eric Cassidy and Facility & Water Manager John Mitchell present.  
A quorum was declared.

--**Public Present:** In person: Bob Long Via Zoom: Brian Doherty and Suzanne Doherty

**Minutes Approval:**

--**November 2, 2023:** John Mitchell moved to approve the minutes; Eric Cassidy seconded and motion passed.

**WATER SYSTEM UPDATE:**

- **Water Usage:** John Mitchell updated the system usage for November:

Total monthly usage (pumped to chambers): 713,887 gallons

421,515 gallons came from the infiltration well

65,101 gallons came from the bedrock well

258,449 gallons came from Woodsville Water and Light

Highest usage was 35,315 gallons per day (GPD), lowest was 18335 GPD, average was 23,796 GPD.

John Mitchell explained the system can account for 95.81% of the water used. The state limit for lost water is 15% so 4.19% is a pretty tight system. The Committee discussed water losses and the technology needed to track them, including zone meters to help locate leaks. It was agreed to put a meter pit on Wildcat on the future project radar and reach out to TI-Sales regarding installing a meter at the chambers.

- **Future Purchases:** John Mitchell said he is working on the purchase of a RTK Pro line locator with GPS capabilities and recommending a purchase policy change so that purchases under \$10,000 could be made from a list of preferred vendors.
- **Lead/Copper Rule Revision Project:** John Mitchell reported he was told MLD can use former MLD water operator Don Drew's knowledge of the system to classify elements of the system as lead/copper free along with photo verifications. The Committee discussed the procedure to record system sections as "green" and John Mitchell explained the term "potholing" which requires excavation to check the system lines as a last resort. He said MLD would be responsible for the cost to dig to verify, and grants will be available. Engineering firm Hazen & Sawyer has been assigned to MLD to assist with the project at no cost and the completed report is due in October of 2024.
- **Meter Horns:** John Mitchell spoke about the meter horn information previously sent to the Committee members and said he will talk to Arrow Central and water consultant Harold Clough, then come up with a meter horn package for approval that will set a standard for MLD new home construction. He will also get a price for the package to use in revising the hook-up fee which will require a water tariff update at the annual meeting. The Committee discussed build out limits and future construction and what level of profit should be expected from the hook-up fee.

- **Pump House Generator:** John Mitchell talked about an available 50% matching grant to purchase and install a generator at the pump house. He noted the pump house would also need electrical services changes and he is working on that project.

**OLD BUSINESS:**

- **Asset Management Plan Update:** John Mitchell said Kristi Garofalo has been working with consultant Abby Fopiano to process grant payments from the state and he has been working with Abby Fopiano to ensure the new locator will work with the new asset management plan software.

**NEW BUSINESS:**

- **Public Appearance:** Brian and Suzanne Doherty spoke of their desire to build on their property on Valley Road, noting Waterman Brook runs through the property and it may be cost-prohibitive to connect to the MLD water system. They asked if installing a well was possible. Bob Long said the water tariff new builds must contact to the MLD system unless there are extenuating circumstances, such as high elevation. After discussion, the Committee recommended the Dohertys have their contractor price a culvert or bridge over the brook and then work with NH DES to get their approval for the structure.
- **Resignation:** Bob Long told the Committee that Kristi Garofalo gave her two-weeks' notice and her last day will be Dec. 15.

**Next Meeting Date:** Thursday, January 4 at 8:00 am.

**Adjournment:** Ed Rajsteter moved to adjourn; Eric Cassidy seconded and the motion passed. The meeting adjourned at 8:50 am.

Respectfully submitted,  
Kristi Garofalo