



MOUNTAIN LAKES DISTRICT

ANNUAL MEETING

March 16, 2013



Mountain Lakes District

Officers

Moderator

Peter Olander

District Clerk

Karen Rajsteter

Commissioners

Robert Long

Beverly Jacobs

Christopher Demers

Administrative Assistant

Kristi Garofalo

District Accountant

Amy J. Baker, CPA

Maintenance & Water Dept

Donald Drew

Treasurer

Cynthia Harris

Assistant Treasurer

Laraine King

Zoning Officer

Stanley Borkowski



**MOUNTAIN LAKES DISTRICT
OFFICE**

New Office Hours as of January 1, 2013:

Monday, Wednesday, and Friday

10:00 am to 2:00 pm

75 White Mountain Road

Woodsville, NH 03785

Phone: 603-787-6180

Fax: 603-787-2154

New district email: mtnlakesnh@gmail.com

**MOUNTAIN LAKES DISTRICT
2012 COMMITTEES AND BOARDS**

Many thanks to those who have donated time and talent for the good of all our residents!

Water Committee

Robert Long, Ex-Oficio Commissioner

Edward Rajsteter, Chairman

Tony Salvucci, Vice Chairman

Ken King, Secretary

Don Drew

Joseph McQueeney

Peter Olander

Robert Roudebush

Planning Board

Chris Demers, Ex-Oficio Commissioner

Michael Bonanno, Chairman

Pauline Bonanno

Tom Eighmy

Elizabeth McCall

Alternates:

Don Dubrulle

Margaret McGovern

Budget Committee

Robert Long, Ex-Oficio Commissioner

Daniel Brady

Robert Roudebush

Recreation Committee

Beverly Jacobs, Ex-Oficio Commissioner

Heather Long, Co-Chair

Grete D'Hondt, Co-Chair

Jessica Godbout, Secretary

Francine Bowman

Cindy Berenson

Jessica Brusseau

Brian Gaffey

Barbara Keating

Laraine King

Sybil Owens

Kevin Owens

Karen Rajsteter

Mountain Lakes District 2013 Schedule

Mountain Lakes District Budget Hearings

Place: District Office

Time: 6:45 p.m.

Dates:

Wednesday, February 13, 2013

Mountain Lakes District Annual Meeting

Place: Mountain Lakes District Lodge

Time: 10:30 a.m.

Date:

Saturday, March 16, 2013

Commissioners Meetings

Place: District Office

Time: 6:00 p.m.

Monday, January 14, 2013

Wednesday, February 13, 2013

Monday, March 11, 2013

Monday, April 08, 2013

Monday, May 13, 2013

Monday, June 10, 2013

Saturday, July 13, 2013, 9:30 am

Saturday, August 10, 2013, 9:30 am

Monday, September 9, 2013

Monday, October 14, 2013

Monday, November 11, 2013

Monday, December 9, 2013

Water Committee Meetings

Place: District Office

Time: 7:30am

Thursday, January 3, 2013

Thursday, February 7, 2013

Thursday March 7, 2013

Thursday, April 4, 2013

Thursday May 2, 2013

Thursday June 6, 2013

Thursday, July 11, 2013

Thursday August 1, 2013

Thursday, September 5, 2013

Thursday October 3, 2013

Thursday, November 7, 2013

Thursday December 5, 2013

Planning Board Meetings

Place: District Office

Time: 6:00 p.m.

Thursday, January 3, 2013

Thursday, February 7, 2013

Thursday, March 7, 2013

Thursday, April 04, 2013

Thursday, May 2, 2013

Thursday, June 6, 2013

Thursday, June 27, 2013

Thursday, August 1, 2013

Thursday, September 5, 2013

Thursday, October 3, 2013

Thursday, November 7, 2013

Thursday, December 5, 2013

Recreation Committee Meetings

Place: District Office

Time: Varies

Saturday, January 19, 2013 4pm

Thursday, February 21, 2013 7pm

Saturday, March 23, 2013 9am

Thursday, April 18, 2013 7pm

Saturday, May 11, 2013 9am

Saturday, June 8, 2013 9am

Thursday, June 20, 2013 7pm

Saturday, July 6, 2013 9am

Thursday, July 18, 2013 7pm

Saturday, August 3, 2013 9am

Thursday, September 19, 2013 7pm

Saturday, October 26, 2013 9am

Thursday, November 14, 2013 7pm

Saturday, December 7, 2013 9am

COMMISSIONERS REPORT 2012

2012 was a year of significant changes within Mountain Lakes. After the resignation of our Administrative Assistant it was decided to look at alternatives and determine if there was a better way to operate the district office. A staffing committee was formed comprised of six individuals from the community with varied business backgrounds. After extensive research and interviews the committee recommended the following. The Commissioners agreed with the recommendations and the following was implemented.

