

**MOUNTAIN LAKES DISTRICT  
COMMISSIONERS MEETING  
February 11, 2019  
\*UNAPPROVED\***

**Call to Order:** Bob Long called the meeting to order at 6:00 pm.

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

**Residents in Attendance:** Ken King, Laraine King, Fred Garofalo, Robert Roudebush, Chris Roberts, Patricia Brady and Mark Johanson.

**Approval of Minutes:**

- **Jan. 14, 2019:** Mike Roberts moved to approve the minutes; Mary Houde seconded, and motion passed.

**District Business:**

- **Manifests:** Mike Roberts moved to approve manifests from Jan. 15, 2019 to Feb. 11, 2019. Mary Houde seconded, motion passed.
- **Water Bill Report:** The Commissioners reviewed Administrative Assistant Kristi Garofalo's report showing \$179,656.60 in water payments received since April 1 and outstanding bills at \$31,640.37
- The Commissioners reviewed financial reports for months ending January 31, 2019. Laraine King asked about expenditures in lines 5064-1 (Facility Op-Gen Op) and 5064-3 (Facility Op-Lodge). ***Kristi Garofalo will provide her with a detail report for those lines.***

**Maintenance/Water Update:** The Commissioners reviewed the monthly report from Don Drew, District Project Manager. Maintenance highlights included: working on scheduled winter projects at the Lodge-new ceiling in restroom hallway and other restroom work; also working on ice rink maintenance, snow and ice removal, and general cleanup of storage areas; office heating system repair work done. Water Department highlights included: Hood's Plumbing is the new District excavation contractor; water usage is a bit higher than normal and being investigated; SCADA system is running well with a few minor tweaks; Water Committee meeting was rescheduled to Feb. 14 due to weather; and NH DES Dam Safety has accepted a plan for work on the Lower Dam Spillway to add a small earthen berm, details to be worked out with DuBois & King for the design and to get permits required.

**Water Committee Update:** Chair Ken King said he had nothing further to report.

**Planning Board Update:** Chair Mark Johanson reported the Board would ask at the Budget Hearing for an increase from \$500 to \$1,500 for each of their deposit requests to the Legal Expenses and Planning Documents Updates funds. He also said the zoning ordinance revision warrant articles are ready to be considered at the Annual Meeting in March. Mike Roberts said the Board discussed and agreed on a zoning violation procedure which has a maximum of 180 days from the time a violation is noted until legal action is taken. He said the Board hoped the time limits will help settle incidents quickly rather than having them drag on.

**Forestry Update:** No committee meetings have been held since 2015. Bob Long moved to temporarily suspend the Forestry Committee as a District committee until clear title to District green spaces can be determined by the Commissioners. Mike Roberts seconded, and the motion passed.

**Recreation Update:** Mary Houde shared a report on Rec Committee meeting attendance which showed that of the twelve monthly meetings in 2018, seven were cancelled and there was low attendance at three of the other five meetings. The Commissioners discussed several options and agreed to table the issue until after the Annual Meeting so that the new ex-officio Commissioner for the Recreation Committee would be involved in any decision.

**Monteau Rope Tow Committee:** Mike Roberts said he attempted to contact co-chair Francine Bowman, but was not successful and will try again.

**Action Items Review:**

Bob Long: *Don Drew will do touch up work on main District sign and is looking at possibilities for other District signs.*

Mike Roberts: *tried unsuccessfully to contact Francine Bowman re: Committee plans; will request Planning Board fund deposit increases at the Budget Hearing.*

Mary Houde: *changes made in Welcome Letter, see discussion below in Old Business.*

**Old Business:**

- **Welcome Letter:** The Commissioners reviewed the latest draft of the Welcome Letter and agreed on several changes and/or additions. ***Mary Houde will give the changes to Barbara Keating and ask that a new draft be created for the Commissioners to review.***

**New Business:**

- **Correspondence:** Bob Long noted the Commissioners received a letter from the Supervisors of the Checklist confirming they will be present at the Annual Meeting.
- **Haverhill Update:** Fred Garofalo gave an update from the Haverhill Selectboard:
  - Entrepreneur Encouragement Committee presented a report with recommendations on improving the business climate in Haverhill; the Board asked them to pick one recommendation to work on.
  - CDBG Program is available for big projects and if municipalities have one, they are encouraged to get it on the list for consideration.
  - The 2019 proposed budget for the Town of Haverhill will be about \$938,000 lower than the 2018 budget and includes raises for all Town employees plus increases for Haverhill police officers to bring their pay rates to a level comparable to other towns. It also includes a petitioned warrant article for playground equipment to be installed on the VFW Field.

Bob Long moved to adjourn; Mary Houde seconded, and motion passed. The meeting adjourned at 7:03 pm.

Respectfully submitted,  
Kristi Garofalo