

**MOUNTAIN LAKES DISTRICT  
COMMISSIONERS MEETING  
June 3, 2019  
\*UNAPPROVED\***

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

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

**Residents in Attendance:** Robert Roudebush, Ken King, Laraine King, David Martella, Polly Bonanno and Brian Loutrel were present; Fred Garofalo joined at 7:12 pm.

**Approval of Minutes:**

- **May 13, 2019:** Mike Roberts moved to approve; Mark Johanson seconded, and motion passed.

**District Business:**

- **Manifests:** Mike Roberts moved to approve manifests from May 14 to June 3, 2019. Mark Johanson seconded; motion passed.
- **Water Bill Report:** The Commissioners reviewed District Administrator Kristi Garofalo's report showing \$139,234.15 in water payments received since April 1 and outstanding bills at \$84,140.84.
- **Financials:** The Commissioners reviewed financial reports for months ending May 31, 2019.
- **NHRS Participation:** After the Commissioners agreed they had reviewed information from the New Hampshire Retirement System and had no questions, Bob Long moved in favor of the following resolution: "That the Mountain Lakes District will elect to approve the inclusion of its officers and employees in the New Hampshire Retirement System of the State of New Hampshire, as provided by RSA 100-A (supp), for the employees of the Mountain Lakes District to be effective July 1, 2019." Mark Johanson seconded and the resolution passed with a 3-0 vote.
- **Summer Employee Questions/Policies:** Bob Long said he spoke to the District's attorney Christine Fillmore and was told that since minimum ages are required for certain summer positions, an applicant's age may be questioned and it is best to do so on the application. The Commissioners agreed ***Kristi Garofalo will add the question, "If under 18, what is your age?" to the MLD employment application.*** Christine Fillmore also said criminal records checks were required for youth skills camps and MLD summer employment does not meet that criteria. The Commissioners discussed whether to continue the checks for employees under 18 since it was not legally required and juvenile records are sealed so the check doesn't help identify problems. Bob Long moved to discontinue criminal records checks for employees under 18, Mark Johanson seconded and the motion passed.
- **Annual Audit/NHPDIP Participation:** Kristi Garofalo reported the recent annual audit went well. The auditor did recommend the District look at its investment accounts to see if a higher rate could be earned and specifically recommended considering the NH Public Deposit Investment Program. After discussion, ***the Commissioners agreed 1) Kristi Garofalo will check with Primex for feedback on NHPDIP; 2) Bob Long will talk to Trustee Howard Hatch about Capital Reserve Accounts to see if they could/should be moved to earn more interest; and 3) Treasurer Robert Roudebush, Kristi Garofalo and Brian Loutrel will check out NHPDIP and other interest earning options and report back to the Commissioners at the next meeting.***
- **Office Equipment:** Kristi Garofalo suggested the Commissioners consider purchasing a folding machine for water bills, a variable height desktop, and a second monitor or preferably a laptop which could be used a second monitor while also being used for the municipal accounting program she will start in August. The Commissioners agreed with the requests and suggested making the purchases this year rather than 2020. ***Kristi Garofalo will get pricing information for consideration at the next meeting.***

**Maintenance/Water Update:** The Commissioners reviewed the monthly report from Don Drew, District Project Manager. Maintenance highlights included: pool and Rec items are being readied; the large raft will have a new slip resistant coating; plants and window boxes are out and landscaping around the entrance sign has been planted by Ann Edson and Beth Mitchell helped with landscaping around the flag pole. Water Department highlights included: the

system is running well with usage at around 25,000 gpd; winter water break areas have been cleaned up; continuing efforts with vendors on projects for this year.

**Water Committee Update:** Chair Ken King said he had nothing to add to the above report. Bob Long said they are still working on funding the Bear Road water main replacement project and may need to do less than originally planned. They will discuss further plans at the June Water Committee meeting.

**Planning Board Update:** Robert Roudebush said the Planning Board recommended appointing Polly Bonanno as a full member of the Board and noted the Board will change their meeting start time to 6:30 pm to accommodate her schedule. Bob Long moved to appoint Polly Bonanno as a full member of the Planning Board for a term of three years. Mike Roberts seconded, the motion passed, and Mark Johanson administered the oath of office. Robert Roudebush reported the Board approved three permits at their last meeting; he and Zoning Officer Finnegan attended a helpful code enforcement workshop recently; and the Board continues work on implementing the recent zoning ordinance revisions. Mike Roberts spoke about the new temporary sign permit process and asked the Commissioners to set the permit fee. After discussion, Mike Roberts moved to set it at \$5; Mark Johanson seconded and the motion passed.

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

**Recreation Update:** Bob Long reported a draft Calendar of Events went out to Committee members; and two lifeguards and 4 snack attendants have been hired with another lifeguard hire possible. They may need to add pool attendants as they did last year, but are still working on other options to attract lifeguards. The Commissioners agreed to take the tabled item "Meeting Attendance" off future agendas since recent meeting attendance has increased.

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

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

*Bob Long: confirmed next Rec. meeting is July 13 before Commissioners meeting; talked to Town Manager about roadside trash and was told it was not within the Town's responsibility; letter to Town regarding roads in progress.*

*Mike Roberts: could not attend VLAP conference because it was cancelled; will work on a trail clean-up day; took concerns about a property on Hilltop View to the Planning Board who sent a letter to homeowner and signs of clean-up have been seen; will contact chairs of Monteau Rope Tow Committee to let them know of Committee's suspension.*

*Mark Johanson: contacted Grafton County Corrections road clean-up crew – French Pond Road is definitely on the list, but may not get to Bear and Kearsarge Roads due to lack of workers.*

#### **Old Business:**

- **Welcome Brochure:** Kristi Garofalo reported copies of the brochure are now available in the office and will be available in the Snack Bar when the season opens. ***Kristi Garofalo will also put it on the website.***

#### **New Business:**

- **HCMS After School Program Request:** The HCMS after school program asked to bring 20-30 students to the beach (or to the Lodge if raining) on Sept. 22. They will provide their own lifeguard and chaperones. After discussion, the Commissioners agreed to approve the request; ***Kristi Garofalo will notify the group leader.***
- **Roadside Dumping:** The Commissioners discussed the increasing amount of roadside dumping and asked if the Planning Board could increase their involvement. After discussion, all agreed ***the Planning Board will research what authority they might have to investigate and/or enforce roadside dumping.***

Bob Long moved to adjourn; Mike Roberts seconded, and motion passed. The meeting adjourned at 7:26 pm.

Respectfully submitted,  
Kristi Garofalo