- We hired Kristi Garafolo as the Administrative Assistant on part time basis. Her regular hours are Monday, Wednesday and Friday from 10:00am to 2:00pm. Kristi will act as the liaison between the commissioners, the Water Department Manager, District Accountant, Committee and Board Chairs, Town of Haverhill personnel, Summer Recreation Supervisor and vendors. She will also be the point person for any community members requiring Mountain Lakes District involvement.
- Outsource the majority of our accounting and financial responsibilities to a qualified CPA with municipal accounting and recording experience. Amy Baker, CPA has agreed to contract with the district to provide direction, maintain required financial documentation and work with the new Administrative Assistant to ensure compliance with all state and federal guidelines.

Sincerely,

Mountain Lakes Commissioners:

Chris Demers

Beverly Jacobs

Bob Long

The recreation plans for 2013 will include Movie Nights on the beach and at the lodge, with our recently purchased video projector. We are looking into offering swimming lessons as we did in years past. All our regular and popular events will be on the agenda for planning. We will always be working on new ideas and ways to improve the old ones, as well as welcoming new members and volunteers. Communication via email and fliers will keep everyone informed, so that residents have plenty of opportunities to keep in touch with one another, and enjoy the events that Mountain Lakes has to offer.

Francina Dowman

COMMISSIONERS REPORT 2022

2022 was a year of significant progress for the University of New Hampshire. The Board of Trustees and the Administration have worked together to ensure the University remains a leader in research, teaching, and service. This report details the accomplishments of the University during the year and the challenges we have overcome.

The University's financial performance was strong, with a surplus of \$10.5 million. This was achieved through a combination of cost savings, increased enrollment, and successful fundraising efforts. The University also made significant investments in infrastructure and technology to support our academic and research goals.

The University's research output was impressive, with over \$100 million in external funding. This includes a record number of grants from the National Science Foundation and the National Institutes of Health. The University also made significant contributions to the state and the nation through its research and service activities.

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Recreation Activities 2012

2012 has been full of new and interesting activities developed by the recreation committee. The annual Winterfest in 2012 was a success, despite the unfortunate lack of snow at that time. To date, we are working on plans, along with the Haverhill Recreation Department, to ensure the 2013 Winterfest will be just as successful as years in the past.

The summer program included a new director, and many activities at our beautiful waterfront. There were new games and crafts offered on a daily basis, which turned out to be active and fun for children and adults alike. Most of our trusted lifeguards returned this summer and took care in running games which were a big hit with the families! The favorites included the Slip & Slide, the Pirate Penny Dig, Watermelon Football, Pool Penny Games, Water Balloon Tosses, Drip Drip Drop, Parachute Games, and many others. We made great use of the Spillway with its fresh carpet of green grass, with games such as Badminton, Ladder Ball, Kickball, and Whiffle Ball. There was a great amount of positive feedback from residents and guests, letting the staff know what a great summer it had been.

The Recreation Committee had a campfire on the beach every other Friday, for folks to come out and enjoy. It turned out to be very cozy and well attended. It proved to be a nice and easy way to socialize without a need for much planning, and a great way to enjoy the beautiful summer evenings.

Let's not forget the ever popular Ice Cream Social on the beach! Special thanks to Jim Fallon who donated the money for it – this year over 100 dishes were served!

There were 3 Fishing Derbies, a Luau on the beach, a great 4th of July celebration, a Tye Dye afternoon, a concert at the Lodge with the Still Kickin' Band, as well as a Family Game Night and of course our old standbys...our Pot Luck Dinners! The season finished up with a fantastic Labor Day celebration with music and a professional fireworks show. The evening was safe and enjoyed by all.

The recreation plans for 2013 will include Movie Nights on the beach and at the lodge, with our recently purchased video projector. We are looking into offering swimming lessons as we did in years past. All our regular and popular events will be on the agenda for planning. We will always be working on new ideas and ways to improve the old ones, as well as welcoming new members and volunteers. Communication via email and fliers will keep everyone informed, so that residents have plenty of opportunities to keep in touch with one another, and enjoy the events that Mountain Lakes has to offer.

