

**MOUNTAIN LAKES DISTRICT
SPECIAL COMMISSIONERS MEETING
At the District Office and Via Zoom
December 22, 2022
*UNAPPROVED***

Call to Order: Chair Bob Long called the meeting to order at 1:03 PM

Roll Call:

Board Members: Bob Long, Mike Roberts and Mark Johanson were present.

Public Present In-Person: District Treasurer Robert Roudebush, District Clerk Karen Rajsteter, District Administrator Kristi Garofalo, and Dottie Long.

Public Present Via Zoom: NONE

Bob Long opened with the following statement explaining the need for an emergency meeting: "This is an emergency meeting of the Commissioners because I believe that undelayed action is imperative to the interests of the District. We were advised by bond counsel that additional documents must be signed before the District can access its TAN loan. Having access to those TAN monies is critical because Monday, Dec. 26 is a pay day and the District does not have sufficient monies for payroll. District Commissioners and officers are only available today to sign these documents before that payroll payment must be made. Therefore, we are holding this meeting with less than the required 24-hour notice."

Review and Signing of TAN Documents:

Everyone present reviewed the TAN loan documents from bond counsel Steven Whitley of Drummond Woodsum regarding a \$32,000 municipal Tax Anticipation Note at an interest rate of 3.4% to be obtained from Woodsville Guaranty Savings Bank (WGSB). The TAN is intended to be a non-revolving line of credit to cover MLD operating expenses until MLD receives its tax payment from the Town of Haverhill at which time it will be repaid.

After discussion and review of the documents, Mark Johanson made a motion to accept the documents and the information and figures in them, to sign the documents as needed, and to move forward with obtaining the TAN loan from WGSB. Mike Roberts seconded and the motion passed unanimously.

All present signed the documents as needed and Kristi Garofalo notarized the authenticating certificate. All the documents were scanned and sent to Steven Whitley of Drummond Woodsum.

At 1:12pm, Bob Long declared a recess of the meeting while the documents were reviewed for accuracy and completeness by counsel.

At 1:37pm, Bob Long reconvened the meeting, noting Steven Whitley reviewed them and did not require any further action on the part of those present. Steven Whitley will send his legal opinion to Jon Hobbs at WGSB with copies to the District. Bob Long said he left a message for Jon Hobbs asking about access to the funds; Jon Hobbs was out of the office, but will return a call tomorrow.

Mike Roberts moved to adjourn; Mark Johanson seconded. Motion passed and the meeting adjourned at 1:38pm.

Respectfully submitted,
Kristi Garofalo