

**MOUNTAIN LAKES DISTRICT  
COMMISSIONERS MEETING  
November 18, 2019  
\*UNAPPROVED\***

**Call to Order:** Bob Long called the meeting to order at 6:03 pm.

**Roll Call:** Commissioners Bob Long, Mike Roberts and Mark Johanson were present.

**Residents in Attendance:** Robert Roudebush, Ken King and Laraine King.

**Approval of Minutes:**

- **Nov. 14, 2019:** Mark Johanson moved to approve, Mike Roberts seconded and motion passed.

**District Business:**

- **Manifests:** Bob Long moved to amend the agenda to change the manifest approval dates from “Oct. 15 to Nov. 11, 2019” to “Oct. 15 to Nov. 18, 2019”. Mark Johanson seconded and the motion passed. Mark Johanson moved to approve manifests from Oct. 15 to Nov. 18, 2019. Mike Roberts seconded and the motion passed.
- **Water Bill Report:** The Commissioners reviewed District Administrator Kristi Garofalo’s report showing \$180,264.75 in water payments received since April 1 and outstanding bills at \$44,772.73. Kristi Garofalo reported five disconnect notices have been served; two have been resolved, the other three have until Nov. 19 to avoid disconnection.
- **Financials:** The Commissioners reviewed financial reports for months ending Oct. 31, 2019. Laraine King asked if a Lodge attendant has been hired for the winter season. Bob Long said Beth Lalmond will be the Lodge Attendant for the coming season and will start Christmas week, weather permitting.
- **NHPDIP Participation:** Kristi Garofalo reported the NHPDIP account setups and fund transfers are complete and all went well. She noted that in the first week at NHPDIP, the accounts earned almost four times that earned at the previous banks.
- **Water Collection Procedure:** The Commissioners reviewed a draft revised policy from Mark Johanson, along with a chart and revised policy draft from Kristi Garofalo based on Mark Johanson’s information. Mark Johanson also spoke about changes that would need to be made to the MLD Water Tariff if the credit card usage and revised collection procedure is accepted, specifically paragraph 22 “Method of Payment” and paragraph 23 “Interest Rate”. After discussion, the Commissioners agreed ***Mark Johanson will take the verbiage changes to the Water Committee for review and potential voter approval at the 2020 annual meeting.***
- **Credit/Debit Card Acceptance:** The Commissioners reviewed and discussed Kristi Garofalo’s research on possible card service methods and providers. After discussion, the Commissioners agreed ***Kristi Garofalo will contact Interware Development for more information about their card payment software “EB2Gov” and try to schedule a visit with their representative to answer questions.***

**Maintenance/Water Update:** The Commissioners reviewed the monthly report from Don Drew, District Project Manager. Maintenance highlights included: Summer items have been brought in and put away; working on the fascia and rakes on the Lodge exterior. Water Department highlights included: the system is running well at 22,000 gpd; cleaning and repairing valves and curb stop boxes this month; seasonal shutoffs have been done on about six homes; the Lower Dam earth berm should be complete by Nov. 8 and D & K Engineering will inspect it on Nov. 21 (tentative date); reviewing steps and prices from Nobis Engineering for water source pumping tests; troublesome water lines on Bear Road will be replaced soon; NH DES reviewed the video inspection of the Upper Dam outlet barrel and feels it is in very good condition-the top needs to be addressed, but overall the structure under the water is solid and they will be working to repair the outlet this month.

**Water Committee Update:** The Commissioners reviewed and discussed the On-Call Emergency Repair Services contract which is up for renewal at the end of the year. Mark Johanson noted the new contract will have increased fees due to personnel changes within the contractor company, but the chart shows the District will still be paying less than it was two years ago under the previous contractor. Mark Johanson moved to approve the renewal contract which will run for one-year, and takes effect Jan. 1, 2020. Mike Roberts seconded and the motion passed. The Commissioners signed two copies of the contract; **Bob Long will take the contracts to the contractor, Hood's Plumbing, for signatures.**

**Planning Board Update:** Mike Roberts reported the Board has not met since the last update due to meeting date changes. The Board will hold elections at the Nov. 21 meeting and they have information from planning consultant Tara Bamford to review at that meeting as well.

**Forestry Update:** *Committee suspended 2/11/19*

**Recreation Update:** Laraine King reported 7 or 8 people attended the Texas Hold 'Em event and the next Rec event is Dec. 8, the Children's Ornament Party. She said the Rec Committee drew up a wish list that will be given to the Budget Committee and Barbara Keating has resigned as committee co-chair. The Cold Turkey Plunge will take place Nov. 24 and Laraine King said she will be helping with that.

**Monteau Rope Tow Committee:** *Committee suspended 2/11/19.*

**Action Items Review:**

*Bob Long: talked with Haverhill Highway Dept about the roller parked on Westview Drive and it has been moved; reviewed keystone predator video; working with Don Drew on purchasing more beach umbrellas for 2020; reported trash bags on Adams Drive have been completely cleaned up; letter to Haverhill re: roads is on hold.  
Mike Roberts: checked with NH Fish & Game re: keystone predator idea and possibly stocking the Lakes with bass - state is encouraging trout and salmon stocking instead, would need permit from NH to stock, nearest bass hatchery is in NY, will pursue the idea further and report back; reviewed emergency service repair contract renewal as noted previously; requested Planning Board consider ways to regulate MLD pools, nothing new to report; working on a trail clean-up day, no date set yet, will keep trying.  
Mark Johanson: created revised water bill collection procedure as noted previously; reviewed keystone predator video; reviewed emergency service repair contract renewal as noted previously; will present changes to be revised in the Water Tariff to the Water Committee; investigation into solutions for getting rid of geese is ongoing, hopes to attract volunteers to help locate nests in spring so eggs can be added with state permit.*

**Old Business: NONE**

**New Business:**

- Bob Long moved to approve year-end bonuses for MLD permanent employees to be paid with the Dec. 2 round of checks in the amount of one week's pay each. Mark Johanson seconded and the motion passed.
- Mark Johanson noted the parking lot lights are still not working; one is out, the other cuts in and out. Kristi Garofalo said she thought Don Drew had talked to Eversource and they have already been out to repair the lights, but **she will ask Don Drew to call about the lights again.**

Bob Long moved to adjourn; Mike Roberts seconded, and motion passed. The meeting adjourned at 7:12 pm.

Respectfully submitted,  
Kristi Garofalo