Francine Bowman

Mountain Lakes District & Water 2012 Summary

Tax Rate History

2012	\$5.63
2011	\$5.90
2010	\$5.20

Summary of Capital Reserve Funds	As of 12/31/2012
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Mt. Lakes Recreational Facilities	\$	1,921
Mt. Lakes Facilities Improvements	\$	620
Mt. Lakes Water Dept #2321	\$	70,125
Mt. Lakes Water Dept #2323	\$	28,233
Totals	\$	100,899

Debt Service as of 12/31/12	Principal Balance due	Pay Off Date
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1-5036 FPR Bond	\$ 86,932	12/23/2018
1-5037 WGSB WATER	\$ 325,000	9/1/2025
1-5035 Dam Loan	\$ 87,495	12/26/2026
Totals	\$ 499,427	

**MOUNTAIN LAKES DISTRICT
TOWN OF HAVERHILL
REQUESTED WARRANT FOR 2013 ANNUAL DISTRICT MEETING**

To the voters of the Mountain Lakes District located in the Town of Haverhill, New Hampshire who are qualified to vote in District affairs:

You are hereby notified to meet at the District Building (Ski Lodge) in the Mountain Lakes District on Saturday, March 16, 2013, at 10:30am to act on the following Articles:

Article 1:

To see if the District will vote to raise and appropriate Two Hundred Twelve Thousand One Hundred Seventy Three dollars (\$212,173) to pay the expenses of the District during the 2013 fiscal year for the purposes set forth in the District budget.

The Commissioners support this article.

Article 2:

To see if the District will raise and appropriate One Hundred Fifty One Thousand One Hundred Fifteen dollars (\$151,115) as the operating budget proposed by the Commissioners for the operation of the Water Department for the 2013 fiscal year.

The Commissioners support this article.

Article 3:

To see if the District will raise and appropriate Fifteen Thousand dollars (\$15,000) to be added to the Mountain Lakes Facility Improvement Capital Reserve Fund.

The Commissioners support this article.

Article 4:

To see if the District will raise & appropriate surpluses from water department user fees up to Nine Thousand dollars (\$9,000), as of December 31, 2012, to be transferred into the Water Department Capital Reserve Fund.

The Commissioners support this article.

Article 5:

To see if the District will raise and appropriate Six Thousand dollars (\$6,000.00) for the installation of two (2) new Dry Hydrants.

The Commissioners support this article.

Article 6:

To see if the District will raise and appropriate Four Thousand Five Hundred dollars (\$4,500) for the improvement of the sports court.

The Commissioners support this article.

Article 7:

To see if the District will raise and appropriate Four Thousand Five Hundred dollars (\$4,500) for the relocation of the playground equipment to the beach.

The Commissioners support this article.

Article 8:

To see if the District will raise and appropriate Five Thousand dollars (\$5000) for the installation of lighting in the mailbox area.

The Commissioners support this article.

Article 9:

To elect the following District officers:

- A Commissioner for a term of three (3) years.
- A District Clerk for a term of one (1) year.
- A Treasurer for a term of one (1) year.

Article 10:

To transact any other business that may legally be brought before the District Meeting

Given under our hands this 16th day of March, 2013.

District Board of Commissioners

Robert Long

Christopher Demers

Beverly Jacobs

**2013 MOUNTAIN LAKES DISTRICT
TAX IMPACT OVERVIEW**

GENERAL OP SHORTFALL	\$174,068
LODGE SHORTFALL	8300
RECREATION SHORTFALL	<u>29805</u>
SUBTOTAL	212173
 ADD: DISTRICT WARRANT ARTICLES	 <u>35000</u>
 TOTAL DISTRICT TAX REVENUE NEEDED	 \$247,173
(note: excludes water department)	

