

MOUNTAIN LAKES DISTRICT COMMISSIONERS MEETING
At the District Office with Zoom Access
November 13, 2023
AMENDED and APPROVED

Call to Order: Commissioner Robert Roudebush called the meeting to order at 6:00pm.

Roll Call: Board Members: Bob Long, Mark Johanson and Robert Roudebush present.

- **Public Present In-Person:** Dottie Long and Linda Johanson
- **Public Present via Zoom:** Barbara Stanfield, Seth Stanfield, Mike Bonanno, Randy Berenson, Ed Rajsteter and Joe Mitchell.

Approval of Minutes:

- **Oct. 9 Regular Meeting:** Mark Johanson moved to approve; Bob Long seconded. Motion passed.
- **Oct. 12 Special Meeting:** Mark Johanson moved to approve; Bob Long seconded. Motion passed.
- **Oct. 24 Special Meeting:** Mark Johanson moved to approve; Bob Long seconded. Motion passed.

District Business:

- **Manifests:** Mark Johanson moved to approve manifests from October 10 to November 13, 2023. Bob Long seconded and motion passed.
- **Financials & Water Bill Report:** The Commissioners reviewed the monthly financial reports. Kristi Garofalo recommended liens be filed for two delinquent accounts and the Commissioners agreed.
- **Budget Committee Appointment:** Mark Johanson made a motion to appoint Eric Cassidy to the Budget Committee for a three-year term. Robert Roudebush seconded and the motion passed.

Maintenance Update: Bob Long shared updates from Facility & Water Manager John Mitchell:

- **Asset Management Plan (AMP):** Met with AMP consultants and located roughly half of the system's valves; results to be placed on GIS map and then will move forward to fill in missing info.
- **Water Line Locator:** Current locator outdated; researching prices and compatibility with new AMP program.
- **Spectrum Upgrade at Pump House:** Working on remote access to the SCADA system.
- **Water Connections Mapping:** In process as part of the Asset Management Plan project.
- **Tree Work at Pump House & Chambers:** Tree work at the pump house has been completed.
- **Water Line Issues:** No new issues.
- **Pump House Updates:** Propane heater is at end of life; researching new heat source.
- **Chambers:** Added two corporations in the chambers' maintenance room, one for each tank, to read chlorine and PH levels. Hood's will plumb the connections for easy access.
- **Water Tariff/Meter Horns:** Working with Water Committee on recommended Tariff update to increase hook-up fee and clarify meter horn requirement.
- **Ice Rink:** Getting price to excavate rink area to lay liner in recessed area and have proper border.
- **Storm Damage:** New dehumidifier system has been installed and is up and running.
- **Energy Audits:** Working on replacing two doors at the Lodge.
- **Streetlights Near Pool and Office:** Looking to change existing streetlights to MLD-owned lighting on MLD buildings to save on costs; requested Eversource remove all lights. Price for installation of four new lights on MLD buildings is \$3,500.
- **Certified Pool Operator:** MLD must register the pool with the state and get a NH Pool Operators certificate for 2024. Plan to use North Country Pools as MLD's certified pool operator and will be paying \$250/year to the state for public pool registration.
- **Tennis Court Fence Repair:** The fence was repaired and tennis net removed; pickleball nets will be removed when notified season is complete.

Water Committee Update: Mark Johanson made a motion to appoint Eric Casidy to the Water Committee for a three-year term; Robert Roudebush seconded and the motion passed. Ed Rajsteter reported the following water usage numbers: total monthly usage was 844,803 gallons of which 53.98% came from the infiltration well, 8.24% came from the bedrock well, and 37.78% came from Woodville Water and Light. Daily usage high was 37,223 gallons per day (GPD), lowest was 21,130 GPD, average was 27,251 GPD. Residual Chlorine was .14. Ed Rajsteter said the Committee discussed the current water department mission statement adopted in 2011 and made changes so the mission statement reads: "Mountain Lakes District is dedicated to serving present and future residents by: providing safe, reliable, high quality drinking water while meeting regulatory requirements in a cost-effective and environmentally responsive manner; and pursuing alternative resources with the most sustainable, efficient and cost-effective approaches." The updated mission statement will be used in the Asset Management Plan.

Planning Board Update: Bob Long is the new Board ex-officio. **AS AMENDED AND APPROVED:** ~~He said he had no update as he had not attended a meeting yet.**~~ Former ex-officio Robert Roudebush said the Board has several items on hold and will be working to move forward on them.

Recreation Committee Update: Linda Johanson reported the Committee welcomes Lori Brissette and Stuart Schreiber as new members and Robert Roudebush as the new ex-officio for Rec Committee. She said the Committee has two December activities – on Dec. 1 they will partner with Haverhill Parks & Rec for a Movie Night at the Lodge with hot chocolate and refreshments, then on Dec. 2 will be the MLD tree lighting at the District Office with music and refreshments. Dottie Long said she will take Christmas orders for MLD logo clothing until Nov. 20.

Action Items Review:

Bob Long: COMPLETE: Researched ownership of Lakeside Lot 26/224 that is on the tax sale list to find MLD was not the owner at any time. IN PROCESS: Working on swimming area vegetation removal; Lodge Spectrum internet project is on hold for new pole installation.

Old Business:

- **Non-Public Minutes:** Mike Bonnano asked about the new RSA regarding the release of sealed meeting minutes. Bob Long said sealed non-public minutes over 10 years old are covered by the new RSA. Mike Bonanno said he will request all non-public minutes over 10 years old. Bob Long said he will research the procedure for requesting the minutes and seek legal advice on reviewing the minutes and voting whether to unseal them.
- **Ex-Officio Assignments Change:** Randy Berenson asked about ex-officio assignment changes. The Commissioners said the assignment changes were discussed as part of a non-public meeting and confirmed Bob Long is now the ex-officio for Planning Board and Robert Roudebush is the ex-officio for Rec Committee.

New Business:

- **2024 Meeting Schedule:** Kristi Garofalo gave the Commissioners the 2024 Haverhill selectboard meeting schedule and the Commissioners agreed to review it and their own schedules to prepare for setting 2024 MLD Commissioner meeting dates.
- **DRA Tax Rate Set:** Kristi Garofalo reported the DRA set the Haverhill tax rate and Haverhill plans to send the December tax bills out in the next week or so.

Public Comments: NONE

Board Comments: NONE

Adjournment: Bob Long moved to adjourn; Mark Johanson seconded. Motion passed and the meeting adjourned at 6:41pm. Next meeting: Monday, December 11 at 6:00 PM. Mark Johanson will chair the meeting.

Respectfully submitted,
Kristi Garofalo