

**MOUNTAIN LAKES DISTRICT COMMISSIONERS MEETING**  
**At the District Office with Zoom Access**  
**February 15, 2023**  
**\*UNAPPROVED\***

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

**Roll Call:**

- **Board Members:** Bob Long, Mike Roberts and Mark Johanson present
- **Public Present In-Person:** Chris Roberts, Courtney Lantz, Robert Roudebush, Ed Rajsteter, Tom Mangels, Vinnie Sorrentino, Linda Johanson and Dottie Long.
- **Public Present via Zoom:** Fred Garofalo, Randy Berenson, Brian Loutrel, Ken Huard, and Mike Bonanno.

**Approval of Minutes:**

- **Jan. 9 Regular Meeting:** Mark Johanson moved to approve; Mike Roberts seconded and motion passed.
- **Jan. 11 Special Meeting:** Mike Roberts moved to approve; Mark Johanson seconded and motion passed.
- **Jan. 13 Special Meeting:** Mark Johanson moved to approve; Mike Roberts seconded and motion passed.

**District Business:**

- **Manifests:** Mark Johanson moved to approve manifests Jan. 10 to Feb. 15, 2023. Mike Roberts seconded; motion passed.
- **Financials & Water Bill Report:** The Commissioners reviewed the water bill collection report showing \$251,276.31 in water payments received since April 1, 2022, and reviewed monthly financial reports.
- **AD Hoc Emergency & Communications Procedures Committee:** The Commissioners previously voted to create a committee to research and create emergency and communication procedures for future events. Kristi Garofalo said she put a call for volunteers in the DMAIL, but received no responses to date. After discussion, the Commissioners agreed ***Kristi Garofalo will run the volunteer request in the DMAIL again*** and the issue would be tabled until the next meeting.
- **District Communications Records:** Bob Long said concerns were raised about requests, questions, and other communications made on MLD's behalf not being copied to the District Office for official records, and about the Commissioners using personal emails for MLD business. After discussion, the Commissioners agreed ***Bob Long will create MLD email addresses for the Commissioners to use for MLD business.***
- **District Tax Rate and Spending Freeze Update:** Kristi Garofalo said the December 2022 tax check from Haverhill was finally received and deposited. She noted more than 65 residents paid on their water bill early and thanked them for their help in keeping things going; she then requested the spending freeze be lifted. Bob Long moved to end the spending freeze; Mark Johanson seconded and the motion passed.
- **Unanticipated Funds Special Hearing & Other Tasks:** Kristi Garofalo reported MLD was awarded an \$83,000 Sustainability Grant from the NH Department of Environmental Services to create an asset management plan. The grant covers system mapping, GIS database and asset inventory creation, capital improvement plan development, level of service and funding studies, hydraulic model creation and software purchase. A public hearing is needed to accept the grant funds, then a consultant must be chosen by RFP. The grant paperwork needs to be completed and turned in to NHDES by March 17 so the public hearing should be scheduled soon. After discussion, the Commissioners agreed to set Friday, March 3 at 9:15AM (after the Water Committee meeting) as the public hearing date. ***Kristi Garofalo will set up the meeting and arrange for the public notices.*** The Commissioners also discussed the insurance claim for damage from Winter Storm Elliott in process; it will probably be more than \$10,000 so a public hearing will be needed to accept those funds as well when the claim is finalized.

**Maintenance Update:** Bob Long shared updates From Facility & Water Manager John Mitchell on the following projects:

- **Asset Management:** On hold pending work through the Asset Management grant
- **Painting Office and Pool House:** Quotes received, John Mitchell recommended Valley's View quote of \$9,185 to do both the pool and office buildings. After discussion, Bob Long moved to hire Valley's View for the project to be done in spring 2023; Mark Johanson seconded and the motion passed.
- **Spectrum Upgrade at Pump House:** Paperwork submitted; waiting on changeover installation date.
- **Line Locate – Swiftwater:** Commissioners agreed to ask Don Drew to spend a day with John Mitchell (with paid compensation) to go over the water system and answer specific questions about unique blowoffs, line locations, etc.
- **Ice Rink:** Liner was completely compromised by Winter Storm Elliott and will not be operational this year.