MOUNTAIN LAKES LODGE OVERVIEW

	2012 Actual	2012 Budget	Balance Remaining	2013 Budget
<u>Revenues</u>				
Lodge Rental Income	\$2,100	\$1,975	-\$125	\$2,000
Total Revenues, Gains & Other Support	2100	1975	-125	\$2,000
<u>Expenditures</u>				
5012-3 - Cleaning Person	0	1000	1000	200
5051-3 - Telephone-Lodge	344	600	256	500
5052-3 - Electricity-Lodge	523	1200	677	900
5054-3 - Fuel/Propane-Lodge	3341	4500	1159	4000
5058-3 - Water Charge-Lodge	450	450	0	450
5064-3 - Facility Oper - Lodge	209	450	241	1250 Combines *
Snowplowing/Lawnmowing Lodge	1685	1500	-185	2000
5070-3 - Shop/Supplies-Lodge	206	250	44	0 *
5072-3 - Equip.Purchase-Lodge	2409	2500	91	1000
5076-3 - Building Maint - Lodge	241	900	659	0 *
5078-3 - Equip.Maint-Lodge	73	250	177	0 *
Total Expenditures	\$9,481	\$13,600	\$4,119	\$10,300
			SHORTFALL	-\$8,300

MOUNTAIN LAKES RECREATION OVERVIEW

<u>Revenues</u>	Actual 2012	2012 Budget	Balance Remaining	2013 Budget	
4012-2 - Boat Rentals Rev	\$535	\$500	(\$35)	\$500	
4016-2 - Snack Revenue	3,117	4,000	883	3,500	
4017-2 - T-Shirt Revenue	40	-	(40)	-	
Total Revenues	3,692	4,500	808	4,000	
<u>Expenditures</u>					
5016-2 - Summer Prgm Director	4,374	5,200	826	5,300	
5018-2 - Lifeguards	10,220	8,915	(1,305)	10,000	
5019-2 - Snack Bar	1,618	2,500	882	1,700	
5020-2 - Snack Bar Help	3,297	3,200	(97)	2,500	
5022-2 - Lodge Attendant	740	1,200	461	840	
5026-2 - Fica Expense-Rec	925	1,325	400	1,000	
5051-2 - Telephone -Rec Pool	94	165	71	165	
5052-2 - Electricity-Recreation	841	1,075	234	950	
5054-2 - Fuel/Propane-Rec	1,579	620	(959)	1,000	
5056-2 - Printing/Ad-Rec	58	200	142	100	
5058-2 - Water Charge-Rec	450	450	-	450	
5060-2 - Consulting/Train-Rec	-	600	600	900	
5062-2 - Fees/Registration-Rec	-	100	100	-	
5064-2 - Facility Oper -Rec	1,179	1,000	(179)	3,200	includes *
5068-2 - Special Event-Rec	735	1,500	765	1,500	
5070-2 - Shop/Supplies-Rec	376	600	224	-	*
5072-2 - Equip.Purchase-Rec	1,135	2,500	1,365	-	*
5078-2 - Equip.Maint-Rec	144	150	6	-	*
5081-2 - Tennis Court	-	1,000	1,000	-	
5082-2 - Beach/Pool Maint.	2,348	2,400	52	4,200	
Total Expenditures	\$30,113	\$34,700	\$4,587	\$33,805	

SHORTFALL (29,805)

MOUNTAIN LAKES DISTRICT GENERAL OPERATION OVERVIEW

	2012 Actual	2012 Budget	Balance Remaining	2013 Budget	
<u>Revenues</u>					
4002-1 - Building Permits	\$250	\$500	\$250	\$250	
4003-1 - Bath Fees Rev	-	1,250	1,250	1,250	
4004-1 - Zoning Inspection Fee	90	200	110	100	
4005-1 - Interest Revenue	87	125	38	100	
4018-1 - Water Service Fee	-	4,950	4,950	4,950	
4020-1 - Taxes Received - Haverhill	267,459	262,399	(5,060)	174,068	Tax impact
Total Revenues	267,886	269,424	1,538	180,718	Gen Op only
<u>Expenditures</u>					
5002-1 - Commissioner	9,000	9,000	-	9,000	
5004-1 - Treasurer	500	500	-	500	
5006-1 - Clerk	75	75	-	75	
5008-1 - Moderator	75	75	-	75	
5009-1 - Zoning Officer	2,400	2,400	-	2,400	
5010-1 - Administrative Asst.	28,398	33,780	5,382	10,500	
5014-1 - Profess Fees-CPA	-	-	-	9,000	
5011-1 - Office Assistant	4,436	925	(3,511)	500	
5012-1 - Maintenance	25,851	25,393	(458)	26,500	
5013-1 - Maintenance Assistant	2,894	2,500	(394)	3,000	
5026-1 - Fica Expense-Gen.Op	6,823	7,200	377	3,000	
5028-1 - U.E.Insurance	612	639	27	500	
5030-1 - Workers' Comp	2,267	3,860	1,593	2,448	
5032-1 - Bank Charges	29	25	(4)	25	
5034-1 - TAN Interest	-	3,000	3,000	-	
5035-1 - Dam Loan	10,480	10,480	-	8,688	
5036-1 - FPR Bond	19,589	19,589	-	18,089	
5037-1 - WGBS Water Bond	40,790	40,793	3	39,293	
5040-1 - Legal Expense	1,485	5,000	3,515	3,000	
5042-1 - Audit Expense	6,500	6,000	(500)	6,000	
5043-1 - Health Insurance	2,295	3,000	705	-	
5046-1 - Insurance	8,641	9,665	1,024	9,000	
5048-1 - Office Supplies	2,000	2,500	500	1,500	
5051-1 - Telephone-Gen.Op	2,350	2,400	50	2,400	
5052-1 - Electricity-Gen.Op	3,100	3,500	400	3,300	
5054-1 - Fuel/Propane-Gen.Op	2,933	3,500	567	3,500	

