

**MOUNTAIN LAKES DISTRICT
COMMISSIONERS MEETING via Zoom Video Conferencing
December 14, 2020
*UNAPPROVED***

Call to Order: Chair Bob Long called the meeting to order at 6:03 pm. He read a statement that the Board was authorized to meet electronically due to the declared state of emergency (COVID-19), that the meeting had been properly noticed and information given to the public on how to join the meeting via Zoom Video Conferencing, and that all votes would be by roll call, in accordance with the provisions of the Governor's emergency order.

Roll Call: Bob Long (with Dottie Long); Mike Roberts (alone); and Mark Johanson (alone).

Public Present: Mike Bonanno, Laraine King, Scott Rutherford, Ken Huard, Dave Long, Randy Berenson, and Bill Clark were present via Zoom along with District Administrator Kristi Garofalo. Water/Maintenance Manager Don Drew joined the meeting later.

Approval of Minutes:

- **Nov. 9, 2020:** Mike Roberts moved to approve; Mark Johanson seconded. Roll Call Vote: Bob Long-Aye, Mike Roberts-Aye, Mark Johanson-Aye; motion passed.

District Business:

- **Manifests:** Mark Johanson moved to approve manifests from Nov. 10 to Dec. 14, 2020; and Mike Roberts seconded. Roll Call Vote: Bob Long-Aye, Mike Roberts-Aye, Mark Johanson-Aye; motion passed.
- **Financials and Water Bill Report:** The Commissioners reviewed the financial reports and the water bill collection report showing \$179,698.42 in water payments received since April 1 with 39 online payments made since the service started on June 24. Kristi Garofalo asked if the Commissioners wanted to reinstate the monthly finance charges that were waived because of COVID-19. The Commissioners agreed not to reinstate the finance charges and this time and will revisit the question in January. The Commissioners also agreed ***Kristi Garofalo will send disconnect notices to three past due accounts after the first of the year.*** The commissioners noted the Haverhill tax rate has been set and directed ***Kristi Garofalo to include page 1 of the DRA form in the DMAIL for residents to review.***

COVID-19 Response:

- **District Personnel, District Meetings, and Recreational Areas:** The Commissioners agreed to continue all closures and procedures as they are currently with reconsideration at the next meeting.
- **Annual Meeting Dates/Procedure:** Discussion was held about changes to the annual meeting due to COVID and all agreed more information was needed. ***Bob Long will check with District legal counsel for guidance and also with the Town and school board to coordinate dates with them. Kristi Garofalo will check with NHMA for guidance on the annual meeting warrant, ballots and voting.***

Maintenance/Water Update: Bob Long read Don Drew's report. Maintenance highlights: tennis courts closed; new anti-vortex piece for the upper outlet barrel is complete and will be installed in spring; looking at gas insert for office fireplace; Lodge swing set is in new location with safety zone, anchors to be set in spring; ice rink items being prepared, trees need to be addressed before liner installed; pool house repairs ongoing, rot repaired and new double door installed; Killer Hill closed for winter; Lodge work continues-accessible trim work and new entry mat; lock repair, weather seal, and closer adjustment done on office front door. Water Department highlights: average water usage very good, about 25,000 gallons per day; water main break on Kinsman repaired; soft start control failure repaired and new one ordered for backup; chambers concrete riser replaced, needs cleanup; French Pond Road paving project complete. The Commissioners discussed Don Drew's email regarding a resident/contractor request to remove about ten trees along the border between the resident's lot (Map 203, Lot 286) and the District's property. The Commissioners agreed to give permission for the tree removal. Don Drew's email also said he was working with the same contractor to remove trees near the ice rink and dumpster for about \$1,500 with a price break because the contractor's equipment is already in the area and to be paid from the Lodge projects fund. They also plan to remove trees to create a landing area near the potential water source site (Map 203, Lot 285) for use by the logging contractor now and by the drilling contractor next year. The Commissioners agreed to both projects.

Water Committee Update: Mark Johanson said the Water Committee is working on the 2021 budget and a special sub-committee will meet after the holidays to prepare an informational presentation for the annual meeting.

Planning Board Update: Mike Bonanno said the Board held a special meeting approve a permit and now there are three houses being built in the District with another to be considered at the regular Board meeting. He said the Board also held a public hearing on proposed zoning ordinance amendments for swimming pools and other changes. He said the Board recommended raising the budget line for Zoning Officer to \$5,250 and hiring an assistant for ZO Finnegan because of increased building activity and also to help when ZO Finnegan is not available. After discussion, Mike Roberts made a motion to recommend the budget line change, Bob Long seconded. Roll Call Vote: Bob Long-Aye, Mike Roberts-Aye, Mark Johanson-Aye; motion passed.

Mike Roberts read another proposed zoning ordinance amendment regarding enforcement and violation procedure and noted the Board set a second public hearing on that amendment for Dec. 21. After discussion, Mike Roberts moved to include the amendment in the 2021 warrant; Mark Johanson seconded. Roll Call Vote: Bob Long-Aye, Mike Roberts-Aye, Mark Johanson-Aye; motion passed. Mike Bonanno noted the Board was working with the Town regarding ownership of "Killer Hill" and that in a recent meeting with Road Agent Colton Grant it was agreed the Town would provide a driveway permit for the home to be built there, and the District would take over the permit if the road was determined to be private. Bob Long asked about permit procedure changes requested by the Town; Mike Bonanno said a meeting on the subject will be held when the Town Manager returns to the office.

Recreation Committee Update: Dottie Long the Committee is working on the 2021 calendar and asked for Lodge use dates to be saved: Memorial Day for the Pancake Breakfast and Oct. 9 for an Adult Social and District Yard Sale. She said they are still selling MLD logo clothing and the next meeting is set for Jan. 12 at 5:00pm.

Action Items Review:

- **Bob Long:** *no new actions items assigned at Nov. meeting; shared MLD Board/Committee membership application and the Commissioners agreed to its use and asked **Kristi Garofalo to attach it to the DMAIL with a call for volunteers**; still working on purchasing grills (see below) and working with John Pinkerton on Lodge plan (see below).*
- **Mike Roberts:** *action item on inlet concerns can be closed out; action item on zoning ordinance amendment can also be closed out as it will be on warrant for 2021.*

Old Business:

- **Pinkerton Email:** Bob Long shared an email from John Pinkerton with an outline for using the Lodge as a brewery/disc golf/mountain bike attraction. After discussion, it was agreed to gauge community interest via a survey publicized by Facebook and DMAIL; **Bob Long will investigate creating a digital survey.**

New Business:

- **Correspondence – Warren Email:** The Commissioners considered a resident email concerning a potentially hazardous tree near a power line junction and questioning whether the District would remove it if it was on District property. Bob Long said he made a site visit and found the lot boundary pin was in the tree itself. After discussion, the Commissioners directed **Kristi Garofalo to respond to the homeowner and ask them to contact the utility company to remove the tree.**
- **Unused Rec Funds & Rec Purchases:** Bob Long shared a spreadsheet showing the 2020 Rec budget lines not used because of the COVID situation and the lack of a summer program. After discussion and input from the public, the Commissioners agreed to purchase the following extra Rec items with the savings: 8 tables, 4 umbrellas, 2 permanent grills, and pool lounge chairs.

Mike Roberts moved to adjourn; Mark Johanson seconded. Roll Call Vote: Bob Long-Aye, Mike Roberts-Aye, Mark Johanson-Aye; motion passed. The meeting adjourned at 8:18 pm.

Respectfully submitted,
Kristi Garofalo