- **Tree Removals:** With warmer weather and thin ice this winter, it was agreed the pool tree removals will wait until next year.
- **Lodge Deck / Upgrade Projects:** Reaching out to contractors for more quotes and dividing the original project into three separate smaller tasks. Kristi Garofalo asked if the RFP published on the website should be removed since the project is changing, and the Commissioners directed her to remove it.
- **Storm Damage:** Paige Excavating completed required emergency repairs to the road leading to the Lodge and will repair the road to the ski hill and dry hydrant Feb. 15.
- **AEDs at the Lodge and Office:** Batteries and pads updated, registration with state complete.
- **Beach Treatment Quotes:** John Mitchell investigated other possible vendors, but recommended staying with current provider since they have state permits and other vendors seem to shy away from treating around a public water drinking source. After discussion, Bob Long moved to accept the proposal from Mosquito Joe and make arrangements for treatments for the upcoming summer season. Mark Johanson seconded and the motion passed.
- **Chemical Monitoring Waiver:** Required steps for the three-year waiver completed and the waiver granted. The waiver is granted to high quality water sources and saves MLD money and time by waiving some state required water testing.
- **In Process:** upgrading Lodge swing set to commercial grade, office cable upgrade project, water connections mapping as part of asset management plan grant, DES well monitoring, and correcting issues with the WW&L meter at the pump house.

**Water Committee Update:** Ed Rajsteter reported the Committee met on Feb. 6 where John Mitchell reported the total water usage for January was 699,810 gallons with an average daily usage of 22,574 gallons per day, a high of 45,140 (during the Jan. 3 water break) and a low of 17,018 gpd. Ed Rajsteter said Committee member Patricia Brady has resigned because she is moving out of MLD and he spoke about the need for new Water Committee members and volunteers for every MLD group to step forward with new ideas and young minds. Mark Johanson read Patricia Brady's resignation letter and all thanked Patricia Brady for her contributions to the Water Committee, including starting the first Water Day event. After discussion, Mark Johanson moved to accept Patricia Brady's resignation effective April 30; Mike Roberts seconded and the motion passed.

**Planning Board Update:** Mike Roberts said the Board held three public hearings on proposed zoning ordinance amendments with the last one on Feb. 13. Both proposed zoning ordinance amendments have been approved for the 2023 Annual Meeting warrant. The Board's next regular meeting is Feb. 16.

**Recreation Committee Update:** Linda Johanson reported the "Chili February" social on Valentine's Day was well attended with 20 adults and at least 8 children, and it was lots of fun for all. The next Rec Committee event is Winter Fest with Haverhill Parks & Rec on Feb. 19. April 22 will be Earth Day Cleanup, a children's fishing derby is planned for May 20, and a Pancake Breakfast is planned for Memorial Day weekend. Courtney Lantz said she received an anonymous donation of 4 beach umbrellas to be used this summer and will bring them to the Snack Bar for storage.

#### **Action Items Review:**

Bob Long: Complete – revised and mailed tax rate appeal letter; put cleaning service on hold due to spending freeze; informed attorney of commissioner vote to agree to potential conflict of interest waiver; the ice rink will not be usable this winter. In process – working with Town regarding cars parked on roads during snowstorms and to get ATV rules in distribution format.

Mark Johanson: In process – met with cell service provider who suggested three possible MLD tower sites, recommended setting a meeting with the vendor after telecommunications facilities zoning ordinance amendment vote at the Annual Meeting. Also shared pool key card access draft survey, after discussion, the Commissioners agreed **Bob Long will calculate cost to send the survey out to property owners and bring info to the next meeting.**

Mike Roberts: Complete – informed Tara Bamford of Commissioners decision to continue without a contract and she agreed; shared suggestion to require multiple vendors for cell tower with Planning Board. In process – will bring sign fee change for tax sales suggestion to Planning Board members at Feb. 16 meeting.

**Old Business: NONE**

**New Business: NONE**

Bob Long moved to adjourn; Mark Johanson seconded and motion passed. The meeting adjourned at 7:45pm.

Respectfully submitted,  
Kristi Garofalo