			Balance		
	2012 Actual	2012 Budget	Remaining	2013 Budget	
5056-1 - Printing/Ad-Gen.Op	199	400	201	300	
5057-1 - Scholarship Fund	500	500	-	750	
5058-1 - Water Charge-Gen.Op	450	450	-	475	
5060-1 - Consulting/Train-Gen.Op	236	1,000	764	600	
5062-1 - Fees/Registration-Gen.Op	1,377	1,900	523	1,500	
5064-1 - Facility Oper -Gen.Op	1,090	1,100	10	4,300	<i>includes*</i>
5065-1 - Snow Plow/Lawn Mowing	2,235	2,200	(35)	2,500	
5066-1 - Beautification/Wildlife	822	800	(22)	1,200	
5067-1 - Fireworks	1,700	2,500	800	2,000	
5068-1 - Special Events-Gen.Op	394	300	(94)	400	
5070-1 - Shop/Supplies-Gen.Op	675	450	(225)	-	*
5072-1 - Equip.Purchase-Gen.Op	1,266	1,600	334	2,600	<i>includes**</i>
5074-1 - Mileage	477	700	223	300	
5076-1 - Building Maint-Gen.Op	6,210	2,500	(3,710)	-	*
5078-1 - Equip.Maint-Gen.Op	3,616	1,000	(2,616)	-	**
5079-1 - Capital Reserve-Water	10,000	10,000	-	-	
5088-1 - Security	1,878	3,000	1,122	1,000	
5090-1 - Zoning Inspections	-	300	300	-	
5096-1 - Planning Board	546	1,000	454	500	
Facilities Improvement - CR	1,000	1,000	-	-	
Total Expenditures	218,195	228,499	10,304	180,718	
Excess Revenues Over Expenditures	\$ 49,692	\$ 40,925	(\$ 8,767)	\$ 0	

MOUNTAIN LAKES WATER DEPARTMENT OVERVIEW

	2012 Actual	2012 Budget	Balance Remaining	2013 Budget
<u>Revenues</u>				
2-4003 - WD HOOKUPS	\$1,200	\$1,200	\$0	\$1,200
2-4005 - WD INTEREST REVENUE	177	975	798	180
2-4015 - MISC REVENUE	249	0	-249	0
2-4019 - WD WATER RENTAL	136800	136800	0	144875
2-4019B -WD WATER RENTAL Bath	7866	13485	5619	13860
Total Revenues, Gains & Other Support	146292	152460	6168	160115
<u>Expenditures</u>				
2-5015 - WD ADMIN FEES				
2-5032 - WD BANK CHARGE	23	50	27	50
2-5035 - WD INTEREST EXP	0	0	0	0
2-5040 - WD LEGAL EXPENSE	0	1500	1500	750
2-5049 - Transfer Out - Cap Res	25000	25000	0	9000
2-5050 - WD POSTAGE	135	130	-5	150
2-5051 - WD TELEPHONE	357	475	118	475
2-5052 - WD ELECTRICITY	8558	12025	3467	11000
2-5054 - WD FUEL/PROPANE	624	1000	376	1000
2-5056 - WD PRINTING/ADVERTIS	0	50	50	0
2-5059 - WD STAND BY FEE	23035	23100	65	0 to water rental
2-5060 - WD CONSULT/TRAIN	0	300	300	300
2-5062 - WD FEES/REGISTRATION	3934	2200	-1734	4865
2-5064 - WD FACILITY OPER	3400	4000	600	7000 includes *
2-5070 - WD SHOP SUPPLIES	815	1500	685	0 *
2-5071 - WD WATER BREAK/FREEZE	1253	11000	9748	8000
2-5072 - WD EQUIP PURCHASE	680	2500	1820	0 **
2-5074 - WD TRUCK EXPENSES	2596	2500	-96	2700
2-5076 - WD BLDG MAINT/REPAIR	36	1500	1464	0 *
2-5078 - WD EQUIPMENT MAINT	46	8550	8504	8000 includes**
2-5094 - WD WATER CONSUMPT	12280	25000	12720	50000
2-5096 - WD CONTRACT LABOR	18200	20589	2389	20590
2-5097 - WATER ASSISTANT	2686	2500	-186	3000
2-5098 - WATER DEPT MANAGER	23598	25256	1658	26500
2-5099 - BATH SERVICE FEE	6735	6735	0	6735
Total Expenditures	\$133,991	\$177,460	\$43,469	\$160,115
Excess Revenues over Expense	\$12,301			

