

HOLLAND LAKE OVERSIGHT COMMITTEE

Minutes of meeting held on October 5, 2015

Called to Order: 7:06

Attendance: John Stevens, Lynn Arnold, Chad Brigham, Suzanne Wilbur, Chris McCooe

Absent: Eli Gillen, Dennis Allard

Old Business:

- L. Arnold made a motion to accept the minutes as electronically distributed. J. Stevens seconded. Motion passed unanimously.
- Reviewed action items from the previous meeting. Items listed in the September 21, 2015 covered by Eli Gillen will be updated at the next meeting.
 - RFP for state required dam inspection – The committee is waiting for **E. Gillen** to report back from the BOS on who should be completing this RFP
 - Prepare RFP for next weed treatment – The contract with ACT ends on December 31, 2016 (according to ACT). However, the town's fiscal year ends on June 30, 2016. This poses a problem because the town will be billed for June's weed treatment in July 2016 (FY 2017). S. Wilbur suggested that going forward the RFP include a clause about requiring invoices within a certain time period. C. McCooe presented on-going research into contractors to perform this work and to date has found three. **C. McCooe** will take over asking Andy about the procurement rules and **L. Arnold** will look for the old RFP.
 - Inspect causeway culvert – **S. Wilbur** will find out if Holland has contacted the DOT to request an inspection yet.
 - Address homeowner's gating off access to public right-of-ways – C. Brigham reported that Police Chief Haughey feels this is a civil matter and not a police matter. The search to identify right-of-ways is on-going by **C. Brigham** and **L. Arnold** will bring some original maps for Chad to use to the next meeting.
 - C. Brigham contacted Police Chief Haughey regarding no parking signs around the lake and the floating safety signs near the dam. The Police Chief feels these are the responsibility of the Highway Department.
 - South boat launch repairs – L. Arnold checked the assessor's maps and the town owns the boat launch. **C. McCooe** will attend the next BOS meeting with a copy of the map to discuss this.
 - Al Collings of Congress of Lakes and Ponds (COLAP) will attend the next meeting on October 19, 2015 at 7pm to discuss dredging.

New Business:

- C. McCooe presented the idea of creating a table to show the committee's to-do list. C. McCooe made a motion to accept and update a to-do list document. S. Wilbur seconded. Motion passed unanimously.
- S. Wilbur suggested that the committee uses an online tool to share and post documents. C. Brigham started an email address and google account: LOCOFHolland@gmail.com. Password available upon request.

- Discussion of budget related Items was as follows:
 - Dam Inspection – L. Arnold estimated that the mandatory dam inspection to be performed in 2016 will cost ~\$10,000+. In the past, this was funded from the Dam and Ramp Maintenance line item. L. Arnold made a motion that the LOC recommend to the BOS that the mandatory dam inspection be a separate line item and that the RFP should request the inspection happen after July 1, 2016 so the payment can be processed in FY2017. C. Brigham seconded. Motion passed unanimously.
 - Weed Treatment and Water Quality Testing – C, McCooe reported that the total weed treatment for 2015 was as follows:
 - Milfoil in MA: \$11,725 (paid by Town)
 - Milfoil in CT: ~\$3,000 (paid by HRA)
 - Tape Grass and Water shield: ~\$15,000 (paid by HRA)
 - Water Testing: ~\$2,500 (paid by HRA)

The town owns the water in CT so the committee discussed whether the town should pay for the weed treatment in CT as well. Additionally, the water testing is important to the town. L. Arnold made a motion to recommend to the BOS that all milfoil, water shield, tape grass and water quality tests be paid for by the Town under a new lime item where the money rolls over to the next fiscal year. The amount of money will be determined based on this year's bills, assuming annual treatment of milfoil, biennial water quality testing and treatment of tape grass and water shield every three years. C. Brigham seconded the motion. Motion passed unanimously.

- Dam and Ramp Maintenance – Currently this Town budget line item is used for the mandatory inspection and the unused funds roll over to the next year. The town is responsible for the repairs to the south boat launch, fisherman's pier and the Dam. Dam repair estimates from the last three mandatory inspections range from \$350,000 to \$800,000. L. Arnold suggested separating the dam maintenance from the ramp maintenance and funding both annually to allow funds to accumulate for larger projects. Additionally, she suggested that the dam and ramps be treated as other town assets, like vehicles, in regard to any remaining year end funds and long term planning (stabilization accounts). L. Arnold made a motion to recommend that the BOS create two separate line items in the budget: one for dam maintenance and another for ramp maintenance. The funds in both line items would roll over and the majority of the existing roll over account funds would be moved to the dam maintenance account, leaving enough for the south ramp to be fixed this year. C. Brigham seconded. Motion passed unanimously.
- Board of Health Testing – Currently the BOH tests every Monday from Memorial Day to Labor Day in 5 locations along the reservoir. S. Wilbur recommended that 10 locations be tested in groups of 5. Group A (5 locations) would be tested Week 1, Group B (5 alternate locations) would be tested Week 2. Group A would be tested on Week 3 and so on. **J. Stevens** will attend the next BOH meeting to make sure that they include money for testing in their budget and to invite them to discuss testing locations further with the LOC.

- Additional Catch Basins – There is a need for additional catch basins and locations have been identified in previous studies for grants. Ideally, two would be installed every year, however it may be economically beneficial to install four every other year since a large component of a contractor’s price is mobilization. L. Arnold made a motion to recommend that the installation of new catch basins be included in the Highway Department’s budget. J. Stevens seconded. Motion passed unanimously.
- Signs – The Committee discussed that the Highway Department should include money in their budget to replace no parking signs and floating dam safety and speed limit signs.
 - **L. Arnold** will request the Finance Schedule to determine a timeline for action for the above mentioned items.
 - **L. Arnold** will call the accountant to determine the amount of money in the Dam and Ramp Maintenance line item.
 - The next meeting will be Monday, October 19, 2015 at 7pm with discussion on dredging.

Adjourned: 8:30 PM

Respectfully submitted by,

Suzanne Wilbur, Secretary

C: Select Board, Conservation Commission, Planning Board, Zoning Board of Appeals, Highway Department, File