

**MOUNTAIN LAKES DISTRICT WATER COMMITTEE MEETING**  
**at the District Office and via Zoom Video Conferencing**  
**March 3, 2023**  
**\*UNAPPROVED\***

**Call to Order:** Chair Ed Rajsteter called the meeting to order at 8:00 am.

**Roll Call:**

- **Committee:** Ed Rajsteter, Mark Johanson, Robert Roudebush, and Facility & Water Manager John Mitchell.
- **Public Present: In-Person:** Bob Long **Via Zoom:** Tom Eighmy

**Minutes Approval:**

- **Feb. 3, 2023:** Robert Roudebush moved to approve; Mark Johanson seconded and motion passed.

**WATER SYSTEM UPDATE:**

John Mitchell reported the total water usage for February was 662,321 gallons with an average daily usage of 23,000 gallons per day, with a high of 32,368 and a low of 17,904 gpd.

John Mitchell shared that in the past the MLD chlorine residual amount (the amount of chlorine used for bacterial water treatment left in the water at a given location) was tested monthly through the state after preliminary testing at Woodville Water & Light. Due to the importance of this testing, John Mitchell proposed purchasing a chlorine residual tester for MLD so the chlorine residual could be tested in-house at least weekly, preferably daily. He said he talked to local water system operators for tester recommendations, did some research and came up with a Hach brand chlorine residual tester that was EPA approved. The cost estimate for the unit was \$628 plus the cost of the reagents used for testing. After discussion, John Mitchell made a motion to purchase the tester and reagents to do in-house tests at a minimum of once a week. Robert Roudebush seconded and the motion passed.

John Mitchell said he ordered a new roller assembly for the existing chlorine injector pump after discovering the pump stopped working during a recent weekend. The chlorine residual was still within the guidelines of .01 to 3.0, but if he hadn't checked it that weekend and gotten it running again, it could have been a problem. He shared a proposal to purchase a second chlorine injector pump to use as a backup for the existing pump at an estimated cost of \$769. After discussion in which the Committee members suggested using the new pump now and keeping the old one as a backup, John Mitchell made a motion to purchase a second chlorine injector pump for use on site; Robert Roudebush seconded and the motion passed.

**OLD BUSINESS:**

- **GRANT UPDATE:** Kristi Garofalo reported Request for Qualifications and Proposals ads were placed in two newspapers (*The Bridge Weekly* and the *Caledonian Record*) as well as on the MLD website and in the NHMA classifieds. Several engineering firms were also contacted directly with news of the project and given an invitation to respond. She said the required information for the insurance and

vendor code requirements was obtained and the Commissioners will sign the grant agreement and other required forms at the public hearing following the Committee meeting.

The deadline for the RFQ/Ps was set as Friday, March 10 at 4:00PM; Kristi Garofalo noted a consultant needed to be chosen and all the acceptance documents turned back in to NHDES by March 17. Mark Johanson said he will be in Concord that day and could hand deliver the packet. After discussion, the Committee agreed to set a joint meeting with the Commissioners on Friday, March 10 at 4:00PM to review the responses received and choose a consultant for the project. ***Kristi Garofalo will set up the meeting and post it as required.***

**NEW BUSINESS:** NONE

**Next Meeting Dates:**

Special joint meeting with commissioners to review RFQ/Ps responses: Friday, March 10 at 4:00PM

Regular Meeting: Thursday, April 6 at 8:00AM

**Adjournment:** Robert Roudebush moved to adjourn; Mark Johanson seconded and the motion passed.

The meeting adjourned at 8:30AM

Respectfully submitted by,  
Kristi Garofalo