2012 Actual	2012 Budget	Balance Remaining	2013 Budget
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Procedural Formula to bill Bath (out of District) Water Service District Charge		Sample 2008 Budget *Also see "worksheet 1" attached	2011	2012	2013
Step 1	Determine the allocation amount of district Water expenses using steps A-D below.				
	A Take 50% of the apportioned accounts in the current District budget (see table 1.1 for	\$56,268.50	\$ 47,766.00	\$44,129.00	\$33,536.50
	B Add in the 100% accounts from the District Budget (see table 1.1 for accounts)	\$79,412	\$ 82,925.00	\$105,861.00	\$57,382.00
	C Take the current Social Security and Medicare percentage of the apportioned payroll (see table 1.1 for accounts) plus the water department payroll - equals iii	\$3,309.38	\$ 3,419.00	\$3,319.79	
	i (5010-1+2013-1+2-5098) * current social security rate	10500+1250+26000*.042	\$ 2,867.50	\$2,690.55	\$1,554.00
	ii (5010-1+2013-1+2-5098) * current Medicare rate	10500+1250+26000*.0145	\$ 670.62	\$629.24	\$537.00
	iii i + ii = iii	\$3,309.38	\$ 3,538.12	\$3,319.79	\$2,091.00
	D Add A+B+C= District portion of Water Expenses	\$138,989.88	\$ 134,229.12	\$153,309.79	\$93,009.50
Step 2	A Find the valuation for Mountain Lakes	47,506,100	52,798,700	47,357,600	47,506,100
	B Find the valuation for Bath (out of District)	2,534,000	2,028,200	2,177,100	2,534,000
	C Total Valuation for Mountain Lakes A+B=	50,040,100	54,826,900	49,534,700	50,040,100
Step 3	Find the percentages allocated to Haverhill and Bath (out of District). Do this by adding both valuations together and finding the proportion of each.				
	A Haverhill	47,506,100/50,040,100	96.3%	95.6%	94.94%
	B Bath (out of District) round to the nearest tenth of a percent	2,534,000/50,040,100	3.70%	4.39%	5.06%
Step 4	Find the dollar amount allocated to Bath. Multiply answers from Step 3B and Step 1D.	97,192*5.06% = \$4921	\$ 4,966	\$ 6,730	\$4,709.94
Step 5	Determine the debt service fees for the Bath (out of district users) Mountain Lakes customers by dividing the Step 4 answer and the total number of homes in Bath Section of ML's and round the	4921.00/15	\$ 331.10	\$ 449.00	\$314.00
Step 6	On the water dept budget, place this figure as an expense to the District. Multiply the number of homes in Bath by Step 5 answer.	15*328=4920	\$4,965	\$6,735	\$4,710
Step 7	Add a revenue item in the District budget to equal the amount in Step 6.		\$4,965	\$6,735	\$4,710

This calculation is dictated in the NH PUC rulings of 2008 & 2009

ADDENDUM A:

Revised Procedural Formula to bill Bath (Out of District) Water Service District Charge 03/15/13

