

MOUNTAIN LAKES DISTRICT COMMISSIONERS MEETING

At the District Office with Zoom Access

March 14, 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:** Linda Johanson
- **Public Present via Zoom:** Ken Huard, Eric Cassidy, Mike Bonanno, Randy Berenson, and Vinnie Sorrentino.

Approval of Minutes:

- **Feb. 15 Regular Meeting:** Mike Roberts moved to approve; Mark Johanson seconded and motion passed.
- **Feb. 15 Budget Hearing:** Mark Johanson moved to approve; Mike Roberts seconded and motion passed.
- **Mar. 3 Public Hearing:** Mike Roberts moved to approve; Mark Johanson seconded and motion passed.

District Business:

- **Manifests:** Mark Johanson moved to approve manifests Feb. 16 to Mar. 14, 2023. Mike Roberts seconded; motion passed.
- **Financials & Water Bill Report:** The Commissioners reviewed the water bill collection report showing \$270,021.27 in water payments received since April 1, 2022, and reviewed monthly financial reports.
- **Welcome Brochure Update:** Kristi Garofalo said more Welcome Brochures are needed and asked the Commissioners to review the current one for any needed changes or additions before she places an order. The Commissioners agreed to review the current brochure and bring suggestions to the next meeting.
- **Annual Review of Financial Policies & Procedures:** Kristi Garofalo asked the Commissioners to review the MLD Financial Policies & Procedures for needed changes or additions; the Commissioners agreed to review the document and bring suggestions to the next meeting.
- **AD Hoc Emergency & Communications Procedures Committee:** The Commissioners previously voted to create a committee to research and create MLD emergency and communication procedures for future emergencies. Kristi Garofalo reported she put a call for volunteers in the DMAIL, but has received no responses to date. After discussion, the Commissioners agreed to try to get volunteers at the annual meeting and table the issue until the next commissioners meeting. In the meantime, the Commissioners agreed that if emergency communication with residents was needed, notices would be posted at the mailbox cluster and on the District Office windows.
- **District Communications:** Bob Long said the Grafton County investigator contacted MLD for a copy of the procedures and policies used by the Commissioners in response to a complaint they received about the Commissioners using personal emails for MLD business. Bob Long said the Commissioners use NH RSA 52 and 91-A to direct their actions as a board and MLD emails have been created for the commissioners. He said the investigator conferred with the county attorney and told him they were satisfied and the investigation was closed.

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

- **Asset Management:** The grant acceptance documents have been signed and the team of Edgewater Solutions/CSA Environmental was chosen from five submissions to be the MLD consultant for the asset management project.
- **Painting Office and Pool House:** Contractor Valley View was chosen to paint both the pool and office buildings, and MLD is on their schedule for the 2023 season.
- **Spectrum Upgrade at Pump House:** Agreement reached and finances approved; waiting on a date from Spectrum on when the new line construction will be completed.
- **Cable Upgrade at Office:** John Mitchell has about four days work to complete the pre-wiring and then will work with Profile Technologies to complete the changeover.
- **Mapping of Water Connections:** Looking forward to doing these as part of the Asset Management Plan project.
- **Lodge Chairlift Annual Inspection:** At the recent inspection, the Lodge stairlift passed, but MLD was notified the lift batteries are at end of life and will need to be replaced by next year's inspection.
- **Boat Washing Station Sign:** A local sign company will be making a new sign for the boat washing area and will hopefully quote on redoing the main MLD sign at Route 112/French Pond Road.

Bob Long reported Ken Huard asked about moving an electric pole and removing a guy wire on the undeveloped road near him if it would not be used and there was no water line in the area as the current location affects his driveway. Bob Long said there is a 2-inch water main on the undeveloped road as part of a service loop so MLD cannot give up the right-of-way. Ken Huard said the power company told him they are moving both the pole and the guy wire by 2-3 feet so the issue has been resolved.

Water Committee Update: Mark Johanson reported Patricia Brady officially resigned from the Committee due to moving out of MLD and new Water Committee members were needed. He also reported the grant acceptance paperwork will be completed and he will deliver it to NH DES personally on March 17.

Planning Board Update: Mike Roberts said the Planning Board rescheduled their Feb. 16 meeting to Feb. 23 to assure a quorum as he needed to make an out-of-town trip.

Recreation Committee Update: Linda Johanson reported the 2023 Recreation Committee calendar of events is done and will be put on the MLD website. She also noted volunteers were needed for the committee and to help with events, especially the upcoming Earth Day Cleanup on April 22 and the children's fishing derby planned for May 20. ***Kristi Garofalo will put a note in the DMAIL asking for volunteers for both events.***

Action Items Review:

Bob Long: *Complete – created MLD email addresses for the Commissioners to use for MLD business. In process – gathering info to calculate cost of sending pool survey out to property owners; working with Town regarding cars parked on roads during snowstorms and to get ATV rules in distribution format.*

Old Business:

Randy Berenson asked about the status of the electric line project near the Lodge. Bob Long said Eversource will install poles down Lodge Lane and MLD will tie the Lodge into the line. ***He will also contact Spectrum to run a line to the Lodge using the new power poles.***

Randy Berenson asked about the work projects at the Lodge. Bob Long said due to lack of quotes received on the combined project, the project has been divided into three parts; the first priority is to replace the deck, the second is to replace the soffits, and the third is to replace the stairway. He said John Mitchell is concentrating on getting quotes for the deck project.

New Business:

Mike Bonanno asked how many summer employees would be hired; Bob Long responded they plan to have the same number as in the 2022 season and he has started talking to potential employees earlier this year. Vinnie Sorrentino asked about the 2023 water rate and Bob Long responded that the proposed amount is \$700. Eric Cassidy asked about solar power for MLD buildings; Bob Long responded John Mitchell is working on energy audits for the Office and Lodge and solar power is a possibility to be investigated. Eric Cassidy asked about Starlink satellite internet services and said they cover all of New Hampshire now. ***Bob Long said he explored Starlink several years ago, but did not go further because they did not cover MLD at the time; he will research the possibility for MLD.***

Mike Roberts moved to adjourn; Mark Johanson seconded and motion passed. The meeting adjourned at 6:38pm.

Respectfully submitted,
Kristi Garofalo