

**MOUNTAIN LAKES DISTRICT  
COMMISSIONERS MEETING  
At the District Office with Zoom Access  
January 10, 2022  
\*UNAPPROVED\***

**Call to Order:** Chair Bob Long called the meeting to order at 6:01 pm.

**Roll Call:**

**Board Members:** Bob Long, Mike Roberts and Mark Johanson

**Public Present In-Person:** Robert Roudebush and Linda Johanson

**Public Present via Zoom:** Laraine King, Patricia Brady, Bill Clark and Tom Mangels

**Approval of Minutes:**

- **Dec. 14 Meeting:** Mark Johanson moved to approve; Mike Roberts seconded and motion passed.

**District Business:**

- **Manifests:** Mark Johanson moved to approve manifests from Dec. 15, 2021 to Jan. 10, 2022. Mike Roberts seconded and motion passed.
- **Financials and Water Bill Report:** The Commissioners reviewed the financial reports and the water bill collection report showing \$202,753.52 in water payments received since April 1, 2021. Kristi Garofalo said she will send collection letters to two customers and if there is no response, she will recommend disconnect notices in February.
- **Commissioners Meeting Dates:** The Commissioners set the following dates for their 2022 meetings: Tuesday, Feb. 15 (also the 2022 Budget Hearing); Tuesday, Mar. 15; Tuesday, Apr. 12; Tuesday, May 10; Tuesday, June 14; Monday, July 11; Monday, Aug. 8; Tuesday, Sept. 13; Wednesday, Oct. 12; Monday, Nov. 14 and Monday, Dec. 12.
- **Staff Search Update:** Bob Long said several responses were received for the open Facility & Water Manager position and the Commissioners will meet in non-public session to go over those responses.
- **Asset Management Project:** Bob Long said the Water Committee will be working on an Asset Management Plan (AMP) which will map the water system and list all pipes, inventory, equipment, etc. along with their expected life dates and repair/replacement plans. He said the AMP is would be very beneficial to MLD for financial planning and is a requested component for grant funding. The project will begin once the Facility & Water Manager position is filled.
- **2022 Budget Presentation:** District Treasurer Laraine King said the Budget Committee came together in a team effort to create the 2022 budget and it is level funded as much as possible. The budget packet is available on the MLD website or through the Office. She said the Committee did not recommend a water rate increase in 2022 and noted an article to amend the water tariff to increase the hook-up fee from \$1,200 to \$1,500 will be on the warrant. The public Budget Hearing will be on Tuesday, Feb. 15 after the Commissioners meeting and the Annual Meeting will be on Saturday, March 26 at the Lodge.

**Maintenance and Water Update:** Patricia Brady reported they had a water break on Dec. 25 which affected six homes and was repaired on Dec. 26. She said the Committee is working on a project to invest in meters to resolve discrepancies in readings at the pump house and the water chambers. They met with one vendor who provided information and a quote; they will also get a second quote from a different supplier. She said the Water Committee is also looking for new members.

**Planning Board Update:** Mike Roberts said the Board met Dec. 16. There were no new permits considered and the Board reviewed current tracking reports. The next Board meeting is Jan. 20.

**Recreation Committee Update:** Linda Johanson said MLD representatives met with Sherri Sargent of Haverhill Parks & Recreations and they are planning three events together: Winter Fest on Feb. 20, Fun Run-Walk on May 14, and a kayak evening event on Aug. 12. The Committee will meet next on Jan. 12 at 4:00 pm to put together the 2022 calendar of events.

**Action Items Review:**

*Bob Long: working on resolving pump house meter and SCADA discrepancies; legal counsel reviewed letter for homeowners giving 30 days to finish fire cleanup, it was mailed certified mail and receipt confirmation was received; Valley Road lot cleanup resolution is in process, no response from owner to date; contacting Town about removing signs; search for Lodge Attendant in process, but may have a possible employee.*

*Mark Johanson: continuing research on products and application methods for bug remediation for District beaches with input from NH DES.*

**Old Business: NONE**

**New Business:**

- **Proposed Cell Tower:** Mark Johanson shared information about the proposed cell tower being considered by the Haverhill ZBA to be located near the Haverhill fairgrounds. He said the company working on that cell tower project will provide free estimates and suggested MLD look into the possibility of putting a tower in MLD at one of the District's highest points. The Commissioners agreed to look into the issue; **Mark Johanson will contact the vendor for more information.**
- **New Non-Public Meeting Requirements:** Bob Long shared information from MLD legal Counsel noting RSA changes that require a list be kept of non-public meetings with notes on when minutes are sealed and unsealed, and that the list be made available to the public on request. **Kristi Garofalo will create such a list starting with 2022 meetings.**
- **2022 Person of the Year:** The Commissioners will discuss the 2022 Person of the Year nominations received to date in non-public session.

**Non-Public Sessions:**

Bob Long moved to enter non-public session under RSA 91-A:3, II(b) and Mark Johanson seconded. Roll Call Vote: Bob Long-Aye, Mike Roberts-Aye, Mark Johanson-Aye. The Commissioners entered non-public session at 6:55pm. The Commissioners left non-public session at 7:20pm. Bob Long moved to seal the minutes and Mark Johanson seconded. Roll Call Vote: Bob Long-Aye, Mike Roberts-Aye, Mark Johanson-Aye. Bob Long moved to enter non-public session under RSA 91-A:3, II(c) and Mark Johanson seconded. Roll Call Vote: Bob Long-Aye, Mike Roberts-Aye, Mark Johanson-Aye. The Commissioners entered non-public session at 7:21pm. The Commissioners left non-public session at 7:29pm. Bob Long moved to seal the minutes and Mike Roberts seconded. Roll Call Vote: Bob Long-Aye, Mike Roberts-Aye, Mark Johanson-Aye.

Mark Johanson moved to adjourn; Mike Roberts seconded. Motion passed and the meeting adjourned at 7:30pm.

Respectfully submitted,  
Kristi Garofalo