Procedural Formula to bill Bath (out of District) Water Service District Charge		Sample8 Budget	2011	2012	2013
		*Also see "worksheet 1" attached			
Step 1	Determine the allocation amount of district Water expenses using steps A-D below.				
	A Take 50% of the apportioned accounts in the current District budget (see table 1.1 for	\$56,268.50	\$ 47,766.00	\$44,129.00	\$33,536.50
	B Add in the 100% accounts from the District Budget (see table 1.1 for accounts)	\$79,412	\$ 82,925.00	\$105,861.00	\$66,070.00
	C Take the current Social Security and Medicare percentage of the apportioned payroll (see table 1.1 for accounts) plus the water department payroll - equals iii	\$3,309.38	\$ 3,419.00	\$3,319.79	
	i (5010-1+2013-1+2-5098) * current social security rate	5250+1500+26000*.062	\$ 2,867.50	\$2,690.55	\$2,062.00
	ii (5010-1+2013-1+2-5098) * current Medicare rate	5250+1500+26000*.0145	\$ 670.62	\$629.24	\$482.00
	iii i + ii = iii	\$3,309.38	\$ 3,538.12	\$3,319.79	\$2,544.00
D Add A+B+C= District portion of Water Expenses	\$138,989.88	\$ 134,229.12	\$153,309.79	\$102,150.50	
Step 2	A Find the valuation for Mountain Lakes	47,506,100	52,798,700	47,357,600	47,506,100
	B Find the valuation for Bath (out of District)	2,177,100	2,028,200	2,177,100	2,177,100
	C Total Valuation for Mountain Lakes A+B=	49,683,200	54,826,900	49,534,700	49,683,200
Step 3	Find the percentages allocated to Haverhill and Bath (out of District). Do this by adding both valuations together and finding the proportion of each.				
	A Haverhill	47,506,100/49,683,200	96.3%	95.6%	95.62%
	B Bath (out of District) round to the nearest tenth of a percent	2,177,100/49,683,200	3.70%	4.39%	4.38%
Step 4	Find the dollar amount allocated to Bath. Multiply answers from Step 3B and Step 1D.	102112*4.38% = \$4474.51	\$4,966.47	\$6,730.00	\$4,476.20
Step 5	Determine the debt service fees for the Bath (out of district users) Mountain Lakes customers by dividing the Step 4 answer and the total number of homes in Bath Section of ML's and round the	4474/15 \$298.00	\$331.10	\$449.00	\$298.41
Step 6	On the water dept budget, place this figure as an expense to the District. Multiply the number of homes in Bath by Step 5 answer.	15*298=4470	\$4,965	\$6,735	\$4,470
Step 7	Add a revenue item in the District budget to equal the amount in Step 6.	\$4,470.00			
			\$4,965	\$6,735	\$4,470

**MOUNTAIN LAKES DISTRICT
ANNUAL MEETING
MARCH 17, 2012
MINUTES**

Moderator Peter Olander opened the Annual Meeting at 10:38 AM. He introduced the District Commissioners Beverly Jacobs, Christopher Demers and Edward Rajsteter, then introduced the Treasurer, Cynthia Harris, District Clerk, Karen Rajsteter, District Office Administrator Marsha Luce and Maintenance Supervisor Don Drew.

Moderator Olander announced that this year's meeting booklet was dedicated to Joel and Anne-Marie Godston longtime residents of Mt. Lakes who moved to Seattle to be closer to family. He also announced the passing of two long time residents Joe Chandler and Lillian Snellman.

Article 1:

To see if the District will vote to raise and appropriate \$275,899.00 to pay the expenses of the District during the 2012 fiscal year for the purposes set forth in the District budget. The Commissioners recommend this article.

MOTION made by Chris Demers to see if the District will vote to raise and appropriate \$275,899.00 to pay the expenses of the District during the 2012 fiscal year for the purposes set forth in the District budget.

SECONDED by: Patricia Brady

VOTED: YES, Unanimous

ARTICLE 1: PASSED

Article 2:

To see if the District will raise and appropriate \$152,460.00 as the operating budget proposed by the Commissioners for the operation of the Water Department for the 2012 fiscal year. The Commissioners recommend this article. The Commissioners recommend this article.

MOTION made by Chris Demers to see if the District will raise and appropriate \$152,460.00 as the operating budget proposed by the Commissioners for the operation of the Water Department for the 2012 fiscal year.

SECONDED by: Charlie Edson

VOTED: YES, Unanimous

ARTICLE 2: PASSED

Article 3:

To see if the District will raise and appropriate \$25,000.00 to be deposited into the Mountain Lakes Water Capital Improvements Capital Reserve Fund, Account number ending in 2321 (created in 1993 with a change in purpose in 2003); these funds will come from the unreserved fund balance. The Commissioners recommend this article.

