

**MOUNTAIN LAKES DISTRICT
COMMISSIONERS MEETING VIA ZOOM VIDEO CONFERENCING
September 14, 2020
*UNAPPROVED***

Call to Order: Chair Bob Long called the meeting to order at 6:00 pm. He read a statement that the Board was authorized to meet electronically due to the declared state of emergency (COVID-19), that the meeting had been properly noticed and information given to the public on how to join the meeting via Zoom Video Conferencing, and that all votes would be by roll call, in accordance with the provisions of the Governor's emergency order.

Roll Call: Bob Long-alone; Mike Roberts-with Chris Roberts; and Mark Johanson-with Linda Johanson.

Residents in Attendance: David Martella, Mike Bonanno, Robert Roudebush, Dottie Long, Vinny Sorrentino, Polly Bonanno, Randy Berenson, Ken Huard, Ken King, Laraine King, Patricia Brady, Tom Mangels, Lois Keenan, Bill Clark, Dave Long, Denise Holder, Susan Hearn, Don Drew (Water/Maintenance Manager) and Kristi Garofalo (District Administrator) were all present via Zoom.

Approval of Minutes:

- **August 8, 2020:** Mark Johanson moved to approve; Mike Roberts seconded. Roll Call Vote: Bob Long – Aye; Mike Roberts – Aye; Mark Johanson – Aye; motion passed.
- **August 20, 2020 Special Meeting:** Mark Johanson moved to approve; Mike Roberts seconded. Roll Call Vote: Bob Long – Aye; Mike Roberts – Aye; Mark Johanson – Aye; motion passed.

District Business:

- **Manifests:** Mike Roberts moved to approve manifests from Aug. 8 to Sept. 14, 2020; and Mark Johanson seconded. Roll Call Vote: Bob Long – Aye; Mike Roberts – Aye; Mark Johanson – Aye; motion passed.
- **Financials and Water Bill Report:** The Commissioners reviewed the financial reports and the water bill collection report showing \$166,314.38 in water payments received since April 1 with 23 online payments made since the service started on June 24. The Commissioners discussed the governor's Emergency Order #58 terminating a previous order which prohibited utility disconnects. The Commissioners agreed that ***Kristi Garofalo will send disconnect notices to two past due accounts.***
- **Employee Benefits – Carryovers & Caps:** Bob Long said he forwarded the latest draft from the District's legal counsel on to the other Commissioners and all agreed they had reviewed it. Mark Johanson moved to accept the latest changes and move forward with the revision to the employee manual; Mike Roberts seconded. Roll Call Vote: Bob Long – Aye; Mike Roberts – Aye; Mark Johanson – Aye; motion passed. ***Bob Long will forward the approved draft to Kristi Garofalo to make the changes to the MLD Employee Manual.***

COVID-19 Update and Evaluation:

- **District Personnel:** The Commissioners agreed to continue the Office closure and the staff's current working arrangements with reconsideration at the next meeting.
- **District Meetings:** The Commissioners discussed the possibility of holding "hybrid" meetings - combining in-person meetings following social distancing guidelines with public access via Zoom or other means. The Commissioners agreed ***Bob Long will contact NHMA for guidance on hybrid meetings.***
- **Tennis Courts, Playground, Basketball Court:** The Commissioners agreed to continue access to these facilities as is currently set up and to reconsider at the next meeting.
- **Summer Program and Parking:** The Commissioners discussed the summer program and agreed the overflow parking solution seemed to work well and will be used next year. The portable toilets will be removed Oct. 1. Bill Clark complimented the beach staff for their fine work during the summer season.

Maintenance/Water Update: Mark Johanson read a report from Don Drew, District Project Manager. Maintenance highlights included: Utility court fence repaired; summer beach items to be removed by the end of the month; tennis courts open until end of month; office building partially painted (contractor to finish); pool renovation almost finished; pool house work started; office chimney needs refaced and built up to code- Commissioners agreed to use brick for refacing project; six tests completed for swimming area water quality-all came back well below action level; outlet barrel repair planned for week of Sept. 14; sliding hill at Lodge scheduled for mowing week of Sept. 14. Water Department highlights included: water usage in normal range at about 30,000 gallons per day; French Pond Road project ongoing, scheduled completion is end of the month; Bear Road water main project is scheduled for Sept. 14; getting quotes for chambers riser repair/replacement; source development project is ongoing; mowing/brush cutting around chambers, dam, and direct line is ongoing.

Water Committee Update: Mark Johanson reported the Committee met recently with Jim Vernon from Nobis Engineering regarding source development and an amendment to the contract for Nobis services. The Commissioners reviewed "Amendment #5" to the Nobis contract for \$1,500 for future consulting fees and site visits. Mark Johanson moved to approve and sign Amendment #5; Mike Roberts seconded. Roll Call Vote: Bob Long – Aye; Mike Roberts – Aye; Mark Johanson – Aye; motion passed. **Bob Long signed Amendment # 5 as Board representative and will send it to Nobis.**

Planning Board Update: Mike Bonanno said the Board has their regular meeting on Sept. 17 and a work session meeting on Sept. 24. Mike Roberts said members of the Board met with a home builder on Aug. 6 and held a meeting on Aug. 20 to consider a permit application.

Recreation Committee Update: Linda Johanson said the Committee agreed to purchase two permanent grills (**Bob Long with work with Don Drew on purchasing and installing those**) and also umbrellas or awnings for the pool area. The Trunk or Treat event will be October 24 from 5:00-6:00 and a representative from Haverhill Police Department will take part. The District Yard Sale is planned for Columbus Day weekend and the Committee is looking to purchase approximately \$750 in MLD logo apparel items and make them available for purchase as Christmas gifts.

Action Items Review:

- **Bob Long:** *contacted legal counsel re: personnel paid leave time (see above); basketball court fence opening resolved; beach parking lot space expansion completed; working on signatures for mowing contract*
- **Mike Roberts:** *possible pool zoning ordinance revision on September Planning Board agenda.*

Old Business: NONE

New Business:

- **Pinkerton Email:** The Commissioners discussed a suggestion to allow the Lodge to be used as a brewery/tourist attraction. The Commissioners agreed possible options should be explored; **Bob Long will contact John Pinkerton for more information on his suggestion.**
- **Inlet Concerns – Susan Hearn:** Susan Hearn stated the sand bar at the inlet has grown every year; Patricia Brady noted the weed growth in the area was a concern as well. After discussion, the Commissioners agreed **Bob Long will visit the Hearn's to get a better idea of the state of the sand bar and Mike Roberts will check out silt build-up solutions with the state.**

Bob Long moved to adjourn; Mike Roberts seconded. Roll Call Vote: Bob Long – Aye; Mike Roberts – Aye; Mark Johanson – Aye; motion passed. The meeting adjourned at 7:37 pm.

Respectfully submitted,
Kristi Garofalo