MOTION made by Chris Demers to see if the District will raise and appropriate \$25,000.00 to be deposited into the Mountain Lakes Water Capital Improvements Capital Reserve Fund, Account number ending in 2321 (created in 1993 with a change in purpose in 2003); these funds will come from the unreserved fund balance.

SECONDED by: Patricia Brady

VOTED: YES, Unanimous

ARTICLE 3: PASSED

Article 4:

To see if the District will raise & appropriate all surpluses from user fees up to \$10,000, as of December 31, 2011, to be paid into the Water Department Surplus Capital Reserve Fund, Account number ending 2323, created in 1993. The Commissioners recommend this article.

MOTION made by Chris Demers to see if the District will raise & appropriate all surpluses from user fees up to \$10,000, as of December 31, 2011, to be paid into the Water Department Surplus Capital Reserve Fund , Account number ending 2323, created in 1993.

SECONDED by: Charlie Edson

VOTED: YES, Unanimous

ARTICLE 4: PASSED

Article 5:

To see if the District will raise and appropriate \$1,000.00 to be deposited into the Mountain Lakes Recreational Facilities Improvements Capital Reserve Fund, Account number ending 2320, for the purpose of building a reserve to purchase a new boiler(created in 1993 with a change in purpose in 2003); these funds will come from the unreserved fund balance. The Commissioners recommend this article.

MOTION made by Chris Demers to see if the District will raise and appropriate \$1,000.00 to be deposited into the Mountain Lakes Recreational Facilities Improvements Capital Reserve Fund, Account number ending 2320, for the purpose of building a reserve to purchase a new boiler(created in 1993 with a change in purpose in 2003); these funds will come from the unreserved fund balance.

SECONDED by: Dan Brady

VOTED: YES, Unanimous

ARTICLE 5: PASSED

Commissioner Rajsteter announced Ken & Laraine King as the Persons of the Year. He thanked Laraine for her service on the Recreation and Budget Committees and Ken for his service on the Water Committee as well as setting up a new computer system for the office and security cameras around the District Office.

Article 6:

To elect the following District officers:

A Commissioner for a term of three (3) years.

Bob Long was nominated and seconded by Dave Long. As there were no other nominations, a motion was made and adopted to close the nominations and for the Clerk to cast 1 ballot for Bob Long for Commissioner for the term of 3 years.

A Moderator for a term of two (2) years.

Peter Olander was nominated and seconded by Bev Jacobs. As there were no other nominations, a motion was made and adopted to close the nominations and for the Clerk to cast 1 ballot for Peter Olander for Moderator for the term of years.

Assistant Moderator

Moderator Peter Olander appointed Robert Roudebush to serve as Assistant Moderator for a term of two(2) years which was approved by all in attendance.

A District Clerk for a term of one (1) year

Karen Rajsteter was nominated and seconded by Dottie Long. As there were no other nominations, a motion was made and adopted to close the nominations and for the Clerk to cast 1 ballot for Karen Rajsteter for District Clerk for the term of 1 year

A Treasurer for the term of one (1) year.

Cynthia Harris was nominated and seconded by Dan Brady. As there were no other nominations, a motion was made and adopted to close the nominations and for the Clerk to cast 1 ballot for Cynthia Harris for Treasurer for the term of 1 year.

Article 7:

To see if the District voters will vote to change the Water Tariff, from a one-time annual fee, due 30 days after the date of the invoice, or quarterly payments which will include a service charge to be set by the Commissioners. The Commissioners recommend this article.

MOTION made by Chris Demers to see if the District voters will vote to change the Water Tariff, from a one-time annual fee, due 30 days after the date of the invoice, or quarterly payments which will include a service charge to be set by the Commissioners

SECONDED by: Charlie Edson

A motion was moved to amend Article 7.

Article 7 – Amended

To see if the District voters will vote to change the Water Tariff from a one-time annual fee, due 30 days after the date of the invoice, to a one time annual fee or quarterly payments which will include a service fee to be set by the Commissioners on an annual basis.

SECONDED by: Dan Brady

VOTED: 25 YES, 3 NO

ARTICLE 7: PASSED

Article 8:

To transact any other business that may legally be brought before the District Meeting

No Action Taken

Meeting Adjourned at: 11:30 AM

Respectfully submitted,

Karen Rajsteter